



The management of our Holiday Parks came runner-up in the NSW ACT Regional and Community Awards, in the Crown Lands Crown Reserve Trust Corporate Managers award category.

Wyong Shire Council

Business Paper

ORDINARY COUNCIL MEETING

13 November 2013

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MEETING NOTICE

The **ORDINARY COUNCIL MEETING**
of **Wyong Shire Council**
will be held in the **Council Chamber,**
Wyong Civic Centre, Hely Street, Wyong on
WEDNESDAY 13 NOVEMBER 2013 at 5.00 pm,
for the transaction of the business listed below:

OPENING PRAYER

ACKNOWLEDGEMENT OF COUNTRY

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9 QUESTIONS ON NOTICE ASKED

At the conclusion of the meeting and at the discretion of the Mayor, Council may meet with staff in an informal, non-decision making mode for a period of no more than 30 minutes.

Michael Whittaker
GENERAL MANAGER

1.1 Disclosures of Interest

TRIM REFERENCE: F2013/00023 - D04021185

MANAGER: Sonia Witt, TL Governance and Councillor Services

AUTHOR: Fiona Kurtz; Councillor Services Officer

The provisions of Chapter 14 of the *Local Government Act, 1993* regulate the way in which Councillors and nominated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions, voting on that matter, and require that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

RECOMMENDATION

That Councillors now disclose any conflicts of interest in matters under consideration by Council at this meeting.

1.2 Proposed Inspections and Briefings

TRIM REFERENCE: F2013/00023 - D04021209

MANAGER: Sonia Witt, TL Governance and Councillor Services

AUTHOR: Fiona Kurtz; Councillor Services Officer

SUMMARY

Briefings proposed for this meeting and future meetings to be held in the Wilfred Barrett and Tim Farrell Committee Rooms.

Date	Briefing	Directorate
13/11/2013	ERMS Training (1Hour)	GM Unit
13/11/2013	Airport Masterplan	Property and Economic Development
13/11/2013	2012/13 Annual Report & Councillor Engagement Schedule	GM Unit
13/11/2013	Councillors Fees	GM Unit
13/11/2013	LEP Amendment 1	Property and Economic Development
13/11/2013	Confidential* Childcare	Community and Recreation Services

RECOMMENDATION

That Council receive the report on Proposed Inspections and Briefings.

ATTACHMENTS

- 1 Councillor Proposed Briefings - Ordinary Meeting 13 November 2013 D04287757

Proposed Briefings List to date

Briefing Title:	Directorate:	Proposed Month:	Proposed Date:
ERMS Training (1Hour)	GM Unit		13/11/2013
Airport Masterplan	Property and Economic Development		13/11/2013
2012/13 Annual Report & Councillor Engagement Schedule	GM Unit		13/11/2013
Councillors Fees	GM Unit		13/11/2013
LEP Amendment 1	Property and Economic Development		13/11/2013
Confidential* Childcare	Community and Recreation Services		13/11/2013
Q1 2013/14	GM Unit		27/11/2013
Library Strategic Plan	Community and Recreation Services		27/11/2013
Lifeguard Uniforms	Community and Recreation Services		27/11/2013
IP&R Councillor Briefing (2 hours)			27/11/2013
Confidential* General Managers Performance Review	GM Unit		11/12/2013
Aboriginal Land Claims	Property and Economic Development		11/12/2013
Media Policy	Community and Recreation Services		11/12/2013
IP & R Councillor Briefing (1 1/2 hours TBC)			11/12/2013

1.3 Address By Invited Speakers

TRIM REFERENCE: F2013/00023 - D04021281
MANAGER: Sonia Witt, TL Governance and Councillor Services
AUTHOR: Fiona Kurtz; Councillor Services Officer

SUMMARY

There have been no requests to address the Ordinary Meeting at the time of printing the Business Paper.

RECOMMENDATION

- 1** *That Council receive the report on Invited Speakers.*
- 2** *That Council agree meeting practice be varied to allow reports from Directors and/or the General Manager to be dealt with following an Invited Speaker's address.*

ATTACHMENTS

Nil

1.4 Confirmation of Minutes of Previous Meeting

TRIM REFERENCE: F2013/00023 - D04021297

MANAGER: Sonia Witt, TL Governance and Councillor Services

AUTHOR: Fiona Kurtz; Councillor Services Officer

SUMMARY

Confirmation of minutes of the previous Ordinary Meeting of Council held on Wednesday 23 October 2013.

RECOMMENDATION

That Council confirm the minutes of the previous Ordinary Meeting of Council held on Wednesday 23 October 2013.

ATTACHMENTS

- | | | |
|---|---|-----------|
| 1 | Minutes - Ordinary Meeting 23 October 2013 | D04111961 |
| 2 | Minutes - Confidential Session of the Ordinary Meeting 23 October 2013
(D04120177) | |

WYONG SHIRE COUNCIL

**MINUTES OF THE
ORDINARY COUNCIL MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBER
WYONG CIVIC CENTRE, HELY STREET, WYONG
ON 23 October 2013
COMMENCING AT 5:00 PM**

PRESENT

Councillors D J Eaton (Chairperson), G P Best, R L Graham, K G Greenwald, L R Y Nayna, L S Taylor, A Troy, D P Vincent and L D Webster.

IN ATTENDANCE

General Manager, Director Development and Building, Director Infrastructure and Operations, Director Land Management, Director Community and Recreation Services, General Counsel, Manager Communications, and three administration staff.

The Mayor, Councillor Eaton, declared the meeting open at 5.03 pm and advised in accordance with the Code of Meeting Practice that the meeting is being recorded.

Councillor Eaton delivered the opening prayer and Councillor Vincent read an acknowledgment of country statement.

APOLOGY

An apology for the inability to attend the meeting was received on behalf of Councillor Matthews for the reason that she is currently on a family holiday.

At the commencement of the ordinary meeting report nos 1.1, 1.2, 1.6, 4.1, 4.10, 2.1, 4.2, 4.4, 4.6, 4.13, 7.1, 5.8, 5.10 and 7.2 were dealt with first then the remaining reports in order. However for the sake of clarity the reports are recorded in their correct agenda sequence.

1.1 Disclosures of Interest

1.6 Mayoral Minute – Bush Fires

Councillor Greenwald declared a non-pecuniary insignificant interest in the matter for the reason that he is an employee of the NSW Police Force, which is part of Police Emergency Services, and participated in consideration of this matter.

Councillor Greenwald stated:

“I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty.”

Councillor Troy declared a non-pecuniary insignificant interest in the matter for the reason that he is a member of the Rural Fire Service and participated in consideration of this matter.

Councillor Troy stated:

“I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty.”

2.1 Swimming Pool Inspection Programme

Councillor Best declared a non-pecuniary insignificant interest in the matter for the reason that he has a swimming pool and participated in consideration of this matter.

Councillor Best stated:

“I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty as this will not affect my views.”

Councillor Webster declared a non-pecuniary insignificant interest in the matter for the reason that she owns a swimming pool and participated in consideration of this matter.

Councillor Webster stated:

“I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty .”

Councillor Vincent declared a non-pecuniary insignificant interest in the matter for the reason that he owns a swimming pool and participated in consideration of this matter.

Councillor Vincent stated:

“I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty.”

Councillor Graham declared a non-pecuniary insignificant interest in the matter for the reason that he owns a swimming pool at his property and participated in consideration of this matter.

Councillor Graham stated:

“I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty.”

4.4 Proposed Councillors' Community Improvement Grants

Councillor Best declared a pecuniary interest in the matter for the reason that he is the General Manager of Central Coast Group Training (CCGT) , an organisation which is a grant recipient included in this item, left the Chamber at 7.40 pm, took no part in discussion, did not vote and returned to the chamber at 7.42 pm.

Councillor Eaton declared a non-pecuniary insignificant interest in the matter for the reason that he is a Councillor Delegate to Central Coast Group Training (CCGT), an organisation which is a grant recipient included in this item, and participated in consideration of this matter.

Councillor Eaton stated:

“I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty.”

RESOLVED unanimously on the motion of Councillor NAYNA and seconded by Councillor GREENWALD:

1247/13 That Council receive the report on Disclosure of Interest and note advice of disclosures.

PROCEDURAL MOTION

RESOLVED unanimously on the motion of Councillor NAYNA and seconded by Councillor TROY:

1248/13 That Council allow meeting practice to be varied.

1249/13 That Council use the exception method to deal with the balance of the Agenda.

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1250/13 That with the exception of report numbers 1.6, 2.1, 4.1, 4.2, 4.4, 4.6, 4.10, 4.13, 5.8, 5.10, 7.1 and 7.2 Council adopt the recommendations contained in the remaining reports.

1.2 Proposed Inspections and Briefings

RESOLVED unanimously on the motion of Councillor NAYNA and seconded by Councillor WEBSTER:

1251/13 That Council receive the report on Proposed Inspections and Briefings.

1.3 Address By Invited Speakers

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1252/13 That Council receive the report on Invited Speakers.

1253/13 That Council agree meeting practice be varied to allow reports from Directors and/or the General Manager to be dealt with following an Invited Speaker's address.

1.4 Confirmation of Minutes of Previous Meeting

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1254/13 That Council confirm the minutes of the previous Extraordinary Meeting of Council and the Ordinary Meeting of Council held on Wednesday 25 September 2013.

Business Arising

There was no business arising.

1.5 Mayoral Minute - Central Coast Water Board Annual General Meeting

RESOLVED unanimously on the motion of Councillor EATON:

1255/13 That Council note the Central Coast Water Corporation proposes to hold its Annual General Meeting at Gosford City Council on Thursday 14 November 2013 at 6.00pm to consider the audited financial statements and that clause 7.8 of the Constitution of the Central Coast Water Corporation permits Council to attend and vote at that proposed Annual General Meeting by proxy.

1256/13 That Council appoint the Mayor as Council's proxy at the proposed Annual General Meeting of Central Coast Water Corporation, with that appointment being for the purposes of clause 7.8 of the Constitution of the Central Coast Water Corporation.

1257/13 That Council resolve that the Council Seal be affixed to the attached instrument to effect the above appointment.

1258/13 That Council request the General Manager to invite all Councillors to attend the Annual General Meeting of the Central Coast Water Corporation once formal notice for that Meeting has been received.

1259/13 That Council direct the General Manager to investigate and report the governance options around the Wyong Water Authority.

1.6 Mayoral Minute - Bush Fires

Councillor Greenwald declared a non-pecuniary insignificant interest in the matter for the reason that he is an employee of the NSW Police Force, which is part of Police Emergency Services, and participated in consideration of this matter.

Councillor Greenwald stated:

"I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty."

Councillor Troy declared a non-pecuniary insignificant interest in the matter for the reason that he is a member of the Rural Fire Service and participated in consideration of this matter.

Councillor Troy stated:

"I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty."

Mr Dick Adams, Hunter Emergency Services Recovery Coordinator, addressed the meeting at 5.20 pm, answered questions and retired at 5.25 pm.

Ms Mandy Moore, Senior Manager, Strategic Policy and resilience, Ministry for Police and Emergency Services was available for questions.

RESOLVED unanimously on the motion of Councillor EATON:

- 1260/13 That Council receive an official report on the northern Wyong Shire bushfires.**
- 1261/13 That Council formally congratulate the RFS and NSW Fire and Rescue Service, and all other emergency and community services organisations, involved in this fire event.**
- 1262/13 That Council hold a civic reception for these services at the end of the bushfire season.**
- 1263/13 That Council strike a commemorative plaque in remembrance of Mr Walter Linder, and present this to the Toukley and District Arts Society for official mounting in its art gallery or mural.**
- 1264/13 That Council waive the fees for waste disposal of bushfire damaged waste resulting from this fire event at Council's Buttonderry Waste Management Facility.**
- 1265/13 That Council offer a rebate to those properties located in the fire path for water used while fighting the bush fires.**

2.1 Swimming Pool Inspection Programme

Councillor Best declared a non-pecuniary insignificant interest in the matter for the reason that he has a swimming pool and participated in consideration of this matter.

Councillor Best stated:

"I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty as this will not affect my views."

Councillor Webster declared a non-pecuniary insignificant interest in the matter for the reason that she owns a swimming pool and participated in consideration of this matter. Councillor Webster stated:

"I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty ."

Councillor Vincent declared a non-pecuniary insignificant interest in the matter for the reason that he owns a swimming pool and participated in consideration of this matter.

Councillor Vincent stated:

"I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty."

Councillor Graham declared a non-pecuniary insignificant interest in the matter for the reason that he owns a swimming pool at his property and participated in consideration of this matter.

Councillor Graham stated:

"I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty."

Councillor Greenwald left the meeting at 7.31 pm and returned to the meeting at 7.40 pm and as a result took no part in voting.

Councillor Vincent left the meeting at 7.31 pm and returned to the meeting at 7.40 pm and as a result took no part in voting.

RESOLVED unanimously on the motion of Councillor TAYLOR and seconded by Councillor TROY:

1266/13 That Council adopt the draft Swimming Pools Inspection Program as detailed in Option A including the Education Program only from Option B for commencement after the 29 October 2013.

FOR: COUNCILLORS BEST, EATON, GRAHAM, NAYNA, TAYLOR, TROY AND WEBSTER

AGAINST: NIL

3.1 Easement for Private Sewer Main over Lot 19 DP 22433, Ourimbah Creek Road, Ourimbah

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

- 1267/13 That Council grant an easement to drain sewage over Lot 19 DP 22433, Ourimbah Creek Road, Ourimbah to Ausgrid to accommodate the construction of a private sewer main for an amount of compensation payable as assessed by a qualified valuer.
- 1268/13 That Council authorise the Common Seal of Wyong Shire Council to be affixed to related documents as required.
- 1269/13 That Council authorise the General Manager to execute all documents relating to the grant of easement between Wyong Shire Council and Ausgrid.

3.2 Classification of Land, Lot 230 DP 1162569 at 8 Yarra Place, Wadalba

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

- 1270/13 That Council propose classification of Lot 230 DP 1162569 at 8 Yarra Place, Wadalba as Operational Land.
- 1271/13 That Council advertise the proposal in accordance with Section 34 of the Local Government Act 1993.
- 1272/13 That Council adopt the classification if no adverse submissions are received.

3.3 Acquisition of Easements for Sewer Rising Main over Lot 1 DP 613072 and Lot 72 DP 27833 at Toukley Public School

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

- 1273/13 That Council authorise the release of the existing easements over Lot 1 DP 613072 and Lot 71 DP 27833 at Noraville.
- 1274/13 That Council acquire easements to drain sewage, generally 3m wide, over Lot 1 DP 613072 and Lot 72 DP 27833 at Noraville.
- 1275/13 That Council authorise the payment of compensation, if necessary, for the acquisition of the easements in accordance with the Land Acquisition (Just Terms Compensation) Act 1991 and based on assessment by a qualified valuer.
- 1276/13 That Council proceed to compulsorily acquire the easements in the event that negotiations with the property owner cannot be satisfactorily resolved.
- 1277/13 That Council authorise the Common Seal of Wyong Shire Council to be affixed to the easement transfer documents and plan and to any necessary application to the Department of Primary Industries for the approval of the Minister and the Governor in order to proceed with the compulsory acquisition.

1278/13 That Council authorise the Mayor and the General Manager to execute all documents relating to easement transfer documents and plan and all documents relating to the application to the Department of Primary Industries.

4.1 Long Jetty Village Centre Improvement Masterplan

Councillor Troy left the meeting at 6.10 pm and returned to the meeting at 6.12 pm during consideration of this item.

Councillor Nayna left the meeting at 6.13 pm and returned to the meeting at 6.15 pm during consideration of this item.

Councillor Best left the meeting at 6.16 pm and returned to the meeting at 6.17 pm during consideration of this item.

Councillor Greenwald left the meeting at 6.16 pm and returned to the meeting at 6.18 pm during consideration of this item.

Mr John Millard, representing Revitalise The Entrance Group, addressed the meeting at 5.54 pm, answered questions and retired at 5.57 pm.

Ms Anne Rowland, Resident, addressed the meeting at 5.57 pm, answered questions and retired at 6.02 pm.

RESOLVED unanimously on the motion of Councillor WEBSTER and seconded by Councillor TAYLOR:

1279/13 That Council adopt the Long Jetty Village Centre Improvement Masterplan.

1280/13 That Council update relevant Section 149 Certificates advising of the adoption of the Masterplan.

1281/13 That Council request the General Manager to advise residents who made submissions to the exhibition of the draft Masterplan of the decision.

1282/13 That Council consider the funding of some of the short to medium term elements of the draft Masterplan as identified in the Implementation Plan as part of the 4 Year Delivery Plan.

4.2 2012/13 Annual Financial Statements

Councillor Greenwald left the meeting at 7.31 pm and returned to the meeting at 7.40 pm and as a result took no part in voting.

Councillor Vincent left the meeting at 7.31 pm and returned to the meeting at 7.40 pm and as a result took no part in voting.

RESOLVED unanimously on the motion of Councillor BEST and seconded by Councillor WEBSTER:

1283/13 That Council adopt the draft Wyong Shire Council financial statements for 2012/13 as presented.

1284/13 That Council refer the draft Wyong Shire Council financial statements for 2012/13 (as presented) to external audit.

1285/13 That Council authorise the Mayor, Deputy Mayor, General Manager and

Responsible Accounting Officer to execute all documents related to the draft 2012/13 financial statements as required by legislation.

1286/13 That Council fix 13 November 2013 as the date for the presentation of the audited 2012/13 financial statements and external audit report in accordance with section 419(1) of the Local Government Act 1993.

4.3 Draft Voluntary Planning Agreement - Tinbana Pty Ltd - Wadalba

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1287/13 That Council delegate to the General Manager the authority to execute the draft Voluntary Planning Agreement in regard to DA 93/2013.

4.4 Proposed Councillors' Community Improvement Grants

Councillor Best declared a pecuniary interest in the matter for the reason that he is the General Manager of Central Coast Group Training (CCGT), an organisation which is a grant recipient included in this item, left the Chamber at 7.40 pm, took no part in discussion, did not vote and returned to the chamber at 7.42 pm.

Councillor Eaton declared a non-pecuniary insignificant interest in the matter for the reason that he is a Councillor Delegate to Central Coast Group Training (CCGT), an organisation which is a grant recipient included in this item, and participated in consideration of this matter.

Councillor Eaton stated:

"I choose to remain in the chamber and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty."

Councillor Best left the meeting at 7.40 pm and returned to the meeting at 7.42 pm during and as a result took no part in voting.

RESOLVED unanimously on the motion of Councillor EATON and seconded by Councillor NAYNA:

1288/13 That Council allocate an amount of \$14,320.00 from the 2013-14 Councillors' Community Improvement Grants as follows:

23 October 2013		
Central Coast CC Australian Italian Friendship Society (\$2500)	Fortnightly gatherings, entertainment and organisation costs.	950
Central Coast Group Training (\$4000)	To recognise and reward efforts of local students undertaking traineeships and apprenticeships.	4000
Central Coast Kids Day Out (\$4000)	Bring in experts, resources and activities to encourage families in the Wyong area to come to the day.	4000
Disabled Surfers Association of Central Coast (\$292)	To pay the fees for the use of the beach.	229
Drug Awareness and Relief Movement (\$4000)	Distribute Drug Awareness manuals into local schools	200

San Remo Community Environment Project Inc (\$3445.56)	Install a dry creek bed at San Remo Community Garden	1,400
San Remo Neighbourhood Centre (\$1000)	Security costs for the annual San Remo/Blue Haven Community Christmas celebration	300
Toowoomb Bay Ocean Swim (\$500)	Purchase of canvas / all weather signage.	150
Toukley Torchbearers for Legacy (\$1100) (Emergency approved by GM)	Assist with the costs to promote the annual event of the Harry Moore Legacy Golf Day	1,100
Wyong District Museum & Historical Society Inc. (\$391)	Electrical connection to the slab hut.	391
Wyong District Tennis Association (\$1775.50)	Family Fun Day and encourage participation in the game of tennis.	1,600

4.5 Rate Payment Incentive Scheme 2013-14

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1289/13 That the Mayor draw and announce the winner of Council's Rate Payment Incentive Scheme for 2013-14.

The winners of Council's ratepayer incentive scheme for 2013-14 are Mr & Mrs Crump from Killarney Vale.

4.6 Facilities and Expenses Policy for Councillors - Annual Review

RESOLVED unanimously on the motion of Councillor TAYLOR and seconded by Councillor NAYNA:

1290/13 That Council endorse the amended policy on Facilities and Expenses for Councillors as required by s.252 of the Act for the purposes of the public exhibition for the annual adoption of the policy.

1291/13 That Council advertise the Facilities and Expenses Policy for Councillors for a period of 28 days and report the results of the exhibition to Council.

1292/13 That Council amend the Policy to add "where an allowance is claimed for a mobile phone in accordance with Clause D52, the mobile number must be published weekly in "Shire Wide" and be placed on Council's Website. In the case for the Mayor, the Mayor's Office number should be listed."

1293/13 That Council amend Clause D52 to allow for replacement of a broken phone or tablet.

4.7 Councillor Strategic Planning Workshop 2014

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

- 1294/13 That Council note the quotations provided by vendors to host the 2014 Council Strategic Planning Workshop.
- 1295/13 That Council endorse the workshop venue as Shoal Bay.
- 1296/13 That Council endorse the workshop dates as 7 to 9 February 2014.

4.8 Draft Minutes of the 18 September Audit and Risk 2013 Committee Meeting.

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

- 1297/13 That Council adopt the minutes of Wyong Shire Audit and Risk Committee meeting held on 18 September 2013.
- 1298/13 That Council request the General Manager to provide the Audit and Risk Committee presentation a Risk Management toolkit.
- 1299/13 That Council endorse the Chief Internal Auditors role in LGIAN and sharing knowledge across the profession provided that confidential information is maintained.
- 1300/13 That Council approve the Senior Internal auditor and those interested Councillors to attend the Local Auditors Conference which will be held on 8 November 2013
- 1301/13 That Council meet reasonable expenses incurred by Councillors attending the Local Auditors Conference in accordance with Council's Facilities and Expenses Policy for Councillors.

4.9 Submission received for the Proposed Beach Renaming - Tuggerah to North Entrance, Magenta and Pelican Beach

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

- 1302/13 That Council note the advertising period closed on 18 September 2013 with one submission received.
- 1303/13 That Council endorse the proposal for renaming of Tuggerah Beach to North Entrance, Magenta and Pelican Beach.
- 1304/13 That Council refer the proposal for renaming of Tuggerah Beach to North Entrance, Magenta and Pelican Beach to the Geographical Names Board for determination.

4.10 Community Precinct Forum Framework

Councillor Taylor left the meeting at 6.22 pm and returned to the meeting at 6.24 pm during consideration of this item.

Councillor Webster left the meeting at 7.10 pm and returned to the meeting at 7.12 pm during consideration of this item.

Ms Vivienne Scott, Chairperson, representing The Entrance Peninsula Community Precinct, addressed the meeting at 6.25 pm, answered questions and retired at 6.32 pm.

Ms Margaret Bevege, Chairperson, representing Lakes Precinct, addressed the meeting at 6.32 pm, answered questions and retired at 6.40 pm.

It was MOVED by Councillor NAYNA and seconded by Councillor WEBSTER

- 1 *That Council undertake community consultation on the attached Community Precinct Forums Framework, noting:*
 - a) *That Council is proposing the change to encourage broader community participation in Council's engagement process and provide a more sustainable and enhanced (strengthened or improved) approach*
 - b) *That Council intends to commence quarterly Community Precinct Forums in March 2014*
 - c) *That Council invite representatives from North Sydney (precinct system) and Liverpool Councils (neighbourhood forums) that have successfully transitioned from the precinct committee to their reviewed and updated forums to address the Wyong Community Forum in November.*
- 2 *That Council receive a report on the results of the community consultation to further develop the Community Precinct Forum Framework in February 2014.*

An AMENDMENT was MOVED by Councillor GRAHAM and SECONDED by Councillor VINCENT:

- 1 *That Council undertake community consultation on the attached Community Precinct Forums Framework.*
- 2 *That Council review means of strengthening the Community Precinct Committees, including examining how other Councils structure their Community Precinct Committees.*
- 3 *That Council receive a report on the results of the community consultation to further develop a Community Precinct Framework as soon as possible.*

The AMENDMENT was put to the VOTE and declared LOST.

RESOLVED on the motion of Councillor NAYNA and seconded by Councillor WEBSTER:

- 1305/13 *That Council undertake community consultation on the attached Community Precinct Forums Framework, noting:***
- a) ***That Council is proposing the change to encourage broader community participation in Council's engagement process and provide a more sustainable and enhanced (strengthened or improved) approach***

- b) *That Council intends to commence quarterly Community Precinct Forums in March 2014*
- c) *That Council invite representatives from North Sydney (precinct system) and Liverpool Councils (neighbourhood forums) that have successfully transitioned from the precinct committee to their reviewed and updated forums to address the Wyong Community Forum in November.*

1306/13 *That Council receive a report on the results of the community consultation to further develop the Community Precinct Forum Framework in February 2014.*

4.11 Darkinjung Local Aboriginal Land Council - Principles of Co-Operation

RESOLVED *unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:*

1307/13 *That Council re-confirm its commitment to the "Principles of Co-Operation" agreement signed between the two parties on 31 May 2010.*

1308/13 *That Council seek agreement from the Darkinjung Local Aboriginal Land Council to expand the terms of reference of the Joint Co-ordination Committee established between Wyong Council and Darkinjung Local Aboriginal Land Council to specifically include discussions relating to the future development of lands in the north of the Shire.*

1309/13 *That Council request the General Manager to inform the Darkinjung Local Aboriginal Land Council of this decision.*

4.12 Contract Variations and Finalisation for the period covering May 2013 to August 2013

RESOLVED *unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:*

1310/13 *That Council receive the Contract Variations and Finalisation report for the period covering May 2013 to August 2013.*

1311/13 *That Council note the additional expenditure above resolved estimates for the following contracts:*

Contract Title	Contract No	Adjusted Contract Value (Excl GST)	Additional Budget Approval (Excl GST)
Professional Services Engagement - Planning Proposal Assessments	CPA/199681	\$161,850.00	\$12,350.00
Detail Design for Stage 4 of Wyong South Sewage Treatment Works	CPA/188604	\$752,972.68	\$24,142.68

1312/13 That Council note the additional expenditures requested are within approved program budgets.

4.13 Minutes of the Tuggerah Lakes Estuary, Coastal and Floodplain Management Committee held on 3 October 2013

RESOLVED on the motion of Councillor TAYLOR and seconded by Councillor TROY:

1313/13 That Council receive the Minutes of the Tuggerah Lakes Estuary, Coastal and Floodplain Management Committee meeting held on 3 October 2013.

1314/13 That Council request Office of Environment and Heritage to provide background briefing as to how the report cards are compiled.

1315/13 That Council request the General Manager to invite Council's Environmental Compliance Officer involved with the investigations at the Tuggerah Lakes Golf Course to attend a future Committee meeting to outline the results of their investigations.

PROCEDURAL MOTION

RESOLVED on the motion of Councillor NAYNA and seconded by Councillor GREENWALD:

1316/13 That Council allow meeting practice to be varied.

1317/13 That Council suspend the order of business to allow consideration of item 7.1 – Extreme Road Risk – Intersection of Louisiana Road and Pacific Highway at Kanwal and allow the speaker to come forward and make her address.

5.1 Library Digital Resources

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1318/13 That Council receive the report on Library Digital Resources.

5.2 General Works in Progress

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1319/13 That Council receive the report on General Works in Progress.

5.3 Contributions under Warnervale Town Centre Contributions Plan

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1320/13 That Council note and receive the report on Contributions under Warnervale Town Centre Contributions Plan.

5.4 Road Capital Works Program

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1321/13 That Council receive the report on the status of the Council's Road Capital Rolling Works Program.

5.5 Negotiated Arrangement with Energy Australia to Supply Electricity to December 2016 at Reduced Rates

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1322/13 That Council receive the report on Negotiated Arrangement with Energy Australia to Supply Electricity to December 2016 at Reduced Rates .

5.6 Works in Progress - Water Supply and Sewerage

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1323/13 That Council receive the report on Works in Progress - Water Supply and Sewerage.

5.7 Results of Water Quality Testing for Beaches and Lake Swimming Locations

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1324/13 That Council receive the report on Results of Water Quality Testing for Beaches and Lake Swimming Locations.

5.8 Activities of the Development Assessment and Building Certification and Health Units

RESOLVED unanimously on the motion of Councillor BEST and seconded by Councillor TAYLOR:

1325/13 That Council receive the report on Activities of the Development Assessment and Building Certification and Health Units for September 2013.

5.9 Investment Report for September 2013

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1326/13 That Council receive the Investment Report for September 2013.

5.10 Response to Motion to Request Delisting of Tetratheca Juncea

Councillor Best left the meeting at 8.32 pm and returned to the meeting at 8.33 pm during consideration of this item.

Councillor Troy left the meeting at 8.33 pm and returned to the meeting at 8.36 pm and as a result took no part in voting.

RESOLVED unanimously on the motion of Councillor TAYLOR and seconded by Councillor NAYNA:

1327/13 That Council receive the report on Response to Motion to Request Delisting of Tetratheca juncea.

1328/13 That Council request the General Manager to provide a report on the success or otherwise of the delisting applications and changes to off setting requirements from the Office of Environment and Heritage (OEH).

5.11 Outstanding Questions on Notice and Notices of Motion

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1329/13 That Council receive the report on Outstanding Questions on Notice and Notices of Motion.

5.12 Annual Disclosure of Interest Returns 2012-13

RESOLVED unanimously on the motion of Councillor GREENWALD and seconded by Councillor NAYNA:

1330/13 That Council receive the report on Annual Disclosure of Interest Returns 2012-13.

7.1 Extreme Road Risk - Intersection of Louisiana Road and Pacific Highway at Kanwal

Councillor Graham left the meeting at 7.55 pm and returned to the meeting at 7.57 pm during consideration of this item.

Councillor Taylor left the meeting at 8.01 pm and returned to the meeting at 8.03 pm during consideration of this item.

Ms Linda Viset, Resident, addressed the meeting at 7.56 pm, answered questions and retired at 8.09 pm.

RESOLVED unanimously on the motion of Councillor BEST and seconded by Councillor TROY:

- 1331/13 That Council note the wide spread community concern around safety access issues at the intersection of Louisiana Road and Pacific Highway.**
- 1332/13 That Council urgently seek dialogue with the RMS calling on them to support Councils preferred option of a temporary roundabout on the intersection.**
- 1333/13 That Council recognise the Pacific Highway and the intersection with Louisiana Road is part of the State Road network and not part of Council's road network.**
- 1334/13 That Council recognise with the recent commencement of the reconstruction of nearby Warnervale Road (\$3.3M) and the resultant associated road closures, traffic loads on Louisiana will increase dramatically, escalating intersection risks.**
- 1335/13 That Council direct the General Manager to address the safety issues of the intersection with Roads and Maritime Services and provide an urgent report to Council addressing issues/options and outcomes of discussions including any further budgetary advice.**
- 1336/13 That Council request the Member for Wyong to support urgent remedial action at this intersection.**

7.2 Proposed Amendment to Dual Occupancy Development Controls

Councillor Troy left the meeting at 8.33 pm and returned to the meeting at 8.36 pm during consideration of this item.

Councillor Vincent left the meeting at 8.35 pm and returned to the meeting at 8.44 pm and as a result took no part in voting.

RESOLVED unanimously on the motion of Councillor BEST and seconded by Councillor TAYLOR:

- 1337/13 That Council request the General Manager to amend the Wyong DCP 2013 to remove the requirement for the applicant to provide kerb and gutter for Dual Occupancy developments on isolated sites.**
- 1338/13 That Council request the General Manager to give proper consideration to the need for any requirement for a condition of consent requiring the construction of kerb and gutter for dual occupancy developments on isolated sites in the interim.**

QUESTIONS ON NOTICE

**Q42/13 Investigate the Advantages of 'Ice-Pigging'
Councillor Adam Troy**

“To the General Manager, for the Director of Infrastructure and Operations, could Council investigate the advantages of “ice-pigging” and report any possible savings from its implementation?”

PROCEDURAL MOTION

RESOLVED on the motion of Councillor GREENWALD and seconded by Councillor GRAHAM:

1339/13 That Council move into Confidential Session to receive a confidential question on notice for the reason that the matter may affect the security of the Council, Councillors, Council Staff or Council property. (Section 10A(2)(f) of The Local Government Act 1993).

At this stage of the meeting being 8.44 pm Council moved into Confidential Session with the members of the press and public excluded from the meeting of the closed session and access to the correspondence and reports relating to the items considered during the course of the closed session being withheld. This action is taken in accordance with Section 10a of The Local Government Act, 1993.

OPEN SESSION

Council resumed in open session at 8.46 pm.

THE MEETING closed at 8.47pm.

1.5 Notice of Intention to Deal with Matters in Confidential Session

TRIM REFERENCE: F2013/00023 - D04021321
MANAGER: Sonia Witt, TL Governance and Councillor Services
AUTHOR: Fiona Kurtz; Councillor Services Officer

SUMMARY

It is necessary for the Council to adopt a resolution to formalise its intention to deal with certain matters in Confidential Session. The reports are incorporated in the "Confidential" business paper which has been circulated to Councillors.

The Local Government Act, 1993 requires the General Manager to identify those matters listed on the business paper which may be categorised as confidential in terms of Section 10A of the Local Government Act, 1993.

RECOMMENDATION

- 1 That Council consider the following matters in Confidential Session, pursuant to Sections 10A(2d)(ii) AND 10A(2a) if the Local Government Act 1993:**
 - 9.1 - Pools and Recreation Centres**
 - 9.2 - Appointment of Independent Member of the Audit and Risk Committee**
- 2 That Council note its reason for considering Report No 9.1 Pools and Recreation Centres - Update as commercial information of a confidential nature that would, if disclosed: confer a commercial advantage on a competitor of the Council.**
- 3 That Council note its reason for considering Report No 9.2 Appointment of independent Member of the Audit and Risk Committee - Personnel matters concerning particular individuals (other than Councillors).**
- 4 That Council request the General Manager to report on this matter in open session of Council.**

Note: Explanation - Section 10A of the Local Government Act 1993 states:

- "2(a) personnel matters concerning particular individuals (other than Councillors),*
- 2(b) the personal hardship of any resident or ratepayer,*
- 2(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,*
- 2(d) commercial information of a confidential nature that would, if disclosed:*
 - (i) prejudice the commercial position of the person who supplied it, or*

1.5 Notice of Intention to Deal with Matters in Confidential Session (contd)

(ii) confer a commercial advantage on a competitor of the Council, or

(iii) reveal a trade secret,

2(e) information that would, if disclosed, prejudice the maintenance of law,

2(f) matters affecting the security of the Council, Councillors, Council staff or Council property,

2(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,

2(h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.”

Nil

2.1 Draft Retail Centres Strategy

TRIM REFERENCE: CPA/195732 - D03056998

MANAGER: Lin Armstrong, Director Development and Building

AUTHOR: Chris Ferry; Strategic Planner

SUMMARY

A Review of Wyong Retail Strategy (2007) and Development Control Plan – Chapter 81 (Retail Centres) has been conducted through a consultancy with Don Fox Planning. The review provides information on current industry trends and best practice consideration to provide advice on where Wyong Shire may experience shortfalls in retail and bulky goods space currently and for the Shire's future needs to 2021.

The review was conducted to formulate a new Retail Strategy for the Shire. The new Strategy recommends that Council adopt a concept of a "Network of Centres" based on actual local retail and household expenditure from published and observed data and trends. This approach incorporates local 'subtleties' in population, households, markets and expenditure and differs from the previous approach of "retail floorspace per head of population".

RECOMMENDATION

- 1 ***That Council adopt the Retail Strategy 2013 and repeal the current Retail Strategy 2007 and Development Control Plan Chapter 81 – Retail Centres.***
- 2 ***That Council include the rezoning recommendations contained within the 2011/2012 Retail Review into the first major amendment to Wyong Local Environmental Plan 2013.***
- 3 ***That Council place on public exhibition for a period of 28 days the proposed amendment to Chapter 5.1 (Retail Centres) of Wyong Development Control Plan 2013.***
- 4 ***That Council endorse the Development Control Plan Chapter 5.1 (Retail Centres), subject to there being no significant objections.***

BACKGROUND

Wyong Shire Council adopted the Wyong Retail Centres Strategy (RCS) (Leyshon Consulting, 2007) and Development Control Plan (DCP) 2005: Chapter 81 Retail Centres on 12 December 2007. The Retail Strategy and DCP Chapter 81 guide and plan for the growth of existing and future Retail Centres within Wyong Shire.

Since the adoption of the RCS in 2007 a number of policies have been released that differ to the recommendations of that Strategy. These policies include the 2009 draft Centres Policy by NSW Department of Planning and Infrastructure (DoP&I) which draws on best practice approaches to planning for centres and the Central Coast Regional Strategy (CCRS) which was released in 2008 and provides objective to deliver a prosperous and sustainable future to the Central Coast. The CCRS applies to both the Gosford and Wyong LGAs, however the bulk of development will occur in Wyong, it outlines how and where future development should occur to appropriately accommodate this growth and to provide sufficient capacity to cater for more than 45,000 new jobs, reducing the need for local residents to commute outside of the region for work. The North Wyong Shire Structure Plan (NWSSP) provides further strategic direction at to timing and location of future residential precincts and new centres in the northern part of the Shire.

In addition to the above the draft Centres Policy – Planning for Retail and Commercial Development, followed by the Review Report - Promoting Economic Growth and Competition through the Planning System in 2010. These documents will be enforced through a draft State Environmental Planning Policy, Competition (SEPP) which was placed on public exhibition in July and August 2010. Both policies have implications on some of the objectives and controls within Council's current RCS and DCP.

Council engaged Don Fox Planning in September 2011 to conduct a review of current RCS and DCP to ensure Council's retail strategy considered the provisions of these recently released strategies and plans since the previous review in 2007.

Best Practice Considerations

As part of the review the experience of some other planning jurisdictions and areas with respect to centres planning has been considered.

In most instances the objectives of the reviews/studies which ultimately led to the implementation of the policies were not dissimilar to those identified by Wyong for the purposes of the 2011/2013 Retail Review. Policies and strategies implemented in West Australia and Melbourne have been investigated and, where appropriate, consideration of the implementation of components of these policies (modified as necessary to ensure relevance) could be appropriate for the purposes of setting the direction for the centres network in Wyong.

In addition, elements of retail centres strategies undertaken for centres in Wagga Wagga, Shellharbour, Holroyd, The Hills and Townsville LGAs, that were relevant to the Wyong Shire have been applied.

Industry Trends

The nature of retailing is such that it must continually change to respond to the needs and wants of the customer, particularly in relation to environment, operation, convenience, and presentation.

Changes to population profiles, the way in which households spend their retail dollar, increased disposable incomes, and increases in workforce participation have led to a more dynamic retail industry which is constantly changing to respond to the needs of consumers.

One of the most influential forms of retailing in recent years has been the advent and popularity of 'on line' shopping. It is anticipated that by 2015, 10% of all retail sales in Australia will be via the internet.

This form of retailing could have a significant impact on the retail industry in the form of decreased sales in 'bricks and mortar' stores and decreased casual employment opportunities. Traditional retailers will be required to develop ways to meet the challenge of the Internet.

The Wyong Retail Network

An analytical approach has been used for the re-examination of Wyong retail centres which calculates local and subregional household expenditure potential and 'balances' that against local and subregional retail qualities as shown by supportable floorspace levels. Allowing Council to be better informed as to what network of centres might optimise net community benefit in the long term.

The purpose of establishing a hierarchy of centres is to identify how each centre contributes to the retail network. By defining the nature and role of the various centres that make up the network, it is possible to assess the capacity of the network to absorb new or additional floorspace and ensure that the expansion of one centre (or the introduction of a new centre) does not undermine the hierarchy.

Therefore, the recommended Wyong retail network will comprise:

- The Tuggerah major centre.
- Town Centres at Bateau Bay, Lake Haven, The Entrance, Toukley, Wyong and the proposed centre at Warnervale.
- Local Centres at Budgewoi, Chittaway Point, Killarney Vale, San Remo, Lake Munmorah, Long Jetty, Ourimbah, East Toukley and Wadalba.
- The remainder of centres (apart from specialised centres) will be classified as neighbourhood centres.

Retail Demand Assessment

An assessment of the current situation has been undertaken as part of the 2011/2012 Retail Review. The finding of this assessment, together with population changes and the potential development of new centres has also been factored in. The results of these investigations have assisted in determining whether the supply of retail floorspace within the Wyong LGA is currently satisfying demand and whether that quantum of floorspace could continue to satisfy demand in the future.

The investigations concluded that there are significant opportunities to expand the supply of retail floorspace within the Wyong retail network, particularly within the major centre at Tuggerah and the northern areas of the LGA.

At the town centre and local centre level, the majority of new opportunities will be available within the northern part of the Shire. The provision of 21,000m² of retail floorspace within the Warnervale Town Centre, the opening of the new local centre at San Remo in late 2008 and at Lake Munmorah in 2013 have assisted in addressing the shortfall of retail floorspace for residents in the North of the Shire.

Specialist Retail Precincts

There are currently two bulky goods retail precincts in Wyong – the Tuggerah Supa Centa and Tuggerah Straight area in Tuggerah and the Lake Haven Mega Centre adjacent to the Lake Haven shopping centre, in Lake Haven. At present, it is estimated that there is a shortfall in bulky goods floorspace provision in the Shire in the order of 21,000m². This imbalance will only increase as the population of Wyong Shire increases. Locating a bulky goods precinct in the eastern part of the Shire on land available to the south of Bay Village shopping centre could stop the retail spend leaking to Erina. It is important that a balance in the provision of any additional floorspace is achieved to ensure that the opportunity for equitable access to such facilities is maintained.

It is also recommended that the Specialist Medical Precinct proposed to be located opposite Wyong Hospital known as the Craigie Avenue Precinct will also provide specialist medical and clinical facilities to meet the needs of the Wyong population plus shop top housing and seniors living accommodation.

Draft Wyong LEP 2013

One of the objectives of this 2011/12 Retail Centres Review was to recommend zonings which allow for a range of uses within centres, including residential uses to stimulate investment in all centres including underperforming centres. Many of the zoning recommendations have been included in the draft WLEP 2013, any additional zone revisions will be included as part of the first major amendment to WLEP 2013.

Wyong DCP 2013

The current DCP has restrictive provisions in relation to timing of expansion and floorspace limitations which can stifle development and investment in retail centres. The Strategy recommends that these provisions be removed. The DCP should include design principles such as density provisions (if appropriate), height controls, landscaping, signage, sustainability provisions, waste management, residential development within centres and Crime Prevention Through Environmental Design (CPTED) considerations, as well as streetscape, architectural character, public amenity, car parking and servicing.

Net Community Benefit Test

In circumstances where proponents have explored locations within centres and on the edge of centres and have decided that the land is either unsuitable or unavailable, the strategy recommends a net community benefit test be applied. A framework for the consideration and assessment of planning proposals which involve expansion of and/or creation of new centres has been designed.

This framework is based on the draft Centres policy

A net community benefit test should consider, inter alia:

- Whether the proposal is compatible with agreed State and regional strategic directions.
- Whether the proposal is likely to create a precedent.
- What the cumulative effects of the proposal might be.
- Whether it is likely to facilitate employment opportunities.
- Whether it will impact on the supply of residentially zoned land.
- Whether there is sufficient infrastructure in place or planned for to service the development.
- Whether it is sustainable.
- Whether it is in the public interest.
- Whether the proposal will impact on the availability of retail and commercial services in the area.
- Whether the proposal (if a single entity commercial development) has the capacity to develop into a centre in the future and if so, what the impacts of that might be.

This test will form part of the process in demonstrating the need for more land to be zoned for retail and commercial purposes. It will also be necessary to demonstrate a demand for additional facilities based on a retail demand assessment and an economic impact assessment to consider whether the proposal is likely to have any adverse impact on the existing retail network.

CURRENT STATUS

The Retail Strategy 2013 has been completed and is now ready for formal adoption.

OPTION 1

Do nothing - Continue to utilise the existing Retail Centres Strategy (2007) and DCP

The existing Retail Centres Strategy (2007) (RCS) and DCP places numerical limitations on the amount of floorspace by which a centre can expand within a given time frame. For example, retail floorspace within the Tuggerah Regional Centre (as defined in DCP 81) could expand by 15,000m² after 2011. The timing of the expansion and the quantum of additional retail floorspace were articulated in the 2007 Retail Centres Review by Leyshon Consulting. These restrictions have been the source of some frustration expressed by operators of major centres within Wyong, including Westfield, Woolworths, and the operators of the Lake Haven shopping centre all of whom felt that the market place is better placed to guide when and by how much a centre should or should not expand.

This option is **not** recommended as the current RCS is not consistent with DoP&I policy documents including the CCRS, the NWWSP, draft Centres Policy and Review Report and the draft State Environmental Planning Policy (Competition) and Council's own direction in regard to economic stimulation.

OPTION 2**Utilise the New Retail Strategy (2013) prepared by Don Fox Planning**

The new Retail Strategy 2013 provides a strategic framework for the centres and a network which allows for centres to grow and respond to the changing retail environment and have the capacity to meet the growth in demand generated by population growth. The Strategy also provides provisions to protect the integrity of the existing centres network and the viability of existing centres to ensure that they continue to provide for the needs of the community and create employment opportunities.

This is the preferred option as it provides a solution to ensuring that the centres within the Wyong Retail Network are viable and have opportunities to flourish and develop as the population of the area grows.

STRATEGIC LINKS**Wyong Shire Council Strategic/ Annual Plan**

The 4 Year Delivery Plan and Annual Plan are Council's short to medium term plans outlining the strategic role that Council will play in delivering the Community's Strategic Plan.

Council has 12 Principal Activities, each activity provides a set of services to the community. The community has the ability to see how Council provides the necessary guidance to ensure management focuses resources to Council's priorities.

Principal Activity	Service	Key Action and Objectives	Funding Source and Description	Impact on Key Performance Indicators/ Service Performance Indicators
1 Community & Education	None Relevant			
2 Community Recreation	None Relevant			
4 Council Enterprises	None Relevant			
5 Regulatory	05.01.01 Development Assessment	Processing time of employment generating Development Applications to be less than 40 working days <i>(Employment generating is defined as "development applications that will result in at least ten permanent full-time equivalent positions" net median)</i>	None Required	Revised Strategy removes restrictive timing and floorspace

2.1 Draft Retail Centres Strategy (contd)

<i>Principal Activity</i>	<i>Service</i>	<i>Key Action and Objectives</i>	<i>Funding Source and Description</i>	<i>Impact on Key Performance Indicators/ Service Performance Indicators</i>
	05.01.05 Development Assessment	Development stimulus in conjunction with Economic Property Development to promote and encourage development throughout the shire	None Required	Revised Strategy removes restrictive timing and floorspace
6 Environment and Land Use	None Relevant			
7 Waste Management	None Relevant			
8 Roads	None Relevant			
9 Stormwater	None Relevant			
10 Sewerage Services	None Relevant			
11 Water Supply	None Relevant			
12 Administration	None Relevant			

Long term Financial Strategy

Nil Impact

Asset Management Strategy

Nil Impact

Workforce Management Strategy

Nil Impact

Link to Community Strategic Plan (2030)

The Community Strategic Plan identifies 8 priority objectives, each supported by a range of actions. The Planning Proposal is assessed as follows.

1. Communities will be vibrant, caring and connected.
Not relevant
2. There will be ease of travel.
Not relevant

3. Communities will have a range of facilities and services.
The Retail Strategy provides recommendations for the reactivation of retail facilities currently experiencing a decline. It also recommends that new centres should be located in close proximity to the growing community population.
4. Communities will be well educated, innovative and creative.
Not relevant
5. Areas of natural value in public and private ownership will be enhanced
Not Relevant
6. There will be a sense of community ownership of the natural environment.
Not relevant
7. There will be a strong sustainable business sector.
The review will remove the strict timing and floorspace restrictions and adopt a network of centres, each centre within the network having its function to provide retail services for the community either locally or on a precinct scale. This concept will encourage business to develop in the Shire and provide a framework which is adaptive to the changing needs of the Shire.
8. Information and communication technology will be world's best.
Not relevant

Budget Impact

Any costs associated with retail development will be borne by the developer.

