

## **6.4 Project Evaluation Criteria**

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TRIM REFERENCE: F2011/00849 - D02619021

AUTHOR/MANAGER: Robert Fulcher; Manager Asset Management

### **SUMMARY**

This report provides information on a Project Evaluation tool and a documented project assessment process, that has been designed to assist ensuring that funding and investment decisions for future major projects are in line with the community's and Council's priority objectives.

### **RECOMMENDATION**

***That Council receive and note the Project Evaluation Tool and supporting documents.***

### **BACKGROUND**

Council's Service Delivery Review (SDR) outlined a set of seven (7) Project Evaluation Criteria intended to enhance the current Project Management System (PMS). Following the SDR, a project team was set up to refine these criteria and develop a process to ensure that future major projects are prioritised and funded in line with the community's and Council's objectives.

### **THE PROPOSAL**

As part of the process of continuous improvement in Council's PMS, it is proposed that future major project initiatives will undergo evaluation to assess the extent to which they align with Council's and the community's objectives. The assessment process will be objective and include a broad range of criteria.

Any proposed project identified by Council, Councillors, staff or other external sources (eg a Government funding offer) that meets one or more of the following conditions will be considered a major project for the purpose of this project evaluation initiative. It will therefore follow the steps outlined in the Project Initiation Flowchart (Attachment 1), which includes completing the Project Evaluation Criteria assessment sheet (Attachment 2):

- Any project that will incur a cost to Council's General Fund of more than \$100,000 (excluding staff costs)
- Any project that is sensitive in nature
- Any other project that a Manager believes will benefit from the evaluation process

The project team involved in developing this tool has further developed the original Project Evaluation Criteria outlined in the SDR to ensure they fit with the quadruple bottom line sustainability principle based on economic, environmental, social and governance considerations. The tool breaks the assessment in to four sections based on these four

## 6.4 Project Evaluation Criteria (contd)

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criteria. Each section is weighted equally to ensure each potential new project receives a total balanced “value score”. Projects will then be able to be ranked in priority order, using that score, to assist the decision making process involved in the allocation of scarce funding resources to the many projects that compete for funding approval in Council’s Annual Plan and the Four Year Delivery Plan.

The maximum score a project could receive is 100, if it were ranked as making a high positive contribution to the community in all aspects of the assessment criteria. Such a score would never be expected to be achieved. It is anticipated that meeting a target threshold total score, with no net negative score in any of the four assessment quadrants, would indicate good alignment with the community’s and Council’s objectives.

Attached is an example of a completed assessment tool. Each question is answered either by a numerical value or by assessing alignment with the criterion as either positively “high”, “moderate” or “low”, “neutral”, or negatively “high”, “moderate” or “low”.

The attached example, using a fictitious project, shows the tool’s capacity to assess the areas of strength or weakness of a project, its total score and the score in each quadrant of analysis.

It is proposed to demonstrate the tool’s application to Councillors at a future briefing on Project Management matters.

### **STRATEGIC LINKS**

#### **Annual Plan**

This project forms part of Council’s move toward better strategic planning and is designed to assist the annual budgeting process by ensuring that future Council projects are prioritised and allocated funding in Council’s Annual Plan or 4 Year Delivery Plan.

#### **Link to Shire Strategic Vision**

The Project Evaluation Criteria tool is fundamentally based on the Shire Strategic Vision principles of “above all else”, “environmental, social and economic sustainability” and “government is conducted with openness and transparency”.

The Project Evaluation Criteria tool also meets the requirement of the Service Delivery Review (SDR) Action 1.6 which was to *“Adopt the project evaluation criteria (Appendix 6.2) to ensure the prioritisation of future major projects and capital works deliver the community’s and Council’s priority objectives and that funding is available to properly operate and maintain them by 1 July 2011.”*

#### **Financial Implications**

Nil

#### **Principles of Sustainability**

The Project Evaluation Criteria tool is based on the quadruple bottom line principle of economic, environmental, social and governance considerations.

## **CONSULTATION**

A project team was established in February 2011, with staff representatives from across Council. The Project Manager has briefed all Unit Managers on the impact of the Project Evaluation Criteria tool and many Managers and staff have been involved in testing the draft tool to ensure its effectiveness. The project team has also liaised with other Councils who have implemented a similar project evaluation process.

Approximately 30 projects have been tested to date, including the projects that were recently included in Council's funding submission to the Regional Development Australia Fund.

It is anticipated that once adopted, consultation with Managers will continue to ensure the tool is continually updated and improved.

## **GOVERNANCE**

WSC's Project Management System project initiation documents have been revised as part of this project to ensure Council meets the requirements of the NSW Local Government Director General's Capital Expenditure Guidelines 2010, issued pursuant to section 23A of the Local Government Act 1993 (refer to Project Initiation Flowchart attached).

## **CORPORATE RISKS**

The assessment tool takes into account projects that will reduce an identified risk to Council and scores them accordingly (see Governance section questions in Project Evaluation Criteria attachment).

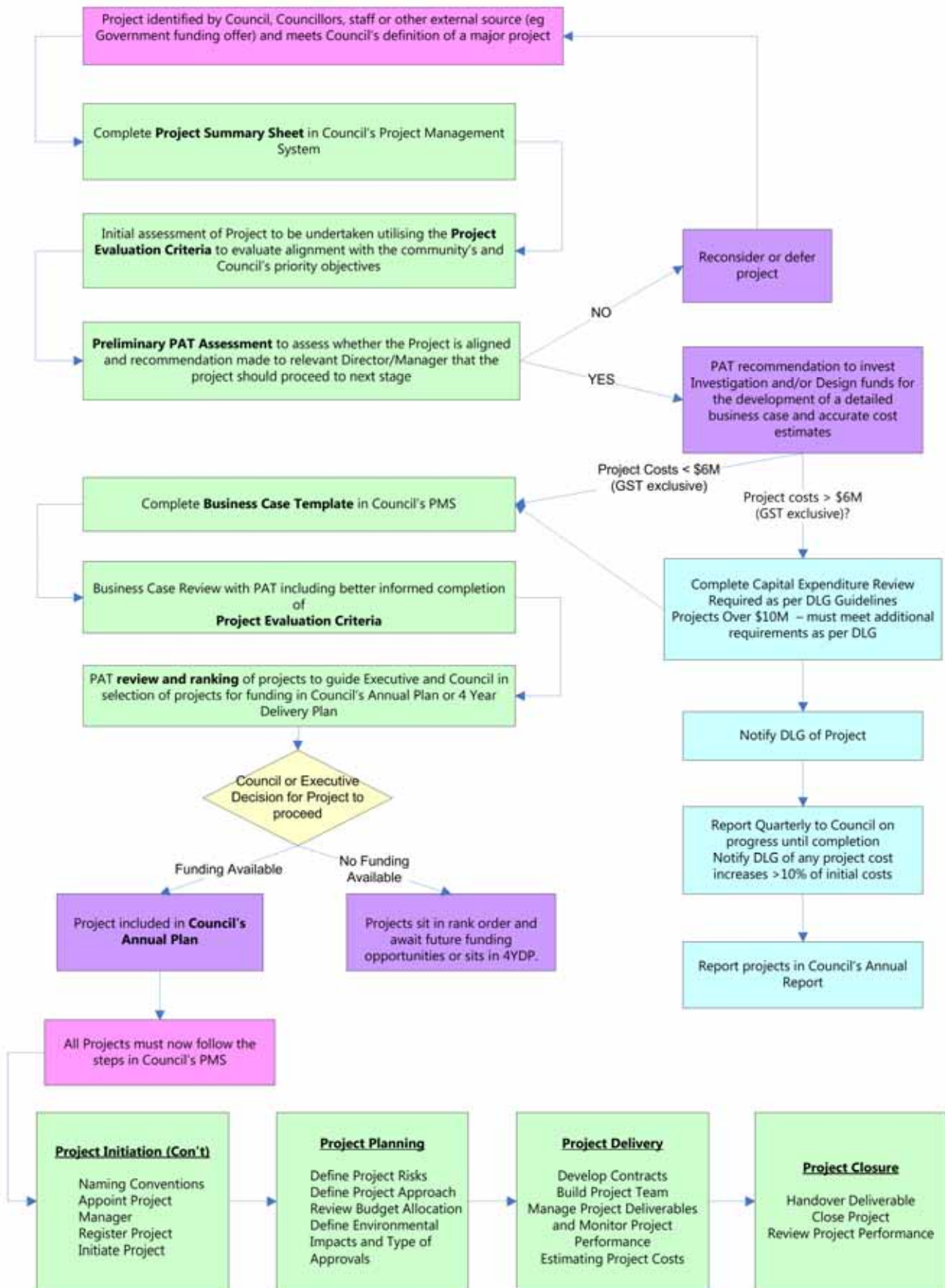
## **CONCLUSION**

The introduction of the Project Evaluation Criteria tool and proposed changes to Council's Project Management System will ensure future major projects are prioritised in line with Council's priority objectives. It also ensures Council meets the relevant requirements of the NSW Division of Local Government.

## **ATTACHMENTS**

- |   |                                      |           |
|---|--------------------------------------|-----------|
| 1 | Project Initiation Flowchart         | D02625311 |
| 2 | Project Evaluation Criteria May 2011 | D02639828 |

# Project Initiation Flowchart

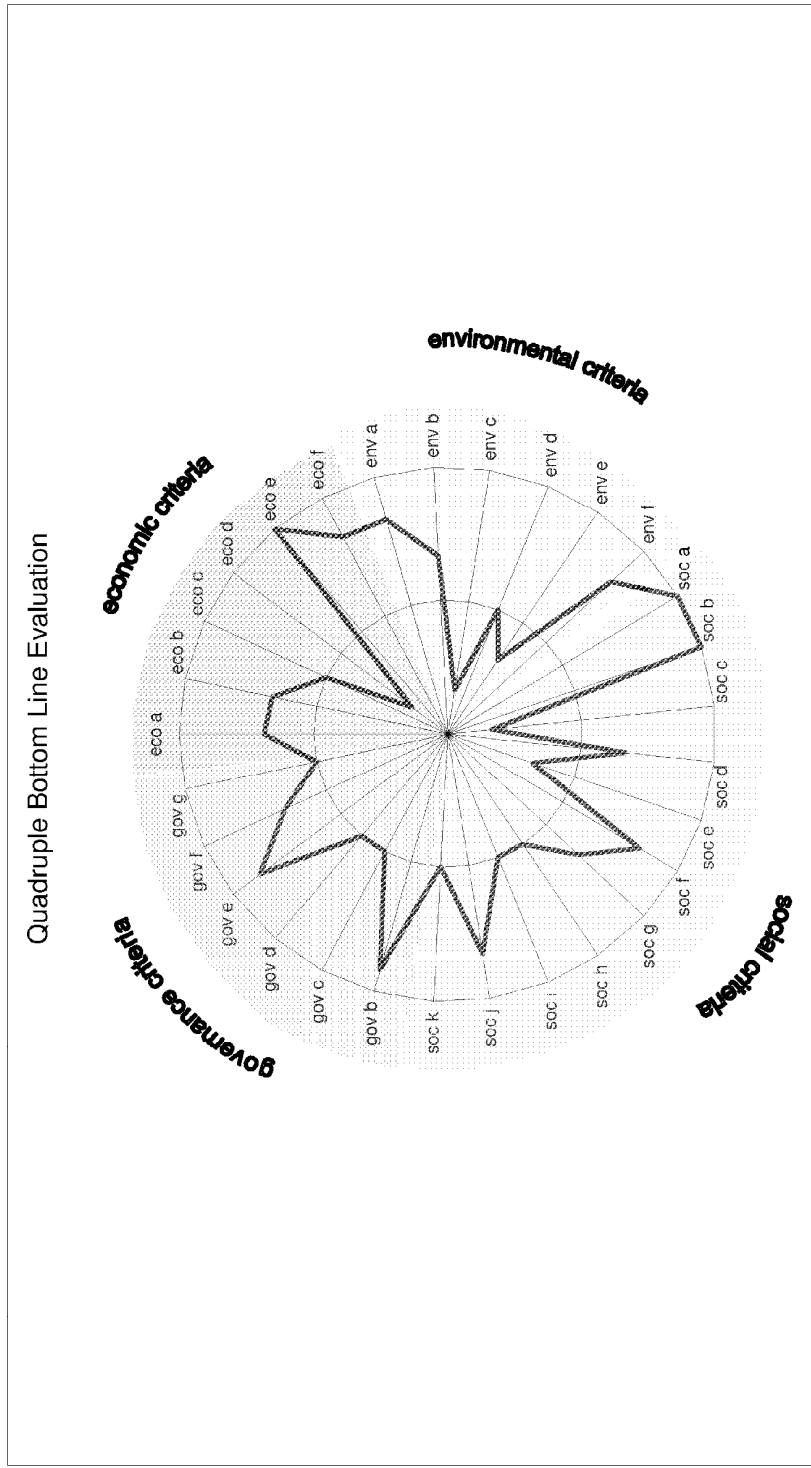


<b>PROJECT EVALUATION CRITERIA</b>		
<b>Project Name:</b> Fictitious Project - Example for Council Report		
<b>Project Manager Name:</b>		
<b>Department:</b>		
<b>Estimated Project Cost:</b>		
<b>1. Initial Assessment Questions</b>		
a) Is Council obliged to implement the project because it is a Legislative Requirement?	Yes	Comment
b) Is Council committed, by way of contract or deed of agreement, to implementing the project?	No	Comment
c) Is Council committed to implementing the project because it is identified in its Annual Plan or Business Plan?	No	Comment
d) Is this an ongoing program that council must complete?	No	Comment
<b>2. Economic Considerations</b>		
a) What percentage of the project's costs can be met from outside Council's revenue stream (best approx estimate)?	100	Comment
% of capital costs (eg: Grant Funding)	0	Comment
% ongoing maintenance costs (eg: specific rents, fees and sales income)	10	Comment
b) To what extent will the project reduce future costs? (eg. less costly to operate, avoid future impacts of carbon tax, needs less maintenance)	Low positive	Comment
c) To what extent will the proposal provide future revenue raising opportunities for Council? (eg: specific rents, fees and sales income)	Neutral	Comment
d) To what extent is this project resilient to the impact of external economic factors? (eg. global financial crisis, increased energy costs, higher interest rates)	Medium Negative	Comment
e) To what extent does the project create or support opportunities for local economic growth? (eg. maximising access to and potential for new and existing infrastructure to support growth)	High Positive	Comment
f) To what extent can the project act as a catalyst for further development/investment with the potential to benefit the Shire?	Medium Positive	Comment

<b>3. Environmental Considerations</b>	<b>Response</b>	<b>Comment</b>
a) To what extent will the project impact flora and fauna? (eg. vegetation/habitat , sensitive vegetation corridors)	Medium Positive	Comment
b) To what extent will the project impact water use and management? (eg. water efficiency, reuse, stormwater harvesting, grey water, WSUD)	Low positive	Comment
c) To what extent will the project impact Council's greenhouse gas emissions and carbon footprint? (eg overall balance by use of alternate fuels, efficiency, energy usage, conservation, generation, use of renewables etc)	Medium Negative	Comment
d) To what extent will the project impact resource and waste management?(eg resource re-use efficiencies)	Neutral	Comment
e) To what extent will the project outcome reduce environmental pollution? (eg air, noise, water, soils, vibration etc)	Low Negative	Comment
f) To what extent is the project adaptable to future projected impacts of Climate Change? (eg. continuity of services / utilities, back-up power generation, ability to raise floor levels)	Medium Positive	Comment
<b>4. Social Considerations</b>		
a) To what extent does the project meet a need of the Community? (eg it enhances the Shire as a place to work and live.)	High Positive	Comment
b) To what extent does the project enhance the identity of the region? (eg it maintains and enhances the region's natural attributes, creates a sense of belonging, promotes our region, strengthens regional partnerships)	High Positive	Comment
c) Is the project well located? (eg it meets an identified deficiency, is co-located with complementary facilities and land uses, meets environmental and planning criteria, addresses limitation of existing infrastructure in growth areas, it balances the varying provision of facilities between suburbs.)	Medium Negative	Comment
d) To what extent does the project complement the useability of and improve access to existing assets? (eg it is part of or enhances existing networks, it diversifies usage of existing facilities, it allows for multi-purpose use, it maintains or improves the self sufficiency of a town or suburb)	Low positive	Comment
e) To what extent does the project enhance physical connectivity between towns/suburbs as well as connecting to the wider region? (eg improves linkages between towns and suburbs and access to retail/employment centres, community and recreation facilities, provides sustainable transport options such as bicycle and shared pathways and/or improves access to public transport and telecommunications)	Low Negative	Comment
f) To what extent is the project adaptable to changing needs and uses of the Shire over time? (eg demographic trends, population growth and land use)	Medium Positive	Comment
g) To what extent does the project build community capacity and social connections within the community? (eg it creates a sense of community, facilitates social interaction and participation, encourages volunteering, enhances local identity, encourages self sufficiency)	Low positive	Comment
h) To what extent does the project support cultural development and address cultural needs/aspirations and diversity? (eg.it contributes to the development of cultural infrastructure and programs, builds the capacity of local cultural practice, increases participation in arts and culture, encourages creativity and innovation, supports heritage, local place and identity)	Neutral	Comment
i) To what extent does the project enhance education and learning opportunities?(eg. it contributes to the development of local educational, vocational and training infrastructure, pathways and programs, encourages and supports participation in learning activities, increases knowledge and skills, fosters innovation and creativity)	Neutral	Comment

j) To what extent does the project contribute to creating a healthy, safe and inclusive community? (eg. it promotes safe access and use of space, facilitates trust and creates a sense of community, raises community awareness, improves access to and provision of local services, facilities and programs that enhance health and well-being)	Medium Positive	Comment
k) To what extent does the project contribute to the provision of public places and spaces which encourage physical activity and social interaction? (eg. it provides for, activates or enhances a public area - such as a park, playground, sporting facility, walking trail, bicycle and shared pathway, lake foreshore, beach, town centre, civic space, outdoor performance space)	Neutral	Comment
<b>5. Governance</b>		
a) Does this project reduce an identified risk to Council? (if no go to Question d)	Response	Comment
b) If yes, what is the current level of risk and what will it be reduced to?	Yes	Comment
c) Are there any major risks associated with the outcome of the project? (eg. building in a flood zone, new untried concept)	E=>M	Comment
d) If yes, what is the level of risk?	No	Comment
e) To what extent does not proceeding with this project in the short term result in a lost opportunity for Council?	Respond	Comment
f) To what extent does the project provide an opportunity to complement and add value to another Council project? (eg build new surf club and a new car park at the same time)	High	Comment
g) How well will the project contribute to Corporate effectiveness and efficiencies?	Low positive	Comment
	Neutral	Comment

<b>Economic</b>	<b>7.08</b>
<b>Environmental</b>	<b>2.78</b>
<b>Social</b>	<b>6.82</b>
<b>Governance</b>	<b>9.58</b>
<b>TOTAL</b>	<b>26.26</b>





## **6.5 Warnervale Town Centre May 2011 Progress Report**

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TRIM REFERENCE: F2004/00535-08 - D02633612

AUTHOR/ MANAGER: John Pearce; Senior Development Manager

### **SUMMARY**

The Council has requested a monthly update on the progress of the Warnervale Town Centre project. This report shows the current status of the Warnervale Town Centre project for the month of May 2011.