CONSULTATION

The retail sector and community stakeholders were contacted during the preparation of the 2011/2012 Retail Review in order to ascertain their opinion of the state of retailing in Wyong Shire in general, including any difficulties they may have experienced operating under the current planning regime and what they would like the review to achieve.

A Councillor briefing was held with the consultant on 26 April 2012 with a further update on 22 May 2013, in addition, face to face meetings with Councillors and Staff have occurred and consultations with several stakeholders have also been conducted. All feedback from these consultations has been considered in the review and formulation of the final Strategy.

The feedback from stakeholders has been mostly constructive, with the majority commending Council for undertaking this review. The feedback received from stakeholders has been useful for the purposes of designing a strategic framework in relation to planning for Wyong centres and in for formulation of the final Retail Strategy.

GOVERNANCE AND POLICY IMPLICATIONS

Development Control Plan 2013 will require amendment in accordance with Part 3 of the Environmental Planning and Assessment Act, 1979.

MATERIAL RISKS AND ISSUES

Nil Impact

CONCLUSION

This report seeks Council's endorsement of Wyong Retail Strategy 2013. The Wyong Retail Strategy will provide a structure for the development and expansion of the retail network within Wyong Shire. It provides considerations for a net community benefit test to be considered if a proposal should be submitted for out of centre developments to ensure that any new retail floorspace does not impede existing centres. A copy of the Retail Strategy 2013 is shown as an enclosure to this report.

ATTACHMENTS

1 Retail Centre Strategy Final Enclosure D04286788

3.1 Classification of Land, Lot 15 DP 1184211 at 198 Roper Road, Blue Haven

TRIM REFERENCE: F2013/00505 - D04012698

MANAGER: Paul Forster, Services Coordinator Property Administration

AUTHOR: Simone Barwick; Officer Property Admin

SUMMARY

Authority is sought to classify Lot 15 DP 1184211 at 198 Roper Road, Blue Haven.

RECOMMENDATION

- 1 That Council propose to classify Lot 15 DP 1184211 at 198 Roper Road, Blue Haven as Operational Land.**
- 2 That Council advertise the proposal in accordance with Section 34 of the Local Government Act 1993.**
- 3 That Council adopt the classification if no adverse submissions are received.**

BACKGROUND

Darkinjung Local Aboriginal Land Council (DLALC) is the owner of Lot 15 DP 1184211 (Lot 15). As part of the development of the 109 lots from subdivision of Lot 562 DP 1010370 – 80 Pacific Highway, Blue Haven (DA/229/2010/A), DLALC was required to provide buffer land from the development. Lot 15 from Stage 1A of the subdivision has now been transferred to Council as buffer land.

CURRENT STATUS

Lot 15 is zoned 2(e) Urban Release Area Zone and has an area of approximately 455.1 square metres.

THE PROPOSAL

It is proposed to classify Lot 15 as Operational Land.

In accordance with the Public Land Classification Table adopted by Council at its meeting held on 14 August, 1996, land owned by Council for road buffer purposes should be classified as Operational Land.

Under Section 34 of the Local Government Act 1993, Council is required to give public notice of the proposal to classify land for a period of 28 days before confirming classification. If no adverse submission is received, Council's proposed land classification will be taken as adopted upon expiration of the notification period.

OPTIONS

Council may resolve to apply either a “community land” or an “operational land” classification. As Lot 15 is buffer land, the land should be classified as Operational Land in accordance with the Public Land Classification Table adopted by Council.

Budget Impact

There is no cost to Council to classify the land.

GOVERNANCE AND POLICY IMPLICATIONS

Under Section 31 of the Local Government Act 1993, land acquired by Council is taken to be classified as Community land unless Council resolves that the particular land concerned be classified as Operational Land.

CONCLUSION

Lot 15 is to be transferred to Council and requires classification in accordance with the Local Government Act 1993 (Chapter 6, Part 2, s.25-34). In this instance Operational classification is proposed on the basis of the use of the land as buffer land.

ATTACHMENTS

Nil.

4.1 Presentation of 2012/13 Annual Financial Statements

TRIM REFERENCE: F2013/00361 - D03277935
MANAGER: Vivienne Louie, Acting Chief Financial Officer
AUTHOR: Kim Fatcher; Financial Controller

SUMMARY

Report on the presentation by Council's External Auditor of the audited 2012/13 Financial Statements and External Audit Report.

RECOMMENDATION

- 1 That Council present the Audited 2012/13 Financial Statements in accordance with the Local Government Act 1993.**
- 2 That Council invite the External Auditor, Mr Dennis Banicevic (representing PricewaterhouseCoopers) to formally present the Auditor's report on Council's 2012/13 Annual Financial Statements.**

BACKGROUND

Council at its meeting held on 23 October 2013 resolved as follows:
Resolved unanimously on the motion of Councillor BEST and seconded by Councillor WEBSTER:

- 1283/13 That Council adopt the draft Wyong Shire Council financial statements for 2012/13 as presented.
- 1284/13 That Council refer the draft Wyong Shire Council financial statements for 2012/13 (as presented) to external audit.
- 1285/13 That Council authorise the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer to execute all documents related to the draft 2012/13 financial statements as required by legislation.
- 1286/13 That Council fix 13 November 2013 as the date for the presentation of the audited 2012/13 financial statements and external audit report in accordance with section 419(1) of the Local Government Act 1993.

In accordance with Section 419(1) of the Local Government Act 1993, Council must present its audited financial reports, together with the auditor's reports, at a meeting of the council held on the date fixed.

CURRENT STATUS

In accordance with the above resolutions and also Section 419(2) of the local Government Act 1993 whereby Council's auditor may attend, Mr Dennis Banicevic of PricewaterhouseCoopers will present the audited 2012/13 Financial Reports and External Audit Report.

CONCLUSION

Council is required to present and adopt the Audited Financial Reports at a Council meeting and has invited the external auditor to present.

ATTACHMENTS

- | | | | |
|---|---|-----------|-----------|
| 1 | Wyong Shire Council Financial Reports 2012/13 (D03 Distributed under Separate Cover) | Enclosure | D04179870 |
| 2 | Wyong Shire Council Water Supply Authority Financial Reports 2012/13 (D03 Distributed under Separate Cover) | Enclosure | D04171888 |

4.2 Annual Report 2012/13

TRIM REFERENCE: F2013/00352 - D04119620

MANAGER: Vivienne Louie, Acting Chief Financial Officer

AUTHOR: Kathleen Morris; Manager Integrated Planning

SUMMARY

Presentation of Council's 2012/13 Annual Report, including Audited Financial Statements.

RECOMMENDATION

- 1 That Council adopt the 2012/13 Annual Report (including enclosures).**
- 2 That Council authorise the General Manager to make final minor changes to the plan to ensure correctness and clarity.**
- 3 That Council post a copy of the 2012/13 Annual Report (including enclosures) on Council's website.**
- 4 That Council advise the Minister for Local Government of Council's URL link to access the report.**

BACKGROUND

Under Section 428 of the *Local Government Act 1993* Council is required to prepare an annual report that outlines Council's achievements in implementing its delivery program and provides the audited financial statements and notes. The annual report must be adopted by 30 November, be posted on Council's website and provided to the Minister Local Government.

Section 217 of the *Local Government (General) Regulation 2005* requires the inclusion of certain details which are provided in the Statutory Reporting section of the Annual Report.

CURRENT STATUS

The 2012/13 Annual Report has been prepared around the theme of "Turning Things Around", reflecting on a year where Council reviewed services, assessed community needs, focussed on meeting those needs and made positive improvements to business delivery.

Key points in the turn-around included over 40 structured community engagement sessions, a service standards review, special rate variation, innovation in service delivery and external impacts from local government and legislation reviews.

THE PROPOSAL

Council's 2012/13 Annual Report has been prepared in accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*. This report seeks adoption of the 2012/13 Annual Report.

STRATEGIC LINKS**Budget Impact**

Development of the report is supported by budget allocation.

CONSULTATION

All departments of Council were consulted in the development of the report.

GOVERNANCE AND POLICY IMPLICATIONS

The report is prepared in accordance with the *Local Government Act 1993*, *Local Government (General) Regulation 2005* and *Integrated Planning & Reporting Guidelines*.

CONCLUSION

The Annual Report is one of the key points of accountability between Council and the community. The report has been developed in accordance with legislation and provides the community with an overview of achievements during the 2012/13 reporting period.

TTACHMENTS

- 1 2012/13 Annual Report (including Audited Financial Statements - under seperate cover)

Enclosure D04262841

4.3 Planning Proposal - Revision of Wyong LEP 2013 - Revision of Flood Planning Mapping

TRIM REFERENCE: F2013/01345 - D03740357

MANAGER: Martin Johnson, Manager Strategic Development

AUTHOR: Rodney Mergan; Senior Planner

SUMMARY

A revision of Council's flood mapping has been prepared. The revised maps reflect Council's current sea level rise planning level. The adoption of new mapping under Council's Local Environmental Plan (LEP) is required to go through the rezoning (planning proposal) process.

RECOMMENDATION

- 1 That Council initiate the Local Environmental Plan "Gateway" process, pursuant to Section 55 of the Environmental Planning and Assessment Act 1979 through the preparation of a Planning Proposal requesting the adoption of new flood mapping under Wyong LEP 2013.**
- 2 That Council forward the Planning Proposal to the Department of Planning and Infrastructure requesting a "Gateway" determination, pursuant to Section 56 (1) of the Environmental Planning and Assessment Act.**
- 3 That Council undertake community consultation regarding the Planning Proposal, subject to the determination of the Gateway Process.**
- 4 That Council receive a further report on results of the community consultation.**
- 5 That Council prepare an amendment to (draft) Development Control Plan 2013 for Wyong Shire to align with the amendments to Wyong LEP 2013.**

BACKGROUND

Council at its Ordinary Meeting held on 24 July 2013,

Resolved on the motion of Councillor TAYLOR and seconded by Councillor TROY:

- | | |
|--------|---|
| 987/13 | <i>That Council reaffirm its current sea level rise policy consisting of compliance with the 1% AEP flood level and 500mm freeboard allowance.</i> |
| 988/13 | <i>That Council review the current draft LEP and DCP in line with this policy.</i> |
| 989/13 | <i>That Council note that in accordance with the advice provided by the NSW Department of Environment & Heritage on its website, reference to the NSW sea level rise planning benchmarks in guidelines and documents should be taken as referring to Council's adopted sea level rise policy.</i> |

4.3 Planning Proposal - Revision of Wyong LEP 2013 - Revision of Flood Planning Mapping (contd)

FOR: COUNCILLORS BEST, EATON, GRAHAM, MATTHEWS, NAYNA, TAYLOR, TROY AND WEBSTER

AGAINST: COUNCILLORS GREENWALD AND VINCENT

This report addresses Resolution 988/13 above.

CURRENT STATUS

Following the introduction of the NSW Sea Level Rise Policy Statement (2009), flood mapping produced by Council (and incorporated into draft Wyong LEP 2013) considered the Sea Level Rise predictions of this State Government Policy.

Draft Wyong LEP 2013 Clause 7.2 requires the consideration of flooding on land identified on the flood planning maps that form part of the LEP. The mapping exhibited with Wyong LEP 2013 reflects the requirements of the former NSW Sea Level Rise Policy Statement.

This Policy has since been repealed by the NSW State Government and revised mapping has now been developed for the majority of the Shire's flood prone land to align with Wyong Shire Council's adopted sea level rise policy noted above under Resolution 987/13. The new mapping would result in a significant change to Wyong LEP 2013 that cannot be undertaken without public exhibition.

THE PROPOSAL

It is proposed that a Planning Proposal be prepared and submitted to the Department of Planning and Infrastructure (DoPI) for the alteration of Council's flood mapping to reflect Council's current position. It is proposed that this amendment be commenced immediately and not wait for the major amending LEP (previously referred to as Wyong LEP (2013) Amendment No.1) which will bundle several issues deferred from the current Draft Wyong LEP 2013 and is likely to be submitted for consideration some time during 2014.

The new mapping extends to the 1% AEP flood (similar to 100 year flood) + 500 mm freeboard. In the Tuggerah Lakes catchment this equates to a level of 2.7m AHD. This is a significant reduction from the mapping exhibited with Draft Wyong LEP 2012 which extends up to 3.6 m AHD and will result in a significant reduction in the number of properties where flood related development controls apply.

DoPI have recently provided Council with instruction in correspondence headed "Wyong LEP 2013 - Drafting Instructions to Parliamentary Counsel" by stating:

"we would need Council to confirm its approach is consistent with our flood planning circular, particularly in relation to flood-related controls on residential development"

The Planning Circular mentioned above introduces The *NSW Government Guideline on Development Controls on Low Flood Risk Areas- Floodplain Development Manual*. Relevant to this report is the following:

"for typical residential development would generally be based around the 100 year flood plus an appropriate freeboard (typically 0.5m)"

4.3 Planning Proposal - Revision of Wyong LEP 2013 - Revision of Flood Planning Mapping (contd)

“The area of flood prone land above the residential FPL and therefore these are areas where residential development is not subject to flood related development controls. These areas generally have a low risk of flooding and are sometimes known as low flood risk areas (i.e.- up to probable maximum flood or PMF). As such, they are areas where no development controls should apply for residential development but the safety of people and associated emergency response management needs to be considered”

In accordance with the advice of DoPI the new mapping extends to the 1% AEP flood + 500 mm freeboard. By coincidence this is equivalent to the PMF level for Tuggerah Lakes so mapping will generally only extend to the 1% AEP flood + 500 mm or 2.7 m AHD and 149 Certificate identification for flood related development controls for residential or other uses will not extend beyond this point. This is a significant reduction from the mapping exhibited with Draft Wyong LEP 2012 which extends up to 3.6 m AHD.

It is yet to be seen how the use of freeboard for sea level rise will be accepted by DoPI and other authorities likely to require consultation as part of the Gateway Determination such as Office of Environment and Heritage (OEH). This is an issue to be resolved during the Planning Proposal process.

OPTIONS

Option 1: Make mapping changes as part of a bundled revision of WLEP 2013

It is considered that this could potentially cause delay to the introduction of mapping and result in 149 Certificate notifications of properties being subject to flood related development controls for an extended period that would not be consistent with Council's current policy position.

Option 2: Maintain Mapping Submitted with LEP 2012

The mapping exhibited with Draft Wyong LEP 2012 includes up to an additional 0.9 m contingency for climate change impact. This is not consistent with the current policy of Council.

Option 3: Proceed to Gateway Determination-preferred option

This is considered to be the most appropriate way to expedite changes to the LEP flood mapping to reflect Council's Policy.

CONSULTATION

Community consultation and government agency referrals will be undertaken following the Gateway Determination.

GOVERNANCE AND POLICY IMPLICATIONS

The processing of the Planning Proposal is being undertaken in accordance with Council's adopted procedure.

Alteration to the flood mapping is undertaken by preparing an amendment to the local environmental plan through progressing of a Planning Proposal under sections 55-59 of the Environmental Planning and Assessment Act 1979.

Section 55 requires Council to prepare a Planning Proposal that explains the intended effect of the amendment to the LEP and sets out the justification for the amendment. Section 55 specifies matters to be included in the Planning Proposal.

Section 56 provides for Council to submit the Planning Proposal to the Minister (DoPI) for a Gateway Determination. DoPI will advise whether or not the matter should proceed (with or without variation), and may specify further studies or modification to the Proposal, community and government agency consultation requirements and other matters.

MATERIAL RISKS AND ISSUES

The Council Resolution that provides the basis for this report, was resolved following the consideration of a report that provided information which indicates that there is a level of risk in adopting a sea level rise policy that does not allow for a sea level rise component that goes beyond the 500mm freeboard allowance. A copy of this report is attached.

In accordance with the relevant Guideline made under Section 55, all Planning Proposals must indicate consistency with and applicable Regional/Sub-Regional Strategies and Ministerial (Section 117) Directions. The applicable documents in this instance include the Central Coast Regional Strategy, Wyong Shire Settlement Strategy and Section 117 Direction 4.3 – Flood Prone Land all of which require the adequate consideration of climate change impacts.

It is uncertain whether the view of Council will be shared by DoPI and other Authorities such as the Office of Environment and Heritage (OEH) that will be required to provide concurrence if the Planning Proposal is to be advanced.

CONCLUSION

Council has adopted its current sea level rise policy consisting of compliance with the 1% AEP flood level and 500mm freeboard allowance. Mapping has been produced to align with Council's policy position.

It is appropriate that the Planning Proposal process be initiated as soon as possible to ensure adoption of new mapping is not delayed and to provide both the public and relevant authorities the opportunity to comment on the proposal.

ATTACHMENTS

- | | | | |
|---|---|-----------|-----------|
| 1 | Consideration of Freeboard and Sea Level Rise Planning Levels | Enclosure | D03477115 |
|---|---|-----------|-----------|

5.4 Grants Advisory Group - 15 October 2013

TRIM REFERENCE: F2008/02110 - D03981954

MANAGER: Julie Vaughan, Manager Community Partnerships and Planning

AUTHOR: Kay Matthews; Administration Assistant

SUMMARY

A meeting of the Wyong Shire Grants Advisory Group was held on 15 October 2013, to assess applications for Community Matching Fund, Community Benefit Grants, Community Subsidy Program and Sport and Cultural Sponsorship Program.

RECOMMENDATION

- 1 That Council receive the draft minutes of the Wyong Shire Grants Advisory Group held on 15 October 2013.
- 2 That Council allocate \$605.46 from the 2013-14 Community Subsidy Program as follows:

<i>Applicant</i>	<i>Project Name and Summary</i>	<i>Committee Funding Recommended</i>
<i>Wyong Creek Literary Institute</i>	<i>Rates subsidy for 2012 - 2013 year</i>	<i>\$465.46</i>
<i>Central Coast Watercolour Society</i>	<i>Printing for 'Try your hand at Watercolour' not-for-profit community event</i>	<i>\$140.00</i>

- 3 That Council decline applications for the reasons indicated in the table below and the applicants be advised and where relevant, directed to alternate funding programs:

<i>Applicant</i>	<i>Project Name and Summary</i>	<i>Committee Assessment</i>
<i>Camp Breakaway Inc</i>	<i>Rates subsidy for 2012 - 2013 year</i>	<i>Application ineligible.</i>

- 4 That Council allocate \$7,000.00 from the 2013-14 Sport and Cultural Sponsorship Program as follows:

<i>Applicant</i>	<i>Project Name and Summary</i>	<i>Committee Funding Recommended</i>
<i>Mr Paul Dawson</i>	<i>2013 Trans Tasman Oztag International</i>	<i>\$1,000.00</i>
<i>Ms Ocean Hampton</i>	<i>Soccer tournament in Las Vegas</i>	<i>\$1,000.00</i>
<i>Mr Mitchell Riley</i>	<i>Represent NSW in rugby union travelling to the United Kingdom</i>	<i>\$500.00</i>
<i>Mr Michael Tweedie</i>	<i>The Australian Masters National Hockey Championships</i>	<i>\$500.00</i>

<i>Mr Samuel Heterick</i>	<i>NSW Country U18's England Tour from 24 November to 6 December 2013</i>	<i>\$500.00</i>
<i>Miss Pyper Denneman</i>	<i>Representing the Polding Region at 2013 NSWPSA Girls Cricket Carnival in Bomaderry NSW</i>	<i>\$250.00</i>
<i>Miss Jaz Denneman</i>	<i>Representing the Polding Region at 2013 NSWPSA Girls Cricket Carnival in Bomaderry NSW</i>	<i>\$250.00</i>
<i>Mr Joshua English</i>	<i>2013 AIBA World Championships for Amateur Boxing to be held in Almaty, Kazakhstan from the 11 to 27 October</i>	<i>\$1,000.00</i>
<i>Mr Brad Perrin</i>	<i>Inaugural International Special Olympics Asia Pacific Games. This event is for athletes with an intellectual disability</i>	<i>\$500.00</i>
<i>Mr Mitchell Carlin</i>	<i>Inaugural International Special Olympics Asia Pacific Games, which will be held in Newcastle, NSW from December 1-7, 2013. This event is for athletes with an intellectual disability</i>	<i>\$500.00</i>
<i>Mr Adam Gowen</i>	<i>Australian Men's Oztag Team tour of New Zealand</i>	<i>\$500.00</i>
<i>Mr Rodney Dillon</i>	<i>Represent Australia in New Zealand in Oztag in the 2013 Trans Tasman Tour</i>	<i>\$500.00</i>

- 5 That Council decline applications for the reasons indicated in the table below and the applicants advised and where relevant, directed to alternate funding programs:

<i>Applicant</i>	<i>Project Name and Summary</i>	<i>Committee Assessment</i>
<i>Miss Jasmine Fischbeck</i>	<i>Attend Hawaii in January 2014 for the Aloha Gymfest representing Australia</i>	<i>Application ineligible.</i>

- 6 That Council allocate \$32,540.58 from the 2013-14 Community Benefit Grants Program as follows:

Applicant	Project Name and Summary	Committee Funding Recommended excl. GST
Global Care Australia	Foodcare Charmhaven	\$750.00
Regional Youth Support Services Inc	Our Voice Music Lab	\$4,250.00
San Remo Community Men's Shed	Defibrillator for Lifesaving assistance for Sudden Cardiac Arrest	\$2,735.00
Wyong District Museum and Historical Society	Relocation of Telephone Line	\$300.00
Warnervale Family and Community Centre	Celebrating Harmony Day at Warnervale	\$1,100.00
The Salvation Army Australia (NSW) Property Trust	Fridge/Freezer for Oasis Community Hub project	\$8,165.58
Australian Hispanic Women's Business Network (AHWBN)	The Magic of a Peruvian / South American Xmas @ Wyong Shire	\$1,000.00
Multicultural Advisory Committee	End of the Year Cultural Celebration 2013	\$2,200.00
San Remo Neighbourhood Centre Inc	GOATS (Going Off At The Swamp) Family Festival 2014	\$10,300.00
St Vincent de Paul Broken Bay	Calliope - Social Group for women who have escaped domestic violence 'post domestic violence'	\$1,740.00
Total		\$32,540.58

- 7 That Council defer the following Community Benefit Grants applications pending further discussion with Wyong Shire Council (WSC) staff, for the reasons indicated in the table below:

Applicant	Project Name and Summary	Committee Recommendation
Homeless No More	Homeless No More - Storage Container	Defer pending further review.
Fusion Central Coast Inc	Media and Communication Skills Workshops for Arts Groups	Defer pending further review.

	<i>and Arts Practitioners</i>	
<i>Toowoan Bay Surf Life Saving Club Inc</i>	<i>Purchase of Radio Safety Helmets for Toowoan Bay SLSC</i>	<i>Defer pending outstanding payments to Council.</i>
<i>Ourimbah Public School Parents and Citizens Association</i>	<i>Sesquicentenary Celebration Book</i>	<i>Defer pending further review.</i>

- 8 That Council decline the following Community Benefit Grant applications for the reasons indicated in the table below, the applicants be advised and where relevant, directed to alternate funding programs:

Applicant	Project Name and Summary	Committee Recommendation
<i>Rotary Club of The Entrance</i>	<i>RYDA road safety education program - A one day out of school program delivering practical road safety information targeting attitude and awareness of young drivers and their passengers</i>	<i>Not Recommended.</i>
<i>Multiple Sclerosis Limited trading as MS Australia</i>	<i>Wyong Disability Care Australia Conversation Forum for People with Progressive Neurological Disease</i>	<i>Not Recommended.</i>
<i>Wyong Family History Group</i>	<i>Publications station - To purchase and implement a multi-tasking publications station for our research Centre at Wyong Family History Cottage</i>	<i>Not Recommended.</i>
<i>Wyong Dog Training Club Incorporated</i>	<i>"No Barriers with Pets" Open Day with Wyong Dog Training Club - Free fun day for the whole family, Our theme of the day is "No Barriers with Pets"</i>	<i>Not Recommended.</i>
<i>Berkeley Vale Soccer Club Inc</i>	<i>Goals for Kids</i>	<i>Not Recommended.</i>

Killarney Vale AFC Inc	Central Coast (Australian Football League) AFL 9's Tournament - Inter primary schools competition over 6 weeks providing transport for participants on the basis of economic hardship for schools and players and their families	Not Recommended.
Northern Settlement Services	STOP Racism and enjoy a Cultural Experience at your local school	Not Recommended.
Bateau Bay Anglican Church	Bateau Bay Anglican Church Garden renewal	Not Recommended.
4 Hope Ministries	Christmas in the neighbourhood	Not Recommended.
Greek (Hellenic) Community of Central Coast of NSW Inc.	Cycle of Life - 1.30hr show involving professional artists and CALD leaders from five different backgrounds namely Latin American, Thai, Fijian, Chinese and Greek with the key participation of Aboriginal Elders	Not Recommended.

- 9 That Council allow an extension to Toukley Neighbourhood Centre to expend a grant received in October 2010:

Applicant	Project Name and Summary	Reason for Extension	Committee Funding Recommendation excl. GST
Toukley Neighbourhood Centre (TNC)	Mural Project	Change of staff, application and payment overlooked. Payment in TNC bank account.	\$5,000.00

- 10 That Council allocate \$119,700.00 from the 2013-14 Community Matching Fund as follows:

Applicant	Project Name and Summary	Committee Funding Recommended excl. GST
Northern Lakes Power AFL Inc	Floodlighting at Northlakes Oval	\$75,000.00
Tantrum Theatre Co-operative Limited	The Wyong Project: A performing arts development project for young people in Wyong Shire.	\$18,700.00
The Entrance North Progress Association Inc	Fencing and planting along dune path and around beach seating area.	\$26,000.00
Total		\$119,700.00

- 11 That Council defer the following applications pending further information being presented by Council staff for the reasons indicated in the table below:

Applicant	Project Name and Summary	Committee Recommendation
YMCA of Sydney (trading as YMCA NSW)	Electronic vertical dividing curtain for Lake Haven Recreation Centre Sports Stadium.	Defer pending further information.
Concern Australia Hand Brake Turn	Hand brake turn – Youth engagement and sustainability scholarship.	Defer pending further information.
Manno Men's Shed	Manno Mens' Shed Building.	Defer pending ability to meet DA approval conditions within funding and outcome from other grant applications.
Northern Lakes Disability Tourism Precinct	Lakes Beach disability beach accessway.	Defer pending further investigation regarding previous funding for same project.

Long Jetty Senior Citizens Club	Replacement of roof.	Defer pending further investigation.
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- 12 That Council defer the following application until the next round of Community Matching Fund Grants:

Applicant	Project Name and Summary	Committee Recommendation
CASAR Park Supporters Inc	Casar Park Community Motor Sport Facility development application.	Defer application – staff to liaise with applicant to clarify matching component.

- 13 That Council decline the following Community Matching Fund applications for the reasons indicated in the table below, the applicants be advised and where relevant, directed to alternate funding programs:

Applicant	Project Name and Summary	Committee Recommendation
San Remo Community Men's Shed	Expansion of the San Remo Community Men's Shed.	Project has merit however is not recommended as priority in category with numerous other applications. Recommend applicant resubmit next funding round.
Wyong Creek Literary Institute	Upgrade to celebrate centenary of Wyong Creek Hall.	Applicant encouraged to re-submit next round when outcomes of other grant applications are determined.
Kanwal Public School Parents and Citizens Association	Let's stop the stormwater and save our Tuggerah Lakes Catchment!	Recommend applicant seek more suitable funding source for project.

Central Coast Hockey Incorporated	Wyong Regional Hockey Complex upgrade and refurbishment.	Recommend applicant reapply in a future round when organisation's financial contribution is clarified.
The Razorbacks Rugby Club	Change rooms and showers.	Project not recommended.
Berkeley Vale Soccer Club Incorporated	Kurraba Facility.	Project not recommended.
North Lakes Community Services Incorporated	Bump mentoring and workshops for young Mums.	Project proposal has merit however not recommended as a priority in current round.
Fairhaven Services	A sustainable life.	Project not recommended as currently proposed.
Tuggerah Lake Reserve (R1003002) Trust	Pioneer Dairy Wetland.	Whilst project has significant merit it is not the recommended project for the Environment category. Recommend applicant resubmit in a future round.
St Mary's Catholic Primary School Toukley	Library/Technology Community Hub.	Project not recommended.

BACKGROUND

A meeting of the Wyong Shire Grants Advisory Group was held on 15 October 2013. Minutes of that meeting are attached. At this meeting recommendations were received and adopted for the Community Benefit Grants program, the Community Matching Fund program, the Community Subsidy Grant program and the Sport and Cultural Sponsorship Program.

Council currently provides \$190,000.00 annually for the Community Benefit Grants program to provide financial assistance to individuals, not-for-profit organisations and groups to improve the social, sporting and cultural, economic and/or environmental wellbeing of the Wyong Shire community.

Council also currently provides \$300,000.00 annually for the Community Matching Fund, which aims to increase the active participation of the community members, while enhancing local initiatives such as infrastructure development, community enterprise and engagement on a two for one match basis.

Funding is provided twice per year for these two programs.

Council currently provides \$30,000.00 annually for the Community Subsidy Grant program, which has small grants to support community groups with in-kind services, to enable a balanced and equitable approach to the provision of subsidised access to all Wyong Shire Council community resources.

Council also currently provides \$20,000.00 annually for the Sport and Cultural Sponsorship Program, which assists Wyong Shire residents to participate in sporting and cultural events of Regional, State and/or National significance, for which they may not be able to attend due to financial hardship

Funding is provided every two months for these two programs.

This report provides details on the applications' program summaries and funding recommendations.

ATTACHMENTS

- 1 Wyong Shire Grants Advisory Group Minutes - 15 October 2013 D04020750

WYONG SHIRE COUNCIL

**MINUTES OF THE
WYONG SHIRE GRANTS COMMITTEE MEETING OF COUNCIL**

**HELD IN THE COUNCIL CHAMBER
WYONG CIVIC CENTRE, HELY STREET, WYONG
ON 15 October 2013
COMMENCING AT 3:00:00**

PRESENT

Councillor D J Eaton (Chairperson)
Councillor L Nayna (via teleconference)
Ms Julie Vaughan (Manager, Community Partnerships and Planning)

IN ATTENDANCE

Mr Glenn Cannard (Section Manager, Community and Cultural Programs)
Ms Sonia Witt (Councillor Services)
Ms Jade Maskiewicz (Councillor Services)

APOLOGIES

Councillor L Webster

The meeting was declared open by Councillor Eaton at 3.08pm.

1.1 Disclosure of Interests

3.3 – Community Benefit Grants Program

Councillor Eaton declared a non-pecuniary insignificant interest in the matter for the reason that his wife is involved with the China Australia Friendship Association (CAFA) which is an auspicing body for the Multicultural Advisory Committee (MAC) and participated in consideration of this matter.

Councillor Eaton stated:

“I choose to remain in the meeting and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty because the grant is only auspiced by CAFA, MAC is the actual grant recipient/program delivery organisation.”

RESOLVED unanimously on the motion of Ms Julie Vaughan and seconded by Councillor NAYNA:

That the Committee receive the report on Disclosure of Interest and note advice of disclosures.

2.1 Confirmation of Minutes of Previous Meeting

RESOLVED unanimously on the motion of Councillor NAYNA and seconded by Ms Julie Vaughan:

That the minutes of the previous Wyong Shire Grants Committee Meeting held on 2 August 2013 be accepted.

BUSINESS ARISING FROM THE MINUTES

THERE WAS NO BUSINESS ARISING FROM THE MINUTES.

3.1 Community Subsidy Program Grant Applications

RESOLVED unanimously on the motion of Councillor NAYNA and seconded by Ms Julie Vaughan:

- That the Committee recommend Council allocate \$605.46 from the 2013-14 Community Subsidy Program as follows:***

<i>Applicant</i>	<i>Project Name and Summary</i>	<i>Committee Funding Recommended excl. GST</i>
<i>Wyong Creek Literary Institute</i>	<i>Rates subsidy for 2012 - 2013 year</i>	<i>\$465.46</i>
<i>Central Coast Watercolour Society</i>	<i>Printing for 'Try your hand at Watercolour' not-for profit community event</i>	<i>\$140.00</i>
<i>Total</i>		<i>\$605.46</i>

- 2 That the Committee recommend Council decline applications for the reasons as indicated in the table below and the applicants advised and where relevant, directed to alternate funding programs:

Applicant	Project Name and Summary	Committee Recommendation
CAMP BREAKAWAY INC	Rates subsidy for 2012 - 2013 year	Application ineligible. Guidelines state: 'Subsidy requests for rates rebates are only available for 50% of the ordinary rates component of the rates notice'. Organisation is non rateable. The only rates paid in 2012-13 were for waste services, which are not eligible for subsidy.

3.2 Sport & Cultural Sponsorship Program Applications

RESOLVED unanimously on the motion of Councillor NAYNA and seconded by Ms Julie Vaughan:

- 1 That the Committee recommend Council allocate \$7000.00 from the 2013-14 Sport & Cultural Sponsorship Program as follows:

Applicant	Project Summary	Committee Funding Recommended excl. GST
Mr Paul Dawson	2013 Trans Tasman Oztag International	\$1,000.00
Ms Ocean Hampton	Soccer tournament in Las Vegas	\$1,000.00
Mr Mitchell Riley	Represent NSW in rugby union travelling to the United Kingdom	\$500.00
Mr Michael Tweedie	The Australian Masters National Hockey Championships	\$500.00
Mr Samuel Heterick	NSW Country U18's England Tour from 24 November to 6 December 2013	\$500.00
Miss Pyper Denneman	Representing the Polding Region at 2013 NSWPSA Girls Cricket Carnival in Bomaderry NSW	\$250.00

Applicant	Project Summary	Committee Funding Recommended excl. GST
<i>Miss Jaz Denneman</i>	<i>Representing the Polding Region at 2013 NSWPSA Girls Cricket Carnival in Bomaderry NSW</i>	<i>\$250.00</i>
<i>Mr Joshua English</i>	<i>2013 AIBA World Championships for Amateur Boxing to be held in Almaty, Kazakhstan from the 11th - 27th October.</i>	<i>\$1,000.00</i>
<i>Mr Brad Perrin</i>	<i>Inaugural International Special Olympics Asia Pacific Games. This event is for athletes with an intellectual disability.</i>	<i>\$500.00</i>
<i>Mr Mitchell Carlin</i>	<i>Inaugural International Special Olympics Asia Pacific Games, which will be held in Newcastle, NSW from December 1-7, 2013. This event is for athletes with an intellectual disability.</i>	<i>\$500.00</i>
<i>Mr Adam Gowen</i>	<i>Australian Men's Oztag Team tour of New Zealand</i>	<i>\$500.00</i>
<i>Mr Rodney Dillon</i>	<i>Represent Australia in New Zealand in Oztag in the 2013 Trans Tasman Tour</i>	<i>\$500.00</i>
TOTAL		<i>\$7,000.00</i>

- 2 That the Committee recommend Council decline applications for the reasons as indicated in the table below and the applicants advised and where relevant, directed to alternate funding programs:

Applicant	Project Name and Summary	Committee Recommendation
<i>Miss Jasmine Fischbeck</i>	<i>Attending Hawaii in January 2014 for the Aloha Gymfest representing Australia.</i>	<i>Ineligible - not involved with sporting or cultural activities on the Central Coast. Alternative gymnastic groups are available in Wyong LGA, however applicant chooses not to participate in these groups.</i>

3.3 Community Benefit Grants Program

Councillor Eaton declared a non-pecuniary insignificant interest in the matter for the reason that his wife is involved with the China Australia Friendship Association (CAFA) which is an auspicing body for the Multicultural Advisory Committee (MAC) and participated in consideration of this matter.

Councillor Eaton stated:

"I choose to remain in the meeting and participate in discussion and voting as the conflict has not influenced me in carrying out my public duty because the grant is only auspiced by CAFA, MAC is the actual grant recipient/program delivery organisation."

RESOLVED unanimously on the motion of Councillor NAYNA and seconded by Ms Julie Vaughan:

- 1 **That the Committee recommend Council allocate \$32,540.58 from the 2013-14 Community Benefit Grant program as follows:**

Applicant	Project Name	Committee Funding Recommended excl. GST
Global Care Australia	Foodcare Charmhaven	\$750.00 Part funded for purchase of photocopier.
Regional Youth Support Services Inc	Our Voice Music Lab	\$4,250.00 Part funded and conditional on event being staged in Youth Week 2014 and applicant liaising with XtrAct, Wyong Drama Group and Wyong Theatre Company.
San Remo Community Men's Shed	Defibrillator for Lifesaving assistance for Sudden Cardiac Arrest.	\$2,735.00 Recommend full funding.
Wyong District Museum and Historical Society	Relocation of Telephone Line	\$300.00 Part funded for re-connection of telephone line.
Warnervale Family and Community Centre	Celebrating Harmony at Warnervale	\$1,100.00 Part funded conditional on the event being staged at Hamlyn Terrace Community Centre.

Applicant	Project Name and Summary	Committee Funding Recommended excl. GST
The Salvation Army Australia (NSW) Property Trust	Fridge/Freezer for Oasis Community Hub project	\$8,165.58 Recommend full funding.
Australian Hispanic Women's Business Network (AHWBN)	The Magic of a Peruvian / South American Xmas @ Wyong Shire	\$1,000.00 Part funded conditional on aspects of proposed performance being combined with the Multicultural Advisory Committee Celebration.
Multicultural Advisory Committee	End of the Year Cultural Celebration 2013	\$2,200.00 Part funded.
San Remo Neighbourhood Centre Inc.	GOATS (Going Off At The Swamp) Family Festival 2014	\$10,300.00 Part funded for production costs.
St Vincent de Paul Broken Bay	Calliope - Social Group for women who have escaped domestic violence 'post domestic violence'	\$1,740.00 Part funded.
Total		\$32,540.58

- 2 That the Committee recommend Council defer the following applications pending further investigation:

Applicant	Project Name and Summary	Committee Recommendation
Homeless No More	Homeless No More - Storage Container	Defer pending further information regarding DA.
Fusion Central Coast Inc	Media and Communication Skills Workshops for Arts Groups and Arts Practitioners	Defer pending further review.
Toowoona Bay Surf Life Saving Club Inc	Purchase of Radio Safety Helmets for Toowoona Bay SLSC	Defer pending outstanding payments to Council.

- 3 That the Committee recommend Council decline applications for the reasons as indicated in the table below and the applicants advised and where relevant, directed to alternate funding programs:

Applicant	Project Name and Summary	Committee Recommendation
Rotary Club of The Entrance	RYDA road safety education program - A one day out of school program delivering practical road safety information targeting attitude and awareness of young drivers and their passengers.	Not recommended - Transport assistance not required for previous programs.
Multiple Sclerosis Limited trading as MS Australia	Wyong Disability Care Australia Conversation Forum for People with Progressive Neurological Disease	Not Recommended - Recommend applicant source funding from National Disability Insurance Scheme DC or a more suitable source.
Wyong Family History Group	Publications station - To purchase and implement a multi tasking publications station for our research Centre at Wyong Family History Cottage.	Not recommended in current round. Applicant has not demonstrated actual need for equipment of this value.
Wyong Dog Training Club Incorporated	"No Barriers with Pets" Open Day with Wyong Dog Training Club - Free fun day for the whole family, Our theme of the day is "No Barriers with Pets".	Not Recommended - No broader community benefit outlined.
Berkeley Vale Soccer Club inc	Goals for Kids	Not recommended – Applicant has ability to self-fund.
Killarney Vale AFC Inc.	Central Coast (Australian Football League) AFL 9's Tournament - Inter primary schools competition over 6 weeks providing transport for participants on the basis of economic hardship for schools and players and their families	Not recommended - Insufficient information supplied. Recommend group work with Council staff and resubmit in future round.
Northern Settlement Services	"STOP Racism and enjoy a Cultural Experience at your local school" -	Not recommended as currently proposed. Recommend applicant liaise with relevant Council staff and WSC Multicultural Advisory Committee and resubmit in a future round.
Bateau Bay Anglican Church	Bateau Bay Anglican Church Garden renewal	Not recommended - No broader community benefit outlined and proposal represents a property upgrade.
4 hope ministries	Christmas in the neighbourhood	Not recommended - Insufficient information supplied to define event and community benefits.

Applicant	Project Name and Summary	Committee Recommendation
<i>Greek (Hellenic) Community of Central Coast of NSW Inc.</i>	<i>Cycle of Life - 1.30hr show involving professional artists and CALD leaders from five different backgrounds namely Latin American, Thai, Fijian, Chinese and Greek with the key participation of Aboriginal Elders.</i>	<i>Not recommended - Project not clearly defined and insufficient information supplied to make an assessment. Recommend applicant liaise with relevant Council staff and resubmit in a future round.</i>

- 3 That the Committee recommend Council allow an extension to Toukley Neighbourhood Centre to expend a grant received in October 2010:

Applicant	Project Name and Summary	Reason for Extension	Committee Funding Recommendation excl. GST
<i>Toukley Neighbourhood Centre (TNC)</i>	<i>Mural Project</i>	<i>Change of staff, application and payment overlooked. Payment in TNC bank account.</i>	<i>\$5,000.00</i>

3.4 Community Matching Fund Grant Applications

RESOLVED unanimously on the motion of Councillor NAYNA and seconded by Ms Julie Vaughan:

- 1 That the Committee recommend Council allocate \$119,700.00 from the 2013-14 Community Matching Fund program as follows:

Applicant	Project Name and Summary	Committee Funding Recommended excl. GST
<i>Northern Lakes Power AFL Inc</i>	<i>FLOODLIGHTING AT NORTHLAKES OVAL. Design, purchase and installation of a Green Generation Lighting System to achieve 100 lux average illumination across the playing surface at Northlakes Oval, San Remo.</i>	<i>\$75,000.00 Recommend full funding.</i>
<i>Tantrum Theatre Co-operative Limited</i>	<i>THE WYONG PROJECT: A PERFORMING ARTS DEVELOPMENT PROJECT FOR YOUNG PEOPLE IN WYONG SHIRE. Workshops in acting, improvisation, storytelling, writing for theatre, creating music for performance, physical theatre and stagecraft will be run weekly over two terms and culminate in a showcase featuring personal and local stories, themes and narratives performed for the Wyong Community in early December 2014.</i>	<i>\$18,700.00 Recommend full funding.</i>

Applicant	Project Name and Summary	Committee Funding Recommended excl. GST
<i>The Entrance North Progress Association Inc</i>	<i>FENCING AND PLANTING ALONG DUNE PATH AND AROUND BEACH SEATING AREA. Fencing and planting of native vegetation along the recently completed dune path at The Entrance North to stop people from walking across the dunes and the provision of benches at the end of beach accesses.</i>	<i>\$26,000.00 Recommend full funding.</i>
Total		\$119,700.00

- 2 That the Committee consider the following applications pending further information being presented by Council staff:

Applicant	Project Name and Summary	Committee Recommendation
<i>YMCA of Sydney (trading as YMCA NSW)</i>	<i>ELECTRONIC VERTICAL DIVIDING CURTAIN FOR LAKE HAVEN RECREATION CENTRE SPORTS STADIUM. To section off action from one court to another at Lake Haven Recreation Centre's stadium. This Centre is the only community sporting complex with a double full-sized multipurpose indoor court in Gorokan. It has the potential to offer two full courts or four half courts to be used simultaneously.</i>	<i>Not Recommended – Project has merit but costs link to lease obligations.</i>
<i>Concern Australia Hand Brake Turn</i>	<i>HAND BRAKE TURN - YOUTH ENGAGEMENT AND SUSTAINABILITY SCHOLARSHIP. The program provides job search training alongside practical experience in various aspects of the automotive industry. Participants are trained by experienced trainers in motor mechanics, spray painting, car detailing and window tinting.</i>	<i>Defer pending further clarification of application scope and location.</i>

Applicant	Project Name and Summary	Committee Recommendation
Manno Men's Shed	MANNO MENS` SHED BUILDING. <i>Preparation of the land by draining levelling and filling. Purchase of a steel barn type shed, erecting, connecting to water, sewer, power and fitted out to provide a meeting area, kitchen, toilet and hobby workshop, lining the interior walls and ceiling. Provision for roof water storage, shipping container storage paving, parking, and fencing.</i>	<i>Defer pending ability to meet DA approval conditions within funding and outcome from other grant applications.</i>
Northern Lakes Disability Tourism Precinct	LAKES BEACH DISABILITY BEACH ACCESSWAY. <i>To provide a structure and accessway at Lakes Beach Budgewoi, which will accommodate beach wheel chairs owned by our Committee and freely available to the disabled and their carers.</i>	<i>Defer pending further investigation regarding previous funding for same project.</i>
Long Jetty Senior Citizens Club	REPLACEMENT OF ROOF. <i>Replacement of roof covering the old section of the main building. This project would require the installation of a new cliplock colourbond roof.</i>	<i>Defer pending further investigation.</i>

- 3 That the Committee recommend Council defer the following application until the next round of Community Matching Fund Grants:

Applicant	Project Name and Summary	Committee Recommendation
CASAR Park Supporters Inc	CASAR PARK COMMUNITY MOTOR SPORT FACILITY DEVELOPMENT APPLICATION. <i>To fund the Development Application for stage 1 - the motor sport facility. It includes a tarmac circuit, go-kart track, and simulated driving environment for driver training purposes. Motor sport currently suffers from major under-supply and enjoys strong inelastic demand - this creates a very strong foundation for commercial success.</i>	<i>Defer application – staff to liaise with applicant to clarify matching component.</i>

- 4 That the Committee recommend Council decline applications for the reasons as indicated in the table below, and the applicants advised and where relevant, directed to alternate funding programs:

Applicant	Project Name and Summary	Committee Recommendation
San Remo Community Men's Shed	EXPANSION OF THE SAN REMO COMMUNITY MEN'S SHED. <i>Proposed increase of the enclosed floor area of the San Remo Men's Shed. Adding two additional three metre bays to the shed, increasing the available floor area by 66 square meters</i>	<i>Not recommended - Project has merit however is not recommended as priority in category with numerous other applications. Recommend applicant resubmit next funding round.</i>
Wyong Creek Literary Institute	UPGRADE TO CELEBRATE CENTENARY OF WYONG CREEK HALL. <i>Wyong Creek Hall is a landmark in the rural locality of Wyong Creek, approximately 10 kilometres from Wyong town. It was built in 1914 and will be celebrating the 100 year anniversary next year. The Hall Committee is refurbishing the building in stages, and the next stage is the repair and painting of the interior walls and ceiling and renovation of the kitchen.</i>	<i>Not recommended - . Applicant encouraged to resubmit next round when outcomes of other grant applications are determined.</i>
KANWAL PUBLIC SCHOOL PARENTS AND CITIZENS ASSOCIATION	LET'S STOP THE STORMWATER AND SAVE OUR TUGGERAH LAKES CATCHMENT! <i>During Term 4, Kanwal Parents and Citizens Association will enter into a partnership with local training provider, Equilibrium Future Solutions, in order to implement improvements to our school site that will mitigate the serious issues of storm water and erosion control that are initiated on our school grounds.</i>	<i>Not recommended - Recommend applicant seek more suitable funding source for project.</i>

Applicant	Project Name and Summary	Committee Recommendation
Central Coast Hockey Incorporated	WYONG REGIONAL HOCKEY COMPLEX UPGRADE AND REFURBISHMENT. <i>Stage 1- Replacement of the existing sand based synthetic turf (Elaine 'Jolly' Johnson Memorial Field) Stage 2- Construct a third water based synthetic turf hockey ground to accommodate the increasing number of members and teams in the Central Coast Hockey Association.</i>	<i>Not recommended - Recommend applicant reapply in a future round when organisation's financial contribution is clarified.</i>
The Razorbacks Rugby Club	CHANGE ROOMS AND SHOWERS. <i>To provide an amenities building including two change rooms, showers, storage, an accessible WC, male and female toilets for spectators/participants of the Razorbacks Rugby Union Club (previously known as the Ourimbah Rugby Club). The development will adjoin the existing Rugby Union Clubhouse.</i>	<i>Not recommended - Project not recommended as currently proposed. Insufficient information supplied to define project scope and benefits and insufficient budget information available.</i>
Berkeley Vale Soccer Club Incorporated	KURRABA FACILITY. <i>Proposed club building with canteen room, change rooms with amenities, storage room and officials room. Building based on a standard brick structure on a reinforced concrete slab with a truss roof fitted with insulation & colourbond metal roofing. Standard fittings and fixtures, all electrical and plumbing work and all finishes to full completion to BCA, Australian Standards and Local Government Requirements.</i>	<i>Not recommended - Project not recommended in current funding round. Applicant to clarify DA requirements and resubmit in a future round.</i>
North Lakes Community Services Incorporated	BUMP MENTORING AND WORKSHOPS FOR YOUNG MUMS. <i>Bump creates a community of support and positive role modelling for young parents, providing opportunities for personal development, improving self esteem, confidence and coping strategies and realising goals and dreams such as further education and employment.</i>	<i>Not recommended - Project proposal has merit however not recommended as a priority in current round.</i>

Applicant	Project Name and Summary	Committee Recommendation
<i>Fairhaven Services</i>	A SUSTAINABLE LIFE. <i>To increase capacity of the facility to engage more employees with disabilities.</i>	Not recommended - <i>Project not recommended as currently proposed. Insufficient information supplied to define project scope and benefits and insufficient budget information available.</i>
<i>Tuggerah Lake Reserve (R1003002) Trust</i>	PIONEER DAIRY WETLAND. <i>Levelling the uneven concrete and then paving the apron in front of the new barn facility and to convert this historical feature of the site into a wetlands viewing and education area.</i>	Not Recommended - <i>Whilst project has significant merit it is not the recommended project for the Environment category. Recommend applicant resubmit in a future round.</i>
<i>St Mary's Catholic Primary School Toukley</i>	LIBRARY / TECHNOLOGY COMMUNITY HUB. <i>To update our libraries and technology facilities. This will include new furniture to allow social cohesion, group learning, individual learning. Ensuring from kinder to Yr6 to adults can be catered for successfully.</i>	Not recommended – <i>No broader community benefit outlined. Recommend applicant seek more suitable funding source for project.</i>

THE MEETING terminated at 4.18pm.

4.5 Amendments to Temporary Economic Stimulus Plan

TRIM REFERENCE: F2004/00552 - D03713462

MANAGER: Paul Bowditch, Manager Place Management

AUTHOR: David Kitson; Senior Contributions Officer

SUMMARY

Reporting on the proposed amendments to the Temporary Economic Stimulus Plan (TESP) to complete the framework and ensure that the Plan is fully implemented in a timely manner.

RECOMMENDATION

That Council resolve to repeal the previous Temporary Economic Stimulus Plan and adopt the consolidated Temporary Economic Stimulus Plan attached to this report.

BACKGROUND

Original Policy

Council at its Ordinary Meeting held on 24 April 2013 considered Item No 9.1 of Notice of Motion on Urgent Economic Stimulus Plan resolved as follows:

“RESOLVED unanimously on the motion of Councillor BEST and seconded by Councillor NAYNA:

543/13 That Council note with great concern the recent escalating national/local employment figures, particularly around the construction industry which underpins the Central Coast economy.

544/13 That Council recognise the need to be part of the national economic stimulus initiative by reviewing Council's development taxation structure/Section 94 Contributions.

545/13 That Council adopt a temporary stimulus plan which sets Developer Contributions (Section 94) at \$25,000 per block in the Contribution Plan 7A district for VPA's entered into before 30 December 2013, with construction of essential public infrastructure commenced to approved Council specification by 30 June 2014 with appropriate credit given for works in kind.

546/13 That Council authorise existing VPA's meeting the criteria above to be reduced to this level providing construction has not commenced.

547/13 That any VPA arising from this initiative be reported to Council.

4.5 Amendments to Temporary Economic Stimulus Plan (contd)

548/13 That Council receive a report on this stimulus initiative as soon as practicable after 30 December 2013 and again after 30 June 2014.

FOR: COUNCILLORS BEST, EATON, GRAHAM, GREENWALD, NAYNA, TROY, VINCENT AND WEBSTER

AGAINST: NIL”

1st Amendment

Council unanimously adopted the minutes of the Employment and Economic Development Committee (EEDC) dated 3 July 2013 at its Ordinary Meeting held on 10 July 2013. Accordingly, the TESP was expanded as follows:

- 1 “That Council receive and note the minutes of the Employment and Economic Development Committee meeting held on 3 July 2013.
- 2 That Council extend the proposed Section 94 Stimulus Plan to residential development proposed in the Warnervale Town Centre.
- 3 That Council adopt a further requirement for Stimulus Plan being that; lots that are eligible for the Stimulus Plan must be part of a subdivision plan that receives a subdivision certificate prior to 30 December 2014.
- 4 That Council develop a strategy for infrastructure delivery for Warnervale Town Centre that takes into account any loss of contributions under the Stimulus Plan.
- 5 That Council extend the temporary Stimulus Plan to medium density proposals in accordance with the following table:

Size of Dwelling	No Of DUs	Total contributions
1 Bedroom	0.52	\$13,000
2 bedroom	0.73	\$13,000
3 Bedroom	1	\$18,000

- 6 That Council endorse the following requirements for medium density proposals that wish to benefit from the Stimulus Plan:
 - a. VPA’s be finalised prior to 30 December 2013 (as per existing policy).
 - b. A deed of agreement will need to be entered into under Council deferred payment of Contributions Policy. (as per existing policy).
 - c. The dwellings within the medium density proposal shall be substantially completed (completion of foundations and floors) prior to the 14 December 2014 to be eligible for the Stimulus Plan rate.
- 7 That Council develop a strategy for infrastructure delivery that takes into account any loss of contributions for medium density proposals under the Stimulus Plan.

- 8 That Council approve, subject to the agreement of all the current owners of 2-4 Holmes Avenue, Toukley, the surplus contributions monies paid in respect of that site be permitted to be transferred and used as a credit against contributions required to be paid in respect of another development in the area covered by the Toukley Contributions Plan.”

2nd Amendment

Council resolved at its Ordinary Meeting of 25 September 2013 to adopt the following additional amendments to the TESP based on the EEDC minutes (but with some changes) of its meeting of 4 September 2013.

“RESOLVED unanimously on the motion of Councillor BEST and seconded by Councillor TROY:

- 1223/13 That Council receive and note the minutes of the EEDC meeting held on 4 September 2013.
- 1224/13 That Council formally recognise the Chinese Cultural Village Theme Park as a significant regional development and a priority project for Council.
- 1225/13 That Council direct the General Manager to authorise appropriate Council officers to participate as members of the Chinese Cultural Village Theme Park project control group (PCG) in combination with members from the proponent and Central Coast Tourism in order to facilitate development outcomes that align with Council’s Strategic Plan.
- 1226/13 That Council submit regular progress reports from the PCG to the EEDC.
- 1227/13 That Council allocate a budget of \$20,000 to the PCG with funding to be determined in the next quarterly review.
- 1228/13 That Council request the office of Coal Seam Gas to provide an overview of the economic benefits to this region including local employment opportunities and opportunities around the possible establishment of an energy user’s industry cluster/hub.
- 1229/13 That Council sponsor CASAR Park in the amount of \$5,000 for seed funding and that staff seek an agreement with CASAR as to naming and branding opportunities as part of the sponsorship agreement.
- 1230/13 That Council request the General Manager to report on the estimated economic returns to the community from the CASAR Park development.
- 1231/13 That Council identify this funding as part of the next quarterly budget review.
- 1232/13 That Council consider the adoption of the following policies and procedures in relation to the stimulus plan of temporary reductions in Section 94 contributions:

- a *That Council accept Voluntary Planning Agreements (VPAs) that are lodged accompanied by or related to development applications and these be deemed to be properly lodged and capable of being executed and effective.*
- b *Works in kind may be in separate agreements reached post VPA agreement.*
- c *Land dedication in VPAs to be at the rates in the new draft Warnervale/Wadalba Section 94 plan or in the current Section 94 plan for other districts.*
- d *Council will use its best endeavours to negotiate VPAs, for public exhibition, within 30 days of lodgement.*
- e *Council may not require registration of VPAs but VPAs will contain provision for assignment to a future owner.*
- f *The Director of Development and Building is authorised to negotiate VPAs.*
- g *Dates in the stimulus policy are amended by extending the date for lodgement of VPAs to 30 March 2014, for commencement of infrastructure by 30 September 2014 and for issue of subdivision certificate by 30 June 2015.*
- h *Where contribution rates are lower in the exhibited draft contribution plan for Warnervale/Wadalba than \$25,000 per lot, the draft contribution rate be accepted by Council in the VPAs processed under the stimulus plan instead of the \$25,000 rate.”*

THE PROPOSAL

In order to consolidate the various policy amendments, a new policy has been prepared for adoption by Council. This policy (attached) also includes the following additional amendments which reduce ambiguity and clarify the application of the Stimulus Plan.

- 1 ***VPAs Lodged in relation to Development Application*** – Clause 4 of the TESP has been expanded to expressly reference Section 96 applications.
- 2 ***Extension of TESP*** – The originally TESP requirement that “*construction of essential public infrastructure commenced to approved Council specifications by 30 June 2014*” is no longer applicable and has been superseded by the “*substantial commencement*” (for medium density proposals) and “*subdivision certificate*” (for subdivisions) requirements. Clause 2 of this consolidated TESP clarifies this requirement thus simplifying the administration of the TESP and the template for VPA’s.
- 3(a) ***TESP Rate Exclusive of “Addition to the Wadalba Corridor” Contribution*** – The TESP effectively caps contributions under the existing Warnervale District Contributions Plan (7A Plan). Contributions under the 7A Plan do not, however, include sewer and water charges (payable under the *Water Management Act*) and the “*Addition to the Wadalba Corridor*” payment under the 2005 multiparty deed.

While the separate nature of the sewer and water charges is widely understood, the purpose and operation of the multiparty "*Addition to the Wadalba Corridor*" Deed is likely to be less well known. This deed was proposed and signed by the majority of owners of undeveloped land in the Wadalba Area (south of the Pacific Highway).

The purpose of the Deed was to provide an environmental compensatory scheme by which land owners could clear and develop areas of natural vegetation within their development sites in exchange for a payment towards the purchase of a compensatory area of higher environmental value for addition to the Wadalba corridor. The location and value of the compensatory areas is prescribed in the Deed, with the total value divided by the total areas that are endorsed for clearing.

The contribution payable is determined by the area within each property that is proposed to be cleared. On the basis of the environmental outcomes secured by the Deed, the then Department of Environment and Conservation issued its deemed concurrence to the clearing and development of land in Wadalba. Council has already acquired approximately half of the 2.34 hectares of corridor land identified in the Deed. The Deed also permits the credit for the dedication of the "*Addition to the Wadalba corridor*" to be offset against other Section 94 contribution payments. Council has to date recognised \$1.8 million in credits for the two dedicated additions, of which \$0.35 million have already been offset against contributions requirements.

It is recommended that Council confirm that the payments required under the multiparty Deed for the "*Addition to the Wadalba corridor*" are required to be paid in addition to the TESP Rate, consistent with the framework under the current Contributions Plan (see Clause 7(f) of the Consolidated TESP).

- 3(b) **Recommitment to "*Addition to the Wadalba Corridor*" Deed** – It is further recommended that VPAs for proposals seeking to pay contributions under the TESP on land that is subject to the multiparty "*Addition to the Wadalba Corridor*" Deed require applicants to confirm their commitment to the terms of the Deed. This commitment will comprise the payment of contributions under the Deed in cash and/or offset against the value of land dedicated under the Deed or the WWAHT Contributions Plan or works under the WWAHT Contributions Plan.
- 4 **Draft WWAHT Plan Rate** – Where the total contributions rate under the Draft or adopted WWAHT Plan and the Shire-wide Contribution, (but excluding the "*Addition to the Wadalba Corridor*" contribution) is below the \$25,000 TESP rate, then the lower rate will be used for the purpose of the TESP. Clause 1(a) of the Consolidated TESP clarifies this approach.
- 5 **Warnervale Town Centre** – Council has resolved to extend the TESP to the Warnervale Town Centre (WTC). It is considered that there is a need to recognise that the WTC Contributions Plan does not charge contributions on an allotment rate (otherwise referred to as the Development Unit (DU) rate), but according to the Net Developable Area (NDA) proposed to be developed. The contribution rate for each hectare of NDA to be developed under the WTC contributions plan in the residential zone is \$703,205, (which at the adopted density of 25 dwellings per hectare represents \$28,128 per dwelling). When the Shire Wide contribution is added at the assumed dwelling density the NDA rate will be \$727,555 or \$29,102 per dwelling.

The application of TESP allotment/dwelling rate (\$25,000) provides an NDA rate for the WTC of \$625,000. It is recommended that Council endorse this clarification of how the TESP will be applied to the WTC.

Clause 1(b) of the Consolidated TESP clarifies the application of the NDA rate to the Warnervale Town Centre.

It should be noted that under the existing contributions plan no contributions will be paid for medium density developments once contributions have been paid at the subdivision stage (of the same property) on an NDA basis. It is proposed that this would also apply where the recommended TESP NDA rate is adopted.

- 6 **Deferred Payment of Contributions** – While this is a separate policy to the TESP, it does apply to medium density proposals under the TESP by default. Contributions are normally paid for residential buildings prior to the release of the construction certificate. However payments under the TESP are deferred until the occupation certificate, so that construction can begin and units can be substantially commenced.

Deferred payment of Section 94 contributions is permitted for built developments under Council's current Deferred Payments Policy until the occupation certificate subject to:

- a *The deferred payment of contributions shall be restricted to development that makes a significant contribution towards employment generation, affordable housing or provide significant economic stimulus.*
- b *Each stage having no less than 10 units.*
- c *The request to defer the payment of contributions being made as part of the development application or via a Section 96 Amendment application.*
- d *The payment of development contributions being made for the entire stage of a development prior to the release of the first occupation certificate for any unit in that stage **or within 2 years of the deferment, whichever is earlier.***
- e *Payment of an administration fee equivalent to 1% p.a. of the outstanding indexed deferred contributions invoice.*
- f *Requests to defer contributions being referred to the Iconic Sites Governance Panel for consideration and determination.*

Clause 7(c) of the Consolidated TESP includes the requirement that payment be made prior to the issue of the occupation certificate or subdivision certificate, whichever is earlier.

- 7 **New Environmental Lands** – At its Ordinary Meeting on 14 November 2012 Council resolved unanimously in relation to a report on how to deal with contributions credits:

“That Council set a general principle that developers be required, in all future release areas, to dedicate drainage land and environmental land at no cost to Council or provide a management plan and suitable sureties/strategies for its maintenance.” (473/12)

4.5 Amendments to Temporary Economic Stimulus Plan (contd)

The rationale behind this resolution is to:

- a Reduce the overall cost of Section 94 Contributions.
- b Recognise that such environmental lands have effectively no value because of the absence of development potential.
- c That the environmental characteristics of such land are an intrinsic part of a landholding and it is inequitable for other developers to pay for such land.

Clause 7(e) has been included in the Consolidated TESP to ensure that environmental lands not included in the Contributions Plan will be required to be either dedicated to Council or retained in private ownership with a financially sustainable and robust management regime.

- 8 **Medium Density TESP contributions Rate** – It is considered that Council should reconsider the TESP contribution rate for 1 bedroom residential units and formally adopted a rate for 4 bedroom residential units.

Under the Draft Plan a development unit (DU) is defined as a residential allotment or a 4 bedroom dwelling. Thus, if this rational is adopted the \$25,000 TESP contribution rate should apply to a 4 bedroom unit.

The table below shows occupancy rates and DU ratios for different sized dwellings based on bedrooms and the comparison between the nominal TESP rate (assuming the Draft Plan DU ratios), the current TESP rates and the recommended rates.

Size of dwellings / units	Assumed Occupancy Rate under Draft Plan (based on 2011 Census)	Development Units under Draft Plan (based on relative occupancy rates)	Nominal TESP Rate assuming Draft Plan Dus	Current TESP rate	Recommended Rate
1 bedroom	1.3	0.43	\$10,833	\$13,000	\$10,000
2 bedroom	1.7	0.57	\$14,167	\$13,000	\$13,000
3 bedroom	2.5	0.83	\$20,833	\$18,000	\$18,000
4 bedroom / allotment	3	1.00	\$25,000	not specified	\$22,000

It is recommended that the one bedroom unit TESP contribution rate be lowered from \$13,000 to \$10,000. It is further recommended that Council adopt a rate of \$22,000 for the 4 bedroom unit rate based on the relativities between the adopted TESP rates for 2 and 3 bedroom units and the rate that would apply if the DU ratios under the Draft Plan were applied.

STRATEGIC LINKS

The proposed amendment to the TESP is directed towards the following objectives under the Community Strategic Plan:

4.5 Amendments to Temporary Economic Stimulus Plan (contd)

- Objective 6 – *“a strong sustainable business sector and increased local employment built on the Central Coast’s business strengths”*
- Objective 3 – *“access to a diverse range of affordable and coordinated facilities, programs and services”*, including affordable housing.

Long Term Financial Strategy

The TESP is for a limited period and will thus have a limited impact on Council's long term financial strategy

Budget Impact

The implementation of the TESP will result in lower contribution receipts.

As contribution rates are calculated from the estimated cost of works to be funded under the Contributions Plan, Council will at some point in the future be confronted with the following choice as a result of lost contributions receipts resulting from the TESP:

- 1 Being unable to fund the full range of works under the plan, or
- 2 Funding the shortfall from the general fund.

Council has previously resolved to develop a strategy for infrastructure delivery that takes into account any loss of development contributions under the TESP.

A separate report will be provided to Council on the financial impact of the applications approved under the TESP as per Council Resolution of 24 April 2013.

GOVERNANCE AND POLICY IMPLICATIONS (Response to QWN 29/10)

The proposed amendments to the TESP will improve the efficiency and effectiveness in its implementation.

It is considered that where the policy issues raised in this report are clarified, the processing of TESP applications can be undertaken with existing staff resources, albeit that completion of other lower priority projects may be delayed.

MATERIAL RISKS AND ISSUES

The implementation of the TESP via VPAs will likely eliminate any risk of non-payment of contributions.

CONCLUSION

The report seeks to clarify a number of issues surrounding the TESP and should ensure that it is implemented in a timely manner which in turn should have a positive effect on the local residential development industry. The recommended consolidated TESP is attached:

ATTACHMENTS

- 1 Recommended Consolidated Temporary Economic Stimulus Plan (TESP) D03989629

WYONG SHIRE COUNCIL

RECOMMENDED CONSOLIDATED TEMPORARY ECONOMIC STIMULUS PLAN (TESP)

November 2013

1. *The contribution rates under the TESP shall be:*
 - a. In the Contribution Plan 7A district
 - i. \$25,000 per lot or the contribution rate under the Draft or adopted Wadalba, Woongarra & Hamlyn Terrace Development Contributions Plan (excluding the "Addition to the Wadalba Corridor" Deed contribution") where it is lower than \$25,000 per lot.
 - ii. \$10,000 per 1 bedroom unit.
 - iii. \$13,000 per 2 bedroom unit.
 - iv. \$18,000 per 3 bedroom unit.
 - v. \$22,000 per 4 bedroom unit.
 - b. \$625,000 per ha of Net Developable Area in the residential zoned land in the Warnervale Town Centre (\$25,000 x adopted density of 25 dwellings per ha).
2. *To be eligible for the contribution rate under the TESP:*
 - a. A Voluntary Planning Agreements (VPA) must be lodged prior to 30 March 2014.
 - b. Lots must be part of a subdivision plan issued by Council prior to 30 June 2015.
 - c. Medium density units are substantially commenced (completion of foundation and flooring) by 30 June 2015.
3. *Applicants need to negotiate the preparation of a VPA with Council to access the TESP contribution rate.*
4. *Council will accept VPAs that are lodged accompanied by or related to development applications and these shall be deemed to be properly lodged and capable of being executed and effective, including those lodged with Section 96 Applications.*
5. *Council will use its best endeavours to negotiate VPAs, for public exhibition, within 30 days of lodgement.*
6. *The Director of Development and Building is authorised to negotiate VPAs.*
7. *That TESP VPAs shall include the following provisions:*
 - a. Credits for land dedication shall be at the rates in the draft or adopted Wadalba, Woongarra & Hamlyn Terrace Development Contributions Plan or in the current Section 94 plan for the Warnervale Town Centre.

- b. Credits for works shall be in accordance with the cost estimates in the draft or adopted Wadalba, Woongarra & Hamlyn Terrace Development Contributions Plan or in the current Section 94 plan for the Warnervale Town Centre unless otherwise agreed to by Council (Works in Kind post VPA agreement).
 - c. For approved medium density development the payment of contributions shall be made prior to the issue of the occupation certificate and/or subdivision certificate whichever is earlier.
 - d. Existing owners will be able to assign their interest in an executed VPA to a new owner without the need for its registration.
 - e. The requirement that environmental protection land and buffers that are not included as a contribution item in the contributions plan be dedicated at no cost to Council.
 - f. For land that is the subject of the multiparty deed ("The Deed") for the "Additions to the Wadalba Corridor":
 - i. Confirmation that the payment required under the Deed is in addition to the adopted contribution rate under the TESP.
 - ii. Commitment to the terms of the Deed for the payment of cash and/or the offsetting of the Deed contributions against the value of land dedicated under the Deed or the WWAHT Contributions Plan or works undertaken under the WWAHT Contributions Plan.
8. The administration fee under Council Deferred Payment Policy that would otherwise apply to medium density units shall be waived.

4.6 Draft WWAHT Contributions Plan

TRIM REFERENCE: F2004/00568-03 - D03855859

MANAGER: Paul Bowditch, Manager Place Management

AUTHOR: David Kitson; Senior Contributions Officer

SUMMARY

The purpose of this report is to advise Council on the outcomes of the exhibition of the Draft Wadalba, Woongarra and Hamlyn Terrace (WWAHT) Contributions Plan (Draft Plan) and to recommend that Council resolve to adopt this Plan.

RECOMMENDATION

- 1 That Council adopt the exhibited Draft Wadalba, Woongarra and Hamlyn Terrace Development Contributions Plan with the amendments recommended in this report, comprising:**
 - a The relocation of the northern boundary in the Wadalba Environmental Corridor Catchment Map to align with the Pacific Highway.**
 - b The change of the "Knowledge Centre" reference to the "Warnervale Community Hub".**
 - c The area and the corresponding value for small park S2 be increased from 0.45ha to 0.5ha.**
 - d The removal of road works I6 – Pacific Highway/Chelmsford Road intersection upgrade from the plan.**
 - e The insertion of the cost estimates for the Johns Rd Stormwater Culvert, Drainage Channel F works and Drainage Channel F landscaping provided by ADW Johnson.**
 - f The incorporation of the 0.35 development unit ratio for secondary dwellings.**
- 2 That Council request the Minister for Planning and Infrastructure to exempt the adopted Wadalba, Woongarra and Hamlyn Terrace Development Contributions Plan from capping by including the area/plan in Schedule 1 of the Section 94E Direction.**
- 3 That Council request the General Manager to respond to those people who made submissions to the exhibition.**
- 4 That Council request the General Manager to update section 149 certificates on affected properties.**

BACKGROUND

At its Ordinary Meeting of 24 July 2013, Council resolved unanimously to “endorse the exhibition of the Draft Wadalba, Woongarra and Hamlyn Terrace Development Contributions Plan for public comment”.

The Draft Plan will repeal the “Section 94 Contributions Plan No 7A – Warnervale District” (existing Plan) for most new developments.

The Draft Plan reduces the total S94 contributions per Dwelling Unit (DU) range from between \$37,000 and \$43,800 per allotment under the existing plan to between \$23,600 and \$33,100 (includes the Shire Wide Contribution which is approximately \$1,000 per DU). This represents a reduction of between \$10,000 and \$18,000 depending on the particular drainage catchment. These contributions levels exclude the “Additions to the Wadalba Corridor” contributions required for certain properties under a multiparty Deed.

The cost base of the works attributable to Wadalba, Woongarra and Hamlyn Terrace (WWAHT) under the Draft Plan (including roads attributable to this area) is \$176.6M compared to the cost base under the current plan of \$268.1M. The cost base for the balance of the roads under the Draft Plan is \$104M compared to \$89.4M under the existing plan.

Wadalba, Hamlyn Terrace and Woongarra have been substantially developed over the last 20 years and only 27% of this area remains undeveloped greenfield land. The projected population of the Draft Plan area will be approximately 18,000 when completed.

Draft Plan

The Draft Plan has been prepared to replace the existing plan for new development. Land for which a development consent has already been granted and commenced with development credits recognised, would require a voluntary planning agreement to resolve any changes to the contributions payable.

The Draft Plan has been prepared after a comprehensive review of expenditure, contributions credits, works schedules and future costs.

The Draft Plan is identical in structure to the existing Plan in respect of its principal two components, comprising the WWAHT Component for infrastructure, amenities and facilities required for Wadalba, Woongarra and Hamlyn Terrace and the Roads Component for road upgrades across the Greater Warnervale District.

The infrastructure, amenities and facilities required to meet the demands of the expected future development and which are levied under the Draft Plan include:

- Open Space and recreational facilities within WWAHT and the South and East Wadalba Area.
- Community facilities within WWAHT and the South and East Wadalba Area.
- Road and Intersection works within the Greater Warnervale District excluding the component attributable to the Warnervale Town Centre, which is dealt with under the WTC Contributions Plan.

- Drainage land and works within WWAHT, Wyong Industrial Park and Catchment D1 (part of the South and East Wadalba Area).
- Water quality land and works within WWAHT, Wyong Industrial Park and Catchment D1 (part of the South and East Wadalba Area).
- Environmental land and works within the Wadalba Area.

Overview of Cost Base

As previously advised, the Draft Plan has a total of \$176.6M worth of land and works attributable to WWAHT, compared to \$268.1M under the current 2005 Plan, a reduction of \$91.5M. The difference in the contribution categories is provided in Table 1.

The \$48.6M in road works and land attributable to WWAHT under the Draft Plan is part of a larger \$188.6M road works program for the Greater Warnervale District, which will become necessary as new development areas are developed. This compares with the Roads Component for the Greater Warnervale District (including the WWAHT catchment) under the current plan of \$180M (indexed).

Table 1

Difference by Category between Existing and Draft Plans

Contributions Category (land & works)	2005 7A Plan (existing Plan as it applies to WWAHT)	2013 Draft WWAHT Plan	Difference between Plans
Open Space Land	\$53.5 M	\$20.5 M	-\$32.9 M
Open Space Works	\$44.4 M	\$25.2 M	-\$19.2 M
Community Facilities Land	\$8.0 M	\$1.4 M	-\$6.5 M
Community Facilities Works	\$42.6 M	\$25.8 M	-\$16.8 M
Land for Road works	\$18.7 M	\$2.4 M	-\$16.3 M
Roadworks	\$37.4 M	\$46.2 M	\$8.8 M
Drainage Land	\$12.4 M	\$11.7 M	-\$0.8 M
Drainage Works	\$20.7 M	\$25.0 M	\$4.3 M
Water Quality Land	\$5.4 M	\$0.0 M	-\$5.4 M
Water Quality Works	\$21.0 M	\$7.3 M	-\$13.7 M
Wadalba Corridor land	\$1.8 M	\$2.2 M	\$0.4 M
Wadalba Corridor works	\$0.0 M	\$1.0 M	\$1.0 M
Administration	\$0.0 M	\$4.9 M	\$4.9 M
Studies	\$0.0 M	\$0.8 M	\$0.8 M
Addition to Wadalba Corridor	\$2.2 M	\$2.2 M	\$0.0 M
TOTAL	\$268.1 M	\$176.6 M	-\$91.5 M

4.6 Draft WWAHT Contributions Plan (contd)

The land cost component of the works schedule under the Draft Plan has been reduced significantly compared to those based on the indexed values under the 2005 Plan in accordance with prevailing land values.

Table 2 illustrates that the value of the works schedule for land is 23% under the Draft Plan compared to 38% under the existing plan and is responsible for two thirds of the cost reduction between these plans.

Table 2

Land & Works Cost for WWAHT Between the Existing and Draft Plans
(costs indexed to March 2013)

	2005 7A Plan (existing Plan as it applies to WWAHT)	2013 Draft WWAHT Plan	Difference between Plans	% Difference
Land	\$102.0 M	\$40.5 M	-\$61.5 M	67.2%
Works	\$166.1 M	\$136.1 M	-\$30.0 M	32.8%
TOTAL	\$268.1 M	\$176.6 M	-\$91.5 M	34.1%
Land cost as a % of total	38%	23%		

Roads Works

As indicated above and shown in Table 3 below, the \$48.6M in road works and land attributable to WWAHT under the Draft Plan is part of a larger \$188.6M road works program for the Greater Warnervale District, which will become necessary as new development areas come on stream.

Table 3

Road Work Costs under Draft Plan

Road Catchments	Total S94 Warnervale District Roads Program	Applicable under WWAHT Plan	Applicable under WWAHT Plan excluding the WWAHT Roads
Wadalba, Woongarrah & Hamlyn Terrace (WWAHT) - Precincts 7b, 8a & 8b	\$48.6 M	\$48.6 M	Where accounted for in the WWAHT Component of the Plan i.e Table 1
Warnervale Town Centre	\$36.1 M	Dealt wth under WTC Contributions Plan	Dealt wth under WTC Contributions Plan
Precinct 7A -	\$34.7 M	\$34.7 M	\$34.7 M
Wadalba 8B ¹ & 8C	\$13.2 M	\$13.2 M	\$13.2 M
North Wyong Industrial	\$5.3 M	\$5.3 M	\$5.3 M
Employment Corridor	\$4.5 M	\$4.5 M	\$4.5 M
Mackillop Catholic College	\$0.5 M	\$0.5 M	\$0.5 M
GP Super Clinic	\$1.1 M	\$1.1 M	\$1.1 M
WEZ - Mountain Rd Precinct	\$20.4 M	\$20.4 M	\$20.4 M
WEZ - South & West	\$6.6 M	\$6.6 M	\$6.6 M
PRECINCT 14	\$4.5 M	\$4.5 M	\$4.5 M
Porters Enterprise Park (formerly the Warnervale Education Site)	\$2.6 M	\$2.6 M	\$2.6 M
BRUCE CRESCENT	\$10.5 M	\$10.5 M	\$10.5 M
GRAMMAR SCHOOL	\$0.0 M	\$0.0 M	\$0.0 M
	\$188.6 M	\$152.6 M	\$104.0 M

As already indicated the roads component for the Warnervale Town Centre is dealt with under the WTC Contributions Plan. The balance of the Roads Cost is \$104M after excluding the WTC component and accounting for the WWAHT Roads component with the non-roads items in Table 1 (see above). The total cost of works under the Draft plan is thus \$280.6M comprising \$176.6M relating to works apportioned to Wadalba, Woongarrah and Hamlyn Terrace (Table 1) and \$104.0M relating to the road works apportioned for the balance of the Warnervale area (excluding WTC).

Major Differences

The main differences between the Draft Plan and the existing Plan include:

- 1 The contributions are proposed to be charged on a development unit (DU) basis rather than a combination of net developable area (NDA) for subdivision and DU for dwellings under the existing plan.

- 2 The definition of a DU is proposed to be changed from “*one allotment or a three bedroom dwelling*” to “*one allotment or a four bedroom unit*”, with a part DU rate applying to smaller dwellings (by number of bedrooms) based on the relative occupancy rate to a 4 bedroom dwelling.
- 3 The dwelling density for existing developed areas is approximately 15.4 dwellings per ha of NDA (average 650m² lot size). It is proposed to assume density of 18 lots per ha of NDA for the undeveloped area (average 550m² lot size).
- 4 All roads contributions are based on trip costs, which are converted to a DU base for residential development.
- 5 The land values for open space and community facilities have been reduced in accordance with current market values.
- 6 Historic land values based on market value have been adjusted by CPI to reflect the current value of money paid or contributions foregone to secure the subject land.
- 7 The reallocation of the majority of the semi-natural open space land to drainage land in accordance with its over-riding characteristic.
- 8 The removal of credits for half road construction adjoining parks and open space. Council has already stopped giving credits for such half road construction in respect of new development some years ago.
- 9 Removal of the proposed Sparks Road pedestrian bridges as the existing pedestrian crossing is adequate.
- 10 The removal of the \$22M Warnervale Road Railway Crossing from the works program that will reduce the road contribution for a number of undeveloped road catchments, specifically Precinct 7A.
- 11 The general review and updating of road and intersection works program, costs and apportionment. Significant reductions are associated with a reduction in land costs associated with road and intersection works. The net reduction has been counterbalanced somewhat by significant increase in the cost estimates for some intersection works.
- 12 The subdivision of drainage catchments into sub catchments to permit more accurate apportionment and recovery of costs.
- 13 Amalgamation of drainage land and water quality land.
- 14 The reduction of the drainage land value for Catchment F from \$399,570 per ha at the 2008 indexed rate to \$100,000 per ha.
- 15 The substantial increase in the cost of some drainage works and the application of a more logical apportionment based on channel segments for the sharing of the cost for major road culverts.
- 16 The removal of a number of water quality works in accordance with the Integrated Water Cycle Management approach to water quality that relies on developers providing greater on-site controls, as well as contributions towards the central storage facility associated and compatible with the Porters Creek Stormwater Harvesting Scheme. This has substantially decreased the cost of water quality works from \$21M to \$7.3M. There is no contribution under the Draft Plan towards the reticulation piping and pumping associated with the Porters Creek Stormwater Harvesting Scheme.
- 17 The inclusion of a Section 94 contribution for the “*additions to the Wadalba Environmental Corridor*” for the clearing of all of the identified land in the multi-party deed of agreement and not just those areas that were not covered by the Deed.
- 18 The indexing of all land costs in accordance with CPI with the exception of the land costs for the “*Wadalba Environmental Corridor Land*” and the “*Addition to the Wadalba Environmental Corridor*”.
- 19 The apportionment of playing fields, the proposed district playing field and the Knowledge Centre over WWAHT, Warnervale Town Centre and Precinct 7A.

4.6 Draft WWAHT Contributions Plan (contd)

- 20 The apportionment of the proposed Indoor Recreation Centre over WWAHT, Warnervale Town Centre, Precinct 7A and other potential development areas within the Greater Warnervale District and future residential areas within the North Wyong Structure Plan, as per the recommendation of the Council at the briefing of 26 June 2013.
- 21 The substantial increase in contribution for studies and administration both to recoup past expenditure and to better reflect future costs.

The total contribution rate under the Draft Plan (including the Shire Wide Contribution) ranges between \$23,600 and \$33,100 per DU. The average total contribution rate is \$27,960 per DU with the median at \$28,552 per DU (the value at which half of the rates are above and half are below).

The contribution rates in the Draft Plan represents a reduction of between \$10,000 and \$18,000 per DU compared to the existing 7A Plan depending on the drainage catchment.

Financial Budgeting

A new Section 94 Financial Model is being developed that will include scenario analysis, both of contributions to be received and infrastructure works to be provided. The Model will enhance Council's current capability in this area.

There is a significant reduction in the cost base and unfunded liability under the Draft Plan compared to the current plan as illustrated in the following table:

	Current Plan 2005		Draft Plan 2013	
	Cost Base	Unfunded Liability	Cost Base	Unfunded Liability
1. WWAHT and Balance of Warnervale District Roads				
WWAHT non-road and road works	\$268.1 M	\$116.2 M	\$176.6 M	\$46.2 M
Warnervale District Road works excluding WWAHT Road works	\$89.4 M	-\$3.0 M	\$104.0 M	\$0.3 M
TOTAL	\$357.5 M	\$113.2 M	\$280.5 M	\$46.5 M
2. WWAHT Non Roads & all Warnervale District Roads				
WWAHT non-road works only	\$212.0 M	\$93.2 M	\$127.9 M	\$28.7 M
All Warnervale District Road works	\$145.5 M	\$20.0 M	\$152.6 M	\$17.8 M
TOTAL	\$357.5 M	\$113.2 M	\$280.5 M	\$46.5 M

Note: all road figures exclude WTC Roads

The liabilities are based on future projected income, existing credits, recoupment for completed works from future development, sale of surplus land and the 2012-13 account balances (excluding loan borrowings, i.e. true balances). It should be noted that Council's current accounts have already factored in many of the changes in the works schedule that are proposed under the Draft Plan.

It should be noted that like the existing plan, the Draft Plan does not include any contingency for interest payments to forward fund projects based on loans.

Statutory Process

Where Council adopts the Draft Plan, a request will need to be made to the Minister for Planning and Infrastructure for the adopted plan to be exempted from the \$30,000 cap under the Minister's Direction. This is a procedural requirement as the existing plan is exempt and the Draft WWAHT Plan is replacing that plan. Under the Minister's guidelines an exemption from capping will be given where more than 25% of the land that the plan covers has already been released. As indicated above, the area covered by the plan is 73% developed.

While the NSW Government has indicated that capping will be removed as part of the new planning reforms, it is unclear when the new legislation will be enacted or precisely how the new legislation will impact on existing plans.

It is considered important that the Draft Plan be adopted under the existing known legislation prior the new legislation coming into force to avoid potential disruptions from changes to the contributions framework.

EXHIBITION

The Draft Plan was placed on public exhibition between 7 August 2013 and 6 September 2013. The exhibition material consisted of a Public Exhibition Document containing the Draft Plan, the Council's report seeking endorsement to exhibit as well as background information on the plan and the exhibition process. This document was placed on Council's website and at the front desk in the Council's Wyong Administration Centre.

A notice was placed in the Central Coast Express Advocate and a notice of the exhibition sent via email to 20 parties comprising developers, relevant land owners, surveyors, engineers, valuers, planning consultants etc.

SUBMISSIONS

Council has received the following submissions to the Draft Plan:

- 1 **Director of Paradigm Planning and Development Consultants Pty Ltd** on behalf of Stannic Securities Pty Ltd (Yeramba Estate) (D03765353).

This submission welcomes the reduction in the cost base of the plan and the lower contribution rates, however expresses concerns that some of those cost reductions result from the transfer of responsibility for water quality cost from the section 94 scheme to individual developments.

The submission has two principal objections:

- A The inclusion of \$4.9M for administration of the plan, which the submitter considers as "unreasonable and unjustifiable".

Response A: The provisions of the EP&A Act provide for Council to recoup reasonable administration costs. The administration contribution is based on the actual and projected cost of running the Contributions Team based on the cost of an average 2.45 equivalent full time employees comprising a senior contributions officer, assistant contributions officer and accounting support during the period 1992-2025 apportioned over a number of plans.

The cost attributable to the Draft Plan is \$4.9M, which is 55.4% of the total estimated contributions team staff costs and equates to an average cost at \$138,000 per annum. The total cost of \$4.9M is apportioned over the completed and uncompleted development within the WWAHT, and clearly 73% is not recoverable.

The administration cost in the Draft Plan calculated from the based costs is about \$600 per DU, which is less than the equivalent DU rate (\$821 per DU) that was intended under the existing plan.

The proposed administration cost equates to 2.75% of the total works program cost.

- B The lack of transition arrangements for existing consents determined under the current plan (clause 2.9 & 2.25) prior to the adoption of the Draft Plan.

Response B: The Draft Plan provides:

Clause 2.25 - *“Where contributions have been imposed on development consents under the former plan, that plan shall continue to apply in respect of such consents. “*

Clause 2.7 – *“This plan applies to all development situated within the Greater Warnervale District, with the exception of: land for which consent has been obtained under the former plan and which have commenced to the extent that a credit under that plan has been recognised in respect to the dedication of land and/or the completion of works. For any new development application lodged in respect of such land, contributions will continue to be determined under the former plan or through the voluntary planning agreement process. “*

Clause 2.9 – *“This plan replaces the former plan (Section 94 Contributions Plan No. 7A – Warnervale District) for all new development applications with the exception of development applications that apply to land for which consent has been obtained under the former plan and which have commenced to the extent that a credit under that plan has been recognised in respect to the dedication of land and/or the completion of works*

This exception is to ensure that the value of credits is commensurate with the level of contributions paid. i.e. it would be inequitable for a developer to receive a credit at a higher value under the former plan but pay a contribution based on a lower value under this plan and vice versa. Nothing in this clause prevents an applicant and Council entering into a voluntary planning agreement to negotiate an equitable transition from the previous plan to the contributions that would otherwise be required under this plan. “

It is considered that these provisions will protect the financial sustainability of the Draft Plan and permits Council to negotiate suitable transitional arrangements as to the new value of credits. The practicality of administering these arrangements will be improved where Council supports the recommendation that a VPA be accepted with the lodgement of S96 applications to amend existing consents. This recommendation is the subject of a report to the Employment and Economic Development Committee.

2 ***Director of Rexel Pty Ltd*** (D03777251) - This submission relates to the 103 lots subdivision approved in DA/1082/2011 and requests that:

- A The 2.002ha area identified as part of the Wadalba Environmental Corridor, but never included in the current plan, be included in the Draft WWAHT Plan and valued at \$130,832 per ha, i.e. \$261,925.
- B The contributions catchment for the Wadalba Environmental Corridor be expanded to include land on the northern side of the Pacific Highway east of Minnesota Road in Hamlyn Terrace, consistent with how it exists under the exiting plan.

Response A: The Wadalba Environment Corridor has been defined by the plan (“*deemed concurrence plan*”) endorsed by the Department of Environment and Conservation on 24 December 2004, which was the basis for giving its deemed concurrence for the clearing and development of land in Wadalba locality (south of the Pacific Highway). This deemed concurrence was issued on the basis that the land in the “deemed concurrence plan” “is transferred to Council ownership, rezoned to an appropriate conservation zoning and managed as community land” (D00109135).

The “deemed concurrence plan” includes the corridors of native vegetation that traverses the Wadalba locality south of the Pacific Highway and comprises:

- Drainage F land under the 7A Plan.
- The Wadalba Environmental Corridor land under the current plan.
- The “*Additions to the Wadalba Corridor*” land under a multiparty Deed.
- Two future areas that are not included in the current plan, comprising the 2.002ha owned by Rexel Pty Ltd (that is the subject of this submission) and a 0.945ha area within Part Lot 229 DP 1105837, 165 Louisiana Road, Wadalba owned by Threshold Development Pty Ltd, which is held as part of a land holding zoned 10A Investigation Precinct Zone.

The 2.002ha area within the Rexel landholding was not included as a contribution item in the existing plan because it was part of a deferred rezoning matter that was not concluded until 2008, well after the last amendment to the current plan in 2005.

It was anticipated at the time the existing plan was being amended in 2005, that the two additional future environmental corridor parcels associated with the unzoned lands would be incorporated into a future Section 94 Plan for the South and East Wadalba Area and would include other adjoining areas of native vegetation to extend the environmental corridor to the east.

Council has changed its approach to environmental protection lands having regard to the unsatisfactory experience associated with predicting land values associated with the current plan.

Council resolved unanimously at its Ordinary Meeting on 14 November 2012 in relation to a report on how to deal with contributions credits:

“That Council set a general principle that developers be required, in all future release areas, to dedicate drainage land and environmental land at no cost to Council or provide a management plan and suitable sureties/strategies for its maintenance.” (473/12)

The rationale behind this resolution is to:

- a Reduce the overall cost of Section 94 Contributions.
- b Recognise that such environmental lands have effectively no value because of the absence of development potential.
- c That the environmental characteristics of such land are an intrinsic part of a landholding and it is inequitable for other developers to pay for such land.

The Warnervale Town Centre Contributions Plan was prepared based on this principle and no credit value is available for the drainage corridor running from the proposed Hilltop Park in a north east direction to Hakone Road. Similarly a number of minor road buffers are not included in the WTC Contributions Plan.

Most of the environmental lands and drainage corridors within the area covered by the current plan have been included as contribution items, with their value used to determine the credit that is recognised upon dedication, as well as to calculate contribution rates. It is difficult to discontinue this practice under the Draft Plan because a significant number and value of credits have been already been recognised and used as offsets, which rely on the receipt of future contributions for “repayment”.

South and East Wadalba remains rural land at present, but is actively being considered for rezoning as a new residential release area. In accordance with Council’s resolution and for the reasons cited above, it is planned that any environmental lands in this prospective release area will not be included in a future contributions plan and will be required to be either dedicated to Council or retained in private ownership with a financially sustainable and robust management regime (in accordance with Council’s direction).

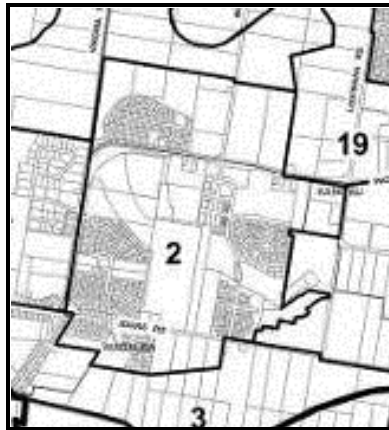
In most instances developers are eager to “off load” environmental areas that have no development potential so as to avoid ongoing holding costs, future maintenance costs and potential public liability issues. From a public interest perspective, it is better to have environmental areas in public ownership, so that there are no impediments to Council if it wishes to undertake integrated bushfire management, environmental restoration works and/or augmentation of the cycleway/footpath network.

As approximately 62% of the Wadalba Environmental Corridor catchment has been developed, Council cannot recoup the cost of any additional new items inserted into the Draft Plan from such developed areas. The insertion of the 2.002ha of Environmental Corridor in the Rexel Landholding into the Draft Plan would create an additional unfunded liability under the plan of \$162,400. The total unfunded liability would increase to \$239,000 if the other 0.945ha parcel referred to above was included as a new contributions item in the Plan.

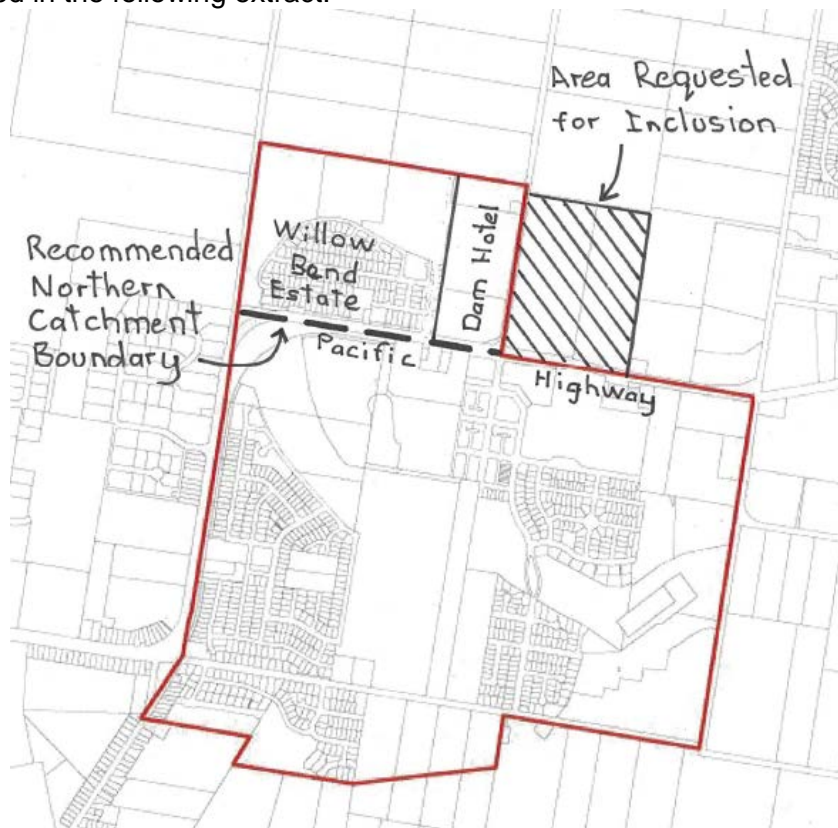
Response B: Significant effort has been expended in adjusting the catchment areas for drainage and environmental protection so that they have a reasonable “nexus” for the associated levied works, as is required under the Act.

In regard to the establishment of the Wadalba Environmental Corridor it is difficult to substantiate a “nexus” between this corridor and any areas to the north of the Pacific Highway, which were previously included in the catchment for this contribution. In framing contributions catchments it is important to be conservative in the event that contributions are challenged in the Land & Environment Court.

The contribution catchment for the Wadalba Environmental Corridor under the current plan is stated to be the Wadalba North West Planning precinct that is shown as area 2 in the map extract below:



The boundaries of the Wadalba Environmental Catchment in the Draft Plan are illustrated in the following extract:



While Wadalba Environmental Corridor catchment under the Draft Plan nominally includes two areas north of the Pacific Highway, it should be noted that:

- The net developable area (NDA) for the Dam Hotel site has been excluded from the NDA used to calculate the contributions and its inclusion in the catchment is a drafting error.