### **RECOMMENDATION**

- 1 That Council receive the report on Warnervale Town Centre May 2011 Progress Report.**
- 2 That Council endorse the distribution of the enclosed newsletter to the greater Warnervale community.**

### **KEY PROGRESS ITEMS**

#### **Road Rationalisation complete:**

In order to improve the walk ability and gradient of the town centre, in particular in relation to the main hill top park, Council has led a process of rationalisation of the proposed internal road network.

This has resulted in a reduction of some 700 lm of road with a projected \$2.8M overall cost saving. Of the 700lm of road reduction, 400lm of road has been reduced from Council's land, which yields an additional 20 residential lots (approximately 9,000m<sup>2</sup>) and additional 2,000m<sup>2</sup> of commercial / retail area.

#### **DCP/ SEPP Amendments agreed:**

The Department of Planning is now proceeding to redraft the revised plans with exhibition scheduled for the end of June. Councils S 94 plan is scheduled for concurrent exhibition. Council continues upgrading and supplying documentation to Department of Planning such as road hierarchy

#### **Other Highlights:**

Stannic Securities has submitted a development application for 122 lot subdivision on the corner of Sparks Rd and Hiawatha Rd.

Warnervale Super-clinic has indicated they intend to commence construction of the medical centre June 2011 month end.

**CURRENT STATUS****Deliverable Status**

	<b>Scheduled Start</b>	<b>Scheduled Completion</b>	<b>% Work Complete</b>
<b>Milestone 1: DCP Amendments</b>			
Revert B2 (local centres) to R1 (residential) & B4 (mixed use)	November 2010	May 2011	100%
Department of Planning amending SEPP	May 2011	June end 2011	50%
Internal roads rationalization;  Objective of rationalization; <ul style="list-style-type: none"> <li>• Reduce roads and intersections</li> <li>• Create larger development parcels</li> <li>• Reduce infrastructure costs</li> </ul>	February 2010	May 2011	100%
Hill Top Park Review of height relationships between the town centre and park and location of community facilities.  Objective; Integrated with rezoning and roads rationalization.	February 2010	May 2011	100%
<b>Milestone 2: Entry Road;</b>			
Negotiating Deed of Agreements and budgets with adjoining landowners.	January 2011	May 2011	50%
<b>Milestone 3: Biocertification</b>			
Council, DECCW, DoP & Department of Premiers and Cabinet met to discuss the adopted methodology and next steps for WTC	March 2011	March 2011	100%
Council to draft Bio-certification Agreement with DECCW	April 2011	Dependant on DECCW	
Biocertification Strategy placed on public exhibition	May 2011		
<b>Milestone 4: Sparks Rd Intersection</b>			
Council continuing ongoing dialogue with RTA requesting actual extent of intersection scope and cost.	March 2011	On going	
<b>Milestone 5: Railway Station</b>			
Railcorp and Woolworths agreed on design integration, rail concourse and road levels	March 2011	March 2011	complete
Railcorp finalizing Plan of management	May 2011		
Railcorp is preparing a response to outstanding issues such as stormwater management, non compliance with the DCP and integration with services on site for submission to council together revised Statement of Environmental Effects.	April 2011	June 2011	100%

**Deliverable Status**

	<b>Scheduled Start</b>	<b>Scheduled Completion</b>	<b>% Work Complete</b>
WSC to respond		May 2011	10%
<b>Milestone 6: S94 Contribution Plan</b>			
Contribution Plan is continually updated with changing amendments to the DCP. The following tasks are dependant on the DoP.			
Adjust Contribution Plan upon 1. receipt of asset managers confirmation of infrastructure costing , 2. deletions of infrastructure items and 3. additional revenue from DCP amendments	April to May 2011	June 2011	90%
Briefing of Council seeking approval to exhibit.	May 2011	June	
Forward to DoP seeking approval to exhibit	May 2011	June	
Exhibit plan for public comment.	June 2011	July	
Report to Council on results of exhibition.	July 2011	July end	
Notify Department of Planning of adoption of the plan.	July 2011	July end	
New Ministerial Direction given.	August 2011	August end	
Contributions Plan comes into force.	August 2011	August end	

**Stakeholder Liaison**

PSG Meetings continue on a monthly basis.

Council will be updating the WTC webpage and creating a newsletter, with the other partners in the development which will provide an update on the progress of Warnervale Town Centre.

**RISKS****Spotted Gum Ironbark Forest.**

The Lower Hunter Spotted Gum Ironbark forest (LHSGIF) is classified as an Endangered Ecological Community (EEC) under the Threatened Species Conservation Act, 1995. This vegetation type was once widespread in the Lower Hunter region, approximately 65 km by 35km central of the Cessnock-Beresfield area.

In Wyong Shire Spotted Gum Ironbark Forests are a common vegetation community. However there are some localised sub-types which are floristically similar to those mapped around the core distribution in the Lower Hunter. However, there are points of difference in geographic range, soil types and different landscape threats between the vegetation types in the two regions. Council's consultant working on the Warnervale Town Centre Biodiversity Certification Project has taken the preliminary view that LHSGIF does not apply to the Wyong Shire. However, other consultants working in the region have arrived at a different interpretation of the listing.

The current wording in the Scientific Committee's determination means that it is difficult to say with legal certainty whether the LHSGIF applies in Wyong Shire Council, or whether it should not. If it is interpreted that LHSGIF EEC applies to the Warnervale Town Centre, it has the potential to impact the development footprint. It would also have broad strategic impacts for other sites in Wyong Shire.. Council has approached the NSW Department of Premiers and Cabinet requesting the NSW Scientific Committee to clarify the wording of the determination to clearly define the extent of the vegetation community and unambiguously describe its distribution in the region.

The Office of Environment and Heritage (OEH) has not expressed a view on the matter to date. However OEH will be required to endorse Council's Biodiversity Certification Application before it is publicly exhibited.

#### **Sparks Rd Upgrade and Intersection**

Should Council not be successful in the RDAF application for the Sparks Road upgrade, alternative funding arrangements need to be considered. The RTA time frame for the design and construction does not correlate with the WTC program nor Landcom's or Woolworths program.

#### **ATTACHMENTS**

- 1 Draft Resident Newsletter (Will be distributed at Councillors Briefings) Enclosure

## **6.6 Central Coast Water Corporation Update**

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TRIM REFERENCE: F2004/08792 - D02633595

AUTHORS/ MANAGERS: Danielle Dickson; Manager Major Projects & Garry Casement; Manager Headworks

### **SUMMARY**

The Councils have agreed in principle to the full transfer of the Councils water supply authority functions and responsibilities to the new Corporation on 1 July 2013. This report provides an update for the Councillors on the formation of the Central Coast Water Corporation.

### **RECOMMENDATION**

***That Council receive the report on Central Coast Water Corporation Update.***

### **KEY PROGRESS ITEMS**

Following the adoption of the Draft Constitution and the Voting Shareholders Agreement by both Councils in February the Project Team has been focussed on the following items:

#### **Recruitment of External Directors**

At the meeting of the Central Coast Regional Organisation of Council (CCROC) on 11 November 2010, it was agreed that the Board would comprise five directors including a representative from each Council and three external directors. It was agreed that the respective General Managers would be Councils representatives for the first phase of the CCWC.

To assist in the recruitment process, Ms Ruth Medd, Executive Director, Women on Boards was engaged. Following CCROC in February, Hudson Pty Ltd was engaged independently to recommend appropriate remuneration for the Director and Chair. The results of the Hudson review concur with the remuneration range proposed by Women on Boards.

The Director roles were advertised from 4 March to 1 April 2011. Matching services were also provided by the Australian Institute of Company Directors and Women on Boards. Over 90 expressions of interest were received.

A recruitment panel was formed to review the applications and interview the short listed candidates. The panel consisted of the General Managers and Mayors of the two Councils, Cr Doyle (GCC) Cr Wynn (WSC) and the HR managers of the two Councils. The recommended candidates for the board positions will be reported to CCROC on June 30 once the vetting process is concluded.

#### **Development of a Critical Issues Register**

The transfer of the Councils water supply authority functions will require the merging of two similar, but not identical, water and wastewater businesses. Each business operates under

separate policies, procedures and systems. These will need to be rationalised under the merger.

The Project Control Group for the project has adopted an approach of detailed consideration and evaluation of the Councils existing policies, procedures and systems is required to determine similarities, differences and gaps.

A Planning workshop was held with senior staff from both Councils in the areas of: People, Assets, Information Systems, Asset Management and Finance. The results of these workshops are provided in the attachment to this report. The summary table also represents the consequence of not resolving, and the potential resources that would be required to address the issue.

This document will also form part of a Corporate Prospectus for the incoming Directors and will evolve as the project unfolds.

### **Preparation of the Strategic Project Management Plan (SPMP)**

In order to deliver the implementation of the CCWC by 1 July 2013 a SPMP has been developed. It outlines the key tasks, activities and their sequence as well as the proposed resourcing.

The SPMP has been reviewed by Mr John Davis (Infrastructure Transaction Network) to ensure that as a framework for the delivery and management of the project it is robust and resilient.

The SPMP will be presented to the Joint Water Authority meeting of 16 June 2011, with a recommendation that it be tabled at the CCROC meeting on 30 June 2011. It is noted that the SPMP will evolve over the life of the project as issues emerge and decisions are made under a 'best value' approach.

The Independent Pricing and Regulatory Tribunal (IPART) determination for prices of water, sewerage and stormwater drainage services for Gosford City and Wyong Shire Council will expire on 30 June 2013. The Councils submissions for the next pricing period will need to be provided to IPART in September 2012.

In addition to the SPMP the two Councils are investigating the potential of resourcing a joint submission to IPART for the next pricing determination.

### **Other Items:**

A draft Headworks Agreement and Funding and Services Agreement have been prepared as well as formal instruments of appointment for the Directors.

### **PROJECT STATUS**

The overall project scope includes:

- (a) identification of the most efficient structure for the CCWC, on a whole of business basis
- (b) enabling critical business support systems
- (c) Developing a strategic human resource plan to facilitate staff transfers
- (d) Identifying and valuing assets to be transferred
- (e) Addressing governance, legal and regulatory issues

(f) Aligning existing systems and procedures.

The project is currently in the initiation and establishment phase which is scheduled to be completed in June.

**Current Phase:**

	<b>% Work complete</b>
<b>Initiation and Establishment phase</b>	
Phase 1: Communication and Engagement Strategy	ongoing
Undertake Recruitment of External Directors	90
Development of a Critical Issues Register	90
Strategic Project Management Plan	90
Resource project	ongoing
Complete ancillary Agreements	90
Induction package	90

**Next Phase:**

<b>Implementation</b>
Phase 2: Communication and Engagement Strategy
Establish Phase 2 Project Team
Establish Project Office

**STAKEHOLDER LIAISON**

The communications for the project are being guided by a Stage 1 Communication Strategy. This strategy has guided the activity prior to the formation of the Corporation and the establishment of the Board. The strategy includes a stakeholder risk assessment, establishment of key messages and a proposed approach for each of the identified groups.

A similar strategy is in development for the next stage of the project.

**Accomplishments This Month**

- Held a number of joint communication strategy planning meetings
- Issued formal Staff update
- Drafting of the staff engagement framework (with HR and the unions) for presentation to the PCG.
- Council invited all unions to a briefing on June 3 where it was agreed that council would engage with the Unions over the coming weeks to resolve an instrument for the Corporation.

**Key Actions Next Month**

- Hold the next round of information sessions for Water and Sewer staff
- Present the Stage 2 Communications strategy to the PCG for approval
- Implement the scheduled actions/tools within the Stage 2 Staff engagement framework

- Possible Media opportunity for announcement of Board of Directors

## **RISKS**

The attached critical issues register is the early work on the risk management framework for the project. It focuses on those items that could affect business continuity. This will be further developed and enhanced as the project progresses.

## **BUDGET**

The project is jointly funded by Gosford City and Wyong Shire Councils.

A project budget of \$2M has been established to fund external resources for the period from the commencement of the Project Control Group (in October 2010) to the proposed transfer of Councils water and sewer businesses in July 2013. Oversight of project expenditure is managed through the PCG.

The estimated expenditure for external resources for the period October 2010 to 30 June 2011 is \$388,000.

The estimated cost of internal resources required for the period from the commencement of the Project Control Group (in October 2010) to the proposed transfer of Councils' water and sewer businesses in July 2013 is estimated to be approximately \$2.7M.

Details of the project budget are provided in the SPMP.

Council will seek to recover costs incurred by the establishment of the CCWC in future IPART determinations.

## **ATTACHMENTS**

- |   |                                   |           |
|---|-----------------------------------|-----------|
| 1 | Critical Issues Register          | D02634510 |
| 2 | Strategic Project Management Plan | D02641363 |