- The AV Jennings Willow Bend Estate has been nominally included on the basis that the Wadalba Environmental Corridor contributions were paid by this development. As the catchment plan determines developments that will pay the contributions, this area should also be excluded from the mapping to ensure that contributions are not charged for secondary dwellings in this area. This can be done while still including the NDA for this area in the contributions calculation.

While the net developable area (NDA) identified within the Wadalba Environmental Corridor catchment and used to apportion the cost under the current plan is 90ha, it is difficult to determine how this was calculated given that the revised NDA under the Draft Plan has been calculated at 93.61ha, which excludes the request area and the Dam Hotel site.

The submitter has indicated that the additional area request to be included in the catchment is approximately 15.56ha in size and has used this figure to demonstrate the additional money that would be raised to offset the cost of including the proposed additional 2.002ha of environmental corridor in the Draft Plan (that is not presently included). While this may approximate the size of the property, it is not a true reflection of the NDA having regard to the area zoned for residential use and the discounting required accounting for internal roads. Council's calculation is that the NDA of this additional land is 7.3ha.

The 7.3ha additional NDA in the area requested to be included in the Catchment equates to an additional 131 dwellings, which only reduces the developed area from 62% to 57%. This means that Council's liability for including the 2.002ha parcel will only be reduced by a mere \$11,773, i.e. from \$162,473 to \$150,700. If the other 0.945ha parcel referred to above was also included as a new item in the Plan, Council's liability would only be reduced from \$261,925 to \$219,770 by expanding the catchment area as requested. The calculations provided in the submission have not taken into account the impact of lower contributions rates on the future income from the other un-development areas within the catchment.

Having regard to the liability that will accrue to Council under the submitter's proposal, it is recommended that Council decline both requests (itemised as A & B above).

It is further recommended that the catchment map for the Wadalba Environmental Corridor contributions be amended to show the Pacific Highway as the northern boundary without any alteration to the way the contribution rates has been calculated under the Draft Plan.

- 3 Proust and Gardner on behalf of Investa Residential Estate Pty Ltd (D03777175) –** This submission makes reference to a credit held by Investa in respect to land dedicated as semi natural area (SN5) as part of the 42 lot residential estate approved in DA/1311/2005 at 674 Pacific Highway, Hamlyn Terrace (now Snapdragon Cr and Yellowrose Terrace). The submission seeks "*an explanation as to Council's intentions for the payment or ratification of the credit balance having regard to the Draft Plan*".

Response

A report on a "Strategy for Reducing Contributions Credits" was submitted to Council at its Ordinary Meeting of 14 November 2012. One of Council's unanimous resolutions flowing from this report was:

“That Council quarantine the redemption of “above market value” land credits pending further negotiations with the parties” (471/12).

It is proposed to commence negotiations in relation to how this credit should be valued and used under the Draft Plan.

In reviewing this submission the area of the dedicated small park S2 has been incorrectly shown and valued as a 0.45ha parcel instead of 0.5ha. It is recommended that this error be corrected in the adopted plan.

- 4 **ADW Johnson on behalf of Vexhart Pty Ltd** (D03764114) – This submission was received after the submissions period closed and while not a formal submission to the Draft Plan raises costing issues that are relevant to the Draft Plan.

Response - This submission provides tender prices obtained for civic construction works associated with the approved residential subdivision in DA/445/2007, which are higher than the estimates in the Draft Plan. The following table illustrates the differences.

	Tender Prices	Credit under Draft Plan	Shortfall in Plan
Johns Rd Stormwater Culverts (dcF4)	\$363,836	\$357,752	-\$6,084
Drainage Channel F Works	\$198,036	\$0	-\$198,036
Drainage Channel F landscaping	\$237,054	\$66,085	-\$170,969
Total	\$798,927	\$423,837	-\$375,090

These cost have been reviewed by it is recommended that the Draft Plan items in the above table be adjusted to the tender prices provided by ADW Johnson.

- 5 **Transport – Roads & Maritime Services** (RMS) (D03910802) – The following comments are provided by the RMS in respect of the exhibited draft Plan:

A *The road contribution for non-residential development (Section 4.3 -Table 29) refers to the Roads and Maritime Guide to Traffic Generating Developments in determining trip generation rates. Council should also consider the Roads and Maritime Traffic Technical Direction TOT 2013/04a Guide to Traffic Generating Developments Updated traffic surveys in determining trip generation rates and other current research.*

Response A: The Draft Plan provides that the method for determining the number of non-residential daily trips is by reference to the current Roads and Traffic guidelines.

B *The document lists RMS funding. This must be removed as Roads and Maritime does not fund and has no authority to fund. Roads and Maritime is provided with State Government funding through Transport for NSW.*

Response B: The Draft Plan assumes State Government funding for works on the State Roads such as Sparks Road and the Pacific Highway. The level of assumed State Government funding is based on the future traffic attributable to the projected increases in background traffic as a proportion of total traffic.

While the State Government funding is not and cannot be confirmed at this time, it is considered inevitable that State Government funding will be forthcoming at some point in the future for some S94 works. Where S94 contributions can be collected towards State Roads infrastructure, there is an increased chance of the State Government funding for those projects. The Draft Plan assumes the following RMS/State Government contributions:

Project Reference	PROJECT NAME	Description of Works	Funding Under Contributions Plans	Assumed State Govt Funding	Total Project Estimated Cost
I6	Pacific Hwy/Chelmsford Rd	Signals	\$1.2 M	\$1.4 M	\$2.6 M
I49 3	Sparks/Pacific Hwy/Wallarah Roads	Signals	\$1.8 M	\$1.4 M	\$3.2 M
I49 11	Pacific Hwy/Louisiana Road	Signals	\$8.2 M	\$2.1 M	\$10.3 M
I49 16	Pacific Hwy/Lucca Rd	Signals	\$1.8 M	\$2.3 M	\$4.1 M
R16	Sparks Rd	Pedestrian Crossing of Railway	\$1.3 M	\$2.6 M	\$4.1 M
TOTAL future projects with assumed State Govt Funding			\$14.2 M	\$9.8 M	\$24.2 M

It is considered that the assumptions made about future government funding are not unreasonable and should be maintained, albeit referenced as “assumed State Government funding” rather than funding from a specific government agency. In this regard it is noted that only \$9.8M in a \$188.6M road works program is assumed to be funded by State Government.

- C** *Many of the costs quoted in the tables are considered to be underestimated by a large amount. For example, the cost of traffic control signals at the Pacific Highway Chelmsford Road intersection is listed as \$2.55 million. Roads and Maritime estimates that the total cost would be in the order of \$9 million. For traffic control signals on State roads, 3 leg intersections cost approximately \$5 million to \$10 million and 4 leg intersections cost approximately \$10 million to \$15 million. The pedestrian bridge over the main north railway line (item R16) is estimated at \$1.285 million; however, it is considered that this would cost \$2 million to \$5 million. Roads and Maritime recommends that further investigations are undertaken to determine better estimates for the works.*

Response C: Council's traffic engineer has confirmed that RMS contention regarding the cost of the proposed upgrade of the Pacific Highway Chelmsford Road intersection will be in the order of \$9M. Council's low contingency is likely based on part of the overall upgrade that can be apportioned to projected traffic generated from new development. There is a question about whether this work should be retained in the Contributions Plan having regard to the fact it is not required for access to a new greenfield development area and its upgrade will largely be determined based on regional traffic flows on a State Road, for which the RMS is responsible.

It is also notable that the State Government through the Department of Planning in its recent consideration of the WTC Woolworths major project rejected a contribution towards this work.

The other intersection works related to State roads are within the estimated construction range provided by the RMS.

The \$1.285M cost estimate for the pedestrian bridge over the main north railway line (item R16) represents a third of the cost, with the assumption that the balance would be funded by the RMS and Railcorp. In these circumstances the cost estimate is consistent with the RMS. It is acknowledged that this assumption needs to be made clearer in the plan.

- D Some of the works identified have been completed. Roads and Maritime assume that Council is still collecting for these works with funding being advanced from other sources.*

Response D: Under the EP&A Act contributions can be collected for facilities and works provided in advance of development. Approximately 40% of the road works attributable to the WWAHT Contributions Plan have been completed and the contributions rate has been determined on the basis of both completed and uncompleted works.

- E There is no consideration for mid-block capacity improvements or contributions for such improvements on the State road network. It is understood that this may be beyond the Council. This is raised as a possible future financial burden for the State Government.*

Response E: Clearly the mid-block capacity on State roads is a State Government responsibility.

- F There is no provision for pedestrian facilities on the Pacific Highway south of Sparks Road. Some allowance for an appropriate pedestrian facility should be made as demand has increased with recent residential development to the west and retail to the east.*

Response F: While there is no mapping of cycleways within the Draft Plan there is a contingency for the provision of a cycleway network, which in the past has included plans for a cycleway along the Pacific Highway. Advice from Community and Recreation Services indicates that:

- a No design can be undertaken while there is uncertainty regarding the long term upgrading/widening works proposed for the Highway.
- b A cycleway may be provided by the RMS as part of any upgrading works.
- c Internal routes have arguably a better target use of funds based on likely patronage.
- d The weak link in the cycleway network is the ability to cross the Pacific Highway not the ability to travel parallel.

- G There is no supporting evidence to suggest the appropriateness of the road upgrade treatments identified in the Draft Plan.*

Response G: Significant road network analysis and planning has been undertaken by Council's traffic engineers in respect to the network upgrades that are necessary to accommodate the future traffic projections associated with projected population growth. There is also a model to apportion the cost of the proposed works according to trip generation that is used to calculate the contributions. There is some complexity in both the road network analysis and the apportionment is not easy to provide within the already extensive documentation of the Draft Plan. It is noted that such detail is generally not included in such plans.

Additional Matter

Council resolved unanimously at its Ordinary Meeting of 24 July 2013 to adopt the trial development unit ratio for secondary dwellings of 0.35 development units and for all Council's contributions plans to reflect this change. The Draft Plan was exhibited without this provision and it is proposed that this provision be incorporated in the adopted plan to ensure consistency across all contributions plans and to accord with Council's intention.

STRATEGIC LINKS

The Draft Contributions Plan will contribute to objective No. 3 and No. 6 under the Community Strategic Plan, i.e.

"Communities will have access to a diverse range of affordable and coordinated facilities, programs and services".

"There will be a strong sustainable business sector and increased local employment built on the Central Coast's business strengths"

CONCLUSIONS

The Draft Plan represents a more accurate reflection of costs for land and works compared to the former plan, and will result in a substantial reduction in the cost for development.

The Draft Plan has been on exhibition in accordance with the requirements of the EP&A Act. A large number of parties with direct interest have been advised of the exhibition and invited to make a submission.

The submissions have not raised any material issues that would cause Council to defer its consideration to adopt the exhibited Draft Plan.

It is considered that the Wadalba Environmental Corridor Catchments should be amended such that its northern boundary is along the Pacific Highway. This will not impact on the contribution rate or the prospective contribution receipts under the exhibited Draft Plan.

It is also recommended that road works I6 – Pacific Highway/Chelmsford Road intersection upgrade be removed on the basis that this project is not required to access any greenfield development areas and is largely a State Government responsibility.

A number of other minor changes including adjustments to cost estimates and park areas have also been recommended.

It is considered that the Draft Plan is suitable for adoption subject to the proposed recommendations. A copy of the exhibited Draft Plan is enclosed to this report.

ATTACHMENTS

- 1 Draft Warnervale Wadalba and Hamlyn Terrace Contributions Plan - DRAFT FOR EXHIBITION - July 2013 Enclosure D03569101

4.7 Policy for Debt Management

TRIM REFERENCE: F2004/06620 - D03983193

MANAGER: Stephen Naven, Chief Financial Officer

AUTHOR: Carlton Oldfield; Financial Controller

SUMMARY

The policy for debt management provides direction to staff in its management of Council's debt obligations.

RECOMMENDATION

That Council approve the policy for debt management and allow for immediate adoption.

BACKGROUND

Council is limited in its borrowing activities as being required to conform with the Local Government Act 1993, Local Government (General) Regulations 2005 and Borrowing Order dated 13 May 2009 pursuant to Section 624 of the Local Government Act 1993.

Specifically loans can only be borrowed in AUD dominated funds, can only be secured as a charge against its rating income and from banking institutions approved by the Australian Prudential Regulatory Authority.

Currently Council has \$191.9m in external borrowings on a consolidated basis at 30 June 2013. \$186.5m of this relates to borrowings taken on by the Water authority, that is, Water and Sewer funds. General fund by comparison has minimal borrowings of \$5.4m, largely at below market cost through subsidised loan schemes.

CURRENT STATUS

Council operates within the legislation and regulations set down by the Division of Local Government but it does not have its own policy to provide staff with direction surrounding the management of Council's debt obligations and its associated key risks.

THE PROPOSAL

The proposal is to adopt the policy for debt management tabled in this report. It will provide the framework around how debt will be managed and how key risks will be mitigated.

OPTIONS

There are no other options tabled at this time.

STRATEGIC LINKS**Wyong Shire Council Strategic/ Annual Plan****Contribution of Proposal to the Principal Activity****Long term Financial Strategy**

Managing the borrowing costs stemming from Council's debt will clearly enhance Council's financial sustainability. Council incurred \$13.9m in borrowing costs in the 2013 financial year where its volatility coupled with its quantum reduces the funds that could be spent on other services that would benefit our residents.

Asset Management Strategy**Workforce Management Strategy****Link to Community Strategic Plan (2030)****Budget Impact**

There is no impact on our current year budget but the policy will provide a framework around how staff will manage its borrowing costs against future budgets.

CONSULTATION

Nil Impact.

GOVERNANCE AND POLICY IMPLICATIONS

There is no interaction with other standing policies.

MATERIAL RISKS AND ISSUES

The risks associated with debt management have been outlined within the policy along with guidelines as to how they will be managed.

CONCLUSION

The policy for debt management will provide direction to staff in its management of Council's debt obligation. The policy addresses the key risks associated with debt finance and the procedures for staff to adhere to in order to mitigate these key risks.

ATTACHMENTS

- 1 Policy for Debt Management D04012473



Wyong Shire Council

POLICY FOR DEBT MANAGEMENT

Policy No:
Policy Author: C Oldfield
Financial Controller – Finance Operations



History of Revisions:

Name of document:	Policy for Debt Management
Author:	Carlton Oldfield, Financial Controller – Financial Operations
Description of content:	WSC policy for Borrowing Policy and Procedures
Approved by:	
Date of approval:	
TRIM reference:	
Assigned review period:	3 years
Date of next review:	
Version number:	
Version date:	

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A POLICY SUMMARY

- A.1 This policy defines how WSC will manage its debt, including, but not limited to internal and external borrowing activities, defining key responsibilities, operating procedures and risk management requirements.

B POLICY BACKGROUND

- B.1 Council utilises debt to assist in funding facilities and services for our community. The funding of long dated assets requires Council to use debt finance to ensure there is intergenerational equity, that is, that current and future ratepayer both contribute towards the assets they utilise now and in the future.
- B.2 Council acknowledges there are various risks associated with managing debt including but not limited to interest rate, liquidity, funding and credit risk. Council accepts that it will not incur unnecessary risk through its debt management and will mitigate/hedge any risk to tolerable levels as defined within this policy.
- B.3 Council is required to conform with the Local Government Act 1993, Local Government (General) Regulations 2005 and Borrowing Order dated 13 May 2009 pursuant to Section 624 of the Local Government Act 1993.

C DEFINITIONS

- C.1 **Council** means the elected representatives, Councillors, who form the governing body of Wyong Shire Council.
- C.2 **The Act** means the *Local Government Act 1993*.
- C.3 **WSC** means Wyong Shire Council, being the organisation responsible for the administration of Council affairs and operations and the implementation of Council policy and strategies.
- C.4 **Council policy** shall mean policy created and approved by the elected members of the Wyong Shire Council.
- C.5 **Organisational policy** shall mean policy created and approved by the General Manager and management for operational purposes including the implementation of Council resolutions, decisions and Council policy.
- C.6 **Floating rate debt** – debt where the borrowing cost fluctuates in line with a common banking index. E.g. Bank Bill Swap Rate or Commonwealth Bond Yield.
- C.7 **Fixed rate debt** – debt with borrowing cost that is fixed for the duration of the loan period.

D POLICY STATEMENTS**Jurisdiction**

- D.1 This Policy covers all elected members of Council, all personnel employed by WSC, any person or organisation contracted to or acting on behalf of WSC, any person or organisation employed to work on WSC premises or facilities and all activities of the WSC.

- D.2 This policy does not confer any delegated authority upon any person. All delegations to staff are issued by the General Manager.
- D.3 It is the personal responsibility of all WSC employees and agents thereof to have knowledge of, and to ensure compliance with this policy.

General

- D.4 Council will continually monitor and review treasury credit limits and financial market exposures within these limits provided for in this policy.
- D.5 Council will manage its borrowing cost through effective hedging of its interest rate risk within the limits provided for in this policy.
- D.6 Council will ensure it meets its debt repayment obligations as they fall due through appropriate liquidity and funding risk management.
- D.7 Council will manage the spread of its debt maturities within the set funding/refinancing risk limits.
- D.8 Council will ensure it complies with internal and external borrowing covenants and ratios.

E **MANAGEMENT OF POLICY RISKS**

Liquidity and Funding Risk Management

- E.1 The Treasury team in managing its liquidity risk will ensure:
- a) Borrowing activities with external parties including committed term funding facilities and overdraft facilities, shall be obtained from banks licensed by the Australian Prudential Regulation Authority (APRA) with a minimum Standard & Poors's (S&P) rating of 'A'. Equivalent ratings from Moody's Investor Services or Fitch Ratings are acceptable.
 - (b) Borrowings terms will balance off between obtaining funding facilities to match the underlying asset useful life with the cost of long dated funding.
 - (c) The Treasury team will ensure there is sufficient working capital to meet short and long term commitments of Council as they fall due in an orderly manner. The Treasury team aims to have immediate access to working capital of approximately 5 - 10% of the total projected long term core debt.
 - (d) The Treasury team will manage funding risk by ensuring that no more than 33% of external funding facilities expire within a 12 month period.
 - (e) The Treasury team will aim to have committed funding facilities in place that equate to 110-133% of projected long term core debt.

Interest Rate Risk Management

- E.2 The Treasury team will manage the interest rate risk to mitigate unfavourable variations in the Council's borrowing cost but enable Council to take advantage of any favourable interest rate movements that may arise.
- E.3 The Treasury team will be able to upon GM approval, hedge Council's interest rate exposures by obtaining either fixed rate debt or floating rate debt coupled with interest rate management instruments.
- E.4 The specific hedging operating parameters are outlined below. Any hedging outside of the operating parameters requires approval by Council:

Fixed Rate Hedging

	Minimum Fixed Rate	Maximum Fixed Rate
0-2 years	50%	100%
2-5 years	30%	100%
5-10 years	0%	100%

- E.5 Authorised Interest Rate Management Instruments – Council may use interest rate management instruments such as interest rate swaps to manage Council bank floating rate debt and fixed rate debt.
- E.6 Interest rate management instruments with a maturity exceeding 5 years will be required to be approved by Council.
- E.7 Counterparties – Council may only enter into interest rate management instrument transactions with banks licensed by APRA with a minimum Standard & Poors's (S&P) rating of 'A'. Equivalent ratings from Moody's Investor Services or Fitch Ratings are acceptable.

Legal Risk Management

- E.8 The Treasury team will obtain legal opinion on its ability to employ an interest rate management. Further the Treasury team will obtain legal advice on the execution of any interest rate management instrument legal documentation prior to execution for any maturity period.

F PROCEDURES – INTERNAL CONTROLS

- F.1 Councillors are responsible for:
- Adopting this policy
 - Approving the interest rate management activities outside the parameter detailed in this policy
 - Approving all funding facilities
 - Approving the use of any risk management products not authorised in this policy
 - Approval the overall borrowing limits on an annual basis

- F.2 The Chief Financial Officer and Treasury Team are responsible for:
- Managing the relationships with banking counterparties
 - Formulating and executing GM approved interest rate risk management strategies in accordance with this policy
 - Ensuring liquidity and funding risks are managed in accordance with this policy
 - Ensuring hedging ratios are maintained in accordance with clause E.4 of this policy
 - Ensure compliance with internal and external debt covenant ratios
 - Ensure segregation of duties – Staff responsible for executing interest rate management instruments will not be responsible for the accounting treatment applied within the financial statements of WSC.
 - Prepare the annual proposed borrowing return with the Division of Local Government.
 - Reporting monthly to the General Manager on the debt portfolio and demonstrating liquidity, funding and interest rate risks are being managed in accordance with this policy.

Variation

- F.3 Council reserves the right to amend this policy from time to time in accordance with the policy for the establishment of policies.
- F.4 The General Manager can exercise their discretion in regards to adherence of the operational procedures of this policy.

4.8 Election Services Provider 2016

TRIM REFERENCE: F2011/01766 - D04120002

MANAGER: Brian Glendenning, General Counsel

AUTHOR: Lesley Crawley; Manager Corporate Governance

SUMMARY

Reporting options for the conduct of the 2016 Wyong Shire Council Local Government Election.

RECOMMENDATION

- 1 ***That Council note the next Ordinary Election of Wyong Shire Councillors will be held in September 2016.***
- 2 ***That Council note that the final date to resolve to enter into an election arrangement with the NSW Electoral Commissioner for the conduct of its own election is March 2015.***
- 3 ***That Council seek expressions of interest from Election Services providers in relation to the conduct of the Wyong Shire 2016 election, including details of costs, hybrid models and joint tendering opportunities.***
- 4 ***That Council direct the General Manager to provide a report comparing the information received from the Expressions of Interest process including a recommendation on the best value option available to Council.***

BACKGROUND

Section 296 of the Local Government Act enables Council to either conduct its own election (election administered by the General Manager) or enter into an election arrangement with the Electoral Commissioner for the conduct its election.

Should Council choose to have the NSWEC conduct its election the Council must resolve to enter into this arrangement at least 18 months before the next Ordinary Election and the actual election arrangement is to be entered into at least 15 months prior to the election.

Task	Date
Resolve to enter into an election arrangement with NSW Electoral Commission	March 2015
Enter into an election arrangement with NSW Electoral Commission	June 2015
Ordinary Election of Wyong Shire Councillors 2016	September 2016

The NSWEC has not given any indication advised whether it is prepared to negotiate on commercial terms on how the election will be administered and whether it is prepared to be flexible with the items undertaken and enable Council to undertake some of the functions to achieve cost savings.

To give the NSWEC certainty, Council must provide a definite commitment by this date. This means that Council must make an unconditional resolution and cannot place caveats such as 'subject to cost' on its resolution. Should Council not resolve to engage the NSWEC or not resolve to do anything by March 2015 it will, by default, be responsible for the conduct of its own election. There are no provisions in the legislation enabling an extension to be granted or to approach the NSWEC at a later date.

Review of the WSC 2012 Election Service

In November 2011 Council resolved to engage the NSW Electoral Commission (NSWEC) to conduct the Local Government Election and any referendums or polls for Wyong Shire up to and including 2012. In making this decision Council noted that an alternative supplier of election services was available but was untested in the NSW election environment.

The cost invoiced to Council by NSWEC for the Election and Referendum was \$700,894.70 (inc GST)

A breakdown of costs was given however no separate breakdown for the referendum was provided. The NSWEC verbally advised that it estimated that the Referendum was in the order of \$100,000. In addition the breakdown was not provided in the same cost categories as the 2008 election costs so it was impossible to compare costs from the two elections.

At the conclusion of the 2012 election Council reviewed the service provided by the NSWEC and reported its findings to the Parliamentary Inquiry into the NSW local government elections. A copy of Council's submission is attached (Attachment 1). In addition Council advised the NSWEC in more detailed terms its dissatisfaction with several areas of its service. The General Manager made approaches to negotiate a reduced payment for the service, given the identified deficiencies which included:

- Location of Returning Officers Office (and therefore by legislation, a pre-poll location)
- Location of pre-poll centres and inability to modify with reasonable notice
- Disabled access to pre-polling centre, attracting extensive media coverage damaging Council reputation
- WHS for booth workers – separation between building and parking area, shelter.
- Enquiries from candidates and community directed to Council offices rather than resolved NSWEC
- Incident where a person involved in a dispute with Council was allowed to approach candidates at RO office ballot draw.
- Choice of RO.
- Informality of contract arrangement leaving no Council with no authority in relation to the levels of service provided by NSWEC.
- Inability of NSWEC to provide an itemised quote up front prior to resolution being made to use NSWEC as a provider.

Given the deficiencies in performance identified by Council attempted to negotiate an appropriate reduction to the costs invoiced by the NSWEC. The NSWEC offered a credit note of less than 1% however refused to acknowledge or accept responsibility for Council's concerns.

In addition the NSWEC has given no indication that changes will be made to improve services to Council in the future.

CURRENT STATUS

Council may determine its method to conduct the 2016 election at any time until March 2015 wherein if it has not selected the NSW Electoral Commissioner as its provider it has by default, indicated that it will be conducting its own election. If this is the case, the General Manager will be responsible for the administration of the election as the "election manager" (LG Reg cl 275).

This General Manager's responsibilities include (LG Act s296A):

- the appointment of a returning officer (RO) and substitute returning officer (SRO)*
- the determination of fees for the RO, SRO and other electoral officials (EO's)
- the reimbursement of expenses incurred by the RO, the SRO and EO's for the conduct of the election.
- provision of access to Council records for the purpose of the election
- the appointment of polling places

* Note the RO and SRO may not be the General Manager, an employee of a council for that area or a candidate for civic office in that area nor may they vote in the election.

The regulations also place requirements upon the General Manager as the "election manager" which includes responsibility for the lawful conduct of the election and the provision of a report to the Electoral Commissioner at the end of the election period. If there is a recount the Council will be responsible for the cost of the recount less any deposit required by the candidate.

Options available for the Conduct of the 2016 Wyong Shire Council Election are indicated below:

Type	Provider	Legislative Responsibility
Full Service	NSW Electoral Commission	NSW Electoral Commissioner
Full Service	Contractor	General Manager
Full Service	Wyong Shire Council	General Manager
Collaborative (Hybrid) Model	Contractor and Wyong Shire Council	General Manager

Council may enter into a formal contract with a commercial provider for the provision of election services either a full or part service. In the lead up to the 2012 Election, one provider was available to be contracted to NSW Councils. At the time this provider was unproven in the NSW election service market and Council chose to use the NSWEC and to review feedback from other Council's in any future decision to conduct the election.

Feedback from other Councils

Of the 152 NSW councils 14 councils conducted its own elections. 11 of these councils engaged the Australian Election Company (AEC). Botany Bay, Lane Cove and Sutherland Shire Councils fully conducted their own elections.

Advice was received from two NSW Council's (Sutherland and Lane Cove Councils) that undertook their own election however used some of the AEC documentation.

Sutherland Council reported a savings of \$270,000 compared to the original quote provided by the NSWEC. Other Council's using the services of the AEC either as hybrid or full service models also report savings and all contacted have reported satisfaction with the performance of the contractor.

In 2012 the Hunter Councils Procurement organisation conducted a tender on behalf of several Hunter councils in relation to election services. The successful tenderer, AEC provided services to those Councils using various hybrid models.

The councils conducting their own elections also formed a support group with representatives of each council meeting regularly to discuss various tasks associated with conducting their own elections, share resources and contacts and legislative legal interpretation. Feedback was that these meetings provided extra value to each council participant.

Special mention was also given regarding the support provided by the Division of Local Government in terms of advisory services. The councils reported that the NSWEC provided little support in these matters.

The report on the Sutherland Election may be accessed at http://www.sutherlandshire.nsw.gov.au/Council_The_Shire/Council_Elections_2012

Hybrid Models

Examples of some of the services that Council can choose to undertake itself or to have undertaken by the contractor are as follows:

- Printing
- Advertising
- The Election Count
- Establishment of polling places
- Recruitment of staff
- Training manuals and courses for RO and Election officials
- Documentation meeting legislative requirements
- Customer Contact

Popularly Elected Mayor

Council has its first ever election of a popularly elected Mayor in 2016. This should also form part of Council's considerations.

THE PROPOSAL

It is proposed to seek general expressions of interest from election services providers to provide services to Wyong Shire Council for the conduct of the 2016 Councillor and Popularly Elected Mayoral election. After responses have been received and assessed a report will be referred to Council.

OPTIONS

Council has the following options available at this time:

- 1 Take no action until closer to the deadline to advise the NSWEC (March 2015)
- 2 Resolve to enter into an election arrangement with the NSWEC now.
- 3 Seek expressions of interest from any providers and report to Council an assessment of the best value approach for the provision of its election services.

STRATEGIC LINKS

Nil Impact

Budget Impact

The seeking of expressions of interest and subsequent report to Council will occur using existing allocated resources.

CONSULTATION

Council has received information from various stakeholders in the election service provision processes in preparation of this report.

GOVERNANCE AND POLICY IMPLICATIONS

Council must comply with the provisions of the Local Government Act and Regulations in relation to the conduct of an election and the selection of a service provider, including provisions relating to both elections and tendering.

It is very important that Council ensures that its decisions and actions relating to the provision of elections services are transparent and engender confidence from the community and potential candidates that the process is occurring independently from the Council's day to day activities. Council also has a duty to seek best value for its community in providing the services. It is recommended that the report to Council recommending a course of action include an independence assessment for each function of the service. This will assist Council in making a "best value" determination as opposed to a pure cost determination.

MATERIAL RISKS AND ISSUES

Nil

CONCLUSION

The Local Government Act sets out a timeline in which Council must determine who will provide its election service.

The 2012 Wyong Shire Council election was conducted by the NSWEC. There were some shortcomings in the service provided. Council at the time noted that a new election services provider was available in the market and that it would monitor any feedback given by other councils that used the service or undertook elections without the assistance of a contractor or NSWEC.

Feedback from other councils indicates there may be some merit in the use of part thereof of contracted services.

The seeking of expressions of interest will enable Council to consider a range of options prior to making its final decision.

ATTACHMENTS

- | | | |
|---|--|-----------|
| 1 | Response from Mayor to Committee Electoral Matters Inquiry - 30 April 2013 | D03340816 |
|---|--|-----------|

LC/L Crawley
F2004/06522
D03222806
29 April 2013

Committee on Electoral Matters
Parliament House
Macquarie Street
SYDNEY NSW 2000

Dear Chairperson

Wyong Shire Council: Submission to Inquiry into the 2012 Local Government Elections

Thankyou for the opportunity to make a submission to the Joint Standing Committee on Electoral Matters. I note that the closing date for submissions has been extended to 30 April 2013.

Wyong Shire Council (WSC) is a large regional council on the NSW Central Coast, with a population of 153,992 (ABS, 2011), making it the 16th largest local government area in NSW, with an annual growth rate of 1.1%.

In 2012, Council employed the services of the NSW Electoral Commission to manage, conduct and audit the local government elections in Wyong Shire, and following this event, conducted an internal review of the process. A number of areas were identified where Council considers there is room for improvement.

Council therefore makes the following submission having regard to the Terms of Reference conferred on the Committee:

1. Cost of the 2012 Local Government Election

The total cost to WSC for the 2012 elections was \$700,894, less estimated Referendum cost of \$100,000. The cost of the Ordinary Election was \$5.55 per elector (600,894/108,356).

Of a sample of two councils in NSW that used a private provider, the average cost was \$6.25 per elector. If applied to Wyong the cost of a private provider for a full service election would have been \$677,225.

Both amounts represent a significant impost to the community at a time when WSC is in a position of financial stress, having experienced eight successive years of financial deficits and while implementing a program of aggressive financial reforms and cost-cutting.

While Council appreciates that conducting a local government election in proper manner will incur a substantial cost, our experience in 2012 was that the options available to us as an organisation to contain costs were minimal due to a number of reasons.

- a) The way in which the legislation was written meant that Council was given little notice to choose whether to use the NSWEC or a private contractor or run the election itself. The legislation also meant that Council could not go out to a competitive market as there was no time to undertake a formal tender process and additionally the NSWEC would not participate as part of that process. It is also noted that only one private provider was known to Councils at that time. This provider had no previous experience operating in the NSW electoral environment.
- b) Unlike other service purchasing decisions where Council uses a range of evaluation criteria to choose a provider that will provide an agreed level of service and value for money in a principal/contractor arrangement, our engagement of the NSWEC was characterised by a lack of formality, transparency and flexibility.

For example, requests to set the scope or make changes in accordance with the legislation were refused by the contractor when WSC wanted to amend a pre-polling location seen as unsuitable due to access issues.

For example, initial estimates were based on 2008 figures which were known to contain areas for improvement. When further estimates came, they did not correlate to the specifications used in 2008 and were difficult to compare. The final invoice does not provide sufficient detail for Councils to ascertain where possible future cost savings may be applied. The invoice also does not separate the cost of the referendum undertaken at WSC and therefore it will be difficult to compare to future estimates.

2. The experience of councils that conducted their own elections

Not applicable to Wyong Shire Council

3. Possible legislative changes to improve the efficiency of and participation in Local Government elections

Council recommends consideration of a range of changes that would help improve the efficiency and participation in local government elections, including:

- a) **WHS considerations for volunteers** - WSC recommends extending Work Health & Safety requirements to candidate support volunteers when choosing suitable polling locations and practices. WSC noted that some polling booths and in particular, the returning officers office (a pre-poll location) did not provide adequate safety from road traffic. Consideration should also be given to ensure there is adequate car parking, emergency access, and disabled access, protection from the elements, toilets and water supply for both the volunteers and the officials.

- b) **Disabled access for electors** - Improved provision of access for people with disabilities and those with mobility impairment should be set at a minimum standard, particularly for pre-polling booth location where WSC has noted a trend that has shown increased use of pre-polling for people with these needs.

It is acknowledged that current practice is for a polling booth official to assist disabled persons by taking a mobile screen out to their vehicles however this practice is not widely publicised, nor practical, nor is it supported by the disabled persons that are aware of it.

- c) **E-voting** – Emerging technology should be considered to enable e-voting in future years to reduce the cost of providing staffed polling booths, count processes and reduce election costs overall .
- d) **Postal and Pre-Poll Voting** – relax the provisions around reasons for postal and pre-poll voting (including online voting). This would assist the ageing population to meet election requirements.
- e) **Communication at State Level**– Increased participation in voting should be supported at the NSW level with advertising and awareness campaigns that a local government election is being held and that voting is compulsory (similar to the type and frequency experienced during a state or federal election. Communication at this state level would increase voter participation at a local level.
- f) **Local Government remuneration** – Several academic studies in Australia and overseas have suggested that where adequate remuneration is provided to elected representatives in return for high-level performance, candidate numbers and ability increase. NSW should investigate all reform options which ensure our electoral system encourages a varied pool of appropriate candidates reflected the make-up and varied interests of each community.
- g) **Standardise the Contract Arrangement between the NSWEC**, other providers and Councils - See example in 1b Cost of the 2012 Local Government Election.
4. **Non-residential voting in Local Government elections**
Historically, Wyong Shire has a low participation rate for non-residential voting. Anecdotal evidence is that this has two primary causes – lack of awareness and cumbersome administrative procedures.

WSC recommends that awareness is raised at a NSW level to increase participation, and that a review of the administrative procedures for registering as a non-resident voter be undertaken to remove possible barriers to participation.

5. The impact of requirements under the Election Funding, Expenditure and Disclosures Act 1981 on participation by candidates in Local Government Elections and possible legislative changes to remove any barriers to participation

My personal view is that the EFA Regulations are a barrier to candidature. Where candidates make up a ticket, and have no desire or expectation of being elected, completion of the required forms and the blank returns causes significant difficulties with no obvious public benefit.

I understand that there may be a calling of further evidence at public hearings later this year and will ensure that either myself or staff are available to assist if required.

Once again thank you for the opportunity to make this submission.

Yours faithfully

Cr Doug Eaton
MAYOR

4.9 2014/15 Strategic Planning - Councillor Engagement

TRIM REFERENCE: F2012/01427 - D04131725

MANAGER: Vivienne Louie, Acting Chief Financial Officer

AUTHOR: Kathleen Morris; Manager Integrated Planning

SUMMARY

The Department of Local Government has a legislated requirement for Council undertake strategic planning under its Integrated Planning and Reporting Framework. To ensure that Council is appropriately engaged in the process a Councillor engagement program is presented for endorsement.

RECOMMENDATION

That Council endorse the 2014/15 Strategic Plan Councillor engagement program.

BACKGROUND

Council is required to produce a comprehensive business plan to manage its activities and to provide a document of accountability to the community. Content of the plan is legislated to include a:

- four year delivery program
- annual operational plan
- resourcing strategies
- revenue policy
- budgets

The assembly of these documents is provided in a complete business plan called the Wyong Shire Council (WSC) Strategic Plan (the Plan).

Each year the process for preparing the Plan is reviewed to ensure it is prepared with a focus for continually improving the business of WSC through the Plan's content, stakeholder engagement in the process, and its presentation.

Creation of the Plan is a complex and iterative process that engages to entire organisation over the period of October through June every financial year.

CURRENT STATUS

A project plan has been prepared for engagement with all internal stakeholders, and forms the pre-planning stage of the process. Once the initial preparation work has been undertaken, Council will be engaged to inform strategic direction and ensure that the plan links with the requirements of the community and provides appropriately directed levels of service.

THE PROPOSAL

It is proposed to implement a planning process designed to provide Councillors with timely opportunities to familiarise themselves with staff proposals and associated costs, for the forthcoming planning period.

Considerable provision is made in the proposed planning process for Council to engage with the General Manager and staff on the planning outcome and to provide direction in respect of Council's objectives.

The proposed process has been prepared on the basis of the following key objectives:

- a robust corporate business direction, and service intentions/projections;
- improved communication between Service Units, Integrated Planning and Councillors;
- achieving clarity of product output – i.e. “deliverables”;
- alignment of business with the outcomes identified during the Service Standards Review; and
- clarity of stakeholder roles and the timelines for establishing the Plan.

The proposed timetable for Councillors is:

Date	Event	Subject
13/11/13	Council briefing and decision	<ul style="list-style-type: none"> • Engagement schedule • Adopt Annual Report
27/11/13	Council briefing and decision	<ul style="list-style-type: none"> • Strategic planning workshop • Capital expenditure methodology including SRV implications • Business objectives • Q1 Report
11/12/13	Council briefing	<ul style="list-style-type: none"> • Rates model • Debt structure
22/01/14	Council briefing	<ul style="list-style-type: none"> • Operational services • Fees and charges • Asset management
31/01/14	Provision of workshop information	<ul style="list-style-type: none"> • Draft Strategic Plan and financials
07/02/14 - 09/02/14	Council workshop	<ul style="list-style-type: none"> • Adjustments to draft Strategic Plan • Financial projections • Councillor submissions
26/02/14	Council briefing and decision	<ul style="list-style-type: none"> • Q2 Report
26/03/14	Council briefing	<ul style="list-style-type: none"> • Final draft Strategic Plan
09/04/14	Council Meeting	<ul style="list-style-type: none"> • Adopt Strategic Plan for exhibition

Date	Event	Subject
28/5/14	Council briefing and decision	<ul style="list-style-type: none"> • Consider submissions to Strategic Plan • Make rates, fees and charges • Adopt Strategic Plan • Q3 Report

STRATEGIC LINKS

The Strategic Plan provides direction for the Council term and details what service levels will be delivered against the objectives of the Community Strategic Plan.

Wyong Shire Council Strategic/ Annual Plan

Integrated systems for strategic Councillor and community input into the annual strategic planning process.

Improvement of Business Plans with:

- Refinement of Targets
- Changing Services based on benchmarking
- Corporate business strategies

WSC Strategic Plan, Service Unit Business Plans, and Annual Report produced on time and meet statutory requirements.

Long term Financial Strategy

The proposal includes a review of the Long Term Financial Strategy to ensure alignment to Council's strategic goals.

Asset Management Strategy

The proposal includes a review of the Asset Management Strategy to ensure alignment to Council's strategic goals.

Workforce Management Strategy

The proposal includes a review of the Workforce Management Strategy to ensure alignment to Council's strategic goals.

Budget Impact

Funding is provided in the 2013/14 budget.

CONSULTATION

Consultation will be undertaken with Councillors throughout the development of the Strategic Plan as detailed above.

GOVERNANCE AND POLICY IMPLICATIONS

The preparation of the Strategic Plan will be undertaken as per the requirements of the *Local Government Act 1993*.

MATERIAL RISKS AND ISSUES

Risks include ensuring the appropriate level of consultation is undertaken to provide a robust corporate business direction that is aligned with the community's vision for the Shire. Risks will be addressed through effective planning and actioning of associated tasks.

CONCLUSION

This report seeks Council's endorsement of the 2014/15 Strategic Planning Councillor engagement program.

ATTACHMENTS

Nil.

4.10 Proposed Councillors' Community Improvement Grants

TRIM REFERENCE: C2013/01723 - D04153854

MANAGER: Lesley Crawley; Manager Corporate Governance

AUTHOR: Lisa Martin; Administration Assistant

SUMMARY

Councillors propose the following allocation of funds for expenditure from Councillors' Community Improvement Grants (CCIG).

RECOMMENDATION

That Council allocate an amount of \$5,998.50 from the 2013-14 Councillors' Community Improvement Grants as follows:

13 November 2013		
Coast Alive Foodcare	Provide morning tea and lunch to underprivileged families in the Wyong Shire.	90.00
Disabled Surfers Association of Central Coast (\$292) (\$229 already allocated)	To pay the fees for the use of the beach.	63.00
Lake Macquarie FM Inc	To connect electricity	2,100.00
NSW Justices Association (\$500)	Assist with the cost of an online learning management system	50.00
San Remo Neighbourhood Centre (\$1000) (\$300 already allocated)	Security costs for the annual San Remo/Blue Haven Community Christmas celebration	600.00
Scouts Australia - Central Coast Lakes District (\$1800)	Provide a common camp bag to 90 local scouts	700.00
Toowoomba Bay Ocean Swim (\$500) (\$150 already allocated)	Purchase of canvas / all weather signage.	350.00
Warnervale Cricket Club (\$1870)	Pitch Covers	1,870.00
Wyong District Tennis Association (\$1775.50) (\$1600 already allocated)	Family Fun Day and encourage participation in the game of tennis.	175.50

BACKGROUND

Provision has been made in Council's Annual Plan for each Councillor to recommend to Council the donation of funds to individuals, local service, charitable or community organisations that operate in the Shire or provide a benefit specifically to the residents of the Shire.

Funds may also be allocated for emergency assistance in the event of natural disasters such as bushfires, flood or drought anywhere in Australia, subject to CCIG Policy. The funds are granted subject to approval of the Council as a whole.

THE PROPOSAL

Under Council's Policy, all proposed allocations are subject to the approval of the Council as a whole.

Each Councillor is allocated a one tenth share of a total amount identified annually in Council's Annual Plan.

The amount allocated in the 2013-14 Annual Plan is \$130,000 with a reallocation by Council of additional \$20,000 at its meeting held on 24 July 2013. The total amount allocated for 2013/2014 is \$150,000.

The proposed allocations are listed below:

COUNCILLORS' COMMUNITY IMPROVEMENT GRANTS ALLOCATION		Best	Eaton	Graham	Greenwald	Matthews	Nayna	Taylor	Troy	Vincent	Webster	SUB TOTAL
Allocation 01/07/2013 - 31/05/2014		15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000
Expenditure up to and including Ordinary Council Meeting of 11 September 2013		4,049	1,800	1,391	4,300	2,500	1,700	1,700	1,025	2,575	1,700	22,740
Available allocation as at 11 September 2013		10,951	13,200	13,609	10,700	12,500	13,300	13,300	13,975	12,425	13,300	127,260
13 November 2013												
Coast Alive Foodcare	Provide morning tea and lunch to underprivileged families in the Wyong Shirie.	90.00										90.00
Disabled Surfers Association of Central Coast (\$292) (229 already allocated)	To pay the fees for the use of the beach.									63.00		63.00
Lake Macquarie FM Inc	To connect electricity	100.00		1,000.00	500.00	500.00						2,100.00
NSW Justices Association (\$500)	Assist with the cost of an online learning management system	50.00										50.00
San Remo Neighbourhood Centre (\$1000) (\$300 already allocated)	Security costs for the annual San Remo/Blue Haven Community Christmas celebration									600.00		600.00
Scouts Australia - Central Coast Lakes District (\$1800)	Provide a common camp bag to 90 local scouts	200.00					500.00					700.00
Toowoomba Bay Ocean Swim (\$500) (\$150 already allocated)	Purchase of canvas / all weather signage.			350.00								350.00
Warrivale Cricket Club (\$1870)	Pitch Covers	20.00	400.00				800.00	400.00			250.00	1,870.00
Wyong District Tennis Association (\$1775.50) (\$1600 already allocated)	Family Fun Day and encourage participation in the game of tennis.									175.50		175.50

OPTIONS

- 1 Approval of applications as submitted will provide a community benefit to residents of the Shire.
- 2 Non approval could result in assistance not being provided to the community.

STRATEGIC LINKS**Annual Plan**

<i>Principal Activity</i>	<i>Strategy or Program</i>	<i>Financial Line Item No and Description</i>
A More Sustainable Community	Enhance the quality of life of the Shire's residents	1.1.11 – Community Financial Support

Contribution of Proposal to the Principal Activity

The Councillors' Community Improvement Grants were developed to help charitable community groups and in doing so helping the broader community.

Link to Shire Strategic Vision

<i>Priority Objective</i>	<i>How the proposal contributes or links to the Priority Objectives in Shire Strategic Vision and Annual Plan</i>
Communities - Communities will be vibrant, caring and connected with a sense of belonging and pride in their local neighbourhood.	Funding is available to projects not specifically nominated in Council's Annual Plan that contribute to the priority objective.
Facilities and Services - Communities will have access to a diverse range of affordable and coordinated facilities, programs and services.	Funding is available to projects not specifically nominated in Council's Annual Plan that contribute to the priority objective.

Financial Implications

Expenditure is approved until the end of the 2013-14 financial year. Unspent approvals lapse 31 May 2014.

Principles of Sustainability

The CCIG program is aligned with the principles of sustainability in that it would:

- Improve and maintain safety, wellbeing and sense of community
- Use locally available resources to increase our self-reliance
- Support local and regional economic prosperity
- Build and strengthen partnerships and alliances

CONSULTATION

Applications that met the criteria were distributed to Councillors for their consideration.

GOVERNANCE

All expenditure recommended is permissible under Section 24 and 356(1) of the Local Government Act 1993.

CORPORATE RISKS

Nil impact.

CONCLUSION

The proposed allocations contained in this report are permissible under the Council's policy on Councillors' Community Improvement Grants. The process has been correct and Council may confirm the grants at its option.

ATTACHMENTS

Nil

4.11 Central Coast Regional Airport Status Report

TRIM REFERENCE: F2012/01319 - D04183789

MANAGER: Jari Ihalainen, Director Land Management

AUTHOR: Paul Bowditch; Manager Place Management

SUMMARY

Reporting on the current status of the proposal to establish the Central Coast Regional Airport at Kiar.