## CCWC Establishment Issues and Opportunities Register (sorted by Timing)

KFA	Issue/Difference/Opportunity	Timing	Importance	Consequence if not addressed / Opportunity
Asset mgt	Align Asset Registers	Immediate (I)	1	Unable to effectively undertake Corporation wide Asset mgt.
Asset mgt	Different Asset mgt systems. Require decision on which Asset mgt System will be used	Immediate (I)	1	Unable to effectively merge Corporation wide asset data.
IT	Different IT delivery philosophies. Further detail on corporation model and business needs is required before IT systems and policies can be developed.	Immediate (I)	1	Unable to start design of new business and Information Infrastructure
Finance	Register for ABN, GST, Payroll Tax, Superannuation	Immediate (I)	1	Legislative non-compliance
Finance	Address Taxation matters	Immediate (I)	1	Legislative non-compliance
Finance	Obtain CCWC Insurance cover	Immediate (I)	1	Financial losses
IT	Major differences in flexibility of IT systems	Medium (M)	1	Councils may not be able to do all that is needed to create CCWC
IT	Provider - GCC internal, WSC external	Medium (M)	1	Councils may not be able to do all that is needed to create CCWC
IT	Some software and data incompatible	Medium (M)	1	Unable to share data/infrastructure
IT	Networks - not connected	Medium (M)	1	Incomplete/ineffective information/business systems
IT	Telemetry - good - but much shared infrastructure in GCC	Medium (M)	1	CCWC permanently connected to GCC network
Finance	Create Project Budgets to establish cost control over the project resources	Medium (M)	1	Poor financial control, potential criticism from stakeholders over financial management
Finance	Establish Financing Requirements & Arrangements for CCWC in the Operational stage to enable operations for an ongoing liquid entity	Medium (M)	1	Inability to trade as a solvent entity and meet operating expenses, debts and liabilities as and when they fall due Inability to finance operating and capital cash requirements (loan borrowings / capital raising etc)
Finance	Assets - identify and agree ownership, valuation and any impairment. Obtain audit sign-off on methodology.	Medium (M)	1	Assets not correctly allocated between entities Audit non-compliance leading to Qualified Audit
Finance	Cash & Investments - Identify WSC & GCC existing water business cash and investments & agree valuations and obtain audit sign-off.	Medium (M)	1	Assets not correctly allocated between entities Audit non-compliance leading to Qualified Audit
Finance	Liabilities	Medium (M)	1	Future Liabilities not identified Audit non-compliance leading to Qualified Audit
Finance	Employee Leave and other Liabilities	Medium (M)	1	Cash Flow issues arise due to employee leave entitlements to be paid
Finance	Contingent Liabilities	Medium (M)	1	Future Liabilities not identified Audit non-compliance leading to Qualified Audit
Finance	Loans / Borrowings / Capital Notes	Medium (M)	1	Liabilities not correctly allocated between entities Audit non-compliance leading to Qualified Audit
Finance	Investigate cost impacts on the Councils and customers - both positive and negative	Medium (M)	1	Financial loss
Finance	Address inconsistencies in revenue raising and concessions, hardship policies, debt recovery	Medium (M)	1	Customer satisfaction Level of customer service
Operation	Enhance operational systems and organisational structure to maximise benefits of economies of scale	Medium (M)	1	Corporation will be deprived of the financial benefits expected of the larger organisation.
Operation	Develop systems and policies commensurate with the 24hour/7days nature of the business	Medium (M)	1	Limited ability to change service performance
HR	Pay Rates	Short (S)	1	Industrial disharmony Workforce Culture
HR	Salary Systems	Short (S)	1	Industrial disharmony Workforce Culture
HR	Allowances	Short (S)	1	Industrial disharmony Workforce Culture
HR	Superannuation	Short (S)	1	Industrial disharmony Workforce Culture
HR	Leave Entitlements	Short (S)	1	Industrial disharmony Workforce Culture
HR	Job Descriptions	Short (S)	1	Operational Issues
HR	Local IR Agreements	Short (S)	1	Industrial disharmony Workforce Culture
HR	Relevant Policies and procedures	Short (S)	1	Industrial disharmony Workforce Culture
HR	Practical Application of LG Award provisions	Short (S)	1	Industrial disharmony Workforce Culture
HR	Code of Conduct	Short (S)	1	Industrial disharmony Workforce Culture
HR	Leave liabilities & logistics associated with the transfer of leave entitlements	Short (S)	1	Operational Issues
HR	Identification of permanent positions/ staff to be transferred following adoption of CCWC Business Model	Short (S)	1	Industrial disharmony Workforce Culture
HR	Development of a joint process for the resolution of staff grievances associated with the CCWC	Short (S)	1	Industrial disharmony Workforce Culture
HR	Assessment of the impacts on existing staffing resources required at each Council following the transfer of staff and assets to CCWC	Short (S)	1	Industrial disharmony Workforce Culture Operational Issues
HR	Adopt an approach on the recruitment of vacant positions at each Council between now and staff transferring to CCWC	Short (S)	1	Industrial disharmony Workforce Culture
Regulatory	Differences between fees and charges to be resolved	Short (S)	1	Negative customer perception of CCWC at outset - equity and fairness issues.
Regulatory	Develop a consensus on how Drainage will be handled post CCWC (post 1/7/13)	Short (S)	1	Negative customer perception of CCWC at outset - equity and fairness issues.
Regulatory	Prepare pricing submission by August 2012 for commencement on 1 July 2013.	Short (S)	1	Negative customer perception of CCWC at outset - equity and fairness issues.
Regulatory	Development of a CCWC Operating licence	Short (S)	1	Potential misalignment between pricing set by IPART and requirements of Operating Licence.
Regulatory	New requirements, under operating licence to implement a management systems approach	Short (S)	1	Licence with requirements which cannot be met, financial penalties
Regulatory	Service delivery model for Plumbing and Drainage regulation	Short (S)	1	Significant inconsistency between areas
Regulatory	Approach to charging exempt properties different	Short (S)	1	Under recovery of costs, differences for customers, risk to reputation
Asset mgt	Asset data stored and analysed differently	Short (S)	1	Unable to effectively merge Corporation wide asset data.
Asset mgt	Asset valuation and depreciation differences	Short (S)	1	Unable to effectively merge Corporation wide asset data. Different basis of asset valuation
Asset mgt	Different structure for processing water and sewerage components of DAs.	Short (S)	1	Part of broader organisational staff impact on WSC. Required to assist with aligning policies, procedures between the Councils.
Asset mgt	Different staff structure for water and sewerage project delivery by contract.	Short (S)	1	Part of broader organisational staff impact on WSC. Required to assist with aligning policies, procedures between the Councils.
Finance	Create a Start-up Budget to establish cost control over CCWC	Short (S)	1	Poor financial control, potential criticism from stakeholders over financial management
Finance	Open banking facilities	Short (S)	1	CCWC not able to operate
Finance	Establish an Interim financial management system for CCWC	Short (S)	1	Poor record keeping leading to corporate governance issues and audit issues
Regulatory	Differences in how performance data is recorded and reported	Medium (M)	2	Inconsistent approach, inaccurate indicators of performance
Regulatory	Trade waste Regulation - some differences but both generally based on State Government L TW Guidelines	Medium (M)	2	Under recovery of costs, differences for customers, risk to reputation

## CCWC Establishment Issues and Opportunities Register (sorted by Timing)

KFA	Issue/Difference/Opportunity	Timing	Importance	Consequence if not addressed / Opportunity
Asset mgt	Both Councils in early stages of mobile computing. Joint strategy needs to be developed	Medium (M)	2	Efficiency gains in developing for adopted AMS.
Finance	Establish actual Operating Cost of existing Water Authority services provision and identify future improvements to be captured through the creation of the CCWC	Medium (M)	2	Operating Cost efficiencies not captured in new CCWC entity, old ways and added costs embedded in new organisation
Finance	Determine Future Borrowings / Financing Structure for new Entity - and CCWC's borrowing / financing capability	Medium (M)	2	Inability to trade as a solvent entity and / or fund future assets requirements
Finance	Appointment of Auditor for CCWC	Medium (M)	2	Legal Compliance issue
Finance	Financial and Accounting Policies	Medium (M)	2	Transition will be difficult and may create audit issues
Finance	Align business systems and processes for all financially integrated systems (eg payroll, purchasing, time recording, works recording)	Medium (M)	2	Transition will be difficult and may create staff and audit issues
Depots	Depot accommodation - how should services be obtained	Medium (M)	2	Potential increased costs, missed opportunity
Fleet	Fleet Management - how should services be obtained	Medium (M)	2	Potential increased costs, missed opportunity
Stores	Stores and supply - how should goods be obtained	Medium (M)	2	Potential increased costs, missed opportunity
HR	Job Evaluations Systems	Short (S)	2	Workforce culture
HR	Working Arrangements (Hrs of work)	Short (S)	2	Industrial disharmony Workforce Culture
HR	Performance Appraisal System	Short (S)	2	Industrial disharmony Workforce Culture
HR	Development of a Communication & Change Management Strategy by Communications in consultation with HR	Short (S)	2	Industrial disharmony Workforce Culture
HR	Employee Assistance Program	Medium (M)	3	Workforce culture
HR	Work locations of existing staff	Medium (M)	3	Industrial disharmony Workforce Culture
HR	Identification of temporary / project / contract staff (including trainees & apprentices) to be transferred	Medium (M)	3	Industrial disharmony Workforce Culture
HR	Identification of skill gaps / training requirements of staff to be transferred	Medium (M)	3	Operational Issues, Workforce Culture
HR	Review displaced staff / positions and the option of voluntary redundancies being offered if necessary	Medium (M)	3	Industrial disharmony Workforce Culture
HR	Development of a process to ensure internally advertised Council positions are communicated to transferred staff	Medium (M)	3	Industrial disharmony Workforce Culture
Other	Customer Service Centres - how should services be obtained	Medium (M)	3	Response to Customer response/system failure issues will be delayed.



Wyong  
Shire  
Council  
CENTRAL COAST



# Strategic Project Management Plan

## Central Coast Water Corporation

*A new direction for the delivery of  
water related services on the Central Coast*



## Document control

### Version History

Version	Date	Author	Comments
1.5	18 April 2011	Brett Koizumi-Smith	Initial Draft
2.0	19 May 2011	John Davis	For PMT review
2.3	20 May 2011	John Davis	PMT review, Gantt chart to add.
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2.5	03 June 2011	PCG, Project Team

### Endorsement

By signing this endorsement section of the document, the Project Manager CCWC endorses the Strategic PMP for the CCWC Establishment, prior to Approval.

Name	Title	Signature	Date
Brett Koizumi-Smith	Project Manager, CCWC		

### Approval

By signing this approval section of the document, the Project Sponsors approve the Strategic PMP for the CCWC Establishment.

Name	Title	Signature/Ref.	Date
Michael Whittaker	GM, WSC		
Peter Wilson	GM, GCC		

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## 1 Project Overview, Objectives and Governing Principles

### 1.1 Project Overview

1. The Central Coast Water Corporation (the 'CCWC') has been established by agreement between Wyong Shire and Gosford City Council. The CCWC will provide the 'water supply authority'<sup>1</sup> (WSA) functions (viz. water and wastewater services) currently provided by the Councils. Some drainage services may also be transferred to CCWC.
2. The Councils have agreed in-principle to transfer the Councils' WSA businesses to the CCWC from 01 July 2013.
3. The CCWC will become operational from 01 July 2011 and will be governed by a Board of Directors. The Councils will continue to provide water, wastewater and relevant drainage services until 01 July 2013. The Councils will work closely with the CCWC to enable the transfer of the Councils' WSA functions, assets and resources on 01 July 2013.
4. This Plan will be resourced by Council officers who will work closely with both Councils.

### 1.2 Principal Objective

1. The Central Coast Water Corporation will be the 'water supply authority' for the Central Coast from 01 July 2013.

### 1.3 Supplementary Objectives

1. As part of delivering the objective, the following sub-objectives are sought to be met in the implementation process.
  - a. To commence transfer of the Councils' respective water, sewerage and drainage (or part thereof) functions to CCWC from 01 July 2011
  - b. To transfer the Councils' water supply authority status to the CCWC on 01 July 2013 subject to a positive benefit to the Councils and community
  - c. To build a corporation capable of sustainable responsive service to the community
  - d. To develop capacity and maximise utilisation of existing Council staff and other resources
  - e. To mitigate the overall long term financial impact on each Council
  - f. To ensure business continuity and maintenance of internal and external service standards
  - g. To enable the establishment of, through the CCWC, a new identity and culture for the delivery of water, sewerage and drainage functions to the Central Coast community recognising the Councils' role as shareholders
  - h. To establish strategies and systems for the benefit of the CCWC and each of its shareholders

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<sup>1</sup> 'Water supply authority' as made under the Water Management Act 2000

#### 1.4 Governing Principles

1. The Councils will undertake the Project applying the following governing principles:
  - a. The Corporation will be established with the capacity to provide environmentally sustainable and commercially sound water services for the Central Coast.
  - b. There is to be no overall long-term detriment<sup>2</sup> to the Councils having regard to financial, operational, regulatory and legal considerations
  - c. Security and quality of water supply must not be compromised
  - d. All statutory and other legal obligations of each Council and CCWC will be complied with
  - e. The Project must deliver the best overall long-term outcome for the community
  - f. All Council staff will be treated fairly and equitably
  - g. Communications with employees, councillors, unions and other key stakeholders must be open, transparent and unambiguous
  - h. Sufficient resources are committed to investigate issues in a timely manner, subject to there being no material impact on the Councils' delivery of services
  - i. All reasonable costs associated with the establishment of the CCWC will be recovered from the CCWC

#### 1.5 Critical Success Factors

1. The Councils also acknowledge that the following factors (in addition to the governing principles) are critical to the success of the project, and commit to their achievement:
  - a. There will be no long term material residual costs to the Councils
  - b. Project vision and objectives are agreed between Councils
  - c. Communication that builds support for the CCWC within the existing organisations (staff engagement and morale) will be supported
  - d. Cooperative relationship with the CCWC Board
  - e. Continued political and community support

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<sup>2</sup> Financial evaluation will be assessed over a period of 10 years. Resource planning will be evaluated over a period of 40 years in accordance with the Councils' long terms strategy 'Water Plan 2050'



## 2 Project Scope

### 2.1 Overall Scope & Staging

1. The key activities to enable achievement of the project objectives are:
  - a. Identification of the 'best value' structure for CCWC, on a whole of businesses basis
  - b. Enabling critical business support systems
  - c. Developing a strategic human resources plan to facilitate staff transfers
  - d. Identifying and valuing assets to be transferred
  - e. Addressing governance, legal and regulatory issues
  - f. Aligning existing systems and procedures where possible and best value is obtained
2. Preliminary project planning has identified five key stages in delivery of the project from current day (May 2011, Stage 0):

#### Initiation and establishment phase

- |            |  |                         |
|------------|--|-------------------------|
| a. Stage 0 | Scope project, project plans, resource project | completion end Jun 2011 |
|------------|--|-------------------------|

#### Implementation Phase

- |            |  |  |
|------------|--|--|
| b. Stage 1 | Draft Business Case<br>(interim approval for activity A recommendations) | completion late Dec 2011<br>completion late Sep 2011   |
| c. Stage 2 | Business Case review<br>Final Business Case approval                     | completion early Mar 2012<br>completion early May 2012 |
| d. Stage 3 | Transition team stand-up   | completion early Jun 2012                              |
| e. Stage 4 | Transition implementation  |  |
| Stage 4B   | Procurement of enabling infrastructure & systems,                        | completion early Nov 2012                              |
| Stage 4C   | Installation and systems stand-up  | completion late Apr 2013                               |
| f. Stage 5 | Appointment of staff to new organisations, training                      | completion end Jun 2013                                |

3. Each of the key activity areas (A-E) will need to be addressed in compiling the Draft Business Case; and the project delivery plan for these activities are described below.
4. In parallel with the key activity areas A–E (*see section 2.2 below*), work streams will continue to investigate and align systems, procedures and policies that support the core functions and responsibilities that are independent of the preferred operating model decision.
5. The Gantt chart annexed to this Plan provides a high level planning schedule for all activities described in this Plan.

## 2.2 Activity A: Identify 'Best value' structure

1. Identifying the 'best value' business structure for CCWC and its customers is the critical activity in establishing the CCWC. This includes the assessment of the impact of transferring functions on the owner organisations (GCC and WSC).
2. Identifying who will own and implement the key business processes that will comprise CCWC is a necessary precursor to setting the scope of the other four Activity areas.
3. Early phase work on identifying a 'gaps and differences' scope, through collaborative assessment of the CCWC formation by business unit leaders in GCC and WSC, has identified the difficulty of assessing the scope of the establishment task without a 'picture' of what CCWC will be. To address this challenge, a 'Draft Business Case – Organisational Structure' is proposed to be developed through the second half of 2011.
4. The Draft Business Case – Organisational Structure' will be established through the phased activities set out below.

### 2.2.1 Phase 1 – High level business process mapping

1. The initial phase is intended to create a 'nominal CCWC' against which options analysis can be conducted. The activities in this task are:
  - a. Establish a high level process map which provides best fit alignment to both existing businesses, including acknowledgment of budgeting structures. *This will facilitate the subsequent financial impact modelling on GCC and WSC, and pro-forma financials for CCWC.*
  - b. Separate the nominal CCWC business into core 'water service delivery' functions/ processes/ assets and enabling functions/ processes/ assets. *This will facilitate testing the best fit placement of 'enabling functions', to achieve 'best value' structure.*
    - i. 'Core service delivery functions' are those business functions that directly deliver product/ services to customers and interface directly with customers and their representatives (regulators), nominally:
      - Operations and maintenance (incl. product quality control, compliance management, source control, emergency response), maintenance workshops
      - Asset management (incl. infrastructure investment planning, development approvals, asset protection, data management)
      - Asset creation (delivery of infrastructure investments)
      - Customer interfaces (connections management)
      - Customer representatives management (IPART, other regulators)
      - Essential governance functions (GM, corporate compliance, SHRM, risk & insurance, quality, safety etc.)
      - *Associated assets & critical systems:* all network infrastructure and operations management assets (SCADA & telemetry), data platforms, works management system, core office accommodation

- ii. 'Enabling functions/processes' are those business functions, whether critical or important, that are essential tools for the support of the core service delivery functions, and/ or improve the efficiency of that service delivery but are not directly interfacing with the customer or controlling the product quality/ supply. These services can *potentially* be provided by the owner organisations or a 'joint service business', and nominally include the following services and their associated assets and business systems:
- Finance and treasury
  - Procurement and supply ( including inventory and stock management)
  - Customer interfaces (call centre)
  - Billing and customer data management
  - Information systems –management, service delivery, support & business continuity
  - Communication systems
  - Human resources management (SHRM support & operational systems, incl. both current and future workers compensation matters, and training)
  - Stakeholder and approvals management, environmental services
  - Fleet, fleet workshops
  - Facilities management (includes mech. & elec. services, grounds and building services & maintenance)
  - Support governance (e.g. legal, internal audit, policy development)
- iii. Potential 'misfit functions' are those functions currently deployed within the scope of the two water businesses that, on reflection, may be better separated and retained with the Councils. At this time, the two identified potential 'Misfit Functions' are:
- (the partial management of) drainage. Drainage services have been located within larger metropolitan water businesses because of the historic role of combined sewer overflows, but within ordinary Council businesses are more commonly combined with the roads and development groups because of the commonality of civil works and the roadwork interface to the drainage network at bridges/ culverts/ kerb, channel & inlet gullies; and more recent transitions to IUWM designs.
  - Plumbing and drainage regulation. This is within WSC, but not in the water business (but funded by the water business); and within the water business in GCC.

### 2.2.2 Phase 2A – Options Analysis for Enabling Functions

1. It has been openly acknowledged, including within the project objectives, that the transfer of revenues and costs to CCWC may have a detrimental effect on the financial efficiency of the owner organisations; as the establishment costs of the

third business (CCWC) and aggregate organisational maintenance costs of three organisations (CCWC, GCC and WSC) may outweigh the aggregation benefits in CCWC (which are returned to the owners).

2. To test the 'best value' structure, it is proposed to identify the 'best value' mode of provision of each 'Enabling Function'. To ensure that the best available balanced judgement informs the structuring of CCWC, this phase will include both cost and non-cost (i.e. business disruption risks) assessments.
3. There are four basic models (five options in total) for these arrangements, as follows:
  - a. *Option 1* CCWC functionally independent (which includes the potential reversed provision of service activities)
  - b. *Option 2* Enhanced capability in one owner services self + CCWC (Options 2G and 2W)
  - c. *Option 3* Each owner continues to support CCWC in 'as is' proportion
  - d. *Option 4* A 'Joint Services Business' [JSB] provides the service to CCWC, GCC and WSC
4. For each 'Enabling Function', the options analysis comprises:
  - a. Shortlist practical options (e.g., some may be immediately evident as unworkable)
  - b. For each shortlisted option, estimate the costs (for each organisation) and revenue (if an SLA arrangement is embodied in the option) for each viable option, and estimate the change in overhead requirement for each affected organisation
  - c. Identify any non-cost business disruption risks associated with the option (e.g. service continuity, potential staff impacts if a relocation required)
  - d. Assess resource requirements and implementation timelines (incl. cross check against overall project timeline)
5. Compile the elemental analyses and summarise best options
6. Assess aggregation opportunities (i.e. bundling of related functions where similar 'best value' options are identified) and document the estimated aggregation efficiency.