RECOMMENDATION

- 1 That Council receive and note the report.**
- 2 That Council endorse the attached Project Plan, schedule and budget including the Community Engagement Strategy for the Central Coast Regional Airport.**
- 3 That Council approve the development of a Masterplan for the Central Coast Regional Airport including any land constraints studies.**
- 4 That Council endorse the Central Coast Regional Airport strategic area as identified in Attachment 1 for works associated with the masterplanning and various land constraint studies required to establish the proposed location of the runway, terminal and ancillary uses.**
- 5 That Council authorise the General Manager to continue to hold discussions with the Aviation Industry and affected land owners on the proposed Central Coast Regional Airport.**
- 6 That Council receive quarterly status reports on this project with the first report to be provided after the March 2014 quarter.**
- 7 That Council authorise the General Manager to execute any agreements or documents associated with the project.**
- 8 That Council initiate the Planning Proposal to amend Wyong Local Environmental Plan (WLEP) 2013 in accordance with Section 55 of the Environmental Planning and Assessment Act 1979, by endorsing the planning proposal prepared by the applicant.**
- 9 That Council forward the Planning Proposal to the Director General Department of Planning and Infrastructure requesting a 'Gateway' determination, pursuant to Section 54 (1) of the Environmental Planning and Assessment Act 1979.**
- 10 That Council request the Director General, Department of Planning and Infrastructure to issue an Authorisation to exercise delegation under Part 3 of the Environmental Planning and Assessment Act 1979 and advise the Department that the plan is to be made by sub-delegation to the relevant Council Officer.**

- 11 ***That Council, subject to the Director General's approval, undertake community consultation on the Planning Proposal, in accordance with the Gateway Process and Director General's direction.***
- 12 ***That Council, subject to the Director General's approval, prepare the draft Local Environmental Plan Instrument in consultation with the Office of the Parliamentary Counsel (PCO) where Written Authorisation to exercise delegation has been issued to Council, and that Council make the plan subject to there being no objections received that cannot be resolved by minor amendments to the Planning Proposal.***
- 13 ***That Council endorses visits by the Mayor and the General Manger (or Delegates) to Melbourne, Perth and Avalon Airports as part of Council's fact finding stage of the Project.***

BACKGROUND

The Central Coast is recognised as the 9th largest region in Australia yet it remains the only major population centre without a regional airport. NSW State Government forecasts (source: Central Coast Regional Strategy) indicate that the regional population will continue to grow substantially over the next 20 years increasing to more than 400,000 by 2031. Without access to local aviation services the capacity for local trade and tourism to grow and compete with other major regional centres will be constrained.

Wyong Shire Council has made significant milestone achievements in promoting Wyong and the Central Coast to local and international investors. Keystone employment generating initiatives in sectors such as tourism (the Chinese Theme Park), Education (Wyong Education and Business Precinct) and Industrial Development (Wyong Employment Zone) would be enhanced by improved transport access. The Central Coast Regional Airport would also be a gateway to promote further investment in logistics, finance and agriculture.

Long-term planning for future transport needs now will also establish a sound platform for future land use planning to promote investment and development in Wyong and the airport precinct.

Wyong Council currently operates an existing airport at Warnervale, however, the capacity of this facility to accommodate domestic passenger and freight services is limited due to the legislative restrictions (Warnervale Airport (Restrictions) Act 1996). In recognition of the importance aviation services have in regard to trade investment and tourism, Council has made a decision to plan for the future air transport needs of the region.

A number of potential airport sites on the Central Coast were assessed as part of the Federal and State Government's *Joint Study on Aviation Capacity for the Sydney Region*.

The Federal Government has recently announced that Badgery's Creek is the preferred location for the second Sydney airport, creating the opportunity on the Central Coast to construct a regional facility to service local needs. Whilst a regional airport is significantly smaller in scale (cost, facilities and passenger movements) it will act as a local and regional employment catalyst that could generate employment growth and investment opportunities.

STATUS REPORT

The purpose of this report is to provide an update on the current status of the project to establish the Central Coast Regional Airport.

To date, there have been a number of activities undertaken as part of the planning for the Regional Airport. These include the following:

- Nominating a proposed site for the facility in Wyong draft Local Environmental Plan (DLEP) 2012 and draft Settlement Strategy which was exhibited for public comment in January/February this year. Following the exhibition of the DLEP and subsequent discussions with the Department of Planning and Infrastructure, a decision was taken to defer the Central Coast Regional Airport from the DLEP and pursue the zone amendments through a later Planning Proposal (rezoning).
- Preliminary site analysis has been undertaken which has resulted in the area for the proposed facility being better defined and an amended site is now proposed which will position the facility west of the M1 Motorway (see Attachment 1).
- An extensive community engagement process (see "Community Engagement" section below) which involved publishing details of the proposal on Council's website, individual meetings with landowners within the study area, a community survey and other various media releases and articles.
- Preparation of a detailed Project Plan (see Attachment 2) for the proposal which provides details of the project scope, budget, timing and delivery method.

PROJECT DESCRIPTION

The project was identified in the publically exhibited Wyong Draft Local Environmental Plan (DLEP) 2012 which described the proposed airport as follows:

7.13 **Type 3 Airport**

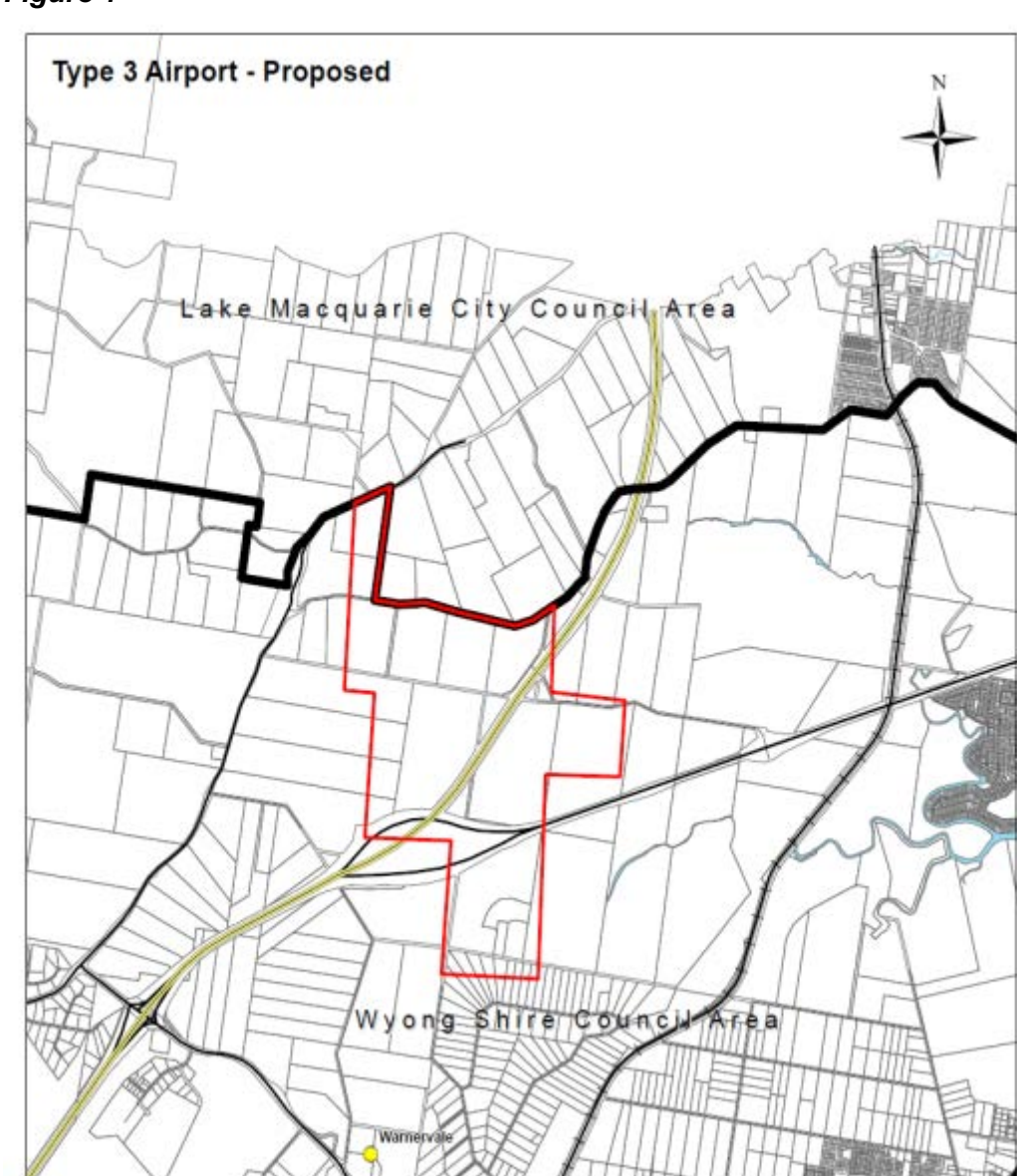
- (1) *This clause applies to land shown as Airport Type 3 on the Wyong Local Environmental Plan 2012 Airport Type 3 Map.*
- (2) *The objective of this clause is to identify land that is identified as a potential site of a Type 3 Airport (limited service airport with a single runway of length of up to 2,600 metres).*
- (3) *In this clause:*
Type 3 Airport means land identified as Airport Type 3 on the Airport Type 3 Map.

The project provides Council with an opportunity to deliver a major infrastructure project that is expected to contribute significantly to the Central Coast economy.

PROJECT LOCATION

A study area for the proposed airport has been outlined in the DLEP. The site configuration was initially based on the preliminary assessment of potential airport sites as outlined in the *Joint Study on Aviation Capacity for the Sydney Region* and then amended following feedback to the DLEP public exhibition, to be wholly inside Wyong Shire as shown in Figure 1 below.

Figure 1



Council has subsequently conducted further analysis of the site, in particular an assessment of physical constraints which may adversely impact the cost of development. In order to minimise the potential impacts of infrastructure conflicts (most notably the M1 corridor bisecting the site) an amended study area has been identified which confines development works to areas west of the M1 Motorway (See Attachment 1). The new study extends south to Sparks Road, providing improved scope for direct access to the M1/Sparks Road interchange.

PROJECT PLAN

To support the establishment of the Central Coast Regional Airport, a project plan has been developed which outlines the programme of studies and works required to deliver the project. The project plan also includes current cost estimates for the project and other key elements such as stakeholder and community engagement.

The project plan is proposed to be a “living document” that is updated throughout the life of the project as major milestones are achieved and greater clarity over the various components of the project is known. A copy of the latest version of the Project Plan is attached to this report – see Attachment 2. The Project Plan outlines the strategies for the following stages:

- Stage 1a – Preliminary Studies, Masterplan and Planning Proposal
- Stage 1b – Economic Feasibility Study
- Stage 2 – Site Acquisitions
- Stage 3 – Development Application and Environmental Study
- Stage 4 – Funding & Infrastructure Provision and Construction

Council's financial exposure is proposed to be limited to \$50,000,000 to allow delivery of the project approvals and strategic land in preparation of the civil construction and subsequent stages. It is proposed that Private Partners will be sought to provide the capital to undertake the construction and operation phases via equity arrangements in an appropriate Special Purpose Vehicle.

Council will require appropriate approvals from the NSW Government to undertake a capital project of this scale and to enter into any private public partnership. As part of these approvals various documents including business plans , financial plans, risk management plans , feasibility studies etc will need to be prepared to manage and minimise Council's risk.

MASTERPLAN

The project plan identifies the need for the preparation of a masterplan for the Strategic Area. During the first stage of the project, a 5 year masterplan (for the period 2020-2025) will be developed. This masterplan will incorporate the findings of the preliminary studies and topographic surveys and identify the location and orientation of the runway and associated facilities. The masterplan process will inform numerous technical studies including an assessment of noise impacts on surrounding suburbs and also support the Planning Proposal which will be submitted to the Department of Planning and Infrastructure for a Gateway Determination.

COMMUNITY ENGAGEMENT

Wyong Shire Council is committed to community consultation and engagement as the airport project progresses and there will be many opportunities for residents and other stakeholders to learn about progress on the project and to have their say. Council has prepared a community engagement and communications plan to keep stakeholders informed and provide opportunities for people to have their say. Below is an outline of community consultation undertaken to date and the community engagement strategy for the future.

COMMUNITY ENGAGEMENT AND COMMUNICATIONS UNDERTAKEN TO DATE

Exhibition of the Airport concept with the DLEP

Council has already undertaken broad-ranging preliminary community engagement about the proposal to investigate a Central Coast Regional Airport with the inclusion of Clause 7.13 in the public exhibition of the DLEP and Settlement Strategy in January and February 2013. This public exhibition was widely promoted in local media through advertising on radio and in print and the proposal to investigate a regional airport was widely publicised in editorials in the local Central Coast print, radio and TV media and in Sydney metropolitan print and radio media. Attachment 5 summarises the media releases and coverage about the Central Coast Regional Airport concept.

In addition, Council's planners were available for 19 days over 7 weeks in public libraries and Council's Civic Centre for the community to meet with and Council held two community forums during February and an independently adjudicated public meeting on 2 April 2013 for people to learn more about the airport concept and the DLEP and have their say. Council received 102 submissions to the DLEP that were categorised as being predominantly about the airport. Information about the extent of advertising and promotion and the submissions received were reported to Council on 8 May 2013.

Initially there was some confusion amongst the media and public about the Central Coast site being proposed for a second Sydney airport rather than a regional Type 3 airport. We have clarified that this proposal is **not** for a second Sydney airport, it is for a regional airport and a regional airport alone, to service the transport and freight needs of the Central Coast population.

Federal Government plans are moving forward for a second Sydney airport within the greater Sydney basin. On October 11, 2013 Deputy Prime Minister Warren Truss gave a strong indication that Badgery's Creek is the preferred option for a second airport in Sydney, and said that a decision will be made within months (see Attachment 6 - copies of recent media articles about Sydney's second airport).

Community Survey

In February 2013 Council commissioned an independent survey of the views of the broader Wyong Shire Community on the concept of having a regional airport for the Central Coast located in Wyong Shire. The Micromex study was a random telephone survey of 400 residents over the age of 18. The survey was weighted by age to reflect the 2011 Census data, with 25% of respondents in the age group 18-34; 26% aged 35-49; 24% aged 50-64 and 25% aged 65 or older. Forty-seven per cent were male, 53% female. A sample size of 400 was chosen because it is known to provide results that are 95% reliable. This means

that if the survey was repeated, the same outcome would occur 19 times out of 20. This is standard best practice in the research industry. Respondents were spread through all Wyong suburbs with a slightly larger proportion of those surveyed living in northern areas of the Shire than in southern areas of the Shire.

Respondents were asked: "How supportive are you of this potential development." and the answer showed an average approval rating of 3.84 out of a possible 5.0 across the survey sample. There was little difference between people living within five kilometres of the proposed site – who rated their support at 3.82 – and those living further afield, who rated their support at 3.86. More broadly: 67% of the 400 residents surveyed indicated they were either 'very supportive' or 'supportive' of the airport concept, and 84% were at least 'somewhat supportive.' All the younger respondents between the age of 18 and 34 were uniformly supportive, while many of those who were not supportive were over age 50 or older.

Landholder Engagement

Council has written to all and met with the majority of owners of property inside the revised study area to inform them of the proposal for a Central Coast Regional Airport in their area. Council will continue to have ongoing discussions with these landholders as information is developed and studies proceed.

Other Councils

Wyong Shire Council has received a letter of support from Mayor of Gosford City Council Lawrie McKinna. In addition, the views of Gosford City Council, Cessnock City Council and Lake Macquarie City Council as represented in submissions to the DLEP have been taken into account and amendments to the DLEP made prior to adoption on 8 May 2013. These Councils have been identified as key stakeholders to be engaged as the project progresses.

Website

All current information, studies and surveys to do with the proposed Central Coast Regional Airport have been openly available on Council's website under the **For Business** tab and this website area has been updated as new information has become available.

Other Engagement

Council has engaged with numerous State and Federal politicians and departmental officers including meeting with now current Prime Minister Tony Abbott prior to the Federal Election. Council has also received letters of support for establishment of a Central Coast Regional Airport concept from Mrs Karen McNamara, Federal Member for Dobell; Mr Chris Spence, Member for The Entrance; Mr Lawrie McKinna, Mayor of Gosford; Mr Daniel Farmer, Central Coast Regional Chamber of Commerce; Mrs Robyne Abernethy, CEO, Central Coast Tourism and has had verbal expressions of support from Mr Chris Holstein, Member for Gosford; and the Regional Aviation Association of Australia.

There have been public expressions of support in media articles from Mr Chris Hartcher, Minister for the Central Coast; Emma McBride, 2013 Labor Candidate for the seat of Dobell; Mr Anthony Albanese, former Federal Minister for Transport (while in office in February 2013); Mrs Jillian Hogan, CEO, San Remo Neighbourhood Centre; and various local residents. See Attachment 4 - Letters of support and support comments in media.

In October 2013 Council engaged respected communications firm Hugo Halliday to assist with engaging political stakeholders about the concept including the Department of Planning. Council's General Manager and Mayor have met with numerous political and airline industry representatives to explain the concept in more detail. Council has also responded to over 50 queries from local people and groups who have enquired about the airport.

COMMUNITY ENGAGEMENT IN FUTURE

Wyong Council is committed to community consultation and there will be many opportunities for residents and other stakeholders to learn about progress on the project and to have their say. Council engaged respected communications consultants, Professional Public Relations, in March 2013 and has prepared a community engagement and communications strategy to ensure that all stakeholders are appropriately engaged throughout the project. This engagement will include (but not be limited to): engagement with landowners and other stakeholders in preparation of any Masterplan for the airport; and public exhibition and community engagement for any Planning Proposal and EIS to amend Wyong Local Environmental Plan (WLEP) 2013 for a Central Coast Regional Airport. Please see attachment 3 –Community Engagement Plan and Stakeholder Analysis for details on engagement. Detailed community engagement plans will be prepared for each stage of the project as details of the stages are clarified. See Attachment 3 for Community Engagement Plan and Stakeholder Analysis. Detailed community engagement plans will be prepared for each stage of the project as details of the stages are clarified.

CONSULTATION

Over the last nine months Council has taken steps to consult the industry to determine preliminary economic feasibility and planning considerations and to determine interest from airlines and supporting industries in a Central Coast Regional Airport, including:

Regional Aviation Association of Australia Summit – 19 March 2013
Meeting and site inspection at Gold Coast Airport – 6 August 2013
Meeting and site inspection at Sunshine Coast Airport – 8 August 2013
Meeting and site inspection at Toowoomba Airport – 7 August 2013
Meeting and site inspection at Brisbane Airport – 9 October 2013
Regional Aviation Association of Australia Convention – 10-11 October 2013

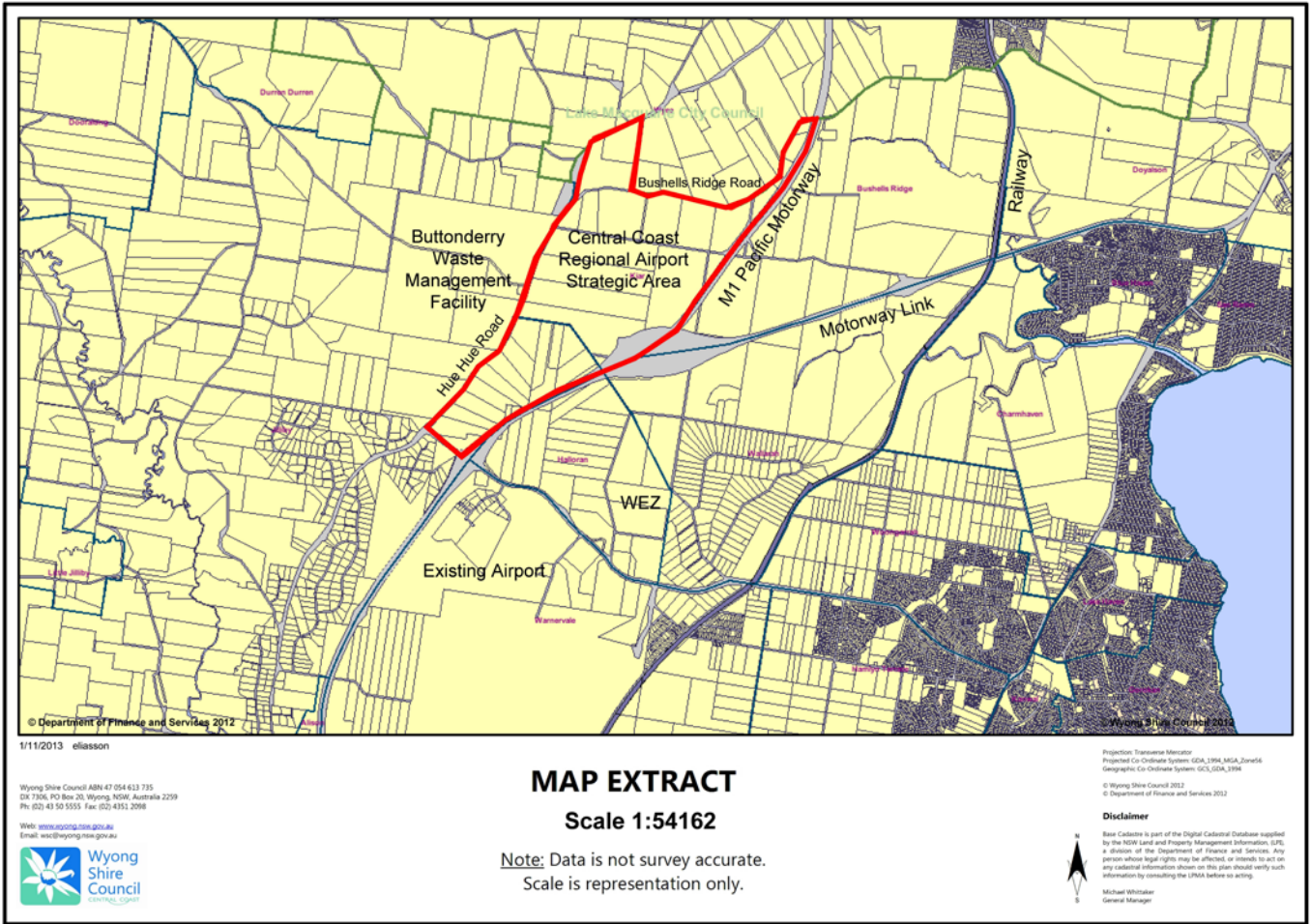
The outcomes of these site inspections were reported to Council on 28 August 2013.

CONCLUSION

This report provides Council and the community with the current status of activities involved in the planning for the Central Coast Regional Airport. It is recommended that further status reports on the project be presented to Council on a quarterly basis (first report due March quarter 2014). The attached project plan provides greater detail of the overall scope and structure of the project.

ATTACHMENTS

1	Central Coast Regional Airport Strategic Area Plan		D04274831
2	Central Coast Regional Airport - Project Plan		D04277678
3	Community Engagement Stakeholder Analysis and Strategy		D04277796
4	Letters of support for CCRA		D04287289
5	Media releases and coverage on CCRA	Enclosure	D04287843
6	Second Sydney airport media coverage	Enclosure	D04287855



Project Plan	
Central Coast Regional Airport	
Revision Number: 0.5	Date: October 2013

1 Project Overview

The proposed Central Coast Regional Airport is a landmark project for Wyong Shire Council with the potential to provide significant economic and social benefits to the Central Coast region. The Central Coast of NSW is recognised as a major growth corridor and it is imperative that the residents and businesses in the region are serviced by adequate infrastructure and transport links, including aviation. The aim of this project plan is to set the framework for investigation, design and delivery of the airport.

The Central Coast is recognised as the 9th largest region in Australia yet it remains the only major population centre without a regional airport. NSW State Government forecasts (*source: Central Coast Regional Strategy*) indicate that the regional population will continue to grow substantially over the next 20 years increasing to more than 400,000 by 2031. Without access to local aviation services the capacity for local trade and tourism to grow and compete with other major regional centres will be constrained.

Wyong Shire Council has made significant milestone achievements in promoting Wyong and the Central Coast to local and international investors. Keystone employment generating initiatives in sectors such as tourism (the Chinese Theme Park), Education (Wyong Education and Business Precinct) and Industrial Development (Wyong Employment Zone) would be enhanced by improved transport access. The Central Coast Regional Airport would also be a gateway to promote further investment in logistics, finance and agriculture.

Long-term planning for future transport needs now will also establish a sound platform for future land use planning to promote investment and development in Wyong and the airport precinct.

Project Description

The project was identified in the publically exhibited Wyong Draft Local Environmental Plan (DLEP) 2012 which described the proposed airport as follows:

7.13 Type 3 Airport Central Coast Regional Airport – Essential Transport Infrastructure

- (1) *The objective of this clause is to identify land that is identified as a potential site of a Type 3 Airport (limited service airport with a single runway of length of up to 2,600 metres) as a potential site for a Central Coast Regional Airport and ancillary services and industries that support a regional airport.*

Type 3 Airport Central Coast Regional Airport means land identified as Airport Type 3 on the Airport Type 3 Map a serviced airport with runways having a length of approximately 2,600 metres and ancillary uses such as, but not limited to, Aviation maintenance, Aviation

training and support industries, Aviation logistics, Transport logistics, Warehousing and distribution, Offices, Retail uses, Manufacturing, Commodity processing and Factory Outlets.

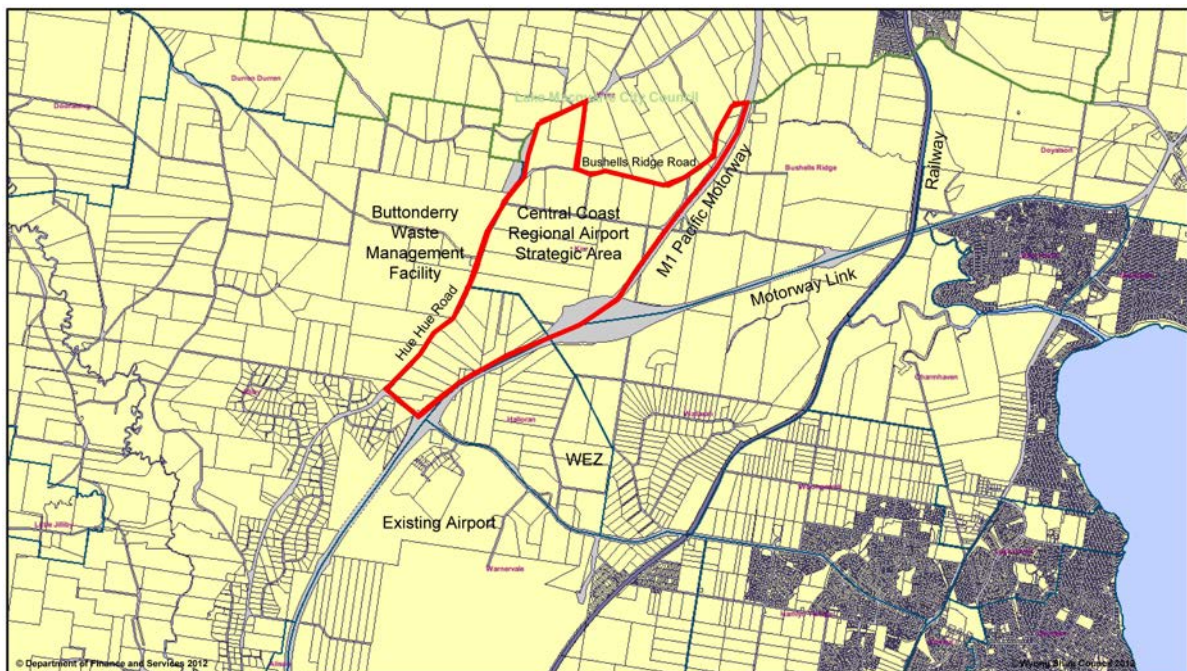
Following the exhibition of the DLEP and subsequent discussions with the Department of Planning and Infrastructure, a decision was taken to defer the Central Coast Regional Airport from the DLEP and pursue the zone amendments through a later Planning Proposal (rezoning). This process will allow Council to commission a detailed analysis of the project including masterplanning, assessment of site constraints and noise impacts.

Project Location

The project provides Council with an opportunity to deliver a major infrastructure project that is expected to contribute significantly to the Central Coast economy.

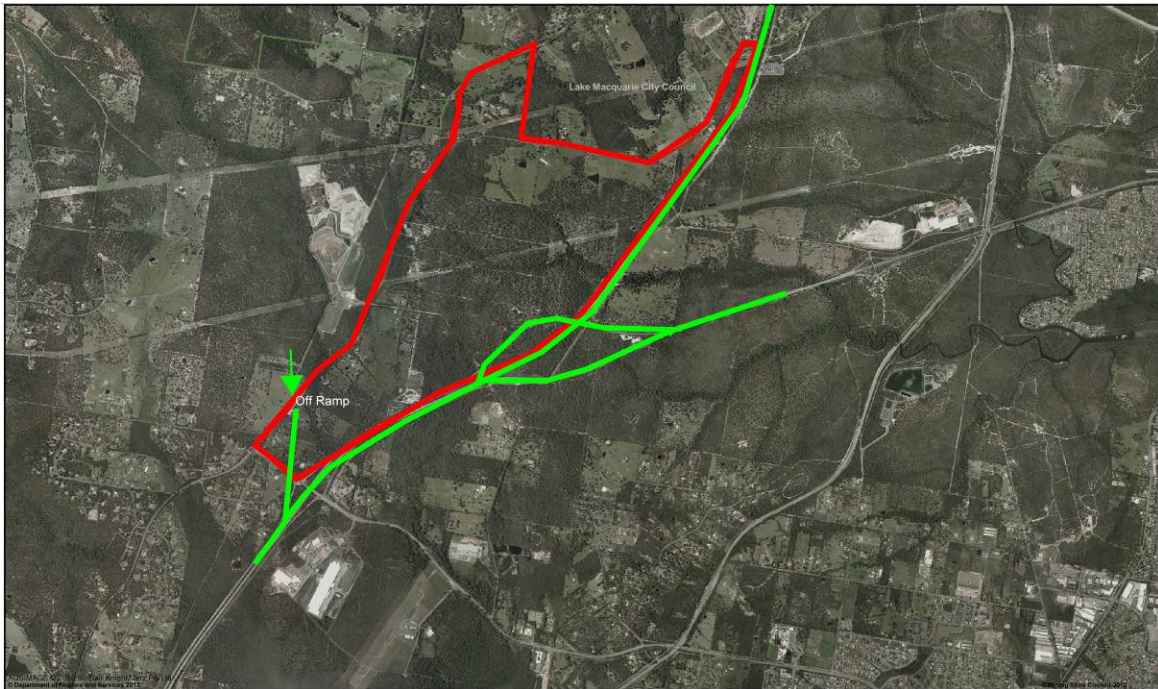
Wyang Shire Council originally identified a study area for the proposed airport and publically exhibited a map as part of the comprehensive DLEP.

Further analysis of the physical characteristics of the site identified a number of potential infrastructure conflicts and topographical constraints. As a consequence, the preliminary study area identified in the DLEP has been modified to confine the development to lots located west of the M1 Motorway and north of Sparks Road (see Map 1). The revised study area minimises major infrastructure conflicts (particularly the M1 bisecting the site) and provides greater scope for design flexibility whilst potentially reducing construction costs.



Map 1

Efficient land transport access, through multiple transport modes, is a crucial dimension of the operational capacity of any airport. The proposed Central Coast Regional Airport site is characterised by its strong transport and servicing links (refer Map 2). The site is ideally located adjacent to the M1 motorway with access available from the Sparks Road junction immediately to the south. An aviation gas pipeline also runs parallel and adjacent to the M1 Motorway. Existing freight and passenger rail networks are also located close by to the east and the High Speed Rail corridor is planned to run adjacent to the M1 corridor. Major port facilities are also located less than 1 hour to the north in Newcastle. This combination of high-capacity major road, rail and sea linkages provides an unparalleled opportunity for future industry and business growth on the Central Coast.



Map 2 - Transport Links. The airport will have excellent access to the M1 Motorway and proximity to existing major freight rail.

The study area and surrounding sites comprise existing and future industrial and employment lands, proposed mining leases and small rural holdings.

Project Governance

The project will be overseen by a robust governance structure which will include a Strategic Advisory Committee (Chaired by the Mayor and interested Aviation Industry Experts), a Project Control Group and Project Team. An outline of this Governance Structure is set out below:

CENTRAL COAST REGIONAL AIRPORT

GOVERNANCE STRUCTURE

Strategic Advisory Committee

Mayor and Interested Aviation Industry Experts

The Strategic Advisory Committee (SAC) will help establish the overall strategic direction of the development and provide expert guidance on planning, design, funding and operational issues.

The SAC will provide expert aviation industry advice to the Project Control Group.

Project Control Group

*General Manager, Directors, Commonwealth and
State Government Transport Agency Representatives*

The Project Control Group (PCG) will be responsible for the development of the Airport Strategic Plan and Masterplan as well as directing detailed planning, design and implementation of the Project Plan.

Project Team

Project Manager, Team, Consultants/Contractors

The Project Team will provide technical delivery expertise to deliver the project in accordance with the Project Plan and directives from the PCG. The Project Team will comprise technical officers from Council as well as consultants and contractors.

Terms of Reference will be developed to set the parameters for the Constitution of the advisory, governance and Project Control Groups. Quarterly status reports on project will be presented to Council.

Project Staging

The project plan has identified four stages of development starting with the preparation of a 5 year masterplan for the site which is supported by detailed land surveys and preliminary environmental and technical studies, including the preparation of ANEF (Noise Exposure Forecasts). This masterplan will determine the location and orientation of the preferred runway and associated facilities including the terminal and car parking structures. This stage will also include the preparation of a Planning Proposal to rezone the land to permit the establishment of an Airport and associated infrastructure. This will be followed by an Economic Feasibility Study which will include a detailed analysis of the proposal and funding models. Stage 2 will involve site acquisitions and Stage 3 will include the Development Approval/Environmental Impact Assessment process. The final stage will cover the construction of the airport facility. Council intends to collaborate closely with all levels of government, appropriate regulatory bodies, the community and private sector parties at all strategies of the development.

Stage 1 – Preliminary Site Assessment and Masterplan

Stage 1 of the project focuses on preliminary site assessment and the development of a 5 year masterplan. In order to determine the development footprint and assess site constraints a number of detailed studies need to be undertaken. It is recommended that funding for these studies be made available in the 2014/15 financial year. The preparation of the initial masterplan (first 5 years of operation) will allow a detailed analysis of the environmental impacts of the airport operation. Once the preferred alignment of the runway and facilities has been determined, detail plans will be prepared to indicate appropriate buffer zones, conservation areas and noise exposure forecast impacts (ANEF contours). The preliminary budget for Stage 1 is \$2,000,000. A summary of Stage 1 work is shown below.

Stage 1 - Preliminary Site Assessment/Masterplan/Planning Proposal			
Phase	Objectives	Scope	Budget Costs
Landowner Consultation - Engage with land owners and secure consent to access sites for preliminary studies	Provide detailed information to stakeholders and obtain consents to conduct studies	Nil	Nil (underway)
Stage 1A – Preliminary Technical Studies/Preparation of 5 year masterplan			
Preliminary Site Analysis - Engage consultants to conduct preliminary assessment of land holdings within the study area	To identify potential development constraints	Surveys of sites to determine ecological and physical characteristics	\$500,000
Preliminary Masterplan - Preliminary analysis of site capability	Assess site to establish parameters for detailed engineering and environmental studies	Site mapping including topographic surveys, flora and fauna, infrastructure, geotechnical, aviation requirements etc. to establish development footprint. The masterplan will identify the location and orientation of the runway and associated facilities and infrastructure	\$300,000
Economic Analysis	Assessment of market and economic risks and opportunities	Conduct detailed analysis of development proposal, including funding models corporate structure	\$100,000

Phase	Objectives	Scope	Budget Costs
Stage 1B Detailed Studies			
Detailed Planning Studies	Prepare site masterplan	Detailed engineering and environmental studies (incl. ANEF charts) to allow detailed project costing and planning. Determine detailed scope of project and establish delivery program.	\$800,000
Planning Proposal (rezoning)	Introduce appropriate planning controls into WLEP 2013 to permit the establishment of the Central Coast Regional Airport	Submission of a Planning Proposal to the Department of Planning and Infrastructure	\$200,000
Community Engagement and Communication	Engage the public and other stakeholders around the masterplan. Ongoing community engagement and communications.	Community engagement including advertising, editorial and online communication.	\$100,000
Stage 1 Budget Cost			\$2,000,000

Stage 2 – Site Acquisitions

Once preliminary studies have been completed and the development footprint determined, Council will develop a detailed strategy for site acquisition. At this stage the acquisition budget is a preliminary high level estimate only. Site acquisition is likely to be a lengthy and complex process involving numerous landholdings. Purchases will need to be based on fair value with private treaty negotiations the preferred method of agreement. A separate Business Paper will be prepared and submitted to Council for consideration for each site acquisition.

Stage 2 - Site Acquisitions			
Phase	Objectives	Scope	Budget Costs
Site Acquisition	Secure ownership of sites required for development	Negotiate purchase of sites at market value.	\$40,000,000*

* High level indicative value only.

Stage 3 – Development Approval

The airport precinct may need to be rezoned to permit some of the proposed uses identified in the project brief. Rezoning will cater for ancillary industries and services as identified in the precinct masterplan.

Stage 3 - Development Approvals and Environmental Impact Statement			
Phase	Objectives	Scope	Budget Costs
Detailed Technical Studies	Undertake a detailed assessment of development impacts	Complete detailed engineering and ecological studies to allow detailed project costing and planning	\$1,800,000
Community Engagement and Communications	Engage community on site masterplan and EIS. Keep community informed about progress on the project.	Public Exhibition of site masterplan and EIS to inform the public and engage for feedback. Ongoing communication.	\$200,000
Development Consents	Obtain development consent	Statutory approvals for airport development and associated infrastructure	\$1,000,000
Stage 3 Budget Cost			\$3,000,000

Stage 4 - Construction

The delivery phase is expected to encompass construction of infrastructure, a single runway, taxi areas, terminal building and various associated service areas such as carparking. The construction budget shown below is a preliminary high level estimate only and will be refined once detailed studies have been completed.

Stage 4 – Construction			
Phase	Objectives	Scope	Budget Costs
Project Funding	Secure project funding	Establish funding/partnerships for delivery and operational phases. Finalise project staging	\$500,000
Infrastructure Delivery	Connection/relocation of services	Negotiation with supply authorities. Agree funding/scope	\$20,000,000
Detailed Design	Preparation of detailed design for the airport	Detailed design documentation and specifications	\$1,500,000
Airport construction, including associated facilities (terminal)	Deliver stage 1 for operation by 2020	Staged construction as per delivery strategy	\$133,000,000
Stage 4 Budget Cost			\$155,000,000
Contingency			\$50,000,000
TOTAL ESTIMATED PROJECT COST			\$250,000,000

Council's financial exposure is proposed to be limited to \$50,000,000 to allow delivery of the project approvals and strategic land in preparation of the civil construction and subsequent stages. It is proposed that private partners will be sought to provide the capital to undertake the construction and operation phases via equity arrangements in an appropriate Special Purpose Vehicle.

Council will require appropriate approvals from the NSW Government to undertake a capital project of this scale and to enter into any private public partnership. As part of these approvals various documents including business plans, financial plans, risk management plans, feasibility studies etc will need to be prepared to manage and minimise Council's risk.

2 Project Prosperity

A study of the economic and social contribution of Australia's airports, (*prepared by Deloitte Access Economics for the Australian Airports Association (AAA), released in 2012*) provides a major insight into the economic and community contribution of Australia's regional airports. The economic contribution of Australia's 'core' airport sector in 2011 was estimated at \$3.2 billion and provided 6,900 FTEs and over 108,000 FTEs around the airport precinct.

Regional airports contribute substantial economic impact to regional communities, for instance:

- Gold Coast Airport contributes \$1.8 billion per annum to the region
- Newcastle Airport contributes \$800 million per annum to the region; and
- Sunshine Coast Airport contributes close to \$500 million per annum to the region

The operational core of an airport is only one component of its overall economic profile and a broad range of associated and ancillary activities also typically occur in airport precincts to support airports in performing their core functions.

In recent years development and productivity has slowed on the Central Coast with a lack of local industry and investment leading to higher unemployment. Further, it is estimated that 40,000 people commuting by car or train out of the area each day for employment.

The proposed Central Coast Regional Airport will generate employment for both skilled and unskilled workers in aeronautical and non-aeronautical sectors. This vital piece of infrastructure would also reduce the loss of skilled workers leaving the community each day as well as stimulate the local economy, generate local trade for goods and services, attract investment and provide an alternative means of transport.

Project Timing

It is possible the Central Coast Regional Airport could be open as early as 2020. That date is being targeted as part of a plan to provide infrastructure, opportunities, and employment growth as the region approaches the 2030s.

An Indicative Project Gantt Chart in Clause 10 sets out the delivery framework to achieve this milestone date.

3 Problem/Opportunity Statement and Background

The Central Coast is the ninth largest region in Australia and the only one of the top nine regions without a regional airport.

This region is one of the largest regions in NSW with population in excess of 300,000 that is predicted to grow to approximately 400,000 by 2031 (*source: Central Coast Regional Strategy*). This predicted growth in population will require the creation of 45,000 additional local jobs. Based on examples in other similar regions close to major metropolitan centres, such as the Sunshine Coast, the proposed airport is expected to create jobs both directly and indirectly in the local area, as well as opening up the local skilled labour to employment markets previously not possible by providing the ability to transfer workers to employment centres and job sites.

Regional airports are significant contributors to the economies in which they operate. Airports form a key community asset for future generations forming an integral part of the regional and national infrastructure which is critical to connecting communities and enhancing broader economic performance. An airport will provide the residents of the Central Coast an opportunity to be more readily connected with other parts of Australia and the world.

An important part of the proposed regional airport is to develop non-aviation activities within the airport precinct and surrounding areas to create a multifunction economic centre that drives local investment and employment. The Wyong Employment Zone already provides complementary existing infrastructure and developable land in close proximity to support the airport.

4 Project Goals and Strategic Alignment

The project goals and objectives are to:

- Stimulate the Central Coast economic and jobs base creating approximately 1,000 new jobs;
- Encourage investment in the region from both local and international markets;
- Supply the growing population of the Central Coast with aviation services and improve access to Central Coast for tourism;
- Provide access point to various domestic (and potentially international) destinations which will reduced total travel times compared with surface transport;
- Showcase the regional tourist assets to new markets (eg. proposed Chinese Cultural Village at Warnervale);
- Prevent population losses for people who may have moved outside region due to lack of employment opportunities; and
- Provide a reliable and competitive means for local primary producers and business to compete on a national and international scale.

Community Strategic Plan (2011)

The project aligns with the following objectives of the Community Strategic Plan 2030:

- Objective 1. Communities will be vibrant, caring and connected;
- Objective 2. There will be ease of travel;
- Objective 3. Communities will have a range of facilities and services; and

- Objective 6. There will be a strong sustainable business sector.

Wyong Shire Council Strategic Plan (2012-2016)

Council will focus on the following major service areas:

- Economic Development Strategy (2012/13); and
- Long Term Financial Strategy (2013/14) – the focus for Council is to gain financial sustainability both now and into the future.

Annual Plan 2012/13

Principal Activity 3 – Economic & Property Development which includes the following:

- To oversee the management of major projects;
- To identify and develop sustainable income strategies for the organisation, strengthen the economic base of the Shire.

REDES (2010)

Project aligns with the following objectives outlined in the REDES:

- To develop a more robust and sustainable regional economy;
- To ensure the delivery of key infrastructure necessary to support ongoing employment growth; and
- To create economic development partnerships between business and government;

Central Coast Regional Strategy (2007)

Project aligns with the following objectives outlined in the Central Coast Regional Strategy:

- Prosperous;
- Sustainable;
- Liveable Communities; and
- Improved regional coordination and identity.

5 Sustainability Outcomes

Sustainability Element
Social
Provide improved employment prospects as part of airport development. Improve community development outcomes by providing connections with other parts of Australia through the airport. The airport will provide convenient domestic travel for the residents of the region who would currently have to travel to either Sydney or Newcastle airports for domestic travel.
Economic
The project will responsibly provide for the development of an airport and complementary uses with the aim of being an operational airport that is able to operate with limited requirement of Council to fund any shortfall.

Environmental

The project will seek to use environmentally sustainable materials and practices where possible during and post construction of the airport. The project will also be sensitive to any flora and fauna that exists on the site including any that are threatened or endangered.

6 Project Scope

Inclusions

- | | |
|----|---|
| 1. | Conduct preliminary studies to assess suitability of proposed site for a regional airport (with 2,600m runway) and an industrial estate. |
| 2. | Extensive stakeholder engagement including various levels of government, regulatory authorities, businesses, affected local residents and the wider community of the Central Coast. |
| 3. | Detailed designs/masterplan for the site for planning proposal for rezoning (proposed industrial estate to be included) |
| 4. | Approval by Department of Planning & Infrastructure for rezoning. |
| 5. | DA lodgement for construction of airport |
| 6. | Construction of runway and terminal |

7 Constraints/Challenges

The following challenges and constraints will be intensively managed by staff. A detailed risk profile and register will be developed as part of Stage 1 works:

- Environmental constraints prohibiting development of the airport and industrial estate.
- Community concerns and opposition from some residents
- Project cost escalation/uncertainty.
- Funding and continued support from various levels of government for the project.

Critical Success Factors

The key regulatory hurdles that will be critical to the success of the project are:

1. Approval by Department of Planning and Infrastructure of rezoning planning proposal for airport; and
2. Approval of Development Application by relevant planning consent authorities.

In addition the following factors will be critical to overall project success:

- Project scope clearly identified and agreed by Project Control Group.
- Adherence to complex aviation regulatory environment.
- Communications and digital media management and strategic advice.
- Proactive community engagement plan.

- Effective and proactive stakeholder engagement that aims to build relationships with various government and regulatory authorities.
- Building effective relationships and partnerships with airlines to generate awareness and support for the proposal.
- Co-ordination of resources from various areas across Council.
- Continued funding to undertake significant preliminary studies and planning approvals.
- Funding to facilitate construction including associated infrastructure investment.
- Investment and support from business community

8 Stakeholder and Community Engagement Plan

Internal

Stakeholder and Organisation	Interest	Influence
Michael Whittaker, General Manager	Project steering and strategic focus	To provide advice and comment on project
Executive Team	Project Outcomes and Deliverables	To provide advice and comment on project
Jari Ihalainen, Director Property & Economic Development	Quality control and achievement of project objectives	Lead Project Strategy. Sign off of each project stage and completion
Strategic Advisory Committee	Project strategic focus and guidance.	To provide aviation industry advice on project.
WSC Project Manager	Project Delivery with Control Group	Manage Consultants and delivery of project
Project Control Group	Project Delivery	Manage Consultants and delivery of project.
Wyong Shire Councillors	Governance Local issues input	To provide feedback and comment on project
Communications & Community Engagement team	Community engagement & Public relations	To provide advice and comment on community engagement plan and communications plan.
Legal & Governance	Legal issues input	To provide advice

External

Stakeholder and Organisation	Interest	Influence
Elected State/Federal Representatives	Local issues input	Information and advice around government policy
Relevant Community Groups (Forums and others)	Local community and issues input	To provide feedback about local community impacts
Warnervale Aero Club	Existing airport with potential for synergies with new airport	Develop strategy for transition of airport services
Gosford City Council	Adjoining LGA	Representing the local community

Stakeholder and Organisation	Interest	Influence
Lake Macquarie City Council	Proposed airport adjoins LGA border	Representing the local community
Civil Aviation Safety Authority (CASA)	Aviation safety regulation including the operation of airports	Aviation safety regulation including the operation of airports
Air Services Australia	Manage air traffic operations of airports	Controls the air space of the airport.

Stakeholder and Organisation	Interest	Influence
Transgrid	Two 330kV transmission lines traversing the proposed site.	Owner, operator and manager of high-voltage transmission system in NSW
Rail Corp	Potential links with proposed North Warnervale rail station.	Owns and manages the metropolitan rail network and provides access to freight operators in the metro area
Department of Infrastructure and Transport [Aviation] (Commonwealth)	Potential subsidies and funding	Key adviser to the Government on Airports and airport regulation.
Department of Regional Australia, Local Government, Arts and Sport (Commonwealth)	Potential funding	Key adviser to the Government on regional development and local government.
NSW Department of Planning & Infrastructure	<ul style="list-style-type: none"> - Gazettal of LEP - Rezoning application allowing for airport precinct development 	Planning consent authority for assessing State significant planning proposals
Roads & Maritime Services (RMS)	Construction of Roads to service proposed airport precinct	Consent authority for construction and upgrading of state roads.
NSW Department of Environment and Heritage (OEH)	Environmental impacts	
NSW Department of Trade & Investment	Local issues input	To provide advice and response on State Government initiatives
Australian Airports Association (AAA)	Industry body	To provide advice and response to industry needs.
Regional Aviation Association of Australia (RAAA)	Industry body	To provide advice and response to industry needs
Regional Development Australia Central Coast (RDACC)	Local issues input	To provide advice and response on alignment with REDES strategy
NSW Business Chamber	Local business issues	To provide advice and response sourced from local businesses
Central Coast Regional Chamber of Commerce	Local business representative	To provide advice and response sourced from local business
Central Coast Regional Advisory	Local Business representative	To provide advice and response sourced from local business
Wyong Regional Chamber of Commerce (WRCC)	Local business representative	To provide advice and response sourced from local businesses
Northern Lakes Regional Business	Local business representative	To provide advice and response

Stakeholder and Organisation	Interest	Influence
Chamber		sourced from local businesses
The Entrance & District Chamber of Commerce	Local business representative	To provide advice and response sourced from local businesses
Central Coast Tourism (CCT)	Tourism industry input	To provide advice/guidance on role of tourism on Wyong Shire Economy

Stakeholder and Organisation	Interest	Influence
Business Media: Central Coast Business Insider Central Coast Business Review	Local business/economic media	Information and advice around local economy
Media	Local, State and National Media	Communication of airport opportunities and advantages
Residents/Community	Residents living in the north of Wyong Shire and all Central Coast residents	Engagement and information about project

9 Project Milestones

Major Project Milestone	Acceptance Sign-off by:	Date
Approval of project plan		
Establish project governance framework including the Project Support Group		
Undertake preliminary flora and fauna studies on the site		
Adoption of Masterplan by Council		
Undertake preliminary economic impact studies on the site		
Complete all comprehensive studies for rezoning planning proposal (including EIS)		
Gazettal of site rezoning by DoPI		
Completion of further studies for DA		
DA approval for construction		
Complete construction of operational runway and terminals.		

10 Indicative Project Gantt Chart

Preliminary Program	2013				2014				2015				2016				2017				2018				2019				2020			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Stage 1 - Preliminary Site Assessment/Masterplanning																																
Stage 2 - Site Acquisitions																																
Stage 3 - Development Approvals/EIS																																
Stage 4 - Construction																																

11 Budget Allocation

Project Accounting Task Number	Task Name	Estimate \$	
Stage 1	Preliminary Studies <ul style="list-style-type: none"> • Land Survey • Geotech • Noise • Traffic 	} \$500,000	
	Masterplan		\$300,000
	Detailed Planning Studies (ANEF/OLS)		\$800,000
	Economic Feasibility		\$100,000
	Planning Proposal	\$200,000	
	Community Engagement	\$100,000	
	Stage 1 Total	\$2,000,000	
	Stage 2	Site Acquisitions	\$40,000,000
Stage 3	Development Approvals & EIS <ul style="list-style-type: none"> • Flora & Fauna • Services • Flooding and Drainage • Aboriginal Heritage Assessment • Landscaping • Air quality • Detailed Masterplan • Community Engagement • Preparation and submission of EIS/DA 	} \$1,800,000	
			\$200,000
			\$1,000,000
	Stage 3 Total		\$3,000,000
	Stage 4	Funding provision	\$500,000
		Infrastructure provision	\$20,000,000
		Detailed Design	\$1,500,000
		Construction	\$133,000,000
Stage 4 Total	\$155,000,000		
Contingency		\$50,000,000	
	Project Total	\$250,000,000	

Note: The above estimates will be confirmed as each stage progresses.

12 Monitoring & Communication Management

Evaluate Project Performance

A plan for evaluating the project will be developed at Stage 1 which includes:

- Describing the work done in respect to meeting the project's goals and objectives.
- Describing what worked well and what did not work well, and why, in regard to the relative cost effectiveness and efficiency of the various methods and activities used and carried out.
- Describing how realistic or relevant the project goals and objectives were.

- Describing in what ways the project planning, execution and monitoring processes worked most efficiently.
- Describing the difference the project made in relation to knowledge, skills and behaviour, new initiatives, new relationships (eg. partnerships).
- Describing any unexpected changes made as a result of the project.
- Describing whether the Project's approach is transferrable to other projects.
- Describing what could have been done better by enunciating the challenges and what more effective methods could have been used to set and achieve the goals / objectives, and what additional support from stakeholders and additional resources would have been useful in achieving the goals and objectives.
- Making recommendations on how the evaluation findings will be used for continuous learning, for informing the project initiation, planning and delivery of other future projects. This will include describing how these findings will be distributed so that as many people as possible can make use of the lessons learnt.

13 References

Document	TRIM Ref.	Date	Author
WSC Strategic Plan (2012-2016)			
WSC Annual Plan (2012/13)			
Wyong Shire Community Plan			
REDES			
Central Coast Regional Strategy			

Community Engagement – Stakeholder Analysis



PROJECT MANAGEMENT SYSTEM

STAKEHOLDER ANALYSIS	
Project name	Central Coast Regional Airport
Service/Program	Property and Economic Development
Project Manager	Jari Ihalainen, Director (until Project Manager appointed)

Stakeholder	Point of view			Level of interest			Influence			General Approach			
	Pro	Neutral	Anti	High	Medium	No interest	Strong	Weak	Keep an eye on them	Get them involved	Keep them happy	Keep them up to date	
Internal													
Councillors	X		X	X			X			X	X		X
GM and Executive Team	X	X		X			X			X	X		X
SUMs	X	X			X			X					X
Steering Committee / Governance groups	X			X			X			X			X
Project Group / Manager	X	X		X			X			X			X
Finance	X	X	X		X			X		X			X
All staff	X	X	X	X	X			X		X	X		X
Integrated Planning	X	X			X			X					X

Stakeholder	Point of view			Level of interest				Influence			General Approach			
	Pro	Neutral	Anti	High	Medium	No interest	Strong	Weak	Keep eye on	Get them involved	Keep happy	Keep up to date		
External														
Aviation industry groups	X			X			X						X	
Newcastle Airport			X	X			X		X					
Other regional airports	X	X		X	X			X	X					X
Aviation providers	X	X	X	X	X		X		X	X			X	X
Ancillary industries (colocation)	X	X		X	X			X						X
Warnervale Aero Club	X			X			X						X	X
CASA (Civil Aviation Safety Authority)				X			X		X				X	X
Air Services Australia				X			X		X				X	X
Transgrid									X				X	X
Railcorp					X				X				X	X
Potential Investors	X			X	X				X				X	X
Chambers of Commerce	X			X			X						X	X
Businesses	X	X		X			X						X	X
Local Media	X	X	X	X			X		X				X	X
Aviation Industry Media	X		X	X				X	X				X	X
Sydney Metropolitan Media	X	X	X	X	X		X		X				X	X
Ratepayers	X	X	X	X	X		X		X				X	X

Stakeholder	Point of view			Level of interest			Influence			General Approach			
	Pro	Neutral	Anti	High	Medium	No interest	Strong	Weak	Keep eye on	Get them involved	Keep happy	Keep up to date	
Developers	X	X		X	X				X				X
Residents in immediate area	X	X	X	X			X		X	X	X		X
Residents on Central Coast	X	X	X	X			X		X	X			X
Affected landholders	X	X		X			X		X	X			X
External (Cont.)													
Community Precinct Forums	X	X	X	X	X				X				X
Visitors	X	X			X	X			X				X
Bordering Councils	X	X	X	X			X		X	X	X		X
Central Coast Tourism	X	X	X	X			X		X	X			X
Community Groups	X	X	X	X	X		X		X	X	X		X
Environmental Groups		X	X	X			X		X	X			X
Wallahra Coal		X			X				X	X			X
Australian Government	X				X	X			X	X			X
Federal MP's	X			X			X		X	X	X		X
Department of Infrastructure and Transport [Aviation] (Commonwealth)	X	X		X			X		X	X			X
Department of Regional Australia, Local Government, Arts and Sport (Commonwealth)		X			X		X		X	X			X
Regional Development Australia	X	X			X				X	X			X

Stakeholder	Point of view			Level of interest			Influence			General Approach			
	Pro	Neutral	Anti	High	Medium	No interest	Strong	Weak	Keep eye on	Get them involved	Keep happy	Keep up to date	
Regional Development Corporation	X	X			X			X	X			X	
Local State MP's	X	X		X			X		X	X	X	X	
NSW Department of Planning and Infrastructure	X	X		X	X		X		X	X	X	X	
Minister for Planning	X	X		X			X		X	X	X	X	
Roads & Maritime Services (RMS)		X	X	X			X		X	X		X	
External (Cont.)													
NSW Department of Environment and Heritage (OEH)		X			X		X		X	X		X	
University of Newcastle		X				X		X	X			X	
TAFE – Wyong		X				X		X	X			X	
Lakes Anglican Grammar School			X	X			X		X	X		X	
Local primary & secondary schools	X	X	X			X		X	X			X	
Darlingung Local Aboriginal Land Council		X			X			X	X			X	
Government agencies		X		X		X	X	X	X	X		X	

Community Engagement Strategy

PROJECT NAME:	Central Coast Regional Airport	PROJECT TEAM/ MANAGER:	Jari Ihalainen, Director, Property and Economic Development
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ENGAGEMENT PLAN



- Level of Impact/Interest:**
 (Please tick)
 Level 1 – High WSC
 Level 2 – High Local area
 Level 3 – Low WSC
 Level 4 – Low Local area

PROJECT MANAGEMENT SYSTEM

The level of impact/interest your project is likely to have across the community

Negotiable/Non Negotiable: be clear with your stakeholder about what is negotiable and what is set in stone	Set in stone: Council will investigate establishment of a Central Coast Regional Airport in the north of the Shire. Negotiable: Exact location, plan for airport, scope of airport, etc	Stakeholders/ Target Audience: Who is impacted or will have an interest in this project.	Councillors, ET, SUMs, all staff, residents, ratepayers, Federal and State MPs, State Departments and Agencies, Local business and business groups, Media, Central Coast Tourism, community groups, environment groups (all stakeholders as identified in the Airport Stakeholder Analysis document)
Overall Approach Summary What are the objectives and outcomes of doing the engagement?	To keep the community and stakeholders informed about Council's intentions and how they can play a role in the project and have their say. To engage key stakeholders who can support or assist with development of the airport.		

Stage	Timing	Key purpose of engagement	Key messages	Key engagement activities	Stakeholders targeted	Responsibility	Budget	Evaluation
Engagement can take place a various stages in your project or times of the year for your program.	Dec 2012	What are you doing and what are you asking your stakeholder's to do? Inform/Educate, Consult, Involve, Collaborate/Empower	What are the three to five most important things you want the community to know about your project and your planned activities	What are you doing? workshop, fact sheets, website, field trip	Who?	Who?	\$	Measure/Success
Stage 1	Dec 2012	Inform public about proposal for airport	A regional airport is necessary for the sustainable growth of the region. We have proposed a location in the DLEP	Media release Dec 14, 2012. Internal communication about proposal.	All	CB	NIL	Resulted in widespread media coverage
	Jan – Feb 13	Inform all stakeholders about proposal for airport. To determine community feeling about the proposal for an airport.	A regional airport is necessary for the sustainable growth of the region. We have proposed a location in the DLEP We are planning a regional airport on the Central Coast, to be located in the Wyong Shire. A regional airport is necessary for the sustainable growth of the region and will create jobs. We have proposed a location in the DLEP	Public exhibition of DLEP (and all associated promotion and workshop activities including advertising, media relations, social media, website, posters, library appointments with planners, community information sessions etc-- see DLEP engagement plan) Independent telephone survey of 400 randomly selected residents, spread evenly across the Shire.	All Residents	Comms team Micromex	As per DLEP promotion budget \$11,000.00 (ex GST)	Opportunity for all stakeholders to be aware of proposal for airport and make comments to DLEP. 102 comments received Benchmark of public opinion.

Mar – May 13	Inform councillors about the community comments to the DELP	This is what the public has said about Clause 7.13 in the DLEP	Report to Council	Councillors	Land management team / planners	As per DLEP budget	Report to Council made 8/5/13. DLEP adopted, sent to DoP.
	<p>Respond to community queries and media queries about the airport</p> <p>Meet with Federal and State politicians and departments and local business groups to discuss concept and gain feedback</p>	<p>One-to-one responses to Precinct Committee enquiries, general public enquiries, media enquiries and online enquiries. Management of media addressing inaccuracies in articles</p> <p>Webpages on Council website</p>	<p>All stakeholders</p> <p>All stakeholders</p>	<p>Project Manager (Garry McL) and Comms team</p> <p>GM and Mayor, Jari Ihalaenen and Communications</p>	<p>\$4,500 for consultants</p> <p>\$1,000 approx. for travel costs where necessary</p> <p>\$4,500 for consultants</p>	<p>Responded to over 50 individual enquiries.</p> <p>Met or had discussions with Tony Abbott, Karen McNamara, Chris Spence, Darren Webber, Chris Holstein, Lawrie McKinnin, Daniel Farmer, CCRCC, RDA CC Acting DG of DoP, DoP officers and more.</p>	
Mar – Oct 13	<p>Inform potentially affected landholders in the site area of the proposal and elicit their feedback.</p> <p>Investigate regional airports economics, best practice planning etc, benchmarking and investigating support from industry</p>	<p>Facts of what research / studies have been done, how the proposal was arrived at, not Sydney second airport, what exactly is proposed and what stage we are at.</p> <p>We are planning a regional airport on the Central Coast. Your land has been identified as part of the potential site.</p> <p>We are planning a regional airport on the Central Coast and are seeking input and benchmarking information</p>	<p>One-to-one meetings with State and Federal MPs, departments officials and business groups</p> <p>Direct meetings with individual landholders and letters.</p> <p>Meet with aviation industry groups (RAAA, AAA), aviation suppliers and other successful airports (Sunshine Coast, Gold Coast, Toowoomba and Brisbane)</p>	<p>Politicians and officers</p> <p>Landholders in the proposed site.</p> <p>Aviation industry</p>	<p>Nil</p> <p>Travel costs and RAAA conference costs</p>	<p>Fact finding tours to Gold Coast, Toowoomba, Sunshine Coast and Brisbane airports.</p> <p>Attendance at RAAA Summit and Conference.</p> <p>Early indications of interest obtained from a number of potential investors.</p>	
	<p>Inform stakeholders about what will happen and when it will happen, and how they can participate / provide feedback</p>	<p>At this stage – when more details are available about how the project will proceed / be managed – we will need to review the community engagement plan and create revised community engagement plans for each stage of the project as they are firm up.</p>					
Stage 2	<p>Gazetted of DLEP – timing TEA</p>						



Karen McNamara MP

Federal Member for Dobell

30 September 2013

Cr Doug Eaton
Mayor Wyong Shire Council
PO Box 20
WYONG NSW 2259

Dear Cr Eaton

I write to offer my support for the proposed 'Type 3' Central Coast regional airport to be located at Bushells Ridge within Wyong Shire Council.

In August of 2013 the Coalition launched our '*Growth Plan for the Central Coast*', which outlines the Coalition Government's support for ongoing work by Wyong Shire Council in relation to a regional airport.

The Coalition has also committed to work closely with both Local and State governments on the necessary regulatory and planning issues.

I am confident that the development of a regional airport on the Central Coast will drive investment, deliver new infrastructure, create jobs and have a long-term positive impact on the economy of the Central Coast.

If you would like to discuss this matter in further detail please don't hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Karen McNamara'.

Karen McNamara MP
Member for Dobell

cc. Mr Darren Webber MP, Member for Wyong, PO Box 836, Wyong NSW 2259
Mr Michael Whittaker, General Manager Wyong Shire Council, PO Box 20, Wyong NSW 2259

P: 4351 1223
P: PO Box 3763, TUGGERAH NSW 2259
E: karen.mcnamara.mp@aph.gov.au



Chris Spence MP

Member for The Entrance



Monday, 28 October 2013.

Councillor Doug Eaton
Mayor, Wyong Shire Council
PO Box 20
WYONG NSW 2259

Dear Councillor Eaton,

I write in support of the proposed *Type 3* regional airport for the Central Coast at Bushells Ridge.

The NSW Government has released the *Central Coast Regional Action Plan*, which was borne out of extensive community consultation.

Unsurprisingly, the community desires the Central Coast to become a prosperous region, with increased employment opportunities, quality education, investment opportunities and access to essential services and infrastructure.

The NSW Government is investing significantly in large infrastructure projects across the Central Coast.

A regional airport could be a significant piece of infrastructure for the Central Coast that could create hundreds of direct and indirect jobs, boost tourism and provide a fresh injection into the local economy. The Central Coast is continuing to grow and change, and as it does, our infrastructure needs to continue to evolve to cater for the needs of the region.

The Central Coast has access to major road networks, public transport hubs and is a sought after holiday destination, not unlike the Gold Coast or Sunshine Coast, both of which have highly successful regional airports that contribute millions to their local economies every year.

While I support investigating the benefits of a regional airport, it should not be confused with a second Sydney International Airport, which I do not support.

Should you wish to discuss this further, please do not hesitate to contact me.

Kind regards,

A handwritten signature in cursive script that reads 'Chris Spence'.

CHRIS SPENCE MP
Member for The Entrance

Phone: (02) 4334 1012 Fax: (02) 4334 3840 Mail: PO Box 401, The Entrance NSW 2261
Electorate Office: 24 The Entrance Road, The Entrance NSW 2261 Email: TheEntrance@parliament.nsw.gov.au



7 November 2013

Councillor Doug Eaton
Mayor
Wyong Shire Council
PO Box 20
WYONG NSW 2259



Gosford City Council

Councillor Lawrie McKinna
Mayor

PO Box 21
Gosford NSW 2250
DX 7211 Gosford

Telephone: 02 4325 8296
Facsimile: 02 4323 6268
Mobile: 0427 682 071
lawrie.mckinna@gosford.nsw.gov.au
www.gosford.nsw.gov.au
ABN 78 303 458 861

Dear Councillor Eaton

Central Coast Regional Airport

I write in support of the proposed Type 3 airport for the Central Coast.

Any plan which promises to increase the economic viability of the Central Coast region can only be good for our respective economies and job markets.

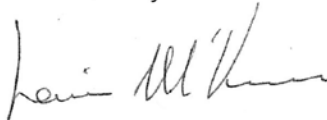
The NSW Government is investing heavily across the Central Coast in infrastructure, but we also need to capture the job market as too many people are leaving the region daily to work elsewhere.

There are more than 325,000 residents in the Central Coast area, making it the ninth largest urban centre in the country. It makes a lot of sense for a regional airport to be located in close proximity to these residents and thereby increase the economic sustainability for the region.

The Central Coast Regional Airport will be a boost for both our Local Government Areas in terms of tourism growth, full time and part time employment, investment and other opportunities.

I look forward to working with you to help facilitate the establishment of a Central Coast Regional Airport.

Yours sincerely



Councillor Lawrie McKinna
MAYOR OF GOSFOR CITY

Internal Ref: 14731201



20 February 2012

Mr Michael Whittaker
General Manager
Wyong Shire Council
PO Box 20
Wyong NSW 2259

NSW Business Chamber
incorporates

- * Sydney Business Chamber
- * Australian Business Limited Apprenticeships
- * Australian Business Lawyers and Advisors
- * Australian Business Consulting and Solution

Dear Mr Whittaker

The Central Coast NSW Business Chamber welcomes the opportunity to comment on the Wyong Shire Council Draft Local Environment Plan (LEP). The Central Coast NSW Business Chamber supports the major initiatives of the LEP, particularly the identification of land for a regional airport which would bring significant economic benefits to this rapidly expanding region.

With a population predicted to be 297,956 residents, the Central Coast area is currently the 9th largest urban centre in Australia.¹ This represents a large portion of the Australian population without access to a conveniently located regional airport. Considering many much smaller areas have dedicated, well-serviced and utilised airports, and the projected future growth for the Central Coast, it makes much sense for a regional airport to be located in a close proximity to these residents.

Depending on the services provided from it, a regional airport on the Central Coast could help to reduce the demands placed on both Sydney and Newcastle Airports by domestic passengers having to travel on the Sydney to Newcastle Freeway. A Central Coast airport would also provide local manufacturing organisations with better access to national and international markets through enhancing air freight capabilities.

The Central Coast has higher than average youth unemployment. Employment in construction, manufacturing, transport, customer service as well as airline positions would be made available across the area, boosting local employment prospects for many young people who might otherwise be forced to look outside the area for work. Furthermore, with over 40,000 of the Central Coast's residents commuting to either Sydney or Newcastle each day for work, many of these people would benefit from a greater level of local employment.

A regional airport would also provide a catalyst in itself for a wide array of infrastructure across the region such as new transport linkages and new businesses to take advantage of the increased traffic and activity. Newcastle Airport has contributed \$633.4 million annually to the local economy, as well as creating 3,278 jobs for locals.² Although not a direct

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nswbusinesschamber.com.au
Regional Offices ACT, Mid North
Coast, Western Sydney, Northern
Rivers, Hunter, Murray/Riverina,
Illawarra, Southern Sydney,
Northern Sydney, Central Coast

¹ Australian Bureau of Statistics: 2011, 3218.0 - Regional Population Growth [Link](#)

² Newcastle Airport: 2010/11 Annual Report [Link](#)

Invigorating business



nswbusinesschamber.com.au



comparison in regional population, these numbers (even at a given percentage) would certainly provide a boost to the Central Coast economy.

The Central Coast is an ideal tourist destination and tourism revenue generates much of the Central Coast's business, but despite its relative closeness to Sydney, it struggles to attract large-scale investors to build up accommodation and invest in business across the region. A regional airport would boost visitor numbers to the area, thereby bringing with them increased tourism dollars and giving the hospitality and retail sectors a much needed boost in investment.

Although there are issues to be considered like community concern about noise, there are overwhelming job and community development positives that could benefit the Central Coast if a regional airport was to be granted approval for development. The Central Coast NSW Business Chamber urges the Council and State Government to support this initiative in the Draft LEP.

Yours sincerely,

Daniel Farmer
Central Coast Regional Manager
Central Coast NSW Business Chamber

NSW Business Chamber
incorporates

- Sydney Business Chamber
- Australian Business Limited Apprenticeships
- Australian Business Lawyers and Advisors
- Australian Business Consulting and Solution

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 E: rabernethy@centralcoasttourism.com.au

20th February, 2013

Mr Michael Whittaker
 General Manager
 Wyong Shire Council
 PO Box 20
 WYONG NSW 2259
wsc@wyong.nsw.gov.au

Dear Mr Whittaker,

Re: Draft Local Environment Plan (LEP) 2012 - Type 3 Airport

Central Coast Tourism supports the proposal for a Type 3 Regional Airport in the Wyong Shire Local Government area.

Tourism is a vital industry on the Central Coast and is estimated to contribute over \$674 million to the local community annually and directly employs approximately 6,000 people.

The benefits to the region through the development of a proposed regional airport would stimulate the visitor economy through increased visitation and visitor spend. It will also support local businesses and further improve job opportunities to service the forecasted labour force growth.

Improved accessibility to the region would increase international, interstate and intrastate visitation and open up new markets. The establishment of a regional airport would further enhance the Central Coast region as a viable competitor to attract business tourism and major events, further driving the visitor economy.

A regional airport would support existing tourism operators, attractions and accommodation providers and be a catalyst to encourage new investment, infrastructure and product development to the region.

Central Coast Tourism supports the proposal for a regional airport in the Wyong Shire Council Local Government Area.

Yours sincerely,

Robyne Abernethy
 Chief Executive Officer
 Central Coast Tourism



... will take you there!

www.viritcentralcoast.com.au

Follow us on Twitter: <http://www.twitter.com/ourcentralcoast>

Find us on Facebook: <http://www.facebook.com/CentralCoastTourism>

central coast
One hour North of Sydney...

What people think about a Central Coast Regional Airport

“It’s time we seriously consider what the benefits of a local airport would be for the Central Coast in terms of job opportunities and economic growth. I’m very pleased to see the Wyong Council outline a bold vision for building a job generating piece of critical infrastructure.

“I know the usual critics will be out in force saying ‘not in our backyard’ but the problem with that mentality is that we have to travel to someone else’s backyard to find jobs. If we are serious about creating more and better paid local jobs, then we have to be serious about infrastructure developments like a regional airport.”

“Regardless of what is eventually decided on the location of Sydney’s second major airport, the Central Coast deserves a regional airport of its own that services our community.

“When I think that other cities and regions in NSW with much smaller populations have regional airports, it leaves me wondering what opportunities we are missing out on and how foolhardy we are to knock back developments that will give our kids good local jobs and a better work life balance.”

Daniel Farmer, Regional Manager, Central Coast Business Chamber, quoted in Central Coast Business Ink online news, 2013

“A regional airport is vital to the region. We don’t have a regional airport which is essential for a region as large as this one.”

Daniel Farmer, Regional Manager, Central Coast Business Chamber, Central Coast Express Advocate, 13 September 2013

A regional airport could well fit in to the future economic growth of the central coast, and be a boon to 300,000 residents. I would not support it having any potential to become a second international airport. I would be prepared to work with any program to see it fairly assessed, though I could not determine the outcome of such an assessment.

Minister for Central Coast, Chris Hartcher, talking to Senate Estimates hearing. Reported in Central Coast airport could boost economy, AAP & news.com.au, August 16, 2013

With the projected growth of the Central Coast increase in aviation capacity would be required as a stimulus to the local economy. That is why the Government has agreed to examine the Coast’s airport strategy including the Wallarah site. If the project proceeds it would be a small airport, but would be able to service the region.

Anthony Albanese, former Federal Transport Minister, quoted in Central Coast Express Advocate – February 2013

Dobell and Robertson Labor candidates in the Federal Election said they were in favour of a regional airport for the Central Coast. Emma McBride, candidate for Dobell, said “Airports bring with them important associated infrastructure upgrades and would be a boon for local job creation.”

Emma McBride quoted in Central Coast Express Advocate, 28 August 2013

The proposed site is close to the suburb of San Remo but Neighbourhood Centre CEO Jillian Hogan said she believed an airport would be welcomed by the majority of residents.

“It would be good for employment, tourism and the economy,” she said. “You can clearly hear the noise from trains so I don’t think the added noise from modern planes would be an issue.”

Daily Telegraph, Sydney, January 18, 2013

"This project is a winner. Build the bloody airport; we need the jobs on the coast. Nothing gets done in this state because of people whingeing all the time and nothing gets built. I'm over it."

Greg Schroeder, resident, San Remo, Central Coast Express Advocate facebook page comment.

"Anything that helps economic growth is certainly well worth investigating," she said. "Finding a location that suits everyone is where it gets controversial."

Wyong Regional Chamber of Commerce president Sandra Kerr, quoted in the Daily Telegraph, Sydney, January 18, 2013

"A Central Coast airport is needed for the region to keep pace and stay ahead of its competitors. We must make it easier for consumers to get to us and open up access to new markets such as interstate. The Central Coast visitor economy is an \$800 million industry. Last year, we had 1.3 million overnight visitors and 3.8 million day trippers. This creates a flow on effect right through the economy. Ninety percent of all our visitors currently arrive by road. The only way to grow our visitor economy would be to have this regional airport. The airport will help drive investment in the region and open up employment opportunities. The more visitors we get, the more opportunity there is for our youth to be employed."

Chief Executive, Central Coast Tourism, Robyne Abernethy, 2013

Subject to State Planning issues, a new airport would be good for the [Central Coast], Arthur Sinodinos tells the ABC. "Providing more competition for facilities like Newcastle Airport would be a good thing. What this place [Central Coast] is about is having some vision about where it could go. If you've got councils prepared to go out there and say we identify these as ways we help to promote the place, encourage more tourism in and all the rest of it, well, Newcastle and others will have to put up with the competition."

New South Wales Liberal Senator, Arthur Sinodinos, ABC News, Libs back plans for Central Coast airport, Thu 5 Sep 2013

"I think if done right it could be brilliant!"

Alice Siecker, local resident, quoted in Daily Telegraph, January 2013

WOW is all I can say when I read of Wyong's planning proposals. I recently wrote about a mini city developing around a possible new airport in the shire, where an international university would be the icing on the cake in blending with the proposed largest Chinese temple in the world and a planned Chinese theme park at Warnervale. Unlike Lake Macquarie City Council, which spends millions on basic planning, Wyong has approved only \$250,000 to do the job [airport investigation]. A sure sign of responsible fiscal management.

Letter to Editor, Lakes Mail, Carl Stevenson, Dora Creek

Resident quotes from Micromex survey, February 2013:

"The area will prosper and grow with new developments"
Resident

"The Central Coast needs to be developed, it seems to be the poor cousin between Sydney and Newcastle"
Resident

"Employment opportunities for future generations"
Resident, February Micromex survey
Resident

"Residents have to travel to Sydney, due to lack of employment on the Central Coast, therefore new developments are needed to meet the demands of the growing population"
Resident

"Having jobs available generates a better economy and keeps things local"
Resident

"In general the Central Coast has a major unemployment issue and anything done to promote employment in the area and get people off the F3 is a good thing"
Resident

"Planning will help to provide a solid future for Central Coast residents"
Resident

"Estimated that over 30,000 people commute to Sydney which is clogging the roads, so keeping people on the Coast will also help the environment"
Resident

"Creating jobs for the future is good for the area"
Resident



**Wyong
Shire
Council**
CENTRAL COAST

Council Civic Centre 2 Hely St Wyong | PO Box 20 Wyong NSW 2259 | Open 8.30am - 5.00pm,
Monday to Friday | E wsc@wyong.nsw.gov.au | T 4350 5555 | General Manager Michael Whittaker

4.12 Child Care Review

TRIM REFERENCE: F2010/00500 - D04248649

MANAGER: Julie Vaughan, Manager Community Partnerships and Planning

AUTHOR: Beth Jones; Assistant Manager Care and Education

SUMMARY

Council currently operates six long day care centres and lease out two buildings as childcare centres. Over the past three years Council's child care centres have been focussed on increasing efficiencies and reducing operational costs to reduce the increasing financial burden on Council. This has included a range of strategies to improve efficiencies, as well as benchmarking exercise against private providers, an independent valuation of Council child care businesses and exploring various options for different service models.

This report provides the results of this review and recommends that Council test the market with an Expression of Interest for the two underperforming centres, Spotted Gum and Tom Stone.

RECOMMENDATION

- 1 ***That Council receive and endorse the report.***
- 2 ***That Council note the feedback from staff and the United Services Union as documented in the report and continue to engage with staff and union throughout future steps as required under the Local Government State Award 2010.***
- 3 ***That Council direct the General Manager to undertake an Expression of Interest for the lease and operation of Tom Stone and Spotted Gum Care & Education centres.***
- 4 ***That Council endorse staff from Tom Stone and Spotted Gum Care & Education centres be invited to submit an Expression of Interest.***
- 5 ***That Council specifically invite all Central Coast Child Care Centre Operators to submit an Expression of Interest.***
- 6 ***That Council receive a report on the results of the EOI in the first meeting in February 2014.***
- 7 ***That Council inform families utilising Council Care and Education centres that the centres will continue to operate business as usual and that they be provided with a point of contact within Council to respond to any queries they may have.***

BACKGROUND

Wyong Shire Council has operated a child care service across the Shire for over 30 years. Originally Council was the main provider of this service which caters primarily for working families, however over time more and more private providers are operating in the market. Currently Council provides 260 places of the 3037 offered across the Shire, we have only 8.5% of the market. Of the 62 centres Council currently operates six.

Legislation and other requirements

There has been significant change in both the child care sector and community during this time and the service has developed and changed in response to these needs. In recent years, the National Quality Framework has been introduced, with national laws and regulations, national quality standards and national curriculum. As a result, there are more requirements focused on ratios for staffing, education levels of staff, programming curriculum changes and increasing requirements on the spaces in which we operate. All education and care services, including long day care, pre-school, out of school hours care and family day care are now required to undergo a quality standards assessment and rating process. This is conducted by the Department of Education and Communities which is the NSW governing authority for the Australian Children's Education and Care Quality Authority. All of these requirements add to the operating and capital costs associated with the centres as compliance is essential to receive the necessary approval to operate.

Council is also required to ensure competitive neutrality in the management of its child care services. In July 1997 the then Department of Local Government issued Circular 97/39 titled "*Guidelines on Pricing & Costing for Council Businesses- A Guide to Competitive Neutrality*". This Circular, and subsequent Guidelines and legislative amendments, stem from the National Competition Policy, of which competitive neutrality is one part of, which is based on the concept of a "level playing field" between persons competing in a public marketplace (private and public sector competitors).

Public sector businesses receive exemptions from some government taxes and charges, however public sector businesses may incur more costs due to industrial conditions and community service obligations. The principle of competitive neutrality seeks to eliminate where appropriate systemic inequality between private and public businesses to promote greater competition and the benefits from increased competition. Therefore, Council must operate our businesses separately, report as such and must include "full cost" attribution with any subsidies fully disclosed, eg: Tax Equivalent Regime (TER), overheads etc.

Relevant Council staff are employed under the *Local Government (State) Award 2010* ("the Award"), which is different to the Industrial Instrument that applies to employees of private providers and has distinctive employment conditions. Award entitlements and provisions will need to be adhered to as appropriate to any decision by Council.

Overview of the Council Care and Education service

Council currently operates the following six centres:

Kanwal - Heritage Drive, Kanwal – 59 places
Karinya - Hedor Street, Toukley – 39 places
Northlakes – Highview Ave, San Remo – 45 places
Spotted Gum – Thomas Mitchell Road, Killarney Vale – 39 places
Treelands – Cutler Drive, Wyong – 39 places

In 2005 a review of Council's child care service was conducted and a report submitted to Council at the Ordinary meeting held on 8 June 2005 which saw Council opt out of the management and operation of child care centre at three locations: Lakehaven, Bateau Bay and Killarney Vale. The Bateau Bay centre which was located at Bay Village Shopping Centre was closed and the remaining two were leased to private providers. Lease arrangements are still in place for two leased centres and generate an annual rental fee.

Since 2005 Council have continued to manage and operate the remaining six child care centres at Berkeley Vale, Killarney Vale, Kanwal, Toukley, San Remo and Wyong, offering long day care to 260 children per day between the hours of 7am – 6pm. Council provides up to seven meals each day, free speech pathology services, educational programs, transition to school programs and links with local feeder schools. If there is a private provider delivering the services at Tom Stone and Spotted Gum, this will mean Council provide eight long day care centres across the Shire, four of which Council operate and four that private entities operate.

Improvements to reduce costs

Council services differ slightly to private providers, to a large degree due to the obligations imposed on Council by the Award. The wages and other entitlements that Council is required to pay to its employees under the Award are approximately 20% more than the expenses that private operators have to pay their employees under their Industrial Instrument. These Award entitlements and Wyong Shire Council staff incentives include:

- The Award required that Council staff receive an Award increase of approximately 3% annually
- A rostered day off every four weeks
- Directors and teachers receive a daily meal allowance if they are required to stay on the premises for legislative compliance during their lunch break
- Overtime for attending out of hours meetings
- Regular industry specific training
- Opportunities for higher duties
- Ability to have their own child attend the centre they work at
- Council's Workfit program
- Council's immunisation free program for staff
- Ability to salary sacrifice child care fees (up until 2013).

In addition, Council have very strict compliance with Work Health and Safety and we use contractors to clean and maintain the surrounds of the service, we must manage the capital works for each of the buildings which are ageing infrastructure, Council has corporate overheads which all Council services are required to pay. In comparison to private providers, these elements may not exist and / or are provided at a lesser value, particularly in the case of owner / operators. Often private providers have the ability to save staffing costs by conducting duties such as Director, clerical, cook and cleaner by other means and as such can reduce their staffing costs by between 20 – 40% in comparison to Council services. These are fixed costs that Council cannot amend without an Enterprise Agreement and noting the percentage difference it would be difficult to compete.

To counter act these costs and to reduce the financial impact on Council over the past three years management and staff have worked hard to reduce operational costs of child care and improve efficiencies in the service. To date a number of changes have been made to reduce the costs and increase utilisation which has improved the overall financial result from a deficit in 2009/10 of \$1,044,712 to a deficit of \$468,898 in 2012/13 including corporate overheads. Efficiencies have included:

- Targeted marketing campaign to include advertisements on television, radio and in print media. The use of social media has also increased as well as letter box drops and proactive local media.
- We have actively pursued industry awards for the work that our centres have done, we have been successful in a number of awards in recent years including the National Child Care Week Awards. These awards support the marketing campaign and the quality service offering we provide in comparison to other providers.
- Changed and increased our programming to incorporate new technology, national curriculum and frameworks and sustainable practice.
- Weekly reporting and monitoring of utilisation to match staff to children has enabled management to maintain the minimum required ratios to minimise our costs where appropriate.
- Internalising clerical and reduction in full time equivalent staff has created increased efficiencies and reduced operational costs.
- Increased usage of trainees in all of our centres which supports Council's Youth Employment Strategy and provides on the job training, supported by TAFE for entry level positions into Council. In the last two years Council has been successful in receiving State Government funding to support these trainees, again reducing the operating costs for Council.
- Introduction of efficiencies such as B-Pay, Kronos, centralising the casual staff allocation, electronic programming to create savings in staff time and resourcing and service improvements for our families.
- Increased cost controls particularly around food and consumables. With over one million meals prepared in our centres, maintaining strict cost controls, while meeting the requirements under the National Quality Standards. Staff have been able to contain costs in this area, as well as other consumables without impacting the service offering.
- Increased and added new fees and charges in line with other private providers, to reduce operational costs while maintaining a competitive service.
- We have utilised our flexible licence to maintain optimum enrolments in each age group.
- Utilised floating teachers to enable a more responsive approach to staffing levels at each centre, as daily changes occur we now have the ability to move teachers throughout the day if required.

Council's child care centres are viewed by the sector and community as a leader in the industry and set benchmarks for other local providers due to our strong management support, Council processes and systems and our commitment to delivering quality service with the right staff.

Feedback from the community

In 2012 and 2013 Council undertook the Service Standards Review which led into the Special Rate Variation. During that process the community clearly told Council that we needed to focus on all areas of our service across Council to find savings and be more efficient.

During this consultation the community voiced that the most highly valued Council services were roads, bridges and pathways, sport and recreational facilities, environmental assets and community facilities. Child care services operated by Council were not at the top of the communities list of essential services.

This feedback from the community required management to continue to review all services throughout the year and particularly when planning the forthcoming year, this has continuously occurred in Care and Education and has resulted in the range of efficiencies outlined previously. This continuous focus on Councils services and levels of service to the community will continue to be reviewed to move Care and Education into a more positive operating result.

Feedback from Council

At each annual February Councillor weekend workshop child care has been an item of interest for Councillors and has resulted in staff delivering increased efficiencies and improvements to the operating result. The most recent workshop in 2013 Councillors requested a lot more detailed analysis in the review and unanimously adopted the Councillor Outcomes from this workshop in April 2013 which included bringing forward the child care review forward approximately six months. This has resulted in a number of Councillor Briefings on the issue, independent review and a Councillor inspection.

CURRENT STATUS**Financials and Utilisation**

For a number of years Council has subsidised the costs of running Care and Education services. This along with the support from the community to review all service levels highlighted the need for management to undertake a thorough review of Care and Education to ensure we continue to maintain the high quality of care while minimising the financial impact on our ratepayers.

The review found that we are providing an excellent level of care and service to the children and families but that even with the increase in fees and charges as well as the changes that were made from 2011 to improve service delivery and increase efficiencies, we are still making a loss at two centres:

- Spotted Gum (Killarney Vale)
- Tom Stone (Berkeley Vale).

A financial analysis and independent valuation that was conducted clearly demonstrated that four centres (Northlakes, Kanwal, Karinya, Treelands) are trending up in utilisation and are contributing to a positive operational result (prior to corporate overheads). However, Spotted Gum Care & Education at Killarney Vale is our poorest performer with a continued downward trend in utilisation and forecasted operational loss followed by Tom Stone Care & Education at Berkeley Vale.

Since 2006/07 financial year the operating result and utilisation at both Spotted Gum and Tom Stone has trended downward and is currently at 41% and 72% respectively in utilisation as at September 2013 quarter of this financial year. Council and the other care and education centres have subsidised the operation of Spotted Gum and Tom Stone by \$1.35m over the last seven financial years.

Currently both centres are below budgeted utilisation in the first quarter which impacts the actual operating results. The concern with this trend already being seen in September 2013 quarter is that utilisation usually decreases throughout December through until February due to children heading off to school. Any further reductions in utilisation at these centres will only increase the operating loss.

Spotted Gum Care and Education has been subsidised by Council by \$762,000 over the last seven years. Utilisation at Spotted Gum has reduced from 87% in 2006/07 to 41% in September 2013 quarter results.

Tom Stone Care and Education has been subsidised by Council \$588,000 over the last seven years. Utilisation has reduced from 97% in 2006/07 to 72% in September 2013 quarter results.

Even with the improvements previously identified, financial data over the years and utilisation trends for these two centres, management do not believe that there are more efficiencies to be gained in this area with the utilisation at the levels they are. There is also limited ability to simply increase the fees and charges further with the level of competition in the area. Considering the financial position of Council and the feedback received from the community during the Special Rate Variation process, it is not recommended that Council continue to fund the operating loss of these two centres. Focus should continue to improve the remaining four centres and allow the service at these two centres to be provided through a private provider.

In addition, the independent advice and financial analysis identified that over a 10 year period it would produce a better financial position for Council if Spotted Gum and Tom Stone Care & Education centre businesses are sold and the facilities leased to a private provider. The ongoing future revenues to Council being proceeds on the sale of the business plus the annual lease, taking into account liabilities for staff entitlements is greater than Council operating the centres ourselves. It is recommended that Council explore this via an expression of interest (EOI) process.

Staff Consultation

Over the last three years management have engaged staff to identify efficiencies to improve the operating result of each of our child care centres, many of which have been implemented. More recently after the Councillor Briefing held on 23 October 2013, management have consulted with the affected staff from Spotted Gum and Tom Stone centres on the results of this more recent review analysis, the intention of this report and subsequent possible recommendations. Staff have been asked to provide feedback on how they would like to be engaged in any future steps of this process and also any considerations they may wish to highlight for the process. To support this process the following occurred:

- Formal letter to all affected staff advising them of the status and inviting them to the staff briefing, together with a fact sheet (Attachment 1) which staff were given in person or if they were not at work were spoken to on the phone.

- Management attended the Director's monthly meeting to advise all centre Directors of the status of the review and what was provided to staff to enable them to hear the information directly and understand the process to assist in addressing any questions from staff or families. The fact sheet was also provided.
- Staff briefing with all affected staff to provide the status, answer any questions and gather feedback from staff on how they would like to be engaged if the process continued and any considerations they would like to raise. All affected staff and the United Services Union representatives attended.
- Staff were also asked to provide feedback by close of business on 6 November to enable their feedback to be included into the Council report planned for 13 November, for Councillor's consideration.

At the staff briefing staff tabled a document with 59 questions, which Council have provided a response to. The key themes from the consultation with staff to date focus on the following:

- Clarification on the communication and consultation plan, for staff and families and request staff be informed via:
 - Information sheets, memos
 - Verbal discussions, regular meetings
 - Contribute to the EOI and tender process
 - Meetings with the families
 - One week's notice of visits and inspections to discuss the process
 - More information requested on the process.
- Their view that a decision had already been made and the timing of the process seemed rushed.
- Concerns regarding their continued employment with Council and their Award and employment conditions into the future. Staff wanted to continue their employment with Council.
- Staff were interested in being involved in developing the scope for the expression of interest and how the expression of interest process would impact them and their centres.
- Identification of alternate models of service delivery, varying service offerings or improvements to the service included:
 - Merging Tom Stone and Spotted Gum centres and trial for a year
 - Providing Tom Stone as a long day care centre and before and after school centre
 - Amending the places at centres
 - Suggested capital improvements to the buildings
 - Reduced fees for staff
 - Reduced fees for new enrolments for three months
 - No charge for public holidays
 - Make up days
 - Changing the service model from a long day care centre to a pre-school
 - Different marketing options including banners on the roadside, centre specific leaflets, open days

- Accessing grants for capital works
- Concern that Council would not be offering a service south of the Shire and that we should work with other services, eg: 2261 project and 2261 out of the box.
- Clarification on the processes associated with an EOI and tender.

Many of the questions focused on the what if's through the various steps of the possible process. As no decision had been made, which is the subject of this report, many of the questions could only be answered with a hypothetical or not at this stage. All staff feedback and Council's response are provided in Attachment 2.

If Council were to consider undertaking an Expression of Interest process which eventually resulted in another operator providing the service, Council would need to meet the Award entitlements for staff. This could mean redeployment if suitably qualified and positions were available or redundancy. Further information will be provided under separate cover.

At this stage of the process Council is not required to undertake consultation or provide information to staff on the potential for Spotted Gum and Tom Stone to go out to an EOI process. However management have seen the value in formally engaging with affected staff on the status, potential changes and impacts on staff, future staff engagement and other considerations staff may raise.

Management have drafted an engagement plan to work through how staff will be engaged, which includes: letters, fact sheets, emails, briefings, and two representatives to be involved in developing the scope for the EOI process. This plan will need to be revised based on feedback received from staff (where appropriate) and the resolutions from Council. Depending on the resolution, there may be different processes as per the Award for engagement with staff and the Union.

Union Involvement

In addition to the staff engagement process, Council formally advised the United Services Union in writing of the status and inviting them to the staff briefing. The Consultative Committee Union delegates were also provided with formal notification. These two stakeholders are also included in the draft engagement plan, Council will continue to engage the Union and their delegates.

In the absence of formal advice and based on verbal discussions, it seems the Unions position is that Council should continue to operate these two centres.

THE PROPOSAL

This report seeks approval to undertake an Expression of Interest for approved providers for the lease and operation of Tom Stone and Spotted Gum Care & Education centres.

Staff have noted in their feedback, outlined above, that they would like to submit a bid for the Expression of Interest process. If the affected staff believe they can be competitive it is recommended that the affected staff be allowed to submit an EOI. To ensure appropriate governance and potential probity issues are addressed, the following elements of a probity plan are required, as a minimum.

- Staff from the affected centres can make the bid

- Staff will need to go through the normal tendering process and all discussions and questions must go through the contracts manager
- Management had included in the engagement plan and staff had requested their involvement in developing the scope for the EOI, if Council resolve to allow affected staff to submit an EOI they can not be involved in developing the scope
- Council's Senior Internal Ombudsman will be the probity auditor.

It is recommended that the scope development and assessment team include a representative from Contracts and Special Projects team, Director Community and Recreation Services, Co-ordinator Care and Education and the Chief Financial Officer.

The Expression of Interest will be advertised as required under the Local Government Act and the information will include background information, various statistical data and highlight that the following will be the baseline for any future agreement, bidders will be required to provide the following information:

- 1.The bidder will provide a long day care centre on the site and must be an approved provider
- 2.The potential lease will have a 10 year term with three 5 year options, with rent to be paid monthly
- 3.The bidder will be asked to identify their recommended annual lease payment
- 4.The bidder could submit to operate and lease one or both centres
- 5.The bidder will be asked to make a one off payment for purchase of fixtures, fittings, equipment and goodwill
- 6.The bidder will cover all maintenance and will provide an annual maintenance plan with budget allocation comparative to depreciation which will form part of the lease agreement (Council will only cover structural maintenance, however not those required as part of changes to child care legislation)
- 7.The bidder covers all outgoing
- 8.The bidders fees and charges will not exceed the current Council rates for a 12 month period
- 9.The bidder will continue the ongoing enrolment of the existing children at both centres
- 10.The bidder will provide a service for children who are covered under the Inclusion Support Subsidy
- 11.Service approvals will be transferred to the potential leasee, Council will not hold any responsibilities for these approvals
- 12.The bidder will meet all legislative requirements, such as insurances, working with children checks etc as required to operate under the service approvals
- 13.The bidder identifies options for the transfer / future of all appropriately qualified staff
- 14.The bidder agrees to provide Council with relevant information on their service to enable a review after the first 12 month period
- 15.The bidder will provide various financial and utilisation data annually and other information as requested to enable Council to undertake a 12 month review.

It is proposed that the EOI will be advertised from late November to prior to Christmas with assessment of the EOI to take place during January, with a report back to Council on 12 February 2014 with results and recommendations from the EOI process.

It is also recommended that once a decision has been made by Council on the next step communications continue with staff, unions and families at these centres. Any media requests will also be addressed to ensure accurate information is provided to families and the broader community.

OPTIONS

Option 1: Test the market with an EOI for Spotted Gum and Tom Stone Care and Education centres, with staff being invited to make a bid - Recommended

It is recommended to seek EOI's for Spotted Gum and Tom Stone Care & Education to test the market. Based on feedback from the staff and Union through consultation, it is recommended that Care and Education staff be invited to make a bid.