### 2.2.3 Phase 2B – Estimate Costs & Revenue for Core Functions

1. In parallel with Phase 2A, develop cost estimates for new CCWC with core functionalities. Provide to financial advisers for preparation of preliminary P&L.
2. Identify any non-cost business disruption risks associated with the transfer to CCWC (e.g. service continuity, potential staff effects if a relocation required)

3. Assess resource requirements and implementation timelines (incl. cross check against overall project timeline)
4. Identify key interfaces with Enabling Functions, and define the data and information transfer requirements, that are expected (if the recommended option is not an in-house CCWC delivery for that Enabling Function).

#### 2.2.4 Phase 3 – Consolidate findings

1. On the basis of the information sourced in Phase 2A and 2B, prepare a consolidated report which identifies the 'Best Value Structure' for CCWC
  - a. Summarise aggregate financial outcomes (all businesses)
  - b. Summarise business disruption risks associated with most preferred option(s)
  - c. Identify overall timeline & resource plan for consolidated transition activities
2. Circulate Draft for review.
3. After receiving interim progress endorsement, implement (or accelerate, as applicable) the activities under activity areas B, C, D and E.

### 2.3 Activity B: Enabling critical business support systems

1. Outcomes from identifying the 'best value' business structure for CCWC will include the timeline and transition activity estimates. It is expected that some of these will have (relatively) longer lead times, which may require early action by the Councils and CCWC to achieve the targeted July 2013 transition date.
2. As it is often the case the detailing of these types of activities unmask a level of complexity not anticipated in the options comparison (*although this does not necessarily invalidate the options comparison, as all options may have the same characteristic*), a more detailed level of implementation should be immediately commenced; so that when the 'Draft Business Case – Organisational Structure' is presented for approval there is an appropriate degree of rigour in the transition planning capital and recurrent expenditure estimates.
3. If it is identified that early funding is required to conduct 'long lead' procurements or to commence detailed implementation design so as to avoid any risk to the proposed transition dates, then business cases for the unavoidable works must be produced, including assessment of the deferral risks and noting any other options that avoided the early commitment (albeit a presumed higher cost and/or higher disruption risk).

### 2.4 Activity C: Strategic human resources planning for staff transfers

1. The joint Council HRM teams have already identified key issues and disruption risks associated with the CCWC formation.
2. Although the full scope of the HR transition will not be identified until the interim progress endorsement of the Draft Business Case (*see section 2.2.4*), as at that time the potential movement of Enabling Functions personnel will be clear, the HR team can commence on detail planning for the Core Functions upon approval of the Project Plan. Progressive work on the accommodation strategy (depots and office) for CCWC will be a key input for the

team, as it creates a potential business disruption risk for staff relocating, and as such should be prioritised by the Facilities team with the relevant core functions and fleet.

## 2.5 Activity D: Valuing asset transfers

### 2.5.1 Network assets

1. The valuation of assets requires consideration of:
  - a. The scope of the assets to be transferred (e.g. including land, plant and equipment)
  - b. The method for the treatment of contributions by the Councils
  - c. The value of the assets to be transferred (book value vs. regulatory value)
2. In particular, the selection of the book or regulatory value transfer will create an impairment issue in the hands of either the Councils or the CCWC, and is a matter that should be addressed promptly in order to facilitate the construction of pro-forma Balance Sheets to complete the commencing financial position. As the assets associated with the Core Functions dominate the balance sheet, this exercise can be commenced on approval of the Project Plan.
3. Settlement of the asset valuation will, depending on the decision on whether the asset management system is linked directly with the works management system and financial system, be a precursor to the transition of asset information into the selected AMS.

### 2.5.2 Land Assets – not transferred

1. In addition to the transfer of entitlements to easements, checks should be undertaken on accesses to major assets such as reservoirs, surge tanks, above ground pipelines etc. It is not uncommon that these facilities are built on separate parcels within larger Council owned parkland with dedicated access roads that are not on a separate title. If left unmanaged, conflicts arise as to the responsibility for access road maintenance and rights of access.

## 2.6 Activity E: Governance, Legal and Regulatory Issues

### 2.6.1 Corporate Governance

1. The high-level governance of the CCWC is prescribed in the legislation with the formation of a Board and the appointment of a CEO. The organisational structure below the CEO is not prescribed and will be the responsibility of the Board and CEO to determine. The structure will evolve subject to the scope of services and functions to be performed by the CCWC.
2. The task scope for corporate governance will evolve over time as issues arise during the investigations for the implementation of the CCWC. The following list provides an outline of the key processes. Notably, some of these activities are matters that require the approval of the Councils, where others are drafts developed as frameworks endorsed by the Councils as formation shareholders, for formal adoption and management by the CCWC (this aspect of separation of governance regimes is a matter to be addressed as part of items a and b below)

- a. Develop Implementation Plan in consultation with the CCWC including roles and responsibilities of Councils and Corporation
- b. Develop 'working model' for handover to Corporation on 1 July 2013
- c. Development of Constitution and Voting Shareholders Agreements
- d. Develop supporting instruments (Service Level & Funding Agreement, Joint Scheme Funding Agreement)
- e. Prepare Corporate Induction package including
  - i. Strategic reports
  - ii. Financial statements
  - iii. Consolidated representation of business (financials, FTEs, Awards etc.)
- f. Develop reporting schedule and templates for information required by the Shareholders
- g. Governance documents for Board of Directors, determination of financial and administrative delegations to all CCWC staff

#### 2.6.2 Legal

1. Expert legal services will be required through the implementation phase of the CCWC. Legal services will be procured as part of the external services procurement task (*refer section 3.3.2*).
2. Legal services for the CCWC will be considered as part of the analysis of 'support governance' requirements; which will include assessment of the potential role for internal counsel within CCWC, the potential for bureau services from either or both Councils and the potential requirement for panel engagement of specialist legal services to be available from 01 July 13 (*refer section 2.2.1*).

#### 2.6.3 Regulatory

1. Regulatory matters requiring consideration include:
  - a. Pricing –the current pricing determination period ends on 01 July 2013. Consideration is needed with regard to opportunities for a joint submission and the length of the determination in light of uncertainty on post transfer costs. The recovery of 'start up' costs in future prices will need to be negotiated with IPART.
  - b. Operating Licence –the CCWC will be subject to an Operating Licence (OL). The OL will be regulated by IPART and prescribe performance and service standards. Investigation and consideration of the likely requirements will need to be considered in the assessment of the costs of providing services.
  - c. Clarifying the regulatory environment applying to the CCWC as a *water supply authority* (principally the Water Management Act and Regulations)

#### 2.6.4 Insurance

1. Insurance coverage will be required appropriate to the functions and responsibilities of the CCWC.

2. Initially, minimal insurance coverage (e.g. Public Liability, D&O liability) will be required.
3. Investigation of the coverage required for the full operation of the CCWC is required.
4. Scope and identify treatments for transitional issues; e.g. current claims, events occurred & known, claims not made; events occurred but unknown.

#### 2.6.5 Finance and taxation

1. In addition to the structural question of where to provide the finance & treasury (F&T) services from, there are also commencement tasks that need to be completed by an interim F&T team.
2. The potential cost impacts and financial arrangements between the parties requiring consideration include:
  - a. Funding of the CCWC until its revenue generating capacity is transferred from the Councils at 1 July 2013;
  - b. Developing appropriate mitigation strategies for any misalignment of costs and benefits at commencement
  - c. Establishing a structure to manage unfunded liabilities in any transferring of any ELE (personal leave or statutory leave entitlements); allocating liability for existing medical conditions / workers compensation status.
  - d. Debt structure for the new Corporation; including assessment of necessary/ unnecessary refinancing costs or novation costs
  - e. Treatment of reserves
  - f. Template for financial reporting to shareholders
  - g. Equity value alignment to deliver desired 50/ 50 aggregate earnings
  - h. Recovering 'start up' costs
3. The CCWC Act 2006 requires CCWC to pay Tax Equivalentents (s20) to each of the Councils. Determination of the appropriate Tax Equivalentents and how these are to be paid to each Council will need to be assessed.

#### 2.7 Activity F: Aligning Systems and Procedures

1. The Councils operate separate business with different systems, procedures and policies. These differences are potential 'business disrupters' to the merging of the *water supply authority businesses* into the CCWC.
2. An initial analysis of the key differences and gaps between the Councils has been undertaken. A Critical Issues Register has been collated identifying the potential business disrupters and their consequences if not resolved.
3. Workstreams have been established to investigate Critical Issues in the following areas
  - a. Asset Management
  - b. Operations and Maintenance



- c. Regulatory Services
  - d. Finance
  - e. Human Resources
  - f. Information Management
4. Work streams will continue to investigate and align systems, procedures and policies that support the core functions and responsibilities that are independent of the preferred operating model decision.
  5. Workstreams could be resourced by existing staff.

### 3 Project Organisation

#### 3.1 Project Governance

1. The project is jointly managed by Wyong Shire and Gosford City Councils.
2. A Project Control Group comprising the General Managers, Director Infrastructure Management (Wyong), Director Water and Sewer (Gosford), Manager Headworks and Central Coast Water Corporation Project Manager will provide project governance during the Initiation and Establishment Phase (*refer section 2.1*).
3. A Project Management Team will be established for the Implementation Phase (*refer section 2.1*).

#### 3.2 Roles & Responsibilities

1. The table below describes the roles and responsibilities of the primary management and execution roles in the project.

##### Shareholder Councils

Role	Responsibilities
General Managers	Project Sponsors
Project Control Group	Oversee & monitor the progress of the project, with particular emphasis on program, scope, quality, expenditure & fulfilment of the approved project brief.
Project Management Team	Provide expertise & leadership in the investigation of critical issues identified in the Implementation Plan. Provide project & administrative support. Maintain communications.
Legal support ( <i>external</i> )	Provide expert legal advice on the formation & appropriate structure of the CCWC. Advice on property & asset ownership may also be required.
Expert Support ( <i>external</i> )	Provide expert advice on issues associated with the key activity areas & critical issues.
Technical Advisory Group (TAG)	Provide strategic management for the water supply authority businesses during the transition phase (July 2010 – July 2013) to maintain business continuity. Comprises the respective managers from each of the Councils' water supply authority businesses. It will meet as per existing schedule.

##### CCWC

Role	Responsibilities
Board of Directors	Responsible for activities as determined by the Shareholders & articulated in the Service Level & Funding Agreement
Executive Support Team (EST)	Provides management & administrative support to the CCWC, & provides the 'endorsement' & 'acceptance' role support to CCWC Board for proposals & transition activities put forward by the Councils & comprises ( <i>not necessarily FTE, may also be seconded Council personnel, during transition</i> ) <ul style="list-style-type: none"> <li>• Company Secretary</li> <li>• Chief Financial Officer</li> <li>• Asset Manager</li> <li>• Administrative officer</li> </ul>

### 3.3 Project team resources

#### 3.3.1 Full Time Equivalent (FTEs)

1. During the Initiation and Establishment Phases, two FTE will be required to manage the process. The roles required are:

Role	Responsibility
Project Manager	Coordinate and lead the preparation of Constitution and Voting Shareholder Agreement. Development of Strategic Project Plan.
Project Officer	Provide project management support

2. The Implementation Phase will require an increase in the FTE to manage the investigation of issues. It is proposed that the number of internal FTE committed to the Project Management Team (PMT) increase to a minimum of six for the period up to Business Case approval (nominally May 2012).

3. The proposed roles in the PMT are:

PMT Role	Responsibility
Project Manager	Lead the Project Management Team and Councils' input to the Implementation Plan.
Assistant Project Manager	Coordinate the Project Management Team and provide support to the key work teams. Develop and maintain risk register, and manage mitigation strategies.
Project Officer – Systems	Support the Project Management Team and focus areas, particularly with documentation control systems and project document management, including preparation of the Business Case
Team leader - Finance & budgeting	Lead and coordinate the team investigating financial issues, and support all budgeting exercises to ensure consistency of application. Coordinate with external financial advisers and benchmark pricing advisers in collaboration with the respective Council CFOs
Administrative Officer	Provide administrative support to Project Management Team
Communications Officer	Provide communications support for the engagement of internal and external stakeholders
Part-time supports	
Project Advisor (external)	Provide expert support to the project team.
Internal team leaders/ joint leads	GCC and WSC specialist in all functional areas to execute project strategies
External resources	As required –legal, financial, implementation

4. Additional roles will be recruited for issue specific activities such as the management of the Pricing Submission and Operation Licence.

**3.3.2 External resources - Procurement Strategy**

1. Expert assistance will be procured on an 'as needed' basis to support the Project Management Team.

**3.3.3 Transition resources**

1. The Business Case will identify the necessary level of resources required for the Stage 4 and 5 activities from June 2012 to July 2013.

**3.4 Accommodation & Administrative Resources**

1. A professional office space compliant with OHS requirements is required for the Project Management Team.
2. The team will also require administrative resources such as computers, phones etc. An allowance has been included in the project budget.
3. For the transition phase, from July 2012 to July 2013, the space requirements cannot be ascertained until at least the interim approval of the draft business case is obtained.

**3.5 Reporting**

1. The Councils should be provided with updates on a monthly basis. The PCG will determine what plans/ strategies and/ or reports should be presented to the Councils for approval or noting. This Strategic Project Management Plan will be presented to the Councils for approval.
2. The PCG should meet on a fortnightly basis or other such intervals as agreed between the General Managers. A detailed meeting schedule will be developed to complement this Plan. The PCG will be provided with written reports on progress against milestones, risks and issues for consideration.
3. The Project Management Team will meet on a weekly basis and will be provided with written reports on progress by the work teams.
4. The CCWC Board of Directors will meet a minimum of 6 times year. The General Managers will determine what matters will be presented to the CCWC for consideration.
5. Agreed reporting formats will also be developed for coordination and communication with the Consultative Committees and the Technical Advisory Group (TAG)

**3.6 Communication Management & Engagement**

1. A communications strategy has been developed to support the project.
2. A detailed communications and engagement strategy will be developed for the implementation phase (1 July 2011 to 1 July 2013) in consultation with the Councils' HR Managers and General Managers.
3. Key internal and external stakeholders have been identified. Engagement strategies and key messages have and will be developed to support the project.

4. A consultative process for engagement of staff is being negotiated with the Consultative Committees of each Council. It has been agreed to engage the representative Unions at appropriate times.
  
5. Further strategies will be developed to support subsequent stages of the project.

## 4 Budget

- Future costs associated with the project are dependent on a number of factors including:
  - the approval of the Strategic Project Management Plan
  - the preferred operating model
  - resourcing of workstreams
- The table below outlines the budget agreed by the Councils and likely costs for external and internal resources. Approvals for additional costs above existing projects will need to be sought.

	Phases of CCWC Development				
	Pre PCG <sup>1</sup>	PCG			Post PCG
	Jan 09 – Oct 10	Oct 10 – Jun 11	Jul 11 – Jun 12	Jul 12 – Jun 13	Jul 13 – Jun 14
CCWC Establishment Budget	0	1,000,000	500,000	500,000	0
Anticipated Budget	0	0	0	0	500,000 <sup>2</sup>
Sub Total (by Stage)	0			2,000,000	500,000
<b>Costs</b>					
<b>External Resources</b>					
External Project Advisor	0	15,000	200,000	200,000	
Legal	210,000	283,000	300,000	100,000	
Expert Financial / Economic	0	65,000	200,000	200,000	
Expert Asset Management	0	0	200,000	200,000	
Other	0	25,000	0	0	500,000
Sub Total	210,000	388,000	900,000	700,000	500,000
Sub Total (by Stage)	210,000			1,988,000	500,000
<b>Internal Resources</b>					
Project Management Team	0	113,000	750,000	750,000	200,000
Accommodation	0	0	150,000	150,000	0
Delivery (Stand up) Team	0	0	0	810,000	0
Sub Total	0	113,000	900,000	1,710,000	200,000
Sub Total (by Stage)	0			2,723,000	200,000
<b>Summary Costs</b>					
Total Costs by Year	210,000	501,000	1,800,000	2,410,000	700,000
Total Costs by Stage	210,000			4,711,000	700,000

<sup>1</sup> Expenditure prior to January 2009 when agreement was reached with the NSW Government to resolve matters to proceed with the creation of the CCWC have not been reported.

<sup>2</sup> This cost is outside the period of this Plan.

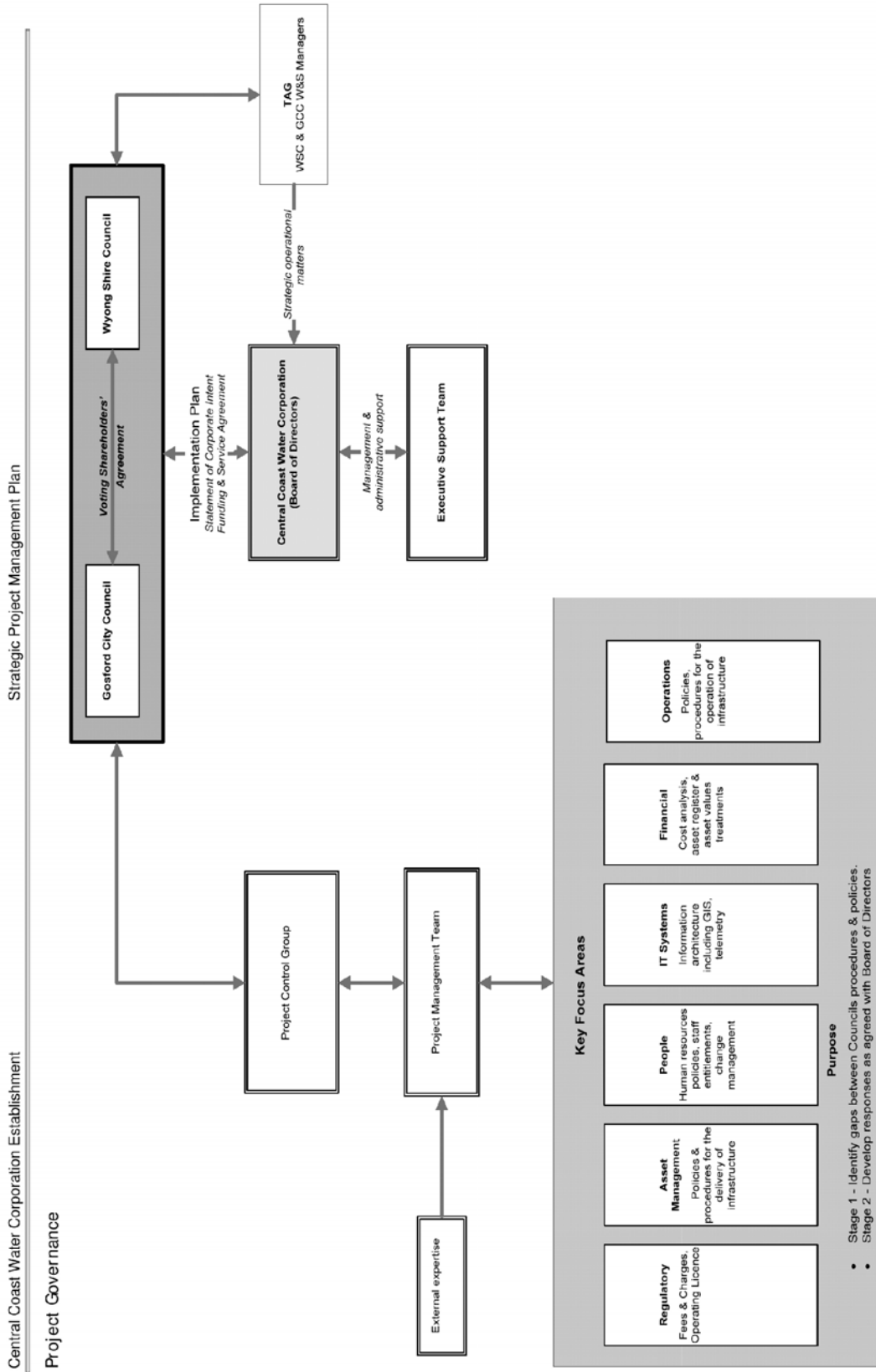
## 5 References

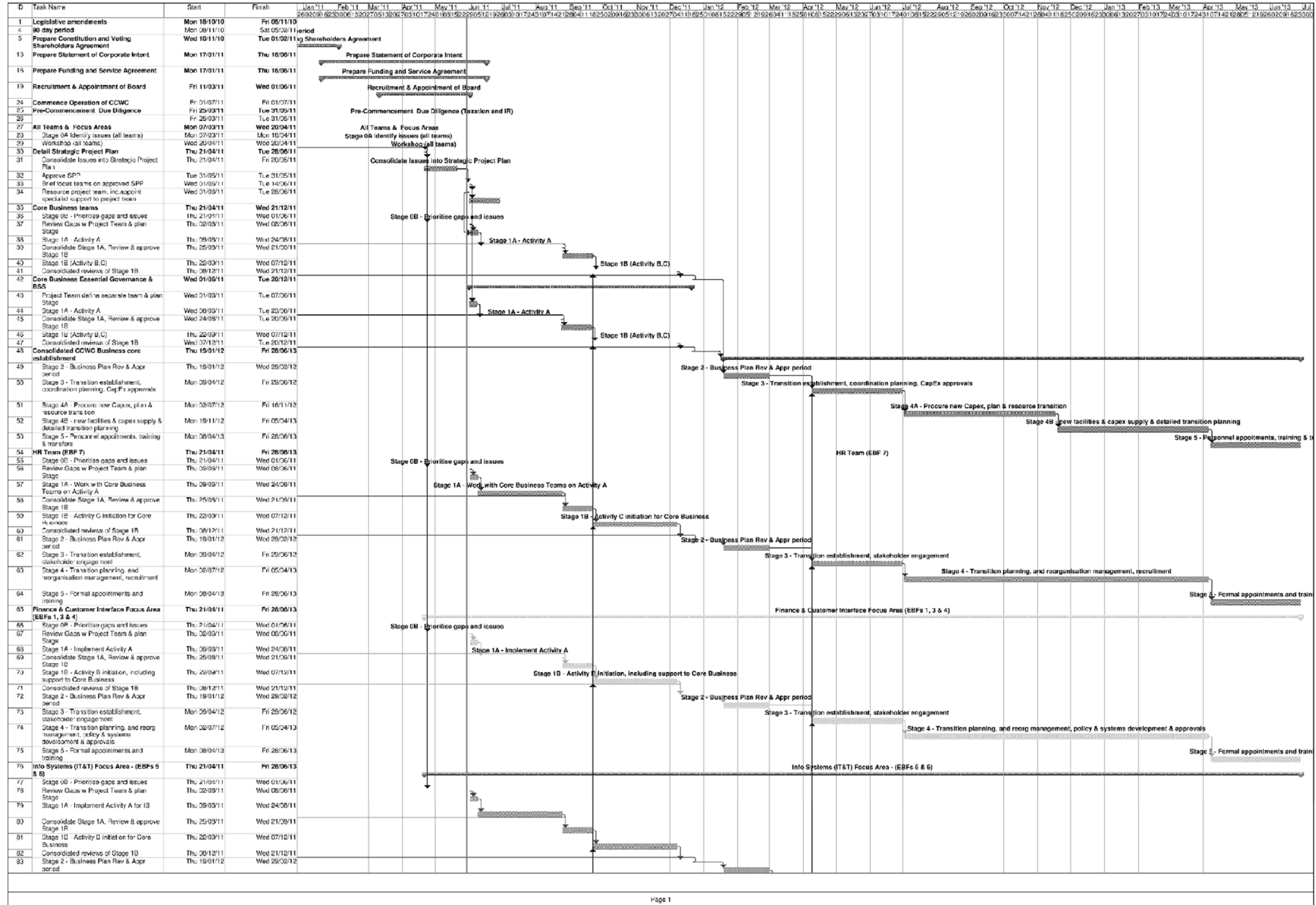
Document	T1 Ref.	TRIM Ref.	Date	Author
Memorandum of Understanding				
Voting Shareholders Agreement				
Constitution				

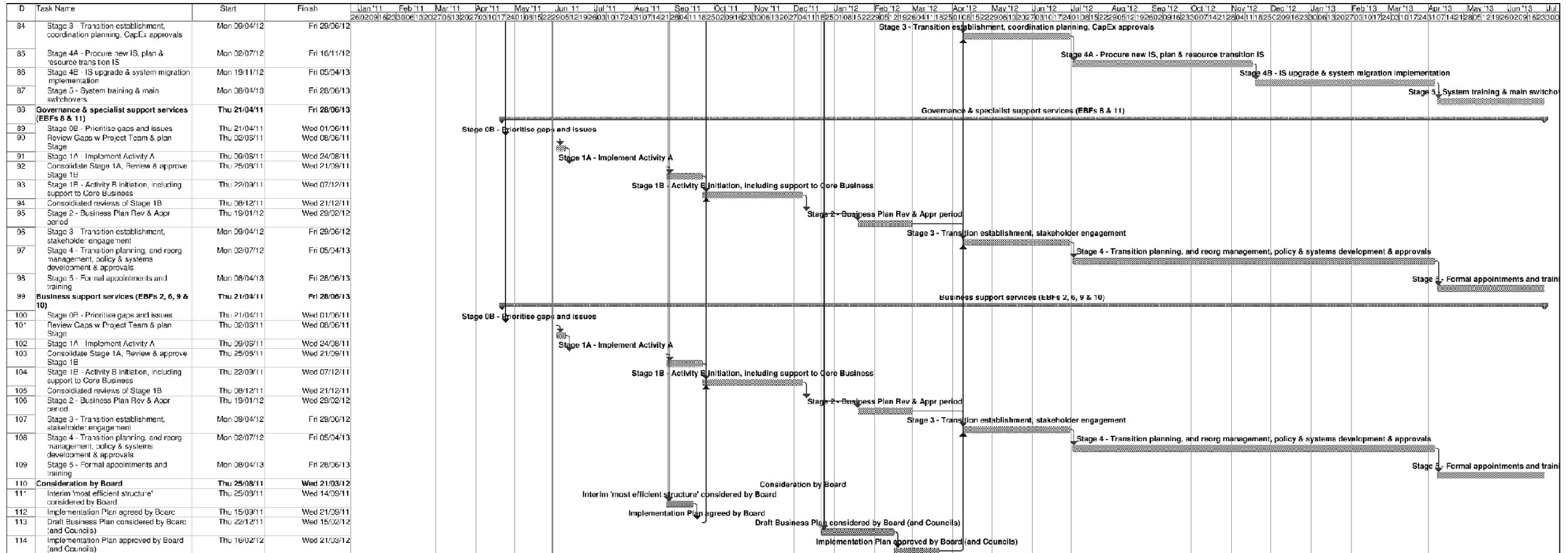
## **6 Attachments**

1. Project governance
2. Gantt Chart v2.0 25 May 2011









## 6.7 Mardi to Mangrove Link Project Status

TRIM REFERENCE: F2007/01120 - D02626362

AUTHOR: Daniel Kemp; Engineer

MANAGER: Daryl Mann; Acting Manager Water and Sewerage

### SUMMARY

Report on status of Mardi to Mangrove Link Project.

### RECOMMENDATION

*That Council receive the report on Mardi to Mangrove Link Project Status.*

### PROJECT SCOPE

- Wyong River off-take structure and pumping station
- Wyong River to Mardi-Dam 2.1 kilometre pipeline
- Inlet works at Mardi Dam
- Mardi-Mangrove transfer pumping station
- Mardi Dam to Mangrove Creek Dam 19 kilometre pipeline
- Lower Wyong River Weir, Fishway and Gauging

### CURRENT STATUS

<b>Expenditure to date</b>	End May 2011	\$99.8m
<b>Value of works Complete</b>	May 2011 (est)	\$113.5m
<b>Approved Budget</b>		\$120.6m

<b>Overall Construction Status (excluding Commissioning)</b>	<b>Completion Date:</b>	<u>25 June 2011</u>	<b>% Work Complete:</b>	<u>98%</u>
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### Construction Status

	Scheduled Start	Scheduled Completion	% Work Complete
<b>Milestone 1:</b>		21 June 2011	98%
Pre-construction – Management Plans & Approvals	4 January 2010		100%
Work Package 1 – Wyong River Off-take	7 April 2010		99%
Work Package 2 – Wyong River Pump Station	19 February 2010		99%

## 6.7 Mardi to Mangrove Link Project Status (contd)

Work Package 3 – Wyong Mardi Rising Main 3	16 February 2010		100%
Work Package 4 – Wyong Mardi Inlet	6 May 2010		100%
Work Package 7 – Mardi Mangrove Transfer Main	1 March 2010		98%
Work Package 18 – Wyong Weir, Fishway & Gauging	5 August 2010		100%

<b>Milestone 2:</b>		25 June 2011	100%
Work Package 6 – Mardi Mangrove Transfer Pump Station	21 June 2010		100%
<b>Milestone 3:</b>		16 Aug 2011*	35%
Commissioning	1 August 2011		

*(Dates as per JH latest program C17) \* excl 2 week contractor's float*

### Key Dates

	Scheduled Completion	Actual Completion	Complete
Review of Environmental Factors (REF) submitted	30 June 2009	30 June 2009	<input checked="" type="checkbox"/>
Call for Expressions of Interest (EOI)	9 July 2009	9 July 2009	<input checked="" type="checkbox"/>
EOI closes	30 July 2009	30 July 2009	<input checked="" type="checkbox"/>
Determination Approval	14 October 2009	23 September 2009	<input checked="" type="checkbox"/>
Issue Request for Tenders (RFT)	16 October 2009	16 October 2009	<input checked="" type="checkbox"/>
Tenders close	12 November 2009	12 November 2009	<input checked="" type="checkbox"/>
Council consider Award of Construction Contract	9 December 2009	9 December 2009	<input checked="" type="checkbox"/>
Expiry of PAN 90 day notification period	31 December 2009	31 December 2009	<input checked="" type="checkbox"/>
Minister/Governor determination of compulsory acquisition applications	27 January 2010	27 January 2010	<input checked="" type="checkbox"/>
Pipeline Construction	27 January 2011		<input type="checkbox"/>
Transfer Pump Station Construction	31 January 2011		<input type="checkbox"/>
Commissioning	6 May 2011		<input type="checkbox"/>
Project Completion	June 2011		<input type="checkbox"/>

### Land Matters

- Pipe laying has been completed on 54/56 properties.
- 46/56 properties have been restored (excluding minor outstanding works).
- Works have been 100% completed by John Holland on 38/56 properties (assuming hydro testing is satisfactory and valves have been completed).

- 18 landholders have signed releases.
  - Easement Plans have been prepared for 30/53 properties.
  - Key property and landholder issues at present include:
    - Wet weather revealing defective restoration work
    - Corridor maintenance arrangements after landholders have signed releases
- 

### Stakeholder Liaison

#### Media

- A media release was issued about the opening of the Bunning Creek Road Bridge as a legacy benefit of the project.
- Traffic updates, including details of restoration works, continue to be issued weekly to the media. The updates are provided to residents, emergency services, local schools, bus companies and relevant staff.

#### Resident communication

- Weekly traffic emails continue to be sent to more than 30 households who have sought direct updates. The focus of these updates has changed from construction to restoration.
- Direct liaison with affected landholders is ongoing via the project's Property Team.

#### Other

- An official opening event was held for the new Bunning Creek Road Bridge.
- Planning has started for a series of project completion events.

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### Incidents

- No significant safety incidents occurred in the last period.

**Major Achievements / Issues**

- Work Package 1: Structural work for the Wyong River off-take structure has now been completed. Bank stabilization works are nearing completion.
- Work Package 2: Structural work on the Wyong River Pump Station has also been completed. The “demonstration” and “commissioning” phases are about to commence. Site restoration works well advanced.
- Work Package 3: Work on this package has been completed
- Work Package 4: Construction of the Mardi Dam Discharge Structure has been completed. Commissioning works are about to commence.
- Work Package 6: Construction of the Mardi to Mangrove Transfer Pump Station has been completed. Commissioning of the transfer pump station cannot commence until Work Package WP07 has been completed. (See below).
- Work Package 7: The installation of the 260m HDD pipework has now been completed, except for the “final” connection into the Mardi-Mangrove WP07 pipeline. Work on the rectification of the rotational joints located on the pipe bridges has commenced and is anticipated to take approximately 4 weeks to complete. Commissioning of the pipeline cannot commence until the above work has been completed.
- Work Package 18: Work associated with the modification of the existing Wyong River weir has now been completed.



The installation of the 260m HDD pipework has now been completed.  
**(Work Package 7)**

## ATTACHMENTS

*Nil.*



## 6.8 Works in Progress - Water Supply and Sewerage

TRIM REFERENCE: F2004/07830 - D02618722

AUTHOR: Vanessa Trzcinka; Technical Operations Engineer Water and Sewerage Operations

ACTING MANAGER: Daryl Mann; Water and Sewerage Operations

### SUMMARY

Water supply and sewerage works in progress and completed for May 2011.

### RECOMMENDATION

*That Council receive the report on Works in Progress - Water Supply and Sewerage.*

### WATER SUPPLY

The table below is a status report of current major new and upgrade water projects.

Item Description	Est Cost \$	Start Date	% Spent	% Comp	Est Comp Date	Comments
Colonial St, Wadalba	5,000	Jun 2011	60	90	Jun 2011	Work is nearing completion for the adjustment of numerous valves and hydrants along the 100mm UPVC water main in order to support the proposed residential subdivision development in Colonial St and Salamander Rd, Wadalba.  This work is being funded by The Developer.
82 Lloyd Ave Chain Valley Bay	10,000	Jun 2011	60	90	Jun 2011	Work is nearing completion on the extension of approximately 24m of 100mm PVC water main and subdivision connections to support the proposed residential subdivision development at Lloyd Ave Chain Valley Bay.  This work is being funded by The Developer.

Item Description	Est Cost \$	Start Date	% Spent	% Comp	Est Comp Date	Comments
Dudley St, Lake Haven	120,000	May 2011	40	50	Jul 2011	<p>Initial scope of works to relocate approximately 80m of 100mm MPVC water pipe and 375mm polyethylene pipe at the intersection of Dudley St and Chelmsford Rd East Lake Haven has altered with an additional 50m of pipe required to be constructed. This is due to a conflict with the invert levels of an existing drainage pipe at the intersection of Dudley St, Chelmsford Rd and Panorama Ave, Lake Haven.</p> <p>Consequently, the length of directional boring has increased by 23m and the construction of the water main in Dudley St has also increased by approximately 27m. Pressure testing of the bored water main has been completed and complied with Development Control Plan 67 (DCP 67).</p> <p>Subsequently the estimated cost of the work has increased from \$80k to approximately \$120k. This work forms part of the Roads and Drainage upgrade work and is being partially funded by Water &amp; Sewerage and Roads and Drainage Capital Works Program.</p>
Bateau Bay Killarney Vale Ourimbah The Entrance Tuggerah Watanobbi Wyong	50,000	May 2011	90	95	Jun 2011	<p>Ongoing water main, stop valve and hydrant replacement works are underway to improve system supply operations.</p> <p>This work is funded by the Water and Sewerage Operations and Maintenance Program.</p>

Item Description	Est Cost \$	Start Date	% Spent	% Comp	Est Comp Date	Comments
Gavenlock Rd, Tuggerah	240,000	May 2011	46	50	Aug 2011	<p>Collar inspections have commenced on the 600mm mild steel cement lined water trunk main in Gavenlock Rd Tuggerah. This is preventive maintenance work in aid of the proposed future subdivision development work in Tuggerah.</p> <p>This trunk main forms an integral part of the water supply infrastructure transferring potable water from Mardi Water Treatment Plant to Kanwal Reservoir, thus supplying potable water to the residents north of Kanwal.</p> <p>This work is being funded by the Water and Sewerage Operations and Maintenance Program.</p>

**SEWERAGE**

The table below is a status report of current major new and upgrade sewerage projects.