Council has undertaken a thorough review and delivered efficiency improvements to reduce the operating loss of these centres, with limited improvement. Council's internal and independent analysis of the financials, utilisation and assessment of other factors has been undertaken to gauge the impact on Council in operating these services. This has highlighted that utilisation is decreasing, operating loss is increasing and that there is a lot more financial benefit to Council if the premises are leased and operated by other providers.

This option provides Council with improved financial results yet still provides an avenue for the service to be offered to the community in that location.

Option 2: Only conduct an EOI for Spotted Gum and merge staff and families to Tom Stone - Not Recommended

During the consultation process the Care & Education staff suggested an option of merging Spotted Gum and Tom Stone and Care & Education and only seeking EOI's for one service, as they believe Tom Stone could turn around. The financial modelling on this has been conducted and the results show that when Spotted Gum is merged with Tom Stone. The merged Tom Stone would need to be operating at 92% utilisation to ensure that the service covers its costs. Currently these services are operating at 41% and 72% respectively. Current enrolment at both centres for January 2014 projects utilisation at 75%. This projected loss would need to be funded by Council.

Although this option is not recommended this is an option that any potential bidder could submit as part of their EOI.

Option 3: Council continues to operate the two centres - Not Recommended

Council continuing to operate the two centres is not recommended as three years of reviewing, creating efficiencies and amending the service model to deliver improved results for the Council and the community have still not delivered positive results for both Spotted Gum and Tom Stone. Their results over the last three years show a negative operational result and a negative trend in utilisation. The independent and internal financial analysis provides clear indication that both of these two centres can not compete in the market and there would be more value in them for Council to lease these properties to other service providers. The recommended option still enables a service to be provided, simply not by Council.

STRATEGIC LINKS

Wyong Shire Council Strategic/ Annual Plan

Care and Education is identified under Council Enterprises due to the competitive neutrality requirements.

Long Term Financial Strategy

Spotted Gum and Tom Stone Care & Education have both had a negative operational result which is only projected to increase, even after numerous efficiencies and changes to the service model to deliver an improved operating result. With the increasing regulatory requirements and the decreasing utilisation trend, it is anticipated these costs will increase. The sale of business and lease of premises of these two services to a suitable provider will reduce the financial risk to Council, increase the income stream and still maintain a service to the community.

Asset Management Strategy

It is expected that this will reduce the impact on both Councils maintenance and capital works program budgets for both centres.

Workforce Management Strategy

It is expected that this will reduce the number of employees in Care and Education, however a number of those staff may be transferred to our casual or vacancy list in other centres.

Link to Community Strategic Plan (2030)

The Community Strategic Plan identifies that the community will have access to a diverse range of affordable and co-ordinated facilities, programs and services. This plan is a plan for the community to deliver, not simply Council. The recommendation of this report maintains that child care should be offered from these sites, simply not by Council. Considering the number of private providers offering child care services in the Shire, it is expected that the need for this service in the community will still be met.

BUDGET IMPACT

Over the last seven years Spotted Gum and Tom Stone have cost Council more than \$1.35million. In addition, the independent advice and financial analysis identified that over a 10 year period it would produce a better financial position for Council if Spotted Gum and Tom Stone Care & Education centre businesses are sold and the facilities leased to a private provider. The ongoing future revenues to Council being proceeds on the sale of the business plus the annual lease, taking into account liabilities for staff entitlements is greater than Council operating the centres ourselves.

Management are continually monitoring and working on challenges with all services across Council and improving their operating result to deliver better outcomes for the Council and the community.

CONSULTATION

For the past three years management and staff have been reviewing child care operations and have developed and implemented efficiencies that have improved service delivery at a reduced cost. During this time there has been consultation with staff including:

- Regular team meeting
- Centre Director team meetings
- Individual discussions with management
- Department Directors Quarterly supervisors sessions.
- Staff have also received written updates on performance on monthly basis.
- More recently through formal notification and a staff briefing.

The Unions have also been advised through the Consultative Committee and more recently through formal notification.

It should be noted that consultation will both staff and unions at this stage of the process is not required under the Award and is being provided prior to Council making any decision. Once a decision is made Council will need to meet the award provisions regarding engaging with staff and the unions.

In addition, there have been numerous discussions and briefings with Councillors on Care and Education and improving their operations and the review process, including:

- Three Councillor briefings
- Three Councillor February workshops
- Development and unanimous adoption of the Councillor Outcomes from the most recent Councillor planning workshop
- Councillor inspection at both Spotted Gum and Tom Stone centres.

As outlined previously management have a draft engagement plan which identifies the various opportunities where staff, unions, families and the community will be informed or consulted throughout the possible process. Recent feedback from staff has been collated and they have not requested any strategies in addition to the current draft plan.

At this stage the only decision for Council is that an EOI be called to test the market. If Council receive submissions through the EOI process, Council will then need to make the decision if they accept any, and if they go to selective tender.

GOVERNANCE AND POLICY IMPLICATIONS

In December 2009, the Council of Australian Governments (COAG) agreed to a new National Quality Framework for Early Childhood Education and Care. This requires that all Australian children, regardless of their location, will get the best possible start in life through high quality early childhood education and care and school age care services. Child Care Services must adhere to these standards.

MATERIAL RISKS AND ISSUES

If Council does not address these two centres, Council will continue to fund the operating deficit in these centres, which is not financially viable and in breach of the National Competition Policy. Council currently operates six centres and it is important that this discussion and recommendation not impact the viability of the remaining four centres, providing clear information to the staff, families and media is crucial to reduce ill informed rumours that have the potential to impact on utilisation at other centres.

The United Services Union has lodged a dispute with the Industrial Relations Commission, and it is essential that Council continue to comply strictly with its obligations under the Award.

If Council determines to proceed with a private provider operating these centres, Council will need to transfer it's provider approval and the provider will need to meet all legislated requirements for operating a long day care centre.

CONCLUSION

Wyong Shire Council has operated child care for 0 - 6 year-olds for approximately thirty years in a market that is increasingly being delivered by private providers. After a three year period of review and an increase in efficiencies and a decrease in operational expenses two services, Tom Stone and Spotted Gum are still reporting a negative operating result and declining utilisation. Management have investigated a number of different service options and undertaken thorough financial analysis and an independent valuation. These results have highlighted that Spotted Gum and Tom Stone would be more profitable if they were leased out to a private provider as they have been trending in a downward cycle for a number of years. This would provide a financial benefit to Council but still deliver a service to the community.

This report recommends that Council seek Expression of Interest for Spotted Gum and Tom Stone Care & Education to test the market and to report back to Council meeting in February 2014 with recommendations and results of Expression of Interest process. Council will consider the results at that time.

Council will continue to offer child care service to children and families in the community at these locations during this process and until future directions are decided. The child care services at Kanwal, Toukley, San Remo and Wyong which produce a positive operating result will continue to operate as normal with continual monitoring and identification of further efficiencies.

ATTACHMENTS

- | | | |
|---|--|-----------|
| 1 | FAQ 2013 child care review FINAL | D04289943 |
| 2 | Child Care Review - Staff feedback November 2013 | D04290065 |

CARE AND EDUCATION REVIEW

FREQUENTLY ASKED QUESTIONS (FAQs)



Below are a list of questions and answers to assist staff in understanding the current Care and Education Review process, including possible changes and the potential impacts on staff.

1. Why did Council request a review on child care?

Council is responsible for delivering good governance in both the infrastructure and the services that are provided in our community and for the cost of these to all our ratepayers.

As part of normal budget and service planning, management continuously review its operations to better meet both Council and community needs. As part of the recent Special Rate Variation consultation undertaken with the community, members of our community were also keen for Council to continue to review all service levels.

For a number of years Council has subsidised the costs of running Care and Education. This along with the support from the community to review all service levels highlighted the need for management to undertake a thorough review of Care and Education so we can continue to maintain the high quality of care while minimising the financial impact on our ratepayers.

2. What did the review on child care show?

The review found that we are providing an excellent level of care and service to the children and families but that even with the increase in fees and charges as well as the changes that were made from 2011 to improve service delivery and increase efficiencies, we are still making a loss at two centres (Spotted Gum and Tom Stone). A financial analysis that was conducted during this process clearly demonstrated that four centres (Northlakes, Kanwal, Karinya, Treelands) are trending up in utilisation and are continually producing a positive operational result. However, Spotted Gum and Tom Stone results have highlighted that even with efficiency improvements or increases in fees we do not believe we can compete with other providers.

3. Are the centres closing?

No decision has been made at this time to close any centres. There may be an Expression of Interest (EOI) process for Spotted Gum and Tom Stone Care & Education Centres to test the market.

4. Why were Spotted Gum and Tom Stone the only Centres selected to possibly go through this process?

Even with the efficiencies made over the last three years both of these centres have demonstrated a downward trend in utilisation and negative operational results. The needs of the areas, demographics and competitors, buildings, and social impacts were also considered.

5. What does this mean for the other services?

Business as usual. Continual assessment of the operations of all services will be undertaken to ensure we are providing best value to Council and the community. A detailed review is undertaken annually to evaluate the performance of the centres and financial results.

6. Will I lose my job?

At this time there is no loss of jobs, as no decision has been made. Depending on the results of the EOI and further decisions of Council there may be jobs that are lost and redundancy or transfers offered in accordance with the Local Government (State) Award 2010. Council will also endeavour to negotiate for staff to stay at Centres with any potential new provider if a decision is made for alternate providers to operate and lease the centres. Council will be keeping staff involved, informed and supported throughout this process.

7. What is an Expression of Interest?

An Expression of Interest (EOI) is an opportunity to test the market with potential providers. If there is suitable interest, these can be shortlisted before seeking detailed bids from those on the shortlist.

8. If the EOI goes ahead when might it take place?

If it is determined to go to EOI, it is likely this will occur sometime between the end of this year and January next year.

9. When will I know the future of Spotted Gum and Tom Stone?

There are a number of steps that need to occur before any final decision about the two centres is made. An EOI needs to occur, if there is interest this will then go to selective tender and then Council will consider the results of this process, this will occur around March 2014.

10. What do I tell families?

The centres will continue as business as usual, with the care and wellbeing of their child remaining as the number one priority of Council. A communication plan is being developed to inform families throughout the process to assist in your interactions with each family.

11. What is the next step?

A meeting will be held with staff from Tom Stone and Spotted Gum at 6:30pm on Wednesday 30 October 2013 at Tom Stone Care & Education. Management will provide information to the staff at both centres staff. Staff will be provided with the opportunity to discuss the proposed changes. The Union has also been invited to attend this meeting. Any additional feedback you may have should be forwarded to Beth Jones by Wednesday 6 November for consideration by Council at its next meeting.

12. Who can I speak to for more information?

Staff will be given regular written information on the process, decisions and next steps. Your first point of contact is Beth Jones, both Julie Vaughan, Manager Community Partnerships and Planning and Maxine Kenyon, Director Community & Recreation Services are available to speak with staff at any time. We understand that some staff may feel unsettled by the possibilities that an EOI may pose, so management will ensure all effected staff are kept informed and provided with the support they need. Staff can also contact Council's Employee Assistance Services PPC on 1300 361 008 who can also provide staff and their families with assistance during this process.

Business and Tom Stone	Lack of Leadership: Five years, nine directors (four in an acting role, some for extended periods of time). This turnover of the key supervisors at the service has resulted in uncertain educational direction and a feeling of no support structures for the remaining of the team. Currently Tom Stone is under new leadership. 18 months ago, the permanent appointment of a new centre director has seen improvements in the educational program, presentation of the service and facilities. The team is much more positive about the future direction with motivation at a new all time high- something which has been missing for a number of years and has been affecting quality of business applied. In the business of 'child care' it can take two to five years for a positive reputation to be developed within the community; it can take six to eighteen months for this to be destroyed- another twelve months and Tom Stone's name will once again be the centre for the community. Tom Stone is currently receiving an increasing number of referrals from within the community with a number of families joining the Tom Stone community after years of attendance at other services.	Noted.
Business and Tom Stone	Quality Educators Influencing the Industry: Tom Stone Care and Education currently has two of its' education team who are on committees that advocate for children and quality education for all. By being actively involved in a number of groups these educators are not only promoting the quality work of our service but are strong representatives for Council. They influence the team at Tom Stone driving business practice and quality of care forward. Within the community, their representation makes our service visible.	General comments noted.
Business and Tom Stone	The facilities: The changes in the indoor and outdoor environment has modernised the aging facilities providing a youthful look and feel. The shell still remains problematic- not for the staff and families at the service so much but for management of council and future potential clients- after all first appearances do often count. In the recent year, the internal changes have been met with an overwhelming response with long term families commenting on staff attitudes and the centres development. One major change- the design and concept of a new entry hall has allowed programming to change and learning to become more in-depth. New families are greeted in a separate area to the play space allowing for a more professional and modern feel. The new fencing in 2012 helped in one aspect and capital funding for a new shading/awning to be completed in 2013/2014 summer break will add to creating a new look to a tired building. Into the further funding or grants to render to old brick work and provide a roof restoration, the centre will look modern and draw people in. Internally the children's toilets and kitchen may require some attention in the future however are currently in working order and fulfilling their requirements.	General comments noted.
Business and Tom Stone	Decline in Numbers: 24 in 2012 and 25 in 2011 these are the numbers of pre-schoolers that we have sent to school over the past two years. At the end of 2013 the number of schoolies is 22. This is a large portion of our services utilisations and is a clear indication on why the levels of attendance have been dropping- children go out and limited children are coming in.	Noted.
Marketing & Advertising	Marketing and advertising: Co-ordinated marketing campaigns have somewhat failed to reach families within our communities. A number of families who live in our surrounding streets and suburbs did not receive any brochures. Families at the service and staff delivered a number of brochures themselves to around the community and to the business park areas. During the promotional period the families that enquired were still predominantly drive-ins from the community or referrals.	An increase in marketing was undertaken in 12/13.
Marketing & Advertising	At a centre level, Tom Stone Care and Education has been working on presenting our service to make it more marketable to the community. The staffing team is currently working on a centre based promotional campaign to boost numbers into the future- we believe that the centre is now in a position to be more competitive within the market following some aesthetic improvements. The service is developing their own flyer to be letter dropped with family engagement on why they selected the service and other key elements of the program. We will be promoting the service as the prime location for families who work in the Wyong, Tuggerah and Gosford CBDs, at the University and TAFEs, at local high schools and primary schools- increasing the scope of our clients. This will be further supported by families as they have done so in the past- verbal referrals.	Noted, there is a co-ordinated approach to marketing and branding Little Coast Kids centres.
Marketing & Advertising	We would also like to investigate the development of banners one to be placed outside the centre and one on Wyong Rd/CRN Bundilla- so the know where we are and we have places.	Noted. This could be addressed through any staff bid.

		Marketing & Advertising	In addition to this the centre is discussing an open day to be held early in 2014 and then in August hold a 30 th celebration for the service.	Noted. This could be addressed through any staff bid.
		Future of Tom Stone	Into the future: In 2005 Council resolved to close three of the services of which, two were in the southern part of the shire- Bateau Bay and a 'baby' specific centre at Kilarney Vale. If council proceed with their intention to place Tom Stone and Spotted Gum into the community for Expressions of Interest and selective tender, they risk a failure in their ability to provide quality Care and Education to their community groups within the south of the Shire. Council services are known as a bench for quality practice. There is a loyal base of families accessing these services because they are council operated. Many of these at Tom Stone are the first 'babies' in their families and with their families planning on having more children their long attendance at this council service will continue to evolve.	There area large number of child care services across the Shire. The recommendation is not to stop a service being provided, it is to test the market to see if a private provider is interested.
		Future of Tom Stone	Unfortunately, the situation in relation to Spotted Gum is more of a challenge in relation to remaining operational. The teams at Spotted Gum and Tom Stone are both aware of this but propose that in keeping one council service operational for the southern rate payers. In this we propose council explore the option to combine the services into one at Tom Stone, providing a period of 12 months to see how business practices and enrolled numbers change. Tom Stone is approximately a 10 minute drive and we believe joining together could be a solid option for families who wish to remain at a council ran service. Similarly to Tom Stone, Spotted Gum also have a number of attendees whose families are increasing and they are looking for care of baby siblings- again this can increase the life and longevity of these families at our service.	Figures have been modelled and still not seen to be viable. If staff submit an EOI they may choose to do this as an option.
		Future of Tom Stone	We acknowledge that this could potential mean that a number of staff would possibly need to be redeployed to other Care and Education services or may be without a job, however the general feeling among staff is, that we like our families, we value council's contribution to care and education and want to keep it operational as council for the community.	Noted.
		Potential & Growth	Further potential and growth: A number of 'private' schools in the area do not operate before and after school care services and the facilities in which usually accommodate this children are full and have extensive waiting lists. A proposal could be explored to have Tom Stone as a joint facility Long Day Care and Before and After School Care. There could further be an option to run vacation care for these children. This could be a potential win/win as many of our families have siblings at the service and who attend before and after school care.	This is a different business model and would need extensive research and modelling. If staff choose to bid, they can include this as an option.
		Potential & Growth	Into the future Tom Stone can provide a connection service to families in the 2261. We can host by monthly play group type sessions that complement the 'Out of the box' program.	Noted.
		Final Thoughts	Final Thoughts for consideration: The learning community strategy 2012-2015 states (pg 8): "The Building Blocks of Learning'- every person has a strong foundation in learning and can continue to learn over their lifetime." Tom Stone is in a prime position to further support our young community in developing at love and passion for learning that can stay with them into the future. As a council service we can support this goal to be achieved for the south where in the past learning, education and employment have been identified as a key community issue.	This is a different business model and would need extensive research and modelling. If staff choose to bid, they can include this as an option.
		Final Thoughts	The learning community strategy 2012-2015 states (pg 8): "Working better together'- Working together to achieve a shared vision for Wyong Shire as a learning community." Tom Stone can provide opportunities for program such as Brighter Futures, play groups, mothers groups and Out of the Box to bring families into the service to engage with other families and children as a mean of promoting learning and support in parenting and what early childhood education is all about.	This is a different business model and would need extensive research and modelling. If staff choose to bid, they can include this as an option.
		Final Thoughts	Training tomorrows educators and leaders: TAFE and University seek Council services to host students as the education teams who are employed are of quality within the industry. Positions (particularly of quality) to host students is on the decline across the coast. If a strategy is to increase and improve education levels across the Shire why take away a service of quality that can impact on the Shire's tomorrow on more levels than one?	Noted. This could be included in specific tender requirements.
		Final Thoughts	At Tom Stone we are educating the Shire's future leaders, we are giving them the best start to their educational life and experiences in the community.	Noted.
31/10/2013	Christine Garland	Engagement	It is extremely difficult to offer ways we want to be engaged as we know nothing about the process and the time for engagement has past.	Engagement is ongoing. For information to be included in the first Council report on 13 November feedback needed to be provided by 6 November for inclusion.
		Engagement	Regular meetings and memos on what is going on.	Included in draft Engagement Plan.
		Engagement	Ability to contribute to process EOI and tender	Included in draft Engagement Plan. Noting, this is not applicable if staff choose to bid.

Engagement	Meetings with families at the services to allow them opportunities to ask questions directly to Council.	Included in draft Engagement Plan.
Engagement	Advanced notice of any visits and inspections around process (1 week)	Where possible this will be undertaken.
Engagement	Supplying information two ways- we do not feel that management has been open with us and we want more information on how this process will take place- staff are still confused.	Management will follow up with staff on exactly what information they are confused about. At this stage, no decision has been made so there are a lot of answers to hypotheticals. After a decision more definite information can be provided.
Consideration	The closure or EOI process for Tom Stone and Spotty would mean that council are supplying no early education service for it's community and families in the south of the shire.	Noted. There are many private providers operating in this area.
Consideration	2261 project and 2261 out of the box is about connecting young families in this community and boost education levels- if this is identified and supported by council why close a centre in the area that is run by council where we can further support this project?	Noted. If staff choose to bid, they can include any partnerships with external services as an option. Neither 2261 project or Out of the Box project are Council initiatives.
Consideration	Combine Tom Stone and Spotty	Figures have been modelled and still not seen to be viable. If staff submit an EOI they may choose to do this as an option.
Consideration	Cap Tom Stone at 29	Utilisation is erratic on occasions, on some days numbers are higher than 29
Consideration	Look into Tom Stone being 2-6 preschool service reflective in process	This is currently under consideration by the management team.
Consideration	Let's look into other grants for us to improve facilities so that it does have to come from funding.	This already occurs in all areas of Council.
Consideration	Contact TAFE get the students to practice skills eg cermet rendering	Council has standards to meet with all works. If staff choose to bid, they can include this as an option.
Questions	Maxine said that you are hoping the tender process will happen over the Christmas break- what will this involve? Will people be coming into the centre? How can staff have the opportunity to be involved in this tender process if we are all on holidays as required?	Timeframe bought forward. Interested inspections if required could be arranged after hours. The EOI is a much simpler process than a tender, it is to test the market.
Questions	6 days pass and still not slide show or question responses how can we provide proper feedback by the timeframe when we have not been presented with the responses?	Staff tabled more than ??? questions at the meeting. Many questions were covered in the presentation and half the time was spent answering questions.
Questions	What time is the meeting on the 13th?	Council meetings commence 5pm.
Questions	When are the parents going to be informed and consulted?	At the request of the United Services Union, information for parents was delayed for distribution until 7 November when the Council report is made public. At that time information will be provided and more detailed information at each decision point.
Questions	What positions are around at other centres?	Positions vary over time. If a decision is made, information can be provided to staff to ensure it is accurate.
Questions	Is it council's hidden intention to get staff written over to new provider?	The EOI is to test the market. The market will respond with their intention.
Questions	You wanted us to supply ideas how we can improve- what time does the EOI allow for this to take place?	Feedback is included in the Council report for Councillor consideration. If staff choose to bid, they can include their ideas as an option.
Questions	Raises in price due to NQF is not effected as current staffing levels and trained ratios is meeting these already as discussed in field visit with Beth	Noted. This is correct we have been working towards the requirements for next year throughout this year
Questions	Where is the draft for staff to look at for the parents?	Document has been drafted with staff input, at the request of the Union distribution of this has been delayed.
Feedback	It is not good enough to call a meeting to 'consult' staff and present a slideshow of your information without time to answer OUR questions- there was no consultation.	Staff tabled more than 59 questions at the meeting. Many questions were covered in the presentation and half the time was spent answering questions.
Feedback	Staff are uncertain and confused at the busiest part of our year- what do you suggest to boost moral?	Management will be working with all Directors on cultural issues and opportunities. Happy to receive suggestions.
Feedback	Council could have approached this situation differently ie: instead of rushing out on the 25th information from the briefing could have been disclosed and discussed at the Directors meeting on the Monday with management informing the senior members of the direction forward. It was not appropriate to call staff at home and to rush out to the centre during normal business to inform staff. You should have called a joint meeting between the services and informed us together as a unit. Everyone finds out together- Consultation round 1- show your power point and reasoning in this meeting. Then have another meeting a few days/week later to provide question time- consultation round 2. If your time frame does not suit a proper consultation process then you should refer to council meeting a report which outlines – we require time to the next meeting to consult staff and families.	Management provided information to affected staff as quickly as possible and held a joint meeting to go into detail to ensure everyone received the same information. Document has been drafted for families with staff input, at the request of the Union distribution of this has been delayed.

	Spotted Gum Staff	Spotted Gum Suggestions	<p>Our staff understands, this review into the performance of the Childcare business unit has been going on for the past few years. While Spotted Gum has performed poorly in past couple of years we believe the centre hasn't been able to try new creative ideas to build the centre back up to when it was around 80% 3-4 years ago. We compete in a market where private centres offer families flexible arrangements with modern facilities. Spotted Gum has been part of the community for a long time and has been a positive example along with the other Council centre's of what a council owned business can do in the community. Recently Spotted Gum completed the National Quality framework assessment receiving a rating of "Meeting" which was a great result. Only in the past few months the centre was also selected to attend the finals for the Australian Childcare Awards while not winning it was still good recognition that the centre is heading in the right direction. We feel Council should be looking to set the benchmark in childcare to show private centre's how childcare should be provided in our community.</p>	Noted.
			The area now has a number of brand new centre's we are competing against families are looking at physical appearance of the building. By getting a cement render outside, a new sandpit cover in the top yard & providing a more natural environment would make the centre more attractive to our community. The inside of the centre needs to be painted, new tables, new chairs, new shelving, flooring & children's resources need updating. Once completed, we could have an open day to encourage community to come & spend time at the 'New improved' Spotted Gum.	If staff choose to bid, they can include their ideas as an option.
			Families are comparing us to what other centre's are offering:	
			Make up days	If staff choose to bid, they can include their ideas as an option.
			No charge for public holidays	This has previously been charged to improve operating result. If staff choose to bid, they can include their ideas as an option.
			50% childcare fees to employees	If staff choose to bid, they can include their ideas as an option.
			We believe reducing the fees by 20% reduction for new enrolments of a period of three months would attract families in our community. The three months would give families time to build a relationship with our centre, which we believe would lead them to staying with the centre long term.	Noted. If staff choose to bid, they can include their ideas as an option.
			Another option would be to look at changing our centre to a preschool 2-5yrs lowering fees. This would reduce the staffing needed as having under 2's in the centre drops our ratio 1:4children. We would be able to function with four staff a day in the rooms.	This is a different business model and would need extensive research and modelling.
			If Spotted Gum is to be put to EOI we believe merging Spotted Gum Care & Education with Tom Stone would benefit Wyong Shire Councils community & make Tom Stone Care & Education potentially Stronger.	Figures have been modelled and still not seen to be viable. If staff submit an EOI they may choose to do this as an option.
			Spotted Gum Care & Education educators would like to be informed about the childcare review through information sheets & verbal discussions with management. Regards, Spotted Gum Care & Education Staff	Included in Engagement Plan.
30/10/2013	Tom Stone & Spotted Gum Staff	General	To start off we would like to request that you do not tell us that no decisions have been made. As a collective team, we are all feeling that the move alone to inform us of the intention to go to EOI is a decision in its' self regardless if it has formal approval. Based on past histories of WSC in 2005 staff are feeling a little uncertain and the continue enforcement that no decision has been is not believed.	No decision has been made concerning an EOI or otherwise. Such decisions can only be made by the elected Council.
		Tonight and Intention	What is the actual purpose of tonight?	To give staff information on the status of the review following the recent Councillor briefing and to hear feedback on how you want to be engaged at all steps as we progress. It is also to hear your thoughts on improvements or considerations for possible future steps.
		Tonight and Intention	How was it decided that Tom Stone and Spotty were the only centre's up for EOI?	No decision has been made regarding an EOI. Even with the efficiencies made over the last three years both of these centres have demonstrated a downward trend in utilisation and negative operational results. The needs of the areas, demographics and competitors, buildings, and social impacts were also considered, as were obligations under the National Competition Policy.
		Tonight and Intention	The paper work and conversations outline council's intention- who is being defined in this as 'council' is it the councillors, the GM and upper management or all the above?	In that context, "Council" refers to management.
		Tonight and Intention	In relation to the word 'intent' for some of us we find it miss leading - please define what you mean by this.	A proposed recommendation for an EOI has been put forward by management to the Councillors at a briefing session. Depending on the outcome of consultation with staff and others, this proposed recommendation may be formalised in a Council report for consideration by Councillors. The Councillors will then make a decision on the recommendation.
		Tonight and Intention	Is there opportunity for this intent of EOI to be stopped or is it definitely happening?	A recommendation will be submitted to Councillors, and they will decide whether to proceed with the recommendation made to them or not. At this time no decision has been made.
		Tonight and Intention	Is it councils intent to pass us off to anyone who puts in an expression of interest	It is premature to provide a response to this question – there is no decision to pursue an EOI.

Tonight and Intention	At what stage has all of the staff at both of these centres been consulted or asked to contribute ideas and explanations into the 'business' of the services eg: utilisation prior to it being INTENDED to go to EOI? We would like to request that prior to council taking the centres to EOI other options be explored- what are your thoughts on this?	Discussion has been occurring for over three years on the need to improve efficiencies and improve performance and staff have consistently been kept up to date with the progress of the review. Staff are now being provided an opportunity to inform this process.
Tonight and Intention	What can we do to sway your intention in going through this process?	This is a decision for Councillors to make. Your ideas from the consultation process can be provided to the councillors.
Staffing and Employment	Do we have the choice to stay with council if they go out to tender?	It is too early to provide a response to this question as no decision has been made to invite tenders Council will comply with its obligations under the Award if a decision is made to go ahead.
Staffing and Employment	If they close will we get to have the choice of redundancy or employment elsewhere in council?	It is too early to provide a response to this question as no decision has been made that will result in the closure of any of the Centres. Council will comply with its obligations under the Award if a decision is made to go ahead.
Staffing and Employment	What will be the impact on the 2 clerical staff who currently float between the effected services as well as other services?	It is too early to provide a response to this question, as there has been no decision made to make any position redundant. Council will comply with its obligations under the Award if a decision is made to go ahead.
Staffing and Employment	Will council consider Treeland increasing number up to 39 to accommodate council children at the two services and therefore some staff as well?	Management is currently reviewing Treelands capacity and is considering removing the current cap of 29 places due to the increased utilisation.
Staffing and Employment	Will there be an opportunity for temporary contracts or casuals at other centres to have their contracts terminated and staffing from Tom Stone and Spotty to take up those positions? Including the ISS positions?	If a decision is made to progress with an EOI, management will review all staffing arrangements.
Staffing and Employment	Will staffing assigned elsewhere during this process be considered at their original centres and then have to apply for positions? Eg: Joan floating at Karinya but 3 teachers; Bec at Spotty but lots of others....	All staff have a substantive position, and that is where they are employed at.
Staffing and Employment	Will trainees still be employed at these services for 2014?	This is currently under consideration by the management team.
Staffing and Employment	Will transfer packages be offered to staff that allow entitlements to be transferred?	It is too early to provide a response to this question, as there has been no decision made that will have the effect of requiring the transfer of any staff nor the basis on which any such transfer takes place
Staffing and Employment	Will the EOI/tender include protection for employees current award conditions, pay scales including- sick/carers leave 15 days per year, mat leave 18/36 weeks for older employees, paternity leave, union picnic day, pay appraisals, Fit for work- gym membership, flu vac, sun cancer screening, EAP, regular, routine roster days off, 35/38 hour weeks, paid staff meeting, TIL, regular training opportunities, long service leave, anniversary dates, redundancy options in relation to 'new' person folding.	It is too early to provide a response to this question, as there has been no decision made that to invite an EOI or to invite tenders.
Staffing and Employment	Under current conditions staff are entitled to a 3% pay rise every financial year... will this be written in the EOI?	It is too early to provide a response to this question, as there has been no decision made to invite an EOI.
Staffing and Employment	If another centre takes over, how long will our current conditions apply for?	It is too early to provide a response to this question, as there has been no decision made.
Staffing and Employment	Is council planning on keeping their employees or is it planned for them to be included in the EOI as resources and value to the centre?	It is too early to provide a response to this question as no decision has been made to invite any EOI nor the precise terms of any EOI .
Staffing and Employment	How does this affect our super entitlements and Councils contributions?	It is too early to provide a response to this question. Superannuation is a legislative entitlement that all employers must comply to.
Staffing and Employment	If it goes to tender what opportunities are there for staff to stay with council?	It is too early to provide a response to this question as no decision has been made to invite tenders.
Staffing and Employment	What are staff options if it goes to tender? What are our choices?	If, in the future, a definite decision is made to invite tenders Council will comply with its obligations under the Award.
Staffing and Employment	Will our educators be transferred to other centres if there are current vacant positions?	If, in the future, a definite decision is made to invite tenders Council will comply with its obligations under the Award.
Staffing and Employment	Are our educators able to go on the casual list immediately if they become unemployed even if redundancy is taken?	If, in the future, a definite decision is made to invite tenders Council will comply with its obligations under the Award.
Staffing and Employment	At what stage can we find out our redundancy packages entitlements?	It is too early to provide a response to this question as no decision has been made that would entitle any employee to any redundancy package.
Staffing and Employment	Why has council continued to employ full-time staff members at services during this review process?	There has been one fulltime appointment since February 2013. This was a necessary appointment to cover legislative compliance and was advertised prior to the review commenced.
Staffing and Employment	What training is council going to offered staff during this process to support future employment opportunities?	At this point it is business as usual and training and development activities can be sought via the normal policy and procedures.
Staffing and Employment	What is the potential of employees being internally transferred to other sections of councils' operations?	Staff have the opportunity to apply for any vacant position in Council if they have the appropriate skills and qualifications for the positions.
Staffing and Employment	New requirements in Child Protection WWCC requires staff to have a green card- will council pay for current employees to get these prior to any hand over to support their staff for future employment.	Council will pay for this essential job requirement for WSC employees as they are required.
Centres	Why had the opportunity not been given to drop both centres to 29 places?	Spotted Gum had already been dropped to 29 places some years ago. This decision was made due to consistent low utilisation below 29 daily. This was not the case for Tom Stone. They have had inconsistent utilisation.
Centres	Could Tom Stone and Spotty combine services at Tom Stone?	A budget model has been developed on this suggestion and results will be considered.
Centres	Tom Stone has Cap ex. Funding for awning and shade structure is this still going ahead and when?	Management is currently considering this.
Centres	Following information in relation to budget performance over the past 4 years it demonstrates that Tom Stone has been in surplus for the last three. How are the overheads worked out that have resulted in us negative operational costs?	Overheads are allocated by Finance and are calculated on operation expense. Tom Stone results show a downward trend.
Centres	Is there a change in view that we are not to be a non-profit service that we must generate a profit margin?	Council is required to be fiscally responsible with the public monies that it administers, and must also ensure there is competitive neutrality. Council cannot continue to offset any of the centres costs to other areas or centre.

Centres	Currently LCK is YTD loss 120k and had 82k loss is favoured- this 37 in front of budget, how is this reflected in decision in closing both services?	Both centres have demonstrated a downward trend in utilisation and negative operational results.
Centres	Resources and supplies: will the centres resources, equipment's, toys, shelving etc be part of the EOI and tender process or is council planning on retaining this to be shared among the other centres?	No decision has been made to invite an EOI, and so there is no decision as to the content of any such EOI. However, it is likely that any proposal to be considered by the councillors to invite EOI will include dealing with those Council assets.
Families	What safety measure will council put in place to ensure families stay at our two effected services into the future?	A communications plan has been developed to ensure that families are appropriately informed and that encourages those families to continue to be valued customers of those Centres.
Families	What safety measure will council put in place to protect the business of our other 4 sister centres following public and employee speculations 'rumour mills' of council closing all of its services?	Council is not able to prevent those "rumour mills" from operating. Council notes that the USU has advised Council that it is distributing a petition to families that use its Child Care Centres. Council does not endorse that approach by the USU. A draft engagement plan has been developed by Council to ensure that appropriate statements are made so as to protect the operation of its child care services and prevent rumours. The USU requested, which Council agreed, to delay these communications.
Families	When are our families going to be notified?	It has been planned that staff would be given information to assist in responding to queries from families, at the request of the USU this has been delayed until the Council report is public. Formal notification would be made once a definite decision had been made by the councillors, if such a decision is made, but recent actions by the USU distributing a petition means that plan will now need to be revised.
Families	When is the community going to be notified?	An engagement plan has been developed to ensure that the broader community is appropriately informed. It had been planned that the broader community would be informed once a definite decision had been made by the councillors, if such a decision is made, but recent actions by the USU distributing a petition means that plan will now need to be revised.
Families	What consultation will occur with staff, families and community member prior to going to council and the report being organised on the 6th November? This process seems to be rushed not allowing due process and information gathering.	All affected staff have been advised and met with management and have been asked to provide their feedback on how they would like to be involved throughout each step. An engagement plan has been developed to ensure that the staff, families and the broader community are appropriately informed. Recent actions by the USU distributing a petition means that plan will now need to be revised.
Families	How can council justify the time of its' decision to go to EOI without having opportunity for full expressions of concerns being raised by all the above parties – it appears council is trying to keep the move hush hush.	As previously stated, no decision has been made by Council to "go to EOI". Council has engaged with its with staff well in excess of its obligations under the Award.
General queries and remarks	What other 'cost saving' measures have been explored alongside the EOI of the services eg: Michelle's position when vacation care is no longer operating, the requirements for a floating teacher at services, the use of ISS and casual staffing at some centres (Treelands), streamlining administration positions at services and in council?	Over the last three years a variety of budget models and cost saving measures have been explored, with a number of efficiencies already being implemented.
General queries and remarks	How does this impact on the agreement with the land? EG Tom Stone's donation of land was to WSC and it was the belief of some staff that as such no rent is charged as it is the centre's land? Is this correct and if it goes out to EOI does this service and land go back to the family if no longer used for its' intended purpose by WSC? Will council now be charging rent for a service that should not be? How is the agreement with Spotty Gum 50 year lease?	Management have considered the land use and has the ability to sub-lease these two properties.
General queries and remarks	In presenting this information was it also discussed the running of business at the services? For instance in the past 5 years Tom Stone has had 9 directors. At Spotty there has been 5 in 5 years... this can impact dramatically on the results presented- it is the belief that prior to this, both centres were operating at a higher utilisation level.	Yes, this was discussed by management.
General queries and remarks	A concern has been raised that council not pushed a 'Southern' specific advertising campaign? Can you please share information on this with us?	Unsure what is meant by this question. Over the last year extensive media has been provided for Little Coast Kids Care and Education Centres.
General queries and remarks	Tom Stone is currently at 50% utilisation next year following re-enrolments, this is prior to including our 3 new children starting and any future walk ins or advertisement we are planning, does current results and future predictions change any decision?	No decision has been made yet.
EOI, Tender and Process	What is the difference between EOI and Tender?	An Expression of interest is: An invitation to suppliers to express an interest in participating in a particular contract or do a particular job (eg to be shortlisted to tender for a contract or to be on a panel of suppliers). It is a method of selecting candidates to be invited to tender under a future restricted/selected tendering procedure – i.e. EOI's are normally used as stage one of a two stage procurement process. A tender is: if you know what you want but there are other factors besides price that are relevant to the choice of supplier. It is an opportunity for potential suppliers to submit a legally binding offer to supply goods or services in response to a defined need.
EOI, Tender and Process	The letter is in relation to the INTENTION of going to EOI... information needs to be back at Beth by 6th November, does this mean it may not go to EOI- how is this decided, what is the future process for this?	Councillors have the final decision to go to EOI or not. Staff have been advised that the report to Council on the child care review recommends this, hence the intention. No decision is made until Council (that is, the councillors) review the report and resolve to make a decision on the recommended actions.
EOI, Tender and Process	How is the EOI to be handled? Will people be going through the centre? What information is exchanged with people in the process?	This will be determined if a decision is made to proceed to EOI.
EOI, Tender and Process	Is there a tool developed for the EOI process? Is this different to the tender process?	Yes – can be found on Council intranet.
EOI, Tender and Process	Does the EOI have the entitlements in it to carry over? How long for? Is it written in it?	This has not yet been determined.

EOI, Tender and Process	It talks about selective tender in question 9. What does this mean? Are there different specifications in this process than the EOI process or is it the same?	Refer to the answer to question 1 in this section: An Expression of interest is: An invitation to suppliers to express an interest in participating in a particular contract or do a particular job (eg to be shortlisted to tender for a contract or to be on a panel of suppliers). It is a method of selecting candidates to be invited to tender under a future restricted/selected tendering procedure – i.e. EOI's are normally used as stage one of a two stage procurement process. A tender is: if you know what you want but there are other factors besides price that are relevant to the choice of supplier. It is an opportunity for potential suppliers to submit a legally binding offer to supply goods or services in response to a defined need.
EOI, Tender and Process	Will council be placing in an EOI or tender for either or both of these services?	The management recommendation to the elected Council does not include a recommendation that Council submit an in-house bid. Ultimately that is a decision for the elected Council.
EOI, Tender and Process	If we request it will council put in an EOI and who will be involved in putting in that EOI/tender for us?	The management recommendation to the elected Council does not include a recommendation that Council submit an in-house bid. Ultimately that is a decision for the elected Council.
EOI, Tender and Process	What happens if there is no EOI for the services? Will the centres close or will council look at other options? What are these options?	This has not yet been determined.
EOI, Tender and Process	How many EOI are required for council to go to tender ie does it have to be 2 or more?	If there is an EOI, and there is no decision at this stage for Council to invite an EOI, then it would not be proposed to impose a minimum number of Interests to be received.
Where to from here:	Can you outline for us clearly what is next and then what will follow? Time lines of process and events...	Business as usual for operations. Council report will be provided for Council meeting 13 November 2013. Decision will be made on next steps then and staff will be informed with a timeline for future actions.
Request	After consultation between the services and affected employees we would like to clarify and request the following of council: 1. Prior to any report being submitted to council we request that consultation is properly sort from employees, families and community this includes all LCK. This is a decision and the community should know before a 'decision' as such as a pose to an intention is decided.	There is no current decision. A draft engagement plan has been developed and will be informed by any feedback from staff on strategies to engage them throughout the steps. Information is being prepared to assist in informing families, the USU requested the delay for this information. The recent actions by the USU distributing a petition means that plan will now need to be revised.
Request	We would like to request other options explored eg the merger of the two services at Tom Stone prior to going to EOI.	This has been noted and information will be provided to Councillors.
Request	If it proceeds to tender we want to review the specifications and add to them to ensure our interests are being met.	A draft engagement plan has been developed and does include various strategies for engagement with staff.

5.1 Planning Proposal in Respect of Land at Yeramba Road, Summerland Point - Results of Community Consultation

TRIM REFERENCE: RZ/12/2012 - D03977235

MANAGER: Lin Armstrong, Director Development and Building

AUTHOR: Jenny Mewing; Strategic Planner

SUMMARY

This report provides a summary of the outcomes of the community consultation undertaken with regard to a Planning Proposal (RZ/12/2012) in respect of land at Yeramba Road, Summerland Point.

RECOMMENDATION

That Council receive the report on the Planning Proposal in Respect of Land at Yeramba Road, Summerland Point - Results of Community Consultation.

Council at its meeting of 27 March 2013,

“RESOLVED unanimously on the motion of Councillor NAYNA and seconded by Councillor VINCENT:

- 332/13 *That a Planning Proposal be prepared to amend Wyong Local Environmental Plan, 1991, (or pending timing, Wyong Standard Instrument Local Environmental Plan) pursuant to Section 55 of the Environmental Planning and Assessment (EP & A) Act, 1979, to rezone part of Lot 1 DP 1005467 from 7(b) Scenic Protection to 2(a) Residential (or equivalent).*
- 333/13 *That Council, as part of the above Planning Proposal, amend Wyong Local Environmental Plan, 1991, to remove the application of Clause 53, Schedule 4, as it relates to land at Summerland Point.*
- 334/13 *That Council forward the Planning Proposal to the Department of Planning and Infrastructure (DoPI) accompanied by a request for a “Gateway Determination”, pursuant to Section 56 of the EP & A Act, 1979.*
- 335/13 *That Council undertake community and government agency consultation, in accordance with the requirements attached to the “Gateway Determination”.*
- 336/13 *That Council request the DoPI to prepare a relevant Local Environmental Plan amendment, and that the minister be requested to make the Plan, subject to there being no significant objections that cannot be resolved by making minor amendments to the Planning Proposal.*

FOR: COUNCILLORS BEST, EATON, GRAHAM, GREENWALD, MATTHEWS, NAYNA, TAYLOR, TROY, VINCENT AND WEBSTER

5.1 Planning Proposal in Respect of Land at Yeramba Road, Summerland Point - Results of Community Consultation (contd)

AGAINST: NIL"

The intent of the proposal was to rezone the subject land to enable a four (4) lot residential subdivision and remove the application of Clause 53, Schedule 4 as it applies to land at Summerland Point. Clause 53 – Development Restrictions on Certain Land (Schedule 4) of Wyong LEP 1991, restricts development on land zoned 7(b) Scenic Protection within the Summerland Point Precinct to one dwelling house and agriculture.

A Gateway Determination supporting the Planning Proposal was received from the Department of Planning and Infrastructure (DoPI) on 12 June 2013. This Determination requested a revision to the proposal so that the intended outcomes of this proposal are to:

- rezone part of Lot 2 DP 1005467 fronting Yeramba Road to Residential under Wyong Local Environmental Plan (LEP) 1991 (or Wyong Standard Instrument (SI) LEP pending timing);
- rectify an anomalous dual Residential zoning / Scenic Protection zoning on Lot 1 DP 1074218; and
- remove development restrictions that apply to the land imposed by Clause 53, Schedule 4, by virtue of the new zoning.

This revision of the intended outcomes by DoPI does not alter the intent of the original proposal.

Further to the above, the Gateway also issued Council with delegation to exercise the functions of the Minister under Section 59 of the *Environmental Planning and Assessment (EP&A) Act, 1979*, with regard to making the final plan.

In accordance with the conditions of the Gateway Determination, the Mine Subsidence Board, NSW Rural Fire Service and NSW Department of Primary Industries Minerals and Petroleum) (now Department of Trade and Investment – Resources and Energy) were requested to comment on the proposal between 23 July and 16 August 2013.

In accordance with the Gateway Determination, the Planning Proposal was made publicly available for community comment for a period of 14 days. The proposal was publicly exhibited from 11 September 2013 to 25 September 2013.

A notice of the exhibition was placed in the Central Coast Express Advocate on Wednesday 11 September 2013.

Notification letters advising of the exhibition (dated 5 September 2013) were issued to the owners of twenty-one (21) adjoining and surrounding properties. Notifications of the exhibition were also posted on Council's social media pages (Twitter and Facebook) on 18 September 2013.

The exhibition material, including the proposal, associated mapping and supporting documentation was available from:

- Council's website: www.wyong.nsw.gov.au;
- Lake Haven Library and Information Centre, Lake Haven Shopping Centre, Goobarabah Avenue Lake Haven; and
- Council's Civic Centre, 2 Hely Street, Wyong.

5.1 Planning Proposal in Respect of Land at Yeramba Road, Summerland Point - Results of Community Consultation (contd)

Opportunity for the provision of submissions was also facilitated through notification of the proposal on Council's online Consultation Hub, with referral of the proposal also issued to the members of Council's Resident ePanel.

Notice of the exhibition of the proposal was also referred to those Government Agencies identified for further comment.

Seven submissions were received in response to the above engagement process. Three were unrelated to the proposal, whilst one did not object to the proposal. The remaining three submissions raised objections to the proposal.

Details of the related submissions are provided in the following table.

Date received	Document Reference	Issues Raised	Response
19/9/2013	D03908095(1)	- No objection	- Noted
19/9/2013	D03908095(3)	- Unclear where and how much land is proposed to be rezoned - No report provided regarding critical habitat and threatened species - Proposal does not constitute positive or beneficial amendment	- The mapping included a locality map which defined the subject site. The Lot/DP and street address of the subject site is provided within the Planning Proposal - The flora and fauna assessment (Kleinfelder (2013)) formed part of the supporting documentation - Addressed by Planning Proposal
20/9/2013	D03908095(5)	- Lack of transparency regarding Proponent - General development of Summerland Point – impacts on amenity - Justification for need of additional housing	- Proponent details not ordinarily disclosed unless direct enquiry made - Addressed by Planning Proposal - Addressed by Planning Proposal

20/09/2013	D03855015	<ul style="list-style-type: none"> - Potential cumulative impacts on existing infrastructure - Potential for reduction of habitat and corridors - Potential to cause risk to life associated with mine subsidence 	<ul style="list-style-type: none"> - Addressed by Planning Proposal. The subject site is in close proximity to existing services and facilities which can be augmented to cater for additional development. - Development Contributions will be applicable for embellishment of existing community facilities under Council's Shire Wide Contributions Plan and Northern Districts Section 94 Contributions Plan when a subdivision for residential purposes is approved. - Addressed by Planning Proposal – refer to Part 3, Section C and supporting documentation. The flora and fauna report supporting the proposal identifies that the potential impact of future development of the site would not be significant due to the relatively small scale of the proposal and the occurrence of the mainly marginal habitat. - Additional mitigation measures are recommended which should protect the integrity of remaining vegetation on site during subdivision of the rezoned land. - The subject site is not identified as being part of wildlife or habitat corridors in relevant local or state planning documents. - Addressed by Planning Proposal.
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5.1 Planning Proposal in Respect of Land at Yeramba Road, Summerland Point - Results of Community Consultation (contd)

It is considered that the issues raised within the submissions have been adequately addressed by the Planning Proposal and supporting documentation.