Location	Est Cost \$	Start Date	% Spent	% Comp	Est Comp Date	Comments
Bateau Bay Berkeley Vale Blue Haven Budgewoi Buff Point Gorokan Killarney Vale Lake Munmorah Long Jetty Watanobbi Wyong	150,000	Jul 2010	90	100	Jun 2011	<p>Ongoing sewer main and manhole replacement and adjustment works are underway to improve system operations.</p> <p>Council's maintenance program of CCTV inspections, replacing sections of sewer mains and repairing manholes and junctions causing operational problems due to root infestation and stormwater infiltration.</p> <p>This work is funded by the Water and Sewerage Operations and Maintenance Program.</p>
Neville Cl, Bateau Bay	25,000	June 2011	5	5	Jul 2011	<p>Work has commenced to construct 3 manholes and 6 sewer junctions on the existing 150mm UPVC sewer main to support the residential subdivision development at Lots 700, 706, 715 and 722 DP 801739.</p> <p>This work is being funded by The Developer.</p>

**PROCESS****Water Treatment**

All water produced by Mardi Water Treatment Plant, for the period 1 to 31 May 2011 has met National Health and Medical Research Council Guidelines.

**Sewage Treatment**

All effluent discharged from the sewage treatment plants, for the period 1 to 31 May 2011 has met Environmental Protection Authority Licence requirements.

**Sewer Overflows**

There were no reported sewer overflow incidents for the month of May 2011.

## WATER STORAGE

<b>Monday, 13 June 2011</b>				
<b>STORAGES</b>				
<b>Storage</b>	<b>Capacity Full [MI]</b>	<b>Volume in Storage [MI]</b>	<b>Percent Full [%]</b>	<b>Storage Change over last Week</b>
Mangrove Dam	190000	57,682	30.4	Up 3080 ML
Mardi Dam	7400	6,374	86.1	Up 220 ML
Mooney Dam	4600	4,600	100.0	Unchanged
<b>Total</b>	<b>202000</b>	<b>68,656</b>	<b>34.0</b>	<b>Up 3300 ML</b>
<b>STORAGE:</b>				
<ul style="list-style-type: none"> <li>Total stored water volume has increased by 2.1% since last month.</li> <li>This day last year the volume stored as a percentage of total capacity was 5.2% lower.</li> </ul>				
<b>HUNTER TRANSFERS:</b>				
<ul style="list-style-type: none"> <li>Hunter Water Corporation supplied 0 ML last week keeping this year's supply to 12 ML.</li> <li>Gosford/Wyong supplied 0ML to Hunter Water last week keeping this year's supply to 0ML.</li> </ul>				
<b>GROUND WATER BORES:</b>				
<ul style="list-style-type: none"> <li>Groundwater Bores supplied 5.5 ML last week, increasing this years supply to 99.8 ML</li> </ul>				
<b>WATER USAGE &amp; RAINFALL</b>				
<b>Period</b>	<b>Water Usage [MI]</b>	<b>Rainfall [mm]</b>		
		<b>Somersby WTP</b>	<b>Mardi WTP</b>	<b>Mangrove Dam</b>
Week to date	456	147	14 9	10 5
Previous week	473	180	94	10 8
Current week last year	470	0	0	0
This year to date	12,373	962	87 8	53 7
Same period last year	11,818	646	62 3	55 4
<p>Week to date consumption was 456 ML, 3.0% less than the same week last year and 3.6% less than the previous week.</p> <p>Consumption this year to date is 12,373 ML, 4.7% more than the same period last year.</p> <p>Level 3 Water Consumption Target for the week ending Monday, 20 June 2011 is 518 ML</p>				

## ATTACHMENTS

Nil.

## 6.9 General Works in Progress

TRIM REFERENCE: F2004/07830 - D02621377

AUTHOR/S: Peter Sheath; Manager Design and Projects & Josette Matthews; PA to Manager, IM Support

MANAGER: Mike Long; Manager Contract and Project Management

### SUMMARY

This report shows the current status of significant General Works and General Works in Progress for capital and maintenance expenditure, as at the end of May 2011. General Water and Sewerage services are not included.

### RECOMMENDATION

*That Council receive the report on General Works in Progress.*

### ROADS AND DRAINAGE SECTION OVERVIEW

#### Capital Works In Progress

The table below is a status report of current major roads and drainage projects.

Item Description	Est Cost	Start Date	% Spent	% Comp	Est Comp Date	Comments
Mataram Road Culverts, Woongarra	\$1.49M	15/11/10	81	99	Early June 2011	Culvert and roadwork complete. Project savings due to landscaping on site to reduce spoil disposal costs and methodology adopted for base slab construction.
Lindsay St, between Shelly Beach Rd and Bonnieview St, Long Jetty road and drainage upgrade	\$1.88M	23/03/10	95	90	Late April 2011	Raised intersection asphalt works outstanding. Water main cost reimbursement will improve % spent.

## 6.9

## General Works in Progress (contd)

Item Description	Est Cost	Start Date	% Spent	% Comp	Est Comp Date	Comments
Horns Bridge Reconstruction, Ourimbah Creek Rd, Ourimbah	\$232K	6/12/10	92	95	Mid June 2011	Road sealing and vegetation restoration outstanding, to be completed in conjunction with works on adjoining Hidden Valley Bridge.
Hidden Valley Bridge Reconstruction, Ourimbah Creek Rd, Ourimbah	\$286K	30/3/11	74	75	Mid June 2011	Removed old bridge, installed culverts and downstream rock protection. Project on target.
Donald Ave, Kanwal Drainage Upgrade	\$37K	25/5/11	12	15	End June 2011	On target.
Wilfred Barrett Drive Road (South of Magenta) Shoulder widening for bicycle lane (for RTA)	\$330K	4/5/11	31	95	Early June 2011	Savings due to use of specialist local paving machinery, which enabled day works rather than costly night works.
Wilfred Barrett Drive Road (North of Magenta) Shoulder widening for bicycle lane (for RTA)	\$202K	26/5/11	2	2	Early July 2011	Project commenced May 2011.
Wyuna Ave Pedestrian Refuge on Wilfred Barrett Drive (for RTA)	\$182K	19/5/11	15	15	Early July 2011	Shoulder works completed, waiting for asphaltting contractor.
Bakers Lane, Wyong. Road and Drainage Upgrade	\$446K	23/3/11	68	100	Complete	Complete. Savings due to the avoidance of night works through consultation with businesses.
Lakeway Drive, Lake Munmorah, Kerb & Gutter and road pavement renewal	\$288K	14/3/11	116	100	Complete	Complete. Increased expenditure due to high intensity storms experienced during a critical period of construction and associated delay and cleanup costs.



**General Maintenance Work**

The following is a list of general works undertaken during this period:

	<b>North</b>	<b>South</b>
<b>Drainage Maintenance</b>	Wyong San Remo Gwandalan Chain Valley Bay Nth	Killarney Vale Long Jetty Berkeley Vale Bateau Bay The Entrance Tumbi Umbi
<b>Replacement of Damaged Foot paving</b>	Toukley	Berkeley Vale Mardi
<b>Sign Maintenance</b>	Toukley Kanwal Hamlyn Terrace Blue Haven Wadalba Budgewoi Tuggerawong San Remo Canton Beach Wyongah Jilliby Yarramalong Buff Point Gwandalan Summerland Point	Toowoan Bay Berkeley Vale Ourimbah Long Jetty The Entrance Killarney Vale Shelly Beach Bateau Bay Tuggerah Wyong Mardi Chittaway
<b>Shoulder Restoration</b>	Yarramalong Wyong Creek Warnervale	Nil
<b>Heavy Patching</b>	Yarramalong Wyong Creek Lake Haven Charmhaven Hamlyn Terrace	Nil
<b>Table Drain Maintenance</b>	Charmhaven Budgewoi Toukley Gwandalan San Remo Wyongah Chain Valley Bay Nth	Long Jetty Bateau Bay Killarney Vale Tumbi Umbi Berkeley Vale The Entrance Ourimbah
<b>Rural Road Grading</b>	Dooralong Yarramalong Ravensdale Jilliby Kiar	Ourimbah Palmdale Tuggerah
<b>Carpark Maintenance</b>	Nil	Nil
<b>Fencing</b>	Nil	Nil

	North	South
<b>Vegetation control</b>	Jilliby Woongarra Halloran Hamlyn Terrace Toukley Manning Park Yarramalong Dooralong	Tuggerah Berkeley Vale Tumbi Umbi Ourimbah The Entrance Killarney Vale Long Jetty Tumbi Umbi

## CONTRACTS AND PROJECT MANAGEMENT SECTION

The table below is a status report of current major projects.

Item Description	Est Cost (excl. GST)	Start Date	% Spent	% Comp	Est Comp Date	Comments
CPA/115479 The Rehabilitation and Redevelopment of Bateau Bay Landfill	\$17M	Dec 2006	98	98	Southern Softball Diamonds due for completion October 2011.	Construction works proceeding under Council's direct management. Turf completed to all fields. The Entrance AFL Club has relocated to the new AFL field. Tender have closed for the construction of the southern softball cages and remaining site fencing. A tender report will be presented to Council meeting scheduled for 6 July 2011
CPA/136020 (complete), CPA/162445 (complete) and CPA/181535 Gwandalan Landfill Remediation – Investigations Only	\$290K	Nov 2007	98	98	June 2011 (RAP & concept design)	Preliminary and detailed site investigations completed. Draft Remedial Action Plan (RAP) & concept design report received. Referred to EPA accredited Site Auditor for review and comment.
CPA/136021 (complete) and CPA/168802 (complete) Tumbi Landfill Remediation – Investigations only	\$190K	Nov 2007	75	75	Dec 2011 (RAP & concept design)	Preliminary and detailed site investigations completed. Tenders for Remedial Action Plan (RAP) to be invited in July 2011.

Item Description	Est Cost (excl. GST)	Start Date	% Spent	% Comp	Est Comp Date	Comments
CPA/142750 (complete) and CPA/173290 (complete) Shelly Beach Landfill Remediation – Investigations only	\$185K	Nov 2007	75	75	Dec 2011 (RAP & concept design)	Preliminary and detailed site investigation completed. Tenders for Remedial Action Plan (RAP) to be invited in July 2011.
CPA/144547 Construction of Stormwater Treatment Works, Colongra Bay Rd, Lake Munmorah	\$270K	Jan 2010	80	80	June 2011	Work due for completion by end of June 2011.
CPA/144772 - Consultancy for Investigation and Design of T22 Sewer Pump Station upgrade – Budgewoi	\$171K	Mar 2008	95	95	June 2011	Contract awarded to Cardno (NSW) Pty Ltd. Final design and tender documents currently being reviewed. Preliminary project construction cost estimate \$2.43M.
CPA/147230 - Consultancy for Investigation and Design of T8 Sewer Pump Station upgrade – Norah Head	\$150K	Jun 2008	95	98	June 2011	Contract awarded to Cardno (NSW) Pty Ltd. Final design and tender documents currently being reviewed. Preliminary project construction cost estimate \$1.32M.
CPA/155500 - Consultancy for Investigation and Design of C3 and C6 Sewer Pump Station upgrades, and new C16 Sewer Pump Station – San Remo and Blue Haven	\$163K	Dec 2008	92	90	July 2011	Contract awarded to SMEC Australia Pty Ltd. Final design and tender documents currently being reviewed. Preliminary project construction cost estimate \$1.32M.
CPA/157337 – Pre-Construction Documentation and Construction of 150mm diameter Water main Upgrade along Pollock Avenue	\$366K	Apr 2010	10	15	June 2011	Documentation preparation in hand to seek approvals and for construction tenders to be called.

## 6.9

## General Works in Progress (contd)

Item Description	Est Cost (excl. GST)	Start Date	% Spent	% Comp	Est Comp Date	Comments
CPA/158361 Construction Work for Stormwater Treatment Works in Reach 2, Saltwater Creek	\$630K	May 2009	85	85	Mar 2013	Hunter Land Management achieved Practical Completion in March 2010. Bush regeneration and maintenance works will continue for two years. Quotes for further de-silting work to be sought in June.
CPA/160358 Project Management Services for the Clearing and Engineering Works Associated with Sub Division of Council land at Sparks Road Warnervale	\$170K	Mar 2009	63	95	June 2011	Council day labour started bulk earthworks on site end of March 2011. Estimated timeframe for completion end June 2011 subject to weather.
CPA/160794 Construction of the Northern Section of the Link Road	Construction contract \$9.5M	Mar 2009	99	99	June 2011	Southern section to the senior school opened 21 February. Minor landscaping works to be completed.
CPA/164637 (complete) CPA/185467 Detailed Investigation Toukley Landfill (Sewage Treatment Plant and Transfer site)	\$250K (three contracts)	Dec 2009  Aug 2010  Jan 2011	100  88  5	100  95  5	Complete (Preliminary Investigation works)  June 2011 (Detailed site investigation)  July 2011 Remedial Action Plan (RAP)	Detailed site investigation field work completed by Douglas Partners P/L. Final report due May 2011. Engagement of Golder & Assoc. for completion of the Remedial Action Plan (RAP) by the end of July 2011.
CPA/164957 – Tuggerah Lakes Saltmarsh Rehabilitation ( TL19 & TL20 – Berkeley Vale)	\$500K	Feb 2011	67	67	June 2011	The high lake level is preventing completion of work. Project work suspended until situation improves.

Item Description	Est Cost (excl. GST)	Start Date	% Spent	% Comp	Est Comp Date	Comments
CPA/172612 Construction of Hamlyn Terrace Community and Sporting Facility	\$7.53m	Apr 2010	41	50	July 2011 for Community Centre.  Sportsfields possibly early 2012.	The Community Centre will be complete by the end of June; the Amenities Building completion date is mid July. Wet weather has continued to delay progress on the playing fields. Fields unlikely to be available for use until mid – late summer 2012.
CPA/173205 Sewer main rehabilitation, various locations in Wyong Shire	\$920K	Sep 2010	83	98	June 2011	Works nearing completion.
CPA/173286 (complete) CPA/181554 Remediation of Mardi Landfill – Design only	\$350K	N/A	5	5	April 2012 (Detailed design)	Tenders for detailed design determined by Council & contract awarded to SMEC. Design work to commence in June.
CPA/179982 Replacement of Pope Air Conditioning Equipment at Wyong Civic Centre	\$240K	Jan 2010	90	90	June 2011	Work completed with minor items to be finalised.
CPA/184446 – Shelly Beach SLSC Construction	\$3.23M	Oct 2010	37	44	July 2011	Projected completion date late July 2011. Federal government has extended date for completion to end July 2011.
CPA/184454 – Soldiers Beach SLSC Construction	\$3.2M	Oct 2010	50	57	June 2011	Roof sheeting 99% completed; internal wall linings and service rough in proceeding. Projected completion end of June 2011.
CPA/184901 Construction of Stormwater Treatment Works, Gascoigne Rd Gorokan	\$308K	Nov 2010	90	99	June 2011	Works completed. Some minor items remaining before issue of Practical Completion.

## 6.9

## General Works in Progress (contd)

Item Description	Est Cost (excl. GST)	Start Date	% Spent	% Comp	Est Comp Date	Comments
CPA/184904 Construction of Stormwater Treatment Works, Catalina Rd & Liamena Av San Remo	\$415K	Nov 2010	15	70	June 2011	Both precast gross pollutant traps have been installed and remaining works are progressing well but are being impacted by inclement weather.
CPA/189208 & CPA/189207 Landfill Gas Installations Monitoring & Report Buttoderry Waste Management Facility	\$160K	Nov 2010	50	50	April 2012	Subsurface landfill gas encountered around active landfill area. Ongoing monitoring proceeding. Tenders for gas management strategy to be invited in September 2011.
CPA/189210 CPA/194091 Investigation & Design Only, for New Cell 4.3 at Buttoderry Waste Management Facility	\$430K	Nov 2010	7	7	June 2012	Site survey (CPA/189210) completed. Geotechnical investigations finalised. Contract for Area 4 Development Strategy (CPA/194091) to be awarded in June 2011. Design tenders to follow finalisation of Development Strategy.
F2008/02330 McKenzie Reserve Foreshore Stabilisation Works and Upgrade of Recreational Facilities	\$200K	Dec 2010	5	8	June 2012	Part 5 Application submitted for assessment. Minor upgrade works to existing recreational facilities including painting of shelters and landscaping are under way and are expected to be completed by September 2011.

<b>CONTRACTS STILL IN DEFECTS LIABILITY PERIOD</b>			
<b>Contract No</b>	<b>Contract Description</b>	<b>Contract Status</b>	<b>% Completed</b>
CPA/117144	Toukley Reclaimed Effluent WTP Augmentation Works	Practical Completion 20 August 2009. Defects Liability Period extended until the defects identified are completed.	95
CPA/127662	Mardi Suite of Works  Mardi Transfer System, High Lift Pump Station and Intake Tower (Boulderstone)	Practical Completion  Separable Portion 1 - 26 November 2010 Separable Portion 2A - 26 November 2010 Separable Portion 2B - 26 November 2010 Separable Portion 3 - 26 November 2010	50
CPA/140816	The Entrance Community Facility Stage 2 – Construction	Defects liability period expired 24 April 2010. Final account yet to be finalised – now in formal dispute with contractor	100
CPA/142295	Mardi Suite of Works  High Voltage Upgrade to Mardi Dam site (Poles and Underground)	Practical Completion  Separable Portion 1 - 10 August 2010 Separable Portion 2 - 10 August 2010 Separable Portion 3 - 27 August 2010	83 83 75
CPA/153228	Construction of Woongarra Sports Facility	Practical Completion 4 June 2010 Defects being repaired by Contractor	97
CPA/154562	Toukley Sewage Treatment Plant Inlet Works Upgrade	Practical Completion 10 December 2010 Defective step screen is being repaired. Other step screen is in operation. WAE Drawings and O&M manuals received.	50
CPA/159880	Construction of Mannering Park Sewage Treatment Plant Inlet Works	Practical Completion 17 June 2010	95

Contract No	Contract Description	Contract Status	% Completed
CPA/160330	Upgrade to Floodlighting at Various Ovals in the Southern Region of Wyong Shire	Practical Completion 1 October 2010	75
CPA/160331	Upgrade to Floodlighting at Various Ovals in the Northern Region of Wyong Shire	Practical Completion 30 August 2010	85
CPA/164633	Excavation & lining of Cell 4.2B Buttonderry Waste Management Facility	Practical Completion 28 August 2010.	80
CPA/171026	Installation of Subsoil drainage at Halekulani Oval, Kurraba Oval and Killarney Vale Oval	Practical Completion 1 December 2010	60
CPA/174474	Stormwater Treatment Works Project #6, Parkside Dr Charmhaven	Practical Completion 29 October 2010	60
CPA/177219	Amenities Block at Tenth Avenue, Budgewoi	Practical Completion 30 September 2010	70

## ATTACHMENTS

*Nil.*



## 6.10 Activities of the Building Certification and Health and Development Assessment Units

TRIM REFERENCE: F2004/07830 - D02630430

AUTHOR: Jane Doyle; Senior Administration Support Officer

MANAGER: Gina Vereker; Director Environment and Planning Services

### SUMMARY

The report includes information and statistics regarding the operations of the Development Assessment Unit and the Building Certification and Health Units which covers the submission and determination of development, construction and subdivision applications for the month of May 2011.

### RECOMMENDATION

***That Council receive the report on Activities of the Building Certification and Health and Development Assessment Units.***

### Development Applications Received and Determined

Type:	Number Received:	Estimated Value \$:	Number Determined:	Estimated Value \$:
Commercial	16	19,832,244	15	2,747,600
Industrial	1	18,000	2	175,000
Residential	66	8,298,431	89	13,120,278
Other	4	154,000	-	-
<b>Total</b>	<b>87</b>	<b>28,302,675</b>	<b>106</b>	<b>16,042,878</b>

**Note:** Included in the number of development applications lodged in the "Commercial" category was a Shopping Centre including Supermarket, Specialty Shops and Medical Centre at Lake Munmorah. The number of development applications determined in the "Residential" category was made up of 42 Dwelling applications valued at \$9M, 4 Multiple Dwelling applications valued at \$1.9M and 43 applications for alterations and additions valued at \$1.6M.

**Subdivision Applications Received and Determined**

Type:	Number Received:	Number of Lots:	Number Determined:	Number of Lots:
Commercial	-	-	-	-
Industrial	-	-	-	-
Residential	-	-	3	22
Rural	-	-	1	4
<b>Total</b>	-	-	<b>4</b>	<b>26</b>

**Net Median Turn-around Time**

The net median turn-around time in working days for priority applications determined during the month was 44 days. This application was for a manufacturing bakery at Warnervale.

The net median turn-around time in working days for development applications determined during the month was 19 days.

**Other Approvals and Certificates**

Type:	Number Determined:
Trees	30
Section 149 D Certificates ( <i>Building Certificates</i> )	14
Construction Certificates	67
Complying Development Certificates	13

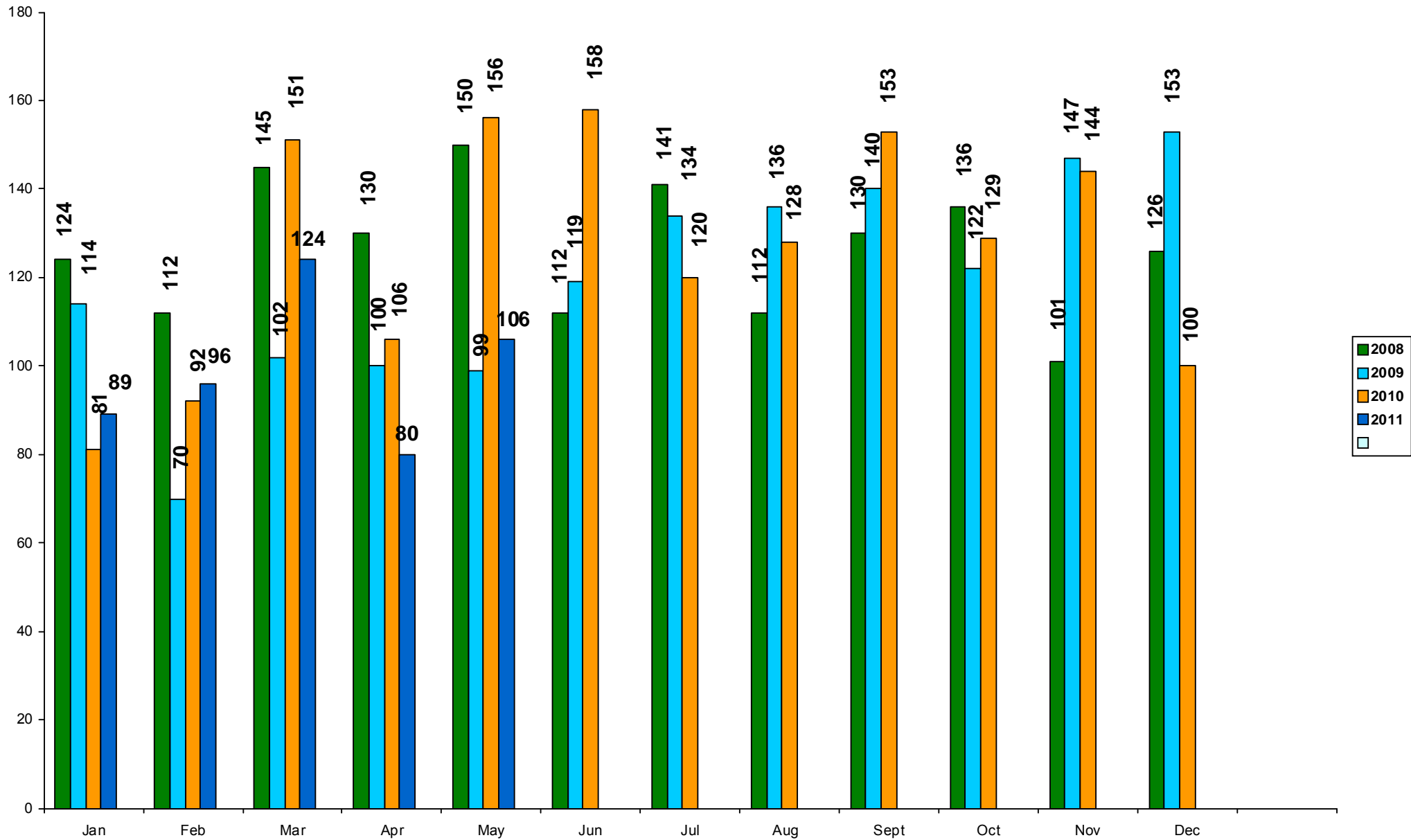
**State Environmental Planning Policy No 1**

There were no applications that relied on SEPP 1 variations for the Month of May.

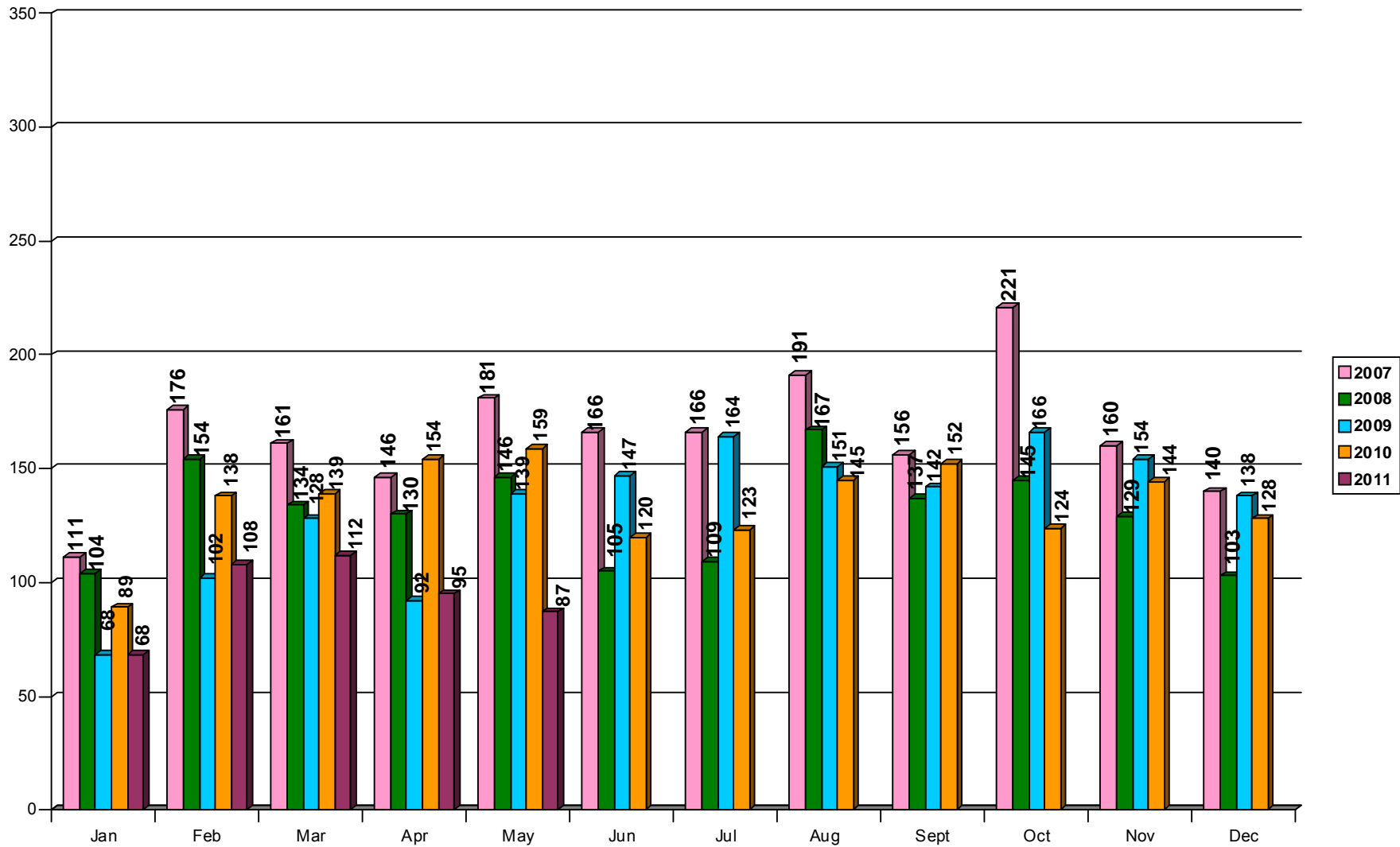
**ATTACHMENTS**

- 1 Graphs – Development Applications Lodged, Development Applications Determined and Construction Certificates Determined (Colour A4) D02633873

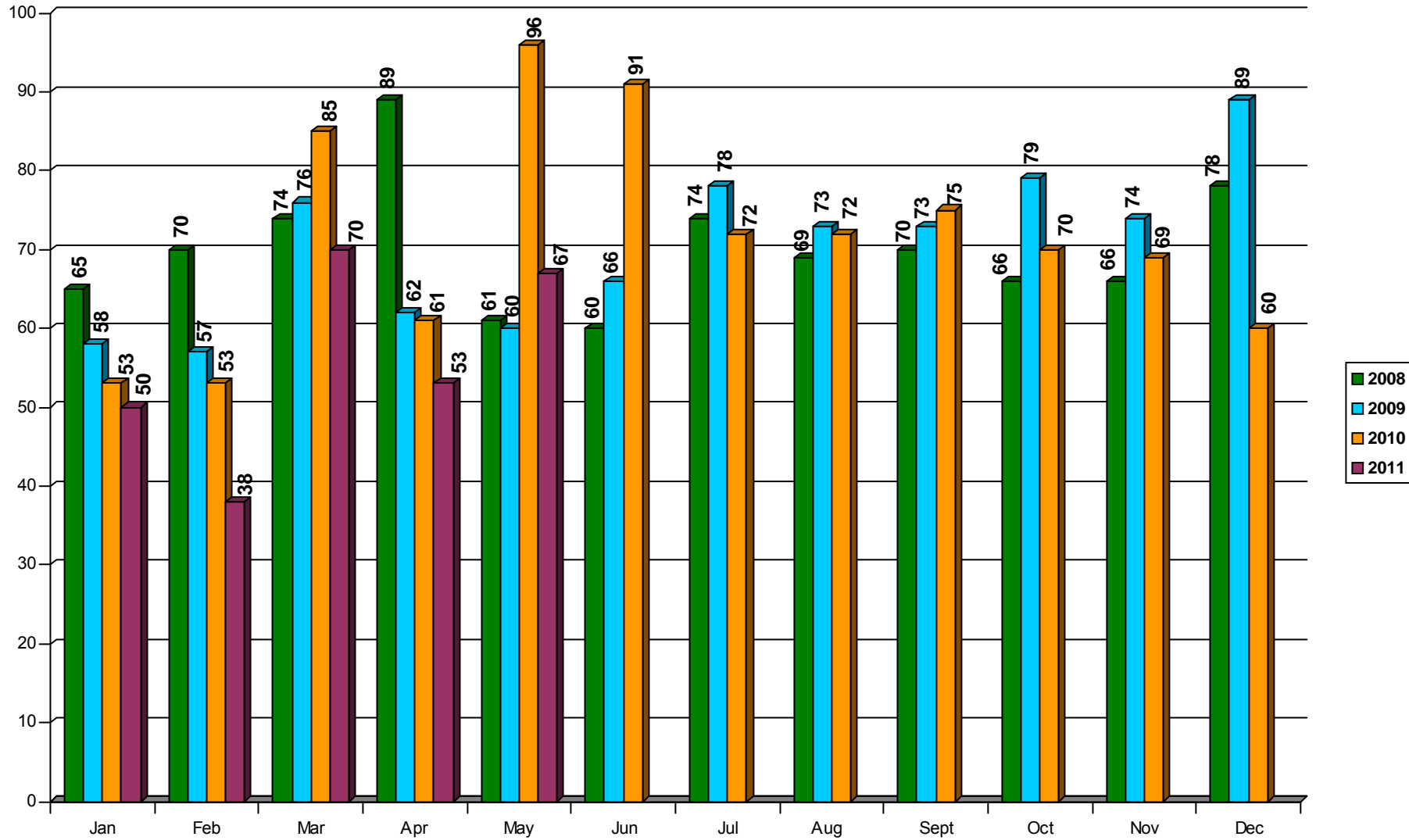
**DAs DETERMINED**



**DAs LODGED**



**CCs DETERMINED**



## **6.11 Results on Water Quality Testing for Beaches and Lake Swimming Locations**

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TRIM REFERENCE: F2004/06822 - D02630454

AUTHOR: Jon Scorgie; Senior Environmental Health Officer

MANAGER: Rob Van Hese; Manager Compliance and Regulation

### **SUMMARY**

Reporting on the results of bacteriological tests for primary recreation water quality for the beaches in Wyong Shire and lake swimming sites in the Tuggerah Lakes catchment for the month of May 2011.

### **RECOMMENDATION**

***That Council receive the report on Results on Water Quality Testing for Beaches and Lake Swimming Locations.***

### **Primary Recreation Water Quality Monitoring Program**

Wyong Shire beaches are regularly monitored for swimming safety in accordance with the latest National Health and Medical Research Council (*NHMRC Guidelines for Managing Risks in Recreational Water (2008)*). These guidelines have superseded NHMRC (1991), however, they still allow for beaches to be awarded a star rating based upon the potential for sewage and stormwater contamination. These star ratings are awarded as detailed in the Table 1 below.

Wyong Shire Council has been in partnership with the Department of Environment, Climate Change and Water (DECCW) in implementing the "Beachwatch" program during the bathing season of summer, October through to April.

Council at its meeting held on 9 June 2010 resolved as follows:

*"RESOLVED on the motion of Councillor Graham and seconded by Councillor Webster:*

*1 That Council adopt the recommendations of the Tuggerah Lakes Estuary Coastal and*

*Floodplain Management Committee being:*

*a That all lake water quality testing sites that are not designated "lake swimming locations", be removed from future Beachwatch programs commencing 1 July 2010.*

## 6.11 Results on Water Quality Testing for Beaches and Lake Swimming Locations (contd)

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- b That future results of water quality testing for lake locations that are not designated swimming locations continue to be monitored to detect changes in water quality and the results of such testing be submitted to the Estuary Management Unit.*

FOR: COUNCILLORS GRAHAM, MATTHEWS, MCBRIDE, MCNAMARA, SYMINGTON, VINCENT, WEBSTER AND WYNN

AGAINST: COUNCILLORS BEST AND EATON"

As a result of the above resolution 22 monitoring locations are now sampled once a week as required by the NHMRC Guidelines and the Beachwatch program. These monitoring locations include 17 ocean beaches and 5 lake swimming sites in the Tuggerah Lakes catchment.