Council's delegations with respect to this proposal have been utilised to finalise and make the plan.

ATTACHMENTS

Nil.

5.2 Road Capital Works Program

TRIM REFERENCE: F2011/00879 - D04029987

MANAGER: Peter Murray, Manager Roads and Drainage

AUTHOR: Stuart Baverstock; Manager Construction

SUMMARY

Council's 2013/2014 Strategic Plan commits Council to a road pavement renewal, upgrade and resealing rolling works program with the objective of improving the overall pavement network condition and corresponding levels of service. The following report summarises the timing of projects planned for the following 12 month period.

RECOMMENDATION

That Council receive the report on the status of the Council's Road Capital Rolling Works Program.

BACKGROUND

Council's 2013/2014 Strategic Plan commits \$31.4M to road related asset capital works. The majority of these funds (\$20.6M) are committed to road pavement upgrade, or road drainage works (\$8.3M). The remaining \$2.5M is allocated to footpath, drainage and road safety improvement projects.

The target volume output for 2013/2014 is:

- Pavement resealing = 45 km
- Road upgrade/pavement renewal = 13.5 km.

Council continues to operate an advanced Pavement Management System which is used to measure and model network condition and to develop optimised works programs. The allocation of funding consistent with the strategically developed optimised works program is continuing to see an overall improvement in network condition towards the previous Council's agreed target level of a Pavement Condition Index (PCI) of 7 (current PCI = 6.3). Given the current level of funding we anticipate achieving the PCI of 7 at the completion of the 2013/14 capital works programme.

The following table provides a listing and timing of proposed works for the following 12 month period sorted by suburb.

During October the following major achievements in the Road Capital Works program were;

- Continued fine weather has enabled significant progress on the Reseal program including asphaltting and spray sealing.

5.2 Road Capital Works Program (contd)

- Anita Avenue Lake Munmorah – after some delays caused by road foundation problems, this road and drainage project was successfully completed and now just awaiting asphalt.
- The second stage of the large Goorama Avenue San Remo road project commenced with road drainage works ,
- Warnervale Road was closed to traffic on Monday 14th October to allow road and drainage works to commence. Initially a Contractor will install the drainage culverts, followed by Council crews raising the road and constructing a new road pavement, which should see the road reopened in February 2014,
- Road stabilisation was successfully carried out on the following Shire roads;
 - Malana Avenue Bateau Bay
 - Woolana Road Budgewoi
 - Tuggerawong Road Tuggerawong
 - Anita Avenue Lake Munmorah
- Asphalting of the following roads were completed;
 - Marlowe Road Bateau Bay
 - Melissa Close Bateau Bay
 - Noelene Close Bateau Bay
 - Phillips Crescent Budgewoi
 - Sophia Jane Street Chittaway
 - Jacaranda Glenning Valley
 - Bottlebrush Glenning Valley
 - Appletree Glenning Valley
 - Cobbs Road Mardi
 - Collies Lane Mardi
 - Macquarie Street Noraville
 - Campbell Avenue The Entrance
 - Warrigal Street The Entrance
 - The Avenue Tumbi Umbi
 - Sherry Road Tumbi Umbi
 - Highview Avenue Tumbi Umbi
 - Woolworths Way Warnervale
 - Ninian Close Watanobbi
- Sealing of the following roads were completed;
 - Penguin Road Bluehaven
 - Kalulah Avenue Gorokan
 - Woolana Avenue Budgewoi
 - Smiths Road Jilliby

ROAD PAVEMENT UPGRADE / RENEWAL / RESEAL PROJECTS - 2013 - 2014 Financial Years													
Suburb	Project	2013 / 2014											
		Nov	Dec	Jan	Feb	Mar	Apr	May	June	Complete			
BATEAU BAY	PAVEMENT RENEWAL												
	ANNE FINLAY PLACE												✓
	SHERRY ST												✓
	MALANA AVE												✓
	RESEAL PROGRAM												
	BURRAWONG ST: From Bateau Bay Rd to Reserve Dr												
	CURZON AVE: From Cresthaven Ave to Margherita Ave												
	MARLOWE RD: From Biara St to Shakespeare Ave												✓
	RICKARD ST: From Bateau Bay Rd to Pasadena Ave												
	STEPHENSON RD: From Kipling Dr to Dead End												
	YARUGA ST: From Hilltop St to Reserve Dr												
	MELISSA CL: From Debra Anne Dr to Change Of Width												✓
	NOELENE CL: From Rotherham St to Dead End												✓
BERKELEY VALE	PAVEMENT RENEWAL												
	BERKELEY RD: Road upgrade including stormwater drainage												
	RESEAL PROGRAM												
	JUDITH ANNE DR: From Kilkenny Pde to Gladys Ave												
	ROGER CR: From Jeannie Cr to Judith Anne Dr												
	SHAMROCK DR: From Gregory St to Emerald Pl												

Suburb	Project	2013 / 2014												
		Nov	Dec	Jan	Feb	Mar	Apr	May	June	Complete				
	TAROONA AVE: From Chetwynd Ave to Dead End													
	THE GLEN: From Jeannie Cr to Roger Cr													
BLUE BAY	PAVEMENT RENEWAL													
	BAY RD: Road upgrade including stormwater drainage													
BLUE HAVEN	RESEAL PROGRAM													
	BIRDWOOD DR: From Penguin Rd to Dead End													✓
	PENGUIN RD: From Birdwood Dr (Northern Entry) to Birdwood Dr													✓
BUDGEWOI	RESEAL PROGRAM													
	KAILUA AVE: From Diamond Head Dr (West) to Diamond Head Dr													
	PHILLIPS CR: From Scenic Dr to Kailua Ave													✓
	WEST KAHALA AVE: From Woolana Ave to Hulani Ave													
	WOOLANA AVE: Scenic Dr to Lilo Ave													✓
BUFF POINT	PAVEMENT RENEWAL													
	ELOUERA AVE: Road upgrade with possible stormwater drainage													
	RESEAL PROGRAM													
	MOOLA RD: From Bruce Rd to Dead End													
	WOODLAND PKW: From Buff Point Ave to Dead End													✓
	MOOLA RD: From Bruce Rd to Dead End													
	WOODLAND PKW: From Buff Point Ave to Dead End													✓
CHAIN VALLEY BAY	RESEAL PROGRAM													
	DALE AVE: From Skaysbrook Ave to Lloyc													✓

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Suburb	Project	2013 / 2014											
		Nov	Dec	Jan	Feb	Mar	Apr	May	June	Complete			
	IVY AVE: From Scaysbrook Ave to Lloyd Ave												
	LLOYD AVE: From Dead End (West) to Dead End												
CHARMHAVEN	PAVEMENT RENEWAL												
	PANORAMA AVE / HOBSON AVE: Road upgrade / renewal with possible stormwater drainage												✓
	MOALA PDE												
	RESTHAVEN AVE: Drainage upgrade & road												
	RESEAL PROGRAM												
	RESTLEA AVE: From Alan Ave to Panorama Pde												
	WYREEMA AVE: From Sh 10 Pacific Hwy to Panorama Ave												
CHITTAWAY BAY	PAVEMENT RENEWAL												
	GEOFFREY RD												
	RESEAL PROGRAM												
	THOMAS WALKER DR: From Lakedge Ave to Platypus Rd												
	SOVEREIGN CR: From James Watt Dr to Dead End												
	SOPHIA JANE ST: From James Watt Dr to Dead End												✓
	GEOFFREY RD: From Ch. 263 to Ch. 2272												
DOORALONG	RESEAL PROGRAM												
	DOORALONG RD: From Mandalong Rd to Hitchcocks Ln												✓
FOUNTAINDALE	PAVEMENT RENEWAL												
	ENTERPRISE DR CH5.830 -CH6.327: Regional Road Repair Programme (50/50 Grant)												
	OCEAN / OURRINGO: Blackspot Programme												

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Suburb	Project	2013 / 2014											
		Nov	Dec	Jan	Feb	Mar	Apr	May	June	Complete			
	RESEAL PROGRAM												
	VALERIE CL: From Heathcliff to Dead End												
	HEATHCLIFF CL: From Manns Rd to Dead End												
	JENNY LNE: From Change Of Seal to Dead End												
	RESEAL PROGRAM												
	CORONA LNE: From Berkeley Rc to End												
	BELLBIRD CL: From Glenning Rd to Dead End												
	GREENACRES CL: From Glenning Rd to Dead End												
	BOWER BIRD CL: From Glenning Rd to Dead End												
	RUTHERFORD DR: From Corona Ln to Dead End												
	ROXBURGH CL: From Rutherford Dr to Dead End												
	BECKINGHAM RD: From Glenning Rd to Dead End												
	Jacaranda												✓
	Bottlebrush												✓
	Appietree												✓
	PAVEMENT RENEWAL												
	GASCOIGNE ROAD												
	RESEAL PROGRAM												
	DANBURY AVE: From Westbrook Pde to Malvina Pde												✓
	ESSEX ST: From Cornwall Ave to Middlesex St												
	GRANDVIEW PDE: From Wallarah Rd to Glencale St												
	KALULAH AVE: From Dudley St to The Corso												✓

Suburb	Project	2013 / 2014												Complete
		Nov	Dec	Jan	Feb	Mar	Apr	May	June					
	MARY ST: From Western End to Lakeview St													✓
	MAXWELL AVE: From Clucas Ave to Ocean View St													✓
	PAUL PL: From Lake Haven Dr to Dead End													✓
	SPRING VALLEY AVE: From Dudley St to Malvina Pde													✓
	VALENCIA ST: From Mir 509 Wallarah Rd to Manuka Pde													✓
	WESTBROOK PDE: From Dudley St to Goobarabah Ave													✓
	Kennedy													✓
	Glenice													✓
	Kimberly													✓
GWANDALAN	PAVEMENT RENEWAL													
	PARRAWEENA RD / KANANGRA DR													
	RESEAL PROGRAM													
	COLLENDINA RD: From Aldinga Rd to Pinaroo Rd													
	KANANGRA DR: From Change Of Seal to Dead End													
	NOAMUNGA CR: From Koowong Rd to End													
	YILLEEN ST: From Parraweena Rd to Dulkara Rd													
HALEKULANI	PAVEMENT RENEWAL													
	WOOLANA AVE: Roads to Recovery													✓
	RESEAL PROGRAM													
	LILO AVE: From Woolana Ave to Sunrise Ave													
JILLIBY	RESEAL PROGRAM													
	HUE HUE RD: From Kiar Ridge Rd to Woods Rd													✓

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Suburb	Project	2013 / 2014												Complete
		Nov	Dec	Jan	Feb	Mar	Apr	May	June					
	ST JOHNS RD: From Hue Rd to End Of Seal													✓
	COTTESLOE RD: From Dickson Rd to Dead End													
	HOLLOWAY DR: From Hue Rd to Ch. 1422													
	SMITHS RD: From Durren Rd to End of Seal													✓
	THE DOWNS: From Buttenderry Way to Dead End													
	THE KNOLL: From Buttenderry Way to Dead End													
	JILLIBY RD: From Dunks Ln to Power Pole Wk286													✓
KANGY ANGY	RESEAL PROGRAM													
	OLD MAITLAND (NORTH) RD: From End Of Gravel to Cobbs Rd													
KANWAL	PAVEMENT RENEWAL													
	WAHROONGA RD													
	RESEAL PROGRAM													
	BUCKLAND AVE: From Stanley St to Blackford Av													
	CAMBRIDGE AVE: From Pearce Rd to Hughes Ave													
	PEARCE RD: From Craigie Ave to Wahroonga Rd													
	PHYLLIS AVE: From Stanley St to Kaye Ave													✓
	ROLFE AVE: From Craigie Ave to Stephen St													✓
KILLARNEY VALE	PAVEMENT RENEWAL													
	Bass Ave - Road and drainage upgrade													✓
	CORNISH AVE													
	CUTHBERT RD													
	HUME BLVD													
	RESEAL PROGRAM													

Suburb	Project	2013 / 2014												Complete
		Nov	Dec	Jan	Feb	Mar	Apr	May	June					
	PLAYFORD RD: From Mawson Dr to Thomas Mitchell Dr													✓
	THE PENINSULA: From Adelaide St to Dead End													✓
	THOMAS MITCHELL RD: From Change Of Seal to Mort St													
	TURANA AVE: From Yimbala St (Southern Entry) to Yimbala St													
	WARRATTA RD: From Cornish Ave to Adelaide St													
	MORT ST: From Robertson Rd to Thomas Mitchell Dr													✓
KINGFISHER SHORE	RESEAL PROGRAM													
	KAROO LA AVE: From Tall Timbers Rd to Lakeshore Ave													
KULNURA	RESEAL PROGRAM													
	SPRINGS RD: From Greta Rd to George Dowers Dr													
LAKE HAVEN	RESEAL PROGRAM													
	JAPONIGACL: From Gorekan Dr to Dead End													✓
	TELOPEA CL: From Japonica Cl to Dead End													✓
	KYLIE CL: From Alisa Cl to Dead End													✓
	HOLLY CL: From Alisa Cl to Dead End													✓
	KATE CL: From Holly Cl to Deac End													✓
	KESWICK DR: From Derwent Dr to Brensley Cl													✓
	WOODSIDE CRT: From Keswick Dr to Dead End													✓
LAKE MUNMORAH	PAVEMENT RENEWAL													
	ANITA AVENUE @ AGATHA: Road Upgrade including stormwater drainage													

Suburb	Project	2013 / 2014												
		Nov	Dec	Jan	Feb	Mar	Apr	May	June	Complete				
	GREENACRE AVE - Drainage & Road Upgrade													
	RESEAL PROGRAM													
	ALISTER AVE: From Acacia Ave to Anita Ave													
	ANDREW ST: From Terence Ave to Dead End													
	BUDGEREE AVE: From Kamilaroo Ave to Dead End													
LEMON TREE	PAVEMENT RENEWAL													
	McPHERSON RD													✓
	RESEAL PROGRAM													
	DOORALONG RD: From Bridge Abutment to Bridge Abutment													✓
	DOORALONG RD: From Yambo St to Power Pole Lt18													✓
LONG JETTY	RESEAL PROGRAM													
	ALFRED ST: From Watkins St to Dead End													
	BONNIEVIEW ST: From Western End to Grandview St													
	CAPTAIN COOK CR: From Bonnieview St to Endeavour Dr													
	FRASER RD: From Toowoon Bay Rd to Archbold St													
	FRASER RD: From Archbold St to Anzac Rd													
	GALLIPOLI (North)RD: From Willow St to Dead End													
	MINTO AVE: From Mr 336 The Entrance Rd to Tuggerah Pde													
	THOMPSON ST: From Dead End (West) to Nirvana St													
	WATKINS ST: From Toowoon Bay Rd to Local Boundary No 18 - 20													
	WILLOW ST: From Norfolk St to Dead End													

Suburb	Project	2013 / 2014											
		Nov	Dec	Jan	Feb	Mar	Apr	May	June	Complete			
MANNERING PARK	PAVEMENT RENEWAL												
	RUTTLEYS RD												
	RESEAL PROGRAM												
	GYMEA CR: From Vales Rd to Barclay Ave												
MARDI	MACQUARIE RD: From Vales Rd to Greenway Ave												
	SPENCER RD: From Vales Rd to Griffith St												
	RESEAL PROGRAM												
NORAH HEAD	COBBS RD: From Mr 335 Wyong Rd to Dead End												✓
	MARDI RD: From McPherson Rd to Dead End												✓
	COLLIES LNE: From Old Maitland Rd to Dead End												✓
NORAVILLE	RESEAL PROGRAM												
	KENDALL CR: From Dennison St (Western Entry) to Dennison St												
	MACQUARIE ST: From Bungary Rd to Dead End												✓
	RESEAL PROGRAM												
OURIMBAH	BIRRIGA RD: From Mr 509 Main Rd to Dead End												✓
	ELIZABETH DR: From Ada Ave to Budgetoi Rd												✓
	PANDORA PDE: From Mr 509 Main Rd to Birrigast												✓
	REYNOLDS RD: From Clark Rd to Bundara Rd												
	HAMMOND RD: From Fravent St to Evans Rd												
	RESEAL PROGRAM												

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Suburb	Project	2013 / 2014												Complete
		Nov	Dec	Jan	Feb	Mar	Apr	May	June					
	OURIMBAH CREEK RD: From Sh 10 Pacific Hwy to Fittion Ct													✓
	OURIMBAH CREEK RD: From Driveway 604 to Power Pole Ou715													
	RESERVOIR RD: From Glen Rd to Dead End													
	TURPENTINE RD: From Enterprise Dr to Ourimbah Rd													
	MILL ST: From Change Of Seal to Dead End													
RAVENSDALE	RESEAL PROGRAM													
	RAVENSDALE RD: From Power Pole Ka190 to End of Seal													
SAN REMO	PAVEMENT RENEWAL													
	GOORAMA AVE: Road Upgrade/Renewal including stormwater drainage													
	RESEAL PROGRAM													
	ALPINE AVE: From Willis Rd to Claridge Cr													
	CLARIDGE CR: From Dead End (South) to Dead End													
	LIAMENA AVE: From Kallaroo Rd to Highview St													✓
	RICHARDSON RD: From Gootama Ave to Willis Rd													
	TARONGA AVE: From Gootama Ave to Yurunga Ave													
SHELLY BEACH	RESEAL PROGRAM													
	BELLEVUE ST: From Shelly Beach Rd to Swadling St													
SUMMERLAND POINT	RESEAL PROGRAM													
	INDRA AVE: From Kullaroo Rd to Muraban St													
	KULLAROO RD: From Omaru Pt to Dead End													✓

11 of 14

		2013 / 2014											
Suburb	Project	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Complete			
	APANIE CLCL: From Muraban Rd to Dead End												
TACOMA	RESEAL PROGRAM												
	BRAITHWAITE RD: From Hillcrest Ave to Jensen Road												
	HILLCREST AVE: From Braithwaite Rd to Powerpole 5103												
TACOMA SOUTH	RESEAL PROGRAM												
	KINGSLAND CL: From South Tacoma Rd to Dead End												
	RAYMOND ST: From South Tacoma Rd to Dead End												
THE ENTRANCE	PAVEMENT RENEWAL												
	HEADOR ST												
	FRAVENT ST												
	RESEAL PROGRAM												
	CAMPBELL AVE: From Mr 336 The Entrance Rd to Lakeside Ave									✓			
	FAIRPORT AVE: From Dening St to Ocean Pde												
	VIEW ST: From Mr 336 The Entrance Rd to Ch202 (Change of Seal)												
	WARRIGAL ST: From Local Boundary No37/39 to Boomerang Rd												
	WARRIGAL ST: From Gosford Ave to Park Rd									✓			
THE ENTRANCE NORTH	RESEAL PROGRAM												
	SIMPSON ST: From Hutton Rd to Dead End												
	ROBERTS RD: From Mr 336 Wilfred Barrett Dr to Hutton Rd												
TOUKLEY	RESEAL PROGRAM												
	BAFNARD CR: From Jones Ave (Western Entry) to Jones Ave												
	FRAVENT (South)ST: From Hargraves St to Mr509 Main Rd												

Suburb	Project	2013 / 2014												Complete
		Nov	Dec	Jan	Feb	Mar	Apr	May	June					
	JONES AVE: From Frauent St to Evans Rd													
	ROWLAND TCE: From Peel St to Dead End													
	SEVENTH AVE: From Western Enc to Ch610 (Change of Seal)													
	TAMAR AVE: From Mir 509 Main Rd to Dunleigh St													
TUGGERAH	RESEAL PROGRAM													
	FOWLER RD: From Change Of Seal to Bridge Abutment													
TUGGERAWONG	RESEAL PROGRAM													
	TUGGERAWONG ROAD : Roads to Recovery													✓
	FRIDAY (WEST) ST: From Cadonia Rd to dead end.													
	THURSDAY ST: From Cadonia Rd to Dead End													
TUMBI UMBI	PAVEMENT RENEWAL													
	FLORENCE AVE													
	TUMBI RD CH6.061 - CH6.283: Regional Road Repair Programme (50/50 Grant)													
	THE RIDGEWAY: Road upgrade													
	RESEAL PROGRAM													
	KARENA ST: From The Avenue to Highview St													
	THE AVENUE: From Sherry St to Highview St													✓
	Highview													✓
	Sherlock													✓
WADALBA	PAVEMENT RENEWAL													
	WOOLWORTHS WAY													✓
	MINNESOTA RD													
	WARNERVALE RD													✓

14 of 14

		2013 / 2014											
Suburb	Project	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Complete			
	WOODWARD AVE: From Harvey St to Dead End												
	COHEN ST: From Woodward Ave to Dead End												
	Manor												
WYONGAH	RESEAL PROGRAM												
	COORANGA RD: From Cadonia Rd to Dead End												

ATTACHMENTS

Nil

5.3 Results of Public Exhibition of RZ/5/2012, 7 Mingara Drive, Tumbi Umbi

TRIM REFERENCE: RZ/5/2012 - D03770263

MANAGER: Martin Johnson, Manager Strategic Development

AUTHOR: Peter Kavanagh; Senior Planner

SUMMARY

The Planning Proposal to insert a new zone B1 Neighbourhood Centre into the Wyong Local Environmental Plan, 1991 (WLEP 91), to enable an application for the development of a Medical Centre to be considered on the subject land, has been placed on public exhibition for comment in accordance with the Gateway Determination of 18 April, 2013. This report addresses Council's Resolution, to report to Council on the results of the community consultation, and details the procedures required to finalise the Local Environmental Plan (LEP) amendment.

RECOMMENDATION

That Council receive the Results of Public Exhibition of RZ/5/2012, 7 Mingara Drive, Tumbi Umbi.

BACKGROUND

Council has recently completed public exhibition of the Planning Proposal to facilitate the development of a Medical Centre on Lot 21 DP 883318, No. 7 Mingara Drive, Tumbi Umbi. The proposal intends to insert a new zone B1 Neighbourhood Centre into the Wyong Local Environmental Plan, 1991 (WLEP 91) to enable an application for the development of a Medical Centre to be considered on the subject land, which will be identified on "the map" as within the B1 zone. Further, the proposal intends to amend the definition of "the map" within the LEP to identify the adoption of the amendment which changes the zone and amends Clause 60B to remove the reference to the subject land and land uses for other Lots.

It should be noted that if draft Wyong LEP 2013 be notified prior to the making of this Planning Proposal, this proposal will not need to proceed to finalisation as all of the land immediately on the eastern side of Mingara Drive is also proposed to be zoned B1 Neighbourhood Centre under that Plan.

CURRENT STATUS

The Planning Proposal was referred to the following NSW Government Agencies prior to public exhibition, as required by the DP&I Director-General's 'Gateway Determination':

- Transport for NSW – Roads and Maritime Services;
- The NSW Rural Fire Service (Section 117 Direction 4.4 Planning for Bushfire Protection); and

5.3 Results of Public Exhibition of RZ/5/2012, 7 Mingara Drive, Tumbi Umbi (contd)

- Department of Trade and Investment – Resources and Energy (Section 117 Direction 1.3 Mining, Petroleum Production and Extractive Industries).

The referral agencies were given a minimum of 21 days to comment on the Planning Proposal. Their final responses have now been received and it is noted that no objections were raised to the Planning Proposal proceeding. Their additional comments have also been received and will be taken into consideration when the Development Application is assessed.

Council has commenced the process of negotiating the finalisation of the draft LEP wording with the NSW Parliamentary Counsel's Office, so that the Plan can legally be made as Amendment No 189 to the WLEP 1991. Council intends to utilise the Delegation of the DP&I Director-General to request that Council's General Manager 'make' the Plan and forward it to DP&I to 'notify' the Plan on the NSW Legislation website, whereupon the Plan would come into effect. Council may then determine any Development Application for the development of the land for permissible uses within the B1 Neighbourhood Centre Zone.

Alternatively, as detailed above, this proposal will not need to proceed to finalisation should draft Wyong LEP 2013 be notified prior to the making of this Planning Proposal.

PUBLIC EXHIBITION AND ISSUES RAISED

The Planning Proposal was placed on public exhibition between Wednesday, 18 September 2013 and Wednesday 2 October 2013, on Council's website and at its Administration Centre in Hely Street, Wyong. In addition, adjoining land owners to the site were notified by letter of 18 September, 2013, seeking their comments.

Three (3) representations were received. The comments and Council's responses are detailed within the following Table:

Document Number	Issues Raised	Comment
D03818737	Surely Council is aware these businesses already exist.	The writer's comments relate to the existing building on the western side of Mingara Drive which is now occupied as a Discount Chemist, Medical Centre and Funeral Parlour. Council's response identified the correct site and additional details regarding the Applicant's proposal. The response explained that it is Council's understanding that the new Medical Centre and Pharmacy would be operated by the same operators as the existing premises on the western side of Mingara Drive. The applicant's submission contends that sufficient demand exists for the operation of both premises.

D03825889	Following from earlier email, and Council clarification of the proposal, questioning why wouldn't the applicant operate one large business, rather than 2 medical centres and 2 pharmacies in such close proximity.	The proximity of competition and the economic viability of the proposal is a matter for the applicant to consider as a private enterprise consideration. Other considerations will include the design, appearance, scale, costs of construction and operation, connection and improvements to infrastructure, access, convenience and exposure. The applicant will need to address these matters while preparing the Development Application and Construction Certificate details for Council's consideration, once the B1 Neighbourhood Centre Zone is in place. Council's role, through the draft LEP process, is to facilitate opportunities for economic activities and job creation, where those opportunities do not conflict with environmental controls and adopted Council and State Government Strategies.
D03932208	Cumulative traffic congestion, access issues and insufficient parking for each of the businesses currently operating on and adjacent to the Mingara Club development. This proposal will exacerbate these problems.	These issues were raised with Council's Traffic Engineers and with the RMS during the NSW Agency consultation period. Whilst the RMS has indicated its plans to signalise the Mingara Drive / Wyong Road roundabout intersection in the future, it did not indicate that any road, intersection or access requirements would relate directly to this proposal. A Traffic Impact Study will be required to be submitted with any future DA for the site, addressing the RTA <i>Guide to Traffic Generating Developments 2002</i> .

PROCEDURE FOR FINALISATION

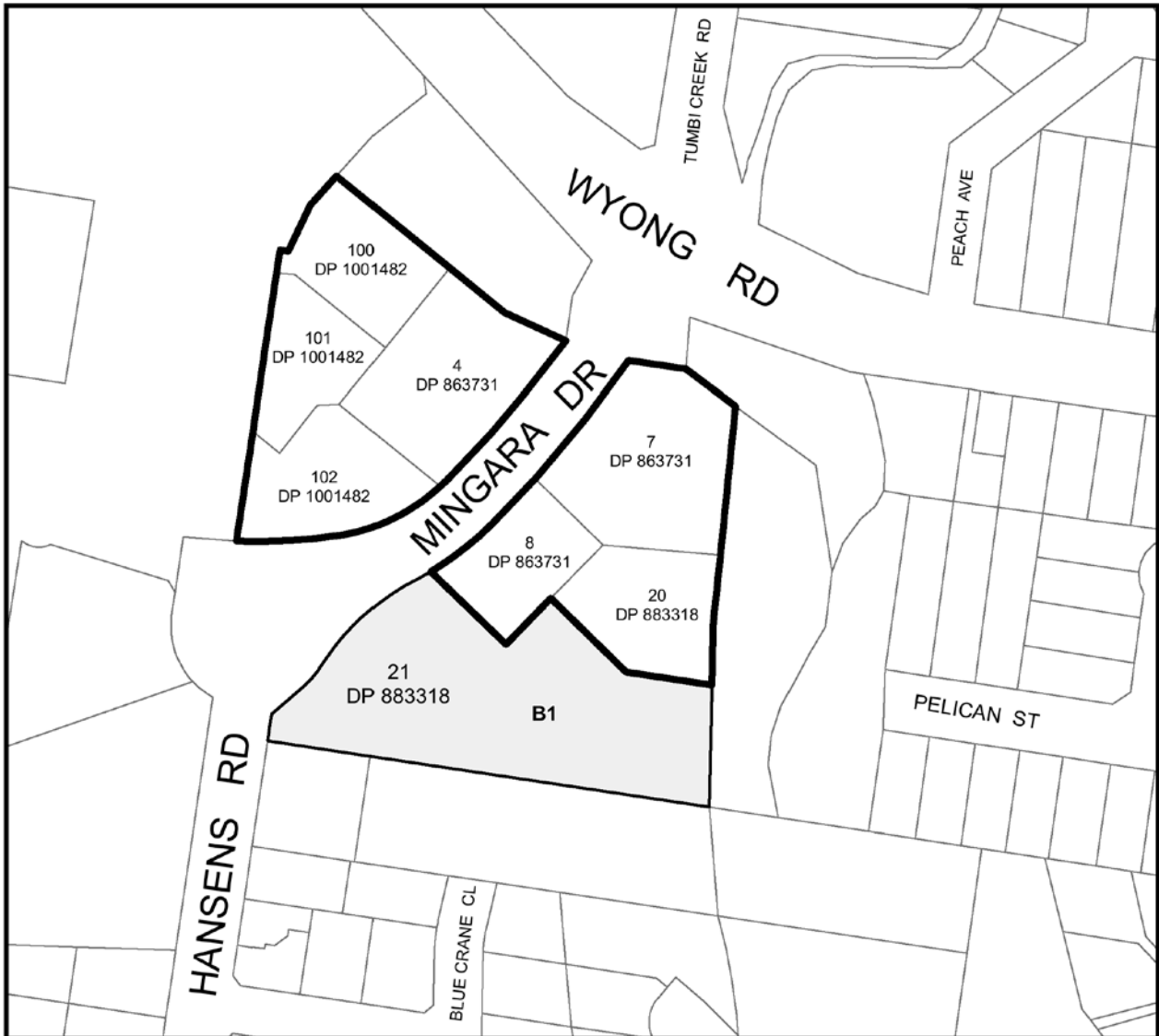
The issues raised although valid and reasonable do not warrant any amendments to the proposal and therefore the finalisation of the planning proposal is supported. The draft Local Environmental Plan map has been finalised and Parliamentary Counsel Opinion has been sought so that the Plan can legally be made as Amendment No 189 to the WLEP 1991.

The General Manager will be provided with a request that he determine to make the Plan under delegation from the Minister for Planning and Infrastructure. Following notification that the "Plan" has been made on the NSW Legislation website, the applicant will be able to lodge a development application for a Medical Centre with ancillary Pharmacy on the land.

Again, it can be noted that should draft Wyong LEP 2013 be notified prior to the making of this Planning Proposal, this proposal will not need to proceed to finalisation, as all of the land on the eastern side of Mingara Drive is proposed to be zoned B1 Neighbourhood Centre under that Plan.

ATTACHMENTS

- | | | |
|---|--|-----------|
| 1 | DLEP 189 _ Map | D04109881 |
| 2 | Draft for PC - Amended Wording Clause 60B WLEP, 91 | D03974254 |



SCALE 1 : 2 000

LOCALITY: TUMBI UMBI

- B1 Neighbourhood Centre
- Area affected by Clause 60B

ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979

WYONG
LOCAL ENVIRONMENTAL PLAN 1991
 (Amendment No 189)

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">DRAWN BY :</td> <td style="width: 30%;">J. WILLIAMSON</td> <td style="width: 40%;">DATE : 21-10-2013</td> </tr> <tr> <td>SUPERVISING DRAFTSPERSON :</td> <td></td> <td>DATE :</td> </tr> <tr> <td>PLANNING OFFICER :</td> <td>P. KAVANAGH</td> <td></td> </tr> <tr> <td>CERTIFICATE PLAN NUMBER:</td> <td></td> <td></td> </tr> <tr> <td>COUNCIL FILE No. :</td> <td>RZ/5/2012</td> <td></td> </tr> <tr> <td>DEPT. FILE No. :</td> <td>PP_2013_WYONG_(13/04633)</td> <td></td> </tr> <tr> <td>CERTIFICATE ISSUED UNDER SEC. 65 E.P.A. ACT</td> <td></td> <td>DATE :</td> </tr> </table>	DRAWN BY :	J. WILLIAMSON	DATE : 21-10-2013	SUPERVISING DRAFTSPERSON :		DATE :	PLANNING OFFICER :	P. KAVANAGH		CERTIFICATE PLAN NUMBER:			COUNCIL FILE No. :	RZ/5/2012		DEPT. FILE No. :	PP_2013_WYONG_(13/04633)		CERTIFICATE ISSUED UNDER SEC. 65 E.P.A. ACT		DATE :	<p>STATEMENT OF RELATIONSHIP WITH OTHER PLANS AMENDS WYONG LOCAL ENVIRONMENTAL PLAN 1991</p> <p>CERTIFIED IN ACCORDANCE WITH THE ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979, AND REGULATIONS.</p> <table style="width: 100%;"> <tr> <td style="width: 60%;">GENERAL MANAGER</td> <td style="width: 40%;">DATE</td> </tr> </table>	GENERAL MANAGER	DATE
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CERTIFICATE ISSUED UNDER SEC. 65 E.P.A. ACT		DATE :																						
GENERAL MANAGER	DATE																							

Wyong Local Environmental Plan 1991, Clause 60(B) – Amended

Clause 60B is proposed to be amended by the removal of the reference to Lot 2, DP 863731 (this land now comprises Lot 21, DP 883318), and to include the amended and additional words as shown in **bold** below:

“60B Development of certain land—Mingara Drive, Tumbi Umbi

(1) This clause applies to the land, being lot **20, DP 883318 and lots 4, 7, and 8, DP 863731, and lots 100, 101 and 102, DP 1001482**, Mingara Drive, Tumbi Umbi, as shown edged heavy black on the map marked “Wyong Local Environmental Plan 1991 (Amendment No **XXX**)”.

(2) Nothing in this plan prevents a person, with the consent of the Council, from carrying out development on:

(a) Lots 4, 7, and 8, DP 863731 and Lots 101 and 102, DP 1001482 – for the purpose of a service station, a car wash facility and restaurants, and

(b) Lot 20, DP 863731 – for the purpose of a car service centre, and

(c) Lot 100, DP 1001482 – for the purpose of a drive-thru video outlet and restaurant,

if the development is, in the opinion of the Council, appropriately integrated with development for which consent has been granted in accordance with clause 60A.”

5.4 Outstanding Questions on Notice and Notices of Motion

TRIM REFERENCE: F2013/00023 - D04021344
MANAGER: Sonia Witt, TL Governance and Councillor Services
AUTHOR: Fiona Kurtz; Councillor Services Officer

SUMMARY

Report on Outstanding Questions on Notice and Notices of Motion.

RECOMMENDATION

That Council receive the report on Outstanding Questions on Notice and Notices of Motion.

ATTACHMENTS

- | | | |
|---|---|-----------|
| 1 | Table of Outstanding Questions on Notice and Notices of Motion - 13 November 2013 | D04171999 |
|---|---|-----------|

No	Department	Responsible Officer	Question Asked / Resolution	Meeting Asked/ Councillor	Status
11.	Community and Recreation Services	Brett Sherar	<p>8.1 Notice of Motion - Regional Sport Economic Benefit</p> <p>1 That Council <u>note</u> the numerous benefits (including tourism, economic and sporting) associated with hosting Regional Sporting events.</p> <p>2 That Council <u>investigate</u> the capability restraints of our current sports grounds to host Regional Sporting events and the need to formulate a strategic approach to maximise the usage of our facilities to attract such events.</p> <p>3 That Council <u>request</u> the General Manager to report proposals for regional sports events within Wyong Shire Council for its consideration.</p> <p>4 That Council <u>liaise</u> with local sporting organisations, via the Sports Committee, to seek feedback on hosting regional sporting events.</p>	13 March 2013 Councillor Nayna	Response will be provided early 2014.
12.	Infrastructure and Operations	Stefan Botha	<p>8.2 Notice of Motion - Waste Initiatives</p> <p>1 That Council <u>note</u> the recent announcement by the New South Wales Government of their 'Waste Less, Recycle More' program.</p> <p>2 That Council <u>note</u> the 'Supporting Local Communities – Local Government Program' that provides access to \$137.7 million over 5 years to reduce illegal dumping and littering.</p> <p>3 That Council <u>request</u> the General Manager to provide a briefing to Councillors which identify possible applications to the 'Supporting Local Communities – Local Government Program'.</p> <p>4 That Council <u>note</u> that the waste levy will cost Ratepayers \$12.5 million in 2013/14.</p> <p>5 That Council <u>write</u> to The Hon Robyn Parker MP, Minister for the Environment expressing ongoing</p>	13 March 2013 Councillor Nayna	Response will be provided late November 2013.

No	Department	Responsible Officer	Question Asked / Resolution	Meeting Asked/ Councillor	Status
			<i>concerns with the cost to Council of the Waste Levy.</i>		
20.	Land Management	Martin Johnson	<p>9.1 Notice of Motion – Urgent Employment Stimulus</p> <p><i>“543/13 That Council note with great concern the recent escalating national/local employment figures, particularly around the construction industry which underpins the Central Coast economy.</i></p> <p><i>544/13 That Council recognise the need to be part of the national economic stimulus initiative by reviewing Council’s development taxation structure/Section 94 Contributions.</i></p> <p><i>545/13 That Council adopt a temporary stimulus plan which sets Developer Contributions (Section 94) at \$25,000 per block in the Contribution Plan 7A district for VPA’s entered into before 30 December 2013, with construction of essential public infrastructure commenced to approved Council specification by 30 June 2014 with appropriate credit given for works in kind.</i></p> <p><i>546/13 That Council authorise existing VPA’s meeting the criteria above to be reduced to this level providing construction has not commenced.</i></p> <p><i>547/13 That any VPA arising from this initiative be reported to Council.</i></p> <p><i>548/13 That Council receive a report on this stimulus initiative as soon as practicable after 30 December 2013 and again after 30 June 2014.”</i></p>	24 April 2012 Councillors Best and Nayna	A report will be submitted to Council to early 2014.
26	Development Building and	Lin Armstrong	<p>6.1 Notice of Motion – Bike Blitz on Cycle Way Menace</p> <p><i>698/13 That Council note with great concern the escalation of unlicensed and unregistered motor bikes using the Shires shared pathways which are frequented by young cycling families and the elderly.</i></p> <p><i>699/13 That Council raises these concerns as a matter of</i></p>	22 May 2013 Councillors Best and Troy	No response received from Local Area Command as at 30 October 2013. A follow up letter has been sent. Awaiting further response.

No	Department	Responsible Officer	Question Asked / Resolution	Meeting Asked/ Councillor	Status
			<p><i>public safety and as a possible public liability risk.</i></p> <p>700/13 <i>That Council formally raise these community concerns with the Local Area Command (NSW Police) with a view to conducting a series of enforcement blitzes across the Shire, in an endeavour to reign in this extremely dangerous behaviour by unlicensed, unregistered and uninsured juveniles.</i></p> <p>701/13 <i>That Council highlight the importance of responsible bike usage, through its communication section and various media outlets and include outcomes and penalties applied as a result on heightened enforcement.</i></p> <p>702/13 <i>That Council direct the General Manager to report the response from the Local Area Command and suggested action, followed by a later outcomes update report to Council.</i></p>		
36	Land Management	Kathryn Heintz	<p>9.1 Notice of Motion - Councils Reduction in Red Tape</p> <p>1 <i>That Council <u>indicate</u> its intention to rescind all controls over residential side and rear boundary fencing.</i></p> <p>2 <i>That Council <u>acknowledge</u> that in Wyong Shire all dividing fence matters are controlled by the Dividing Fences Act 1991.</i></p> <p>3 <i>That Council <u>insert</u> "Front Boundary Fences" within Schedule 2, Exempt Development, as part of major Amendment No.1 to the Wyong Local Environmental Plan 2012, subject to the following standards:</i></p> <p><i>a be not higher than 1.8 metres above ground level (existing); and</i></p> <p><i>b be located within, not over, the front boundary; and</i></p> <p><i>c be designed to preserve traffic sight line requirements at intersections; and</i></p>	24 July 2013 Councillor Taylor	<p>The Council resolution requires the proposed amendments to be implemented through amendment 1 to WLEP 2012 (2013). Amendment No.1 has just commenced and will take a number of months to draft so this resolution will not be finalise for some time</p> <p>Resolution estimated to be finalised by end 2014.</p>

No	Department	Responsible Officer	Question Asked / Resolution	Meeting Asked/ Councillor	Status
			<i>d be not constructed of barbed or razor wire.</i>		
46	Land Management	Martin Johnson	Q37/13 Pioneer Dairy <i>"As we have been advised that the Pioneer Dairy Tuggerah still has no planned opening date for the public, can the staff enquire and advise as to what the current barriers are and why there has been such a long delaying in opening these public lands especially as I believe that the buildings and toilet facilities are now complete and at a usable and safe state?"</i>	11 September 2013 Councillor Matthews	Response to be provided late November 2013.
48	General Managers Unit	Lesley Crawley	Q39/13 Student Population - Wyong Public School <i>"Can the General Manager make enquiries and advise what the current student population is of Wyong Public School and what its estimated student population will be in school year 2014 following the closure of Wyong Grove Public School?"</i>	11 September 2013 Councillor Greenwald	Response will be provided late November 2013.
50	General Managers Unit	Debbie Marks	Q41/13 The New Minnesota Road <i>"Mr General Manager further to the recent re-opening of the 5.6 million dollar Minnesota Road I would appreciate if you would extend my appreciation and indeed Council's appreciation on this outstanding result?"</i> <i>Particular thanks should go to the Director, Greg McDonald, Mr Stuart Baverstock and Mr Luke Blackhall for their outstanding efforts in this project. Further, it is noted the project has come in some half a million dollars under budget and was well managed given the engineering difficulties and the impact on local residents and the need to communicate with local residents around the necessary lengthy closure. Thanks to all involved."</i>	25 September 2013 Councillor Best	Response to be provided at a future meeting.
51	Infrastructure Operations and	Greg McDonald	Q42/13 Investigate the Advantages of 'Ice-Pigging' <i>"To the General Manager, for the Director of Infrastructure and Operations, could Council investigate the advantages of "Ice-pigging" and report any possible savings from its implementation?"</i>	23 October 2013 Councillor Troy	Response to be provided at a future meeting.
52	Mayor Office	Jacque Elvidge	Q43/13 Confidential QON	23 October 2013 Councillor Graham	Response to be provided at a future meeting.

No	Department	Responsible Officer	Question Asked / Resolution	Meeting Asked/ Councillor	Status
53	General Managers Unit	Lesley Crawley	Q44/13 Confidential QON	23 October 2013 Councillor Graham	Response to be provided at a future meeting.

**QUESTIONS ON NOTICE AND NOTICES OF MOTION REMOVED SINCE
23 OCTOBER 2013**

	Department	Question on Notice / Notice of Motion	Date Asked/ Councillor	Status
44	Land Management	<p>Q35/13 Pedestrian Crossing- Wilfred Barrett Drive, Noraville.</p> <p><i>“Could staff please provide advice on how a safer pedestrian crossing can be provided across Wilfred Barrett Dr between Noraville and Norah Head. I understand this road is part of the Central Coast Highway which is administered by the Roads and Maritime Services who should also be consulted on this issue.”</i></p>	28 August 2013 Councillor Vincent	Report has been included in 13 November 2013 Business Paper.

6.1 Answers to Question on Notice

TRIM REFERENCE: F2012/01319 - D03974407 AUTHOR: SD

6.1 Q35/13 - Pedestrian Crossing - Wilfred Barrett Drive, Noraville

The following question was asked by Councillor Vincent at the Ordinary Meeting on 28 August 2013:

“Could staff please provide advice on how a safer pedestrian crossing can be provided across Wilfred Barrett Drive between Noraville and Norah Head. I understand this road is part of the Central Coast Highway which is administered by the Roads and Maritime Services who should also be consulted on this issue.”

Council Officers have investigated the location and have met with Roads and Maritime Services (RMS) to discuss options. The most suitable location for a pedestrian crossing with regards to function would be at the intersection of Bungary Road.

However, in order to provide a safe solution at this location, an intersection upgrade would be required to cater for pedestrian movements. This option would be cost prohibitive and unlikely to receive funding priority through RMS.

As a result, other options considered were a stand-alone pedestrian refuge on Wilfred Barrett Drive. There are two existing laneways which provide linkage from Brisbane Street and Wilfred Barrett Drive. Providing a refuge adjacent to one of the laneways may provide a good balance between function, safety and cost benefit.

After discussion with RMS it was agreed that Council staff are to finalise a concept plan and prepare an estimate for the most appropriate option that considers pedestrian desire lines, cycle movements and road safety. This plan would then be submitted as an application for RMS approval and funding.

RMS have advised that whilst they are open to receiving submissions for work on classified State Roads the ultimate approval and management of the asset is its responsibility.

The following is a location plan showing the two locations in the vicinity of laneways which could be suitable for the installation of pedestrian refuges.

6.1 Q35/13 - Pedestrian Crossing - Wilfred Barrett Drive, Norville (contd)



ATTACHMENTS
 Nil.

6.2 Answers to Question on Notice

TRIM REFERENCE: F2004/00552 - D04207046 AUTHOR: KD

6.2 Q29/13 - VPA Voluntary Planning Agreement Backlog

The following question was asked by Councillor Best at the Ordinary Meeting on 24 July 2013:

"Mr Mayor,

As these planning agreements are central to Councils efforts to better manage developer contributions while providing economic and employment stimulus, could you please advise Council as at 24 July 2013 how many voluntary planning agreements are currently undetermined?

Also could you outline what further resources Council may consider to assist staff in dealing with what appears to be a significant backlog?"

As at 24 July 2013 there were five (5) undetermined voluntary planning agreements (VPAs) associated with S94 development contribution matters. As at the time of preparing this response, this number has increased to twelve (12) VPAs.

Eleven (11) of these twelve (12) undetermined VPAs relate to the Temporary Economic Stimulus Package (TESP) which provides for a temporary reduction to the development contribution amount for certain applications.

A separate report on this business paper seeks to consolidate changes to the TESP. The consolidated policy will provide the framework for streamlining the processing of TESP VPAs.

ATTACHMENTS

Nil.

13 November 2013

To the Ordinary Council Meeting

Councillor

7.1 Notice of Motion -Proposed Amendments to Tree Policy

TRIM REFERENCE: F2005/02982 - D04153752

AUTHORS: Councillors Best; Troy and Taylor

Councillors Greg Best, Troy and Taylor have given notice that at the Ordinary Council Meeting to be held on 13 November 2013 they will move the following Motion:

- "1 That Council resolve to allow the owners of residential land, of 1,000sq m or less, the right to remove a single tree in any 12 month period if the tree is deemed to be hazardous to life or property, by the owner.*
- 2 That Council note that where more than 1 tree is identified to be hazardous, to life or property, removal will require Council approval.*
- 3 That Council request the General Manager to provide a report to Council, outlining further possible amendments to Council's Tree Policy that will streamline processes, reduce red tape and achieve the following objectives:*
 - a to reduce, real or perceived, hazards arising from trees to life or property including, bushfires, falling trees and branches, tree root damage and the like.*
 - b to minimise Council's exposure to claims and litigation arising from damage caused by trees and*
 - c to reduce the number of circumstances in which Council's approval is required for the removal of trees on private property."*

RESOURCES

The implementation of this NOM will be undertaken by existing staff within the Development and Building Department. It is not envisaged that any additional resources would be required.

7.2 Notice of Motion - F3/M1 Serious Road Risks

TRIM REFERENCE: F2010/00500 - D04183360

MANAGER: Steven McDonald, Transportation Engineer

AUTHOR: Greg Best; Councillor

Councillors G Best, L Taylor and A Troy have given notice that at the Ordinary Council Meeting to be held on 13 November they will move the following Motion:

- “1 That Council respond, as a matter of urgency, to recent reports of serious traffic risks around vehicles queuing back onto the F3 freeway from the twin Caltex service stations at peak periods.
- 2 That Council formally draw this extremely dangerous situation to the attention of Roads and Maritime Services (RMS) and request that the site owner also respond to this issue.
- 3 That Council acknowledge that a solution to this situation may require lengthy engineering solutions and that the Christmas traffic peak is imminent.
- 4 That Council seek RMS support for interim hazard display signs warning all vehicles in this 110 km zone of the significant hazard ahead.”

RESOURCES

This matter will be actioned utilising existing staff resources.