Beachwatch have updated their program to bring it in line with NHMRC (2008), which are based on the World Health Organisation (WHO) *Guidelines for Safe Recreational Water Environments*, 2003. The new guidelines, NHMRC (2008), have lead to a change in acceptable faecal indicator levels and how they are reported as part of the Beachwatch partnership program.

The acceptable level for the faecal indicator *enterococci* has now been elevated to 200cfu/100mL, compared with 33cfu/100mL (Nb: cfu= colony forming units). This change is based on studies conducted by the WHO and relates to a health based risk of contracting an illness due to swimming in potentially contaminated waters.

Another change that has been brought in by Beachwatch is that Star Ratings are now reported weekly, based on one result. This is a big difference to NHMRC (1991), as that guideline recommended that the star rating be based on five previous results with a star rating being given for the month. This now means that each site can be rated weekly with the results being placed on the Beachwatch website.

The Beachwatch program enters the winter season between May and September in which sampling is conducted once a month to assess any changes in water quality. If these monthly results indicate high levels of sewage and stormwater contamination further investigations are triggered to determine the source of its origin.

Additionally, Council is still required to monitor the ocean outfalls five times a month, year round. This monitoring and sampling regime is undertaken in accordance with the DECCW "Environmental Protection License's", this sampling is carried out at ten sites around Norah Head and Wonga Point.

As a part of the National Health and Medical Research Council - Guidelines for Managing Risks in Recreational Water 2008 (NHMRC 2008), DECCW's Beachwatch program has requested that all sites be re-evaluated to identify their potential pollution sources and the risk that they may pose to human health. The potential pollution sources identified in this evaluation will lead to management strategies being developed for each site so that risk to human health can be minimised. Advisory signs have been erected at all lake sampling sites advising "This area can be affected by Stormwater Pollution for up to 3 Days after heavy rain. Swimming during this period is NOT Recommended". The signs have been erected to advise the public that there is a potential for poor water quality at the site due to the stormwater inundation after heavy rain. It does not mean that the water quality is poor at all times.

### Summary of results for May 2011

For the month of May all ocean and lake beach sites achieved a star rating that is defined as being safe for swimming under the NHMRC 2008 for all of the sampling days.

A definition of the star rating system can be seen in Table 1 below.

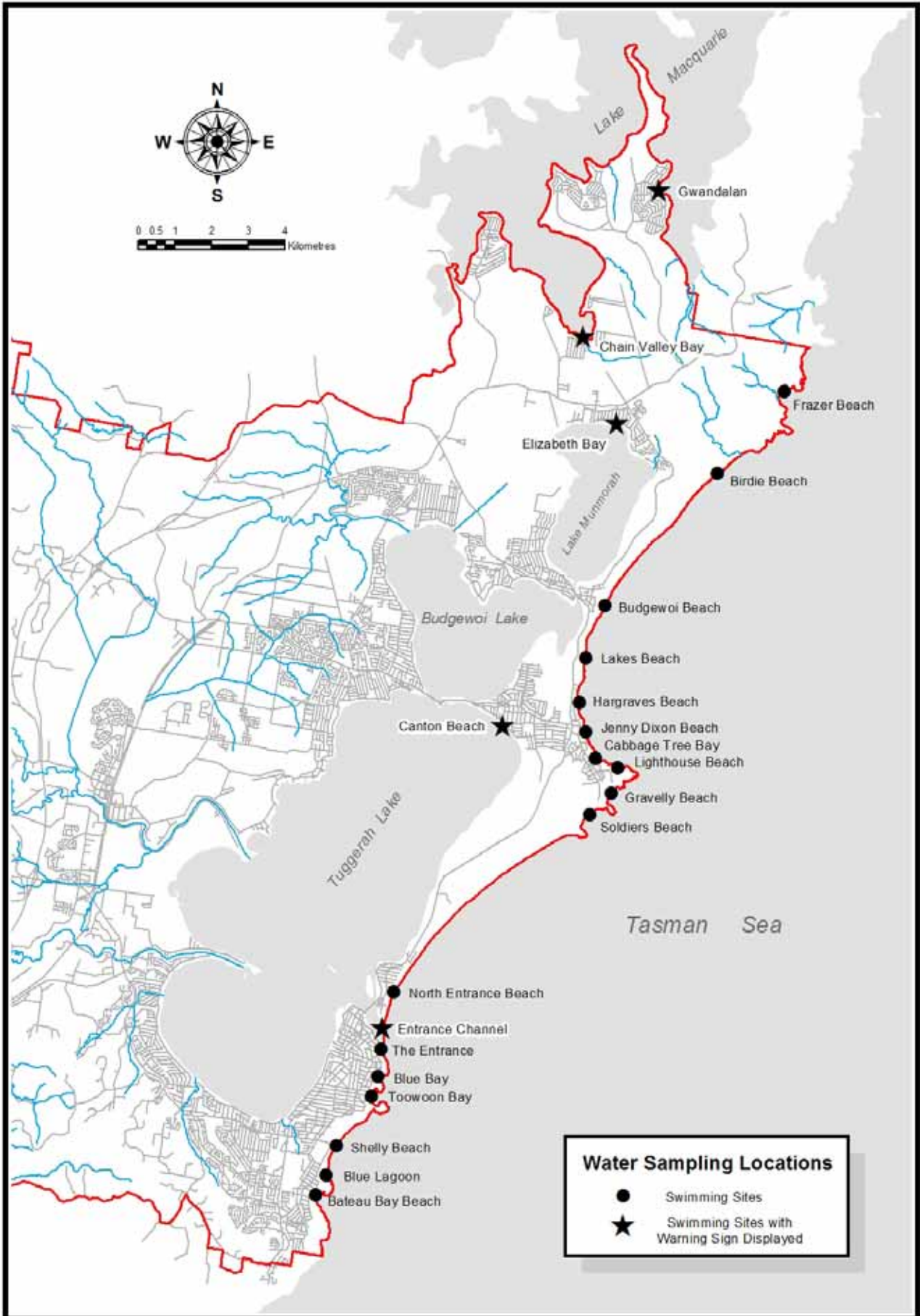
**Table 1: NHMRC Star Rating Interpretation**

Star Rating		Enterococci (cfu/100mL)	Interpretation
****	Good	≤ 40	NHMRC indicates site suitable for swimming
***	Fair	41 – 200	NHMRC indicates site is suitable for swimming
**	Poor	201- 500	NHMRC indicates swimming at site is not recommended.
*	Bad	>500	NHMRC indicates swimming at site is not recommended.

### ATTACHMENTS

- 1 Water Sampling Locations D02345961





## **6.12 Outstanding Questions without Notice and Notice of Motions**

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TRIM REFERENCE: F2011/00027 - D02630404  
AUTHOR: Susanna Gardiner; Administration Assistant  
MANAGER: Lesley Crawley; Manager Corporate Governance

### **SUMMARY**

Report on outstanding Questions without Notice and Notices of Motion.

### **RECOMMENDATION**

*That Council receive the report on Outstanding Questions without Notice and Notice of Motions.*

### **ATTACHMENTS**

- |   |  |           |
|---|--|-----------|
| 1 | Table of Outstanding Questions without Notice & Notices of Motion - 22 June 2011 | D02633402 |
| 2 | Questions On Notice and Notices of Motions Removed since 8 June 2011 meeting     | D02645552 |

No	Department	Question Asked / Councillor	Meeting Asked	Status
1	Environment and Planning Services	<p>8.2 - Notice of Motion – Possibility for the Establishment of an Environmental Committee</p> <p><i>Provide a report that outlines the possibilities for establishment of an Environment Committee.</i></p> <ul style="list-style-type: none"> <li>• <i>The Terms of Reference (charter, roles, responsibilities and function);</i></li> <li>• <i>Possible membership</i></li> <li>• <i>Whether it should be a committee or Council; and report on environment committees that have been established in other Council areas, their roles, functions and achievements</i></li> </ul>	9 September 2009 Cr Wynn / Cr Best	A report will be submitted to Council on 10 August 2011.
2	Environment and Planning Services	<p>5.1 - Notice of Motion – Planning Disputes Mediation Process Trial</p> <p>1 <i>Recognise in principle that the establishment of a Mediation process may reduce litigation and expedite dispute resolution in cases.</i></p> <p>2 <i>Report required on the establishment of Mediation process/planning disputes.</i></p>	9 February 2010 Cr Eaton / Cr Graham	A report will be submitted to Council at its meeting on 13 July 2011.
3	Environment and Planning Services	<p>9.5 - Notice of Motion – Sea Level Rise Notification</p> <p>1 <i>Write to all property owners affected by the State Governments sea level rise policies.</i></p> <p>2 <i>Text of the letter be endorsed by Council.</i></p>	24 February 2010 Cr Eaton / Cr Graham	Affected properties identified. Council's Senior Counsel to submit additional information for inclusion in the report which will be submitted to 13 July 2011 Council meeting.

No	Department	Question Asked / Councillor	Meeting Asked	Status
4	Community and Recreation Services	<p>7.2 - Notice of Motion – Shared Pathway (matching funds for Pathways and Various Council Facilities)</p> <p>1 <i>Build partnerships with community in building and extending the network of shared pathways throughout the Shire identified in the Draft On-Road Bicycle and Shared Pathway Strategy policy document.</i></p> <p>2 <i>Consider the inclusion of this scheme in the 2011 – 2012 Management Plan or during the Quarterly Review if the opportunity arises.</i></p> <p>3 <i>Advertise the Scheme widely multiple times throughout the year.</i></p> <p>4 <i>Staff develop a set of guidelines for consideration of these projects and submit to Council for adoption.</i></p>	12 May 2010 Cr Wynn / Cr Vincent	Community consultations held on draft guidelines for Matching Funds. Councillor Briefing scheduled for 22 June 2011.
5	General Manager's Department - Major Projects	<p>7.6 - Notice of Motion – Warnervale Town Centre Viability</p> <p><i>Staff report on the viability of developing the 1,100 units proposed for Warnervale Town Centre and possible variation of proposed densities to ensure viable town centre development.</i></p>	12 May 2010 Cr Eaton / Cr Best	<p>Department of Planning (DOP) agree to design amendments and road rationalisation drawing referred to as "Proposed Amended Road Layout" dated 13 May 2011. The road rationalisation plan reduces overall road lengths by approximately 700 lineal metres (a cost saving of approximately \$2.8M) and deletes roads through the contaminated tree fill tip.</p> <ul style="list-style-type: none"> <li>* DOP has now introduced B4 zoning on council land. B4 zoning allows for greater permissible land use than the previous B2 and R1 zones.</li> <li>* DOP is reviewing proposed amendments to the Development Control Plan (DCP) and State Environmental Planning Policy (SEPP) submitted by various landholders.</li> <li>* DOP advised Council amendments to the SEPP should be completed by end of May 2011 followed by amendments to the DCP mid June 2011.</li> </ul> <p>A feasibility report should be compiled by an external independent consultant in regards to the viability of the project.</p>

No	Department	Question Asked / Councillor	Meeting Asked	Status
6	Environment and Planning Services	8.1 - Notice of Motion – Clause 14 Fund Improving Conservation Outcomes <i>Investigate and report back to Council on the best use of the Clause 14 (3) (b), funds for improving conservation outcomes.</i>	14 July 2010 Cr Wynn / Eaton	A briefing was held on 11 May 2011. A report is being prepared for the July 2011 meetings.
7	Community and Recreation Services	10.2 – Notice of Motion – San Remo Xtreme Sports Park <i>1 Consult with the community and potential stakeholders to develop a sustainable management mode of operation for the San Remo Disability Friendly Xtreme Sport. 2 Following initial community consultation conduct an on-site meeting. 3 Consider a report on the outcome of the above, including the financial and recourse implications to Council.</i>	25 August 2010 Cr McBride / Wynn	Information relating to this Notice of Motion will be distributed as a Councillor Business Update.
8	Community and Recreation Services	8.2 - Notice of Motion – Acknowledgement of the Darkinjung People <i>Defer this item to allow time to further consider this matter and receive further information.</i>	27 October 2010 Cr Graham / Cr Eaton	A Councillor briefing has been planned for the next financial year.

No	Department	Question Asked / Councillor	Meeting Asked	Status
9	General Manager's Department - Major Projects	<p>2.1 - Mayoral Minute – Local Job Creation – the Shire of the Third Age</p> <p><i>Adopt a strategic target of creating 5,000 local jobs over 10 years. The following strategies would be involved in reaching this target:</i></p> <p><i>a Establish a register of sites appropriate for development of aged housing.</i></p> <p><i>b Increasing flexibility in the new Local Environmental Plan to encourage aged housing for example consider allowing aged housing and associated medical facilities in the Wyong Employment Zone.</i></p> <p><i>c Amend dual occupancy DCP to encourage the redevelopment of single cottages more than 30 years old in existing urban areas.</i></p> <p><i>d In conjunction with the public and private sector identify and market the advantages of Wyong Shire for aged housing.</i></p> <p><i>e Reviewing Council owned sites for possible aged housing including the Warnervale Country Music site.</i></p> <p><i>f Work with local registered clubs to encourage their participation.</i></p> <p><i>g Call for expressions of interest to form an expert panel to advise Council on this initiative.</i></p>	10 November 2010 Cr Eaton	<p>Landuse Planning and Policy are working with Environmental and Planning Services/ Major Projects Section to develop a project outline. Resolutions (b) and (c) to be implemented as part of the Comprehensive LEP and DCP 2011 process. Council is preparing expressions of interest to form an expert panel.</p> <p>Council is also preparing a comprehensive business case.</p>
10	Corporate Services	<p>9.1 - Notice of Motion – Women's Committee</p> <p><i>1 Include consideration of a Status of Women Committee during their deliberations on the whole committee structure.</i></p> <p><i>2 Consider participation / membership to include Councillors, staff and community reps.</i></p>	10 November 2010 Cr Matthews / Cr Webster	A report will be submitted to Council on 10 August 2011.
11	Infrastructure Management	<p>11.2 - Notice of Motion – Improved Taxi Services</p> <p><i>Council invite NSW Taxi Council and Central Coast Taxis to brief Council on their service delivery model and plans for future improvement.</i></p>	23 February 2011 Cr Best / Cr Webster	A briefing on the matter is scheduled for 27 July 2011.

No	Department	Question Asked / Councillor	Meeting Asked	Status
12	Community and Recreation Services	<p>Q114/11 – Memorandum of Understanding with Department of Housing</p> <p><i>Progress on the development of an MOU between Council and NSW Department of Housing Central Coast division regarding the affordable housing undertaking/initiative?</i></p>	<p>23 February 2011 Cr Best</p>	<p>MOU has been drafted and forwarded to Housing NSW further discussions are underway.</p>
13	Infrastructure Management	<p>Q2/11 – Odour in Water at Chain Valley Bay North</p> <p><i>Residents in the Chain Valley Bay North area have reported that their town water smells “fishy”. Could Council staff please advise if there is any <u>link</u> between the recently reported manganese levels in the water and the fishy smell. If no <u>link</u> exists, could staff please advise what might be causing the fishy smell?</i></p>	<p>9 March 2011 Cr Vincent</p>	<p>Investigation to take place after locations determined and response will be provided to a future Council meeting.</p>
14	Community and Recreation Services	<p>10.1 - Notice of Motion - Storage of Dinghies on Foreshore in Wyong Shire</p> <ol style="list-style-type: none"> <li>1 That Council consult with the community and potential stakeholders to develop a policy for the storage of dinghies on foreshores in Wyong Shire.</li> <li>2 That following community consultation a policy is developed and reported to council for adoption.</li> <li>3 That the report includes the cost/return/savings of implementing the policy.</li> <li>4 That, if the policy is adopted it be communicated thoroughly to the broader community prior to any implementation.</li> </ol>	<p>27 April 2011 Cr Wynn</p>	<p>A report will be submitted to Council at its meeting on 14 September 2011.</p>
15	Corporate Services	<p>Q6/11 - Carbon Tax</p> <p><i>Mr General Manager, if the Federal Government introduces a carbon tax what will be the cost to Council?</i></p>	<p>27 April 2011 Cr Best</p>	<p>A response to this question will be submitted when the Federal Government releases details of the proposed Carbon Tax.</p>

No	Department	Question Asked / Councillor	Meeting Asked	Status
16	Environment and Planning Services	<p>Q8/11 - Control of Rabbit Plague</p> <p><i>What is the Council's management plan for the control of the rabbit plague that is being experience by the Commonwealth funded, in partnership with WSC, rehabilitation of the coastal foreshore by Budgewoi Dune Care threatening the work by killing the immature plants?</i></p>	<p>27 April 2011</p> <p>Cr Wynn</p>	A response to this question will be submitted to Council in the July 2011 round of meetings.
17	Infrastructure Management	<p>7.1 - Notice of Motion - Regional Push to Reinstate F3 Link</p> <p>1 That Council <u>form</u> a whole of Government Regional Partnership to include Gosford City Council, Wyong Shire Council and appropriate Sydney Councils (if required), Central Coast State Government Members and Federal Government Members with a view to organising a deputation to raise this issue with the Federal Government.</p> <p>2 That Council <u>urge</u> the Regional Partnership to take-up Mr Swan's offer to receive representation from the Central Coast Regional Partnership to have the F3 Link funding reinstated in the 12-13 budget.</p>	<p>25 May 2011</p> <p>Cr Best / Cr Eaton</p>	A letter has been issued to the Minister for Energy thanking him on this matter.
18	Environment and Planning Services	<p>U24/11 - Motion of Urgency - Changes to State Solar Rebate Scheme</p> <p><i>That Council <u>receive</u> an urgent report on the ramifications of the reductions on the various solar bonus schemes.</i></p>	<p>25 May 2011</p> <p>Cr Wynn / Cr Vincent</p>	Issue has been included in the Sustainability Team Work Program to be undertaken in the beginning of 2012.
19	Community and Recreation Services	<p>Q13/11 - Disabled Mini Train Tourist Project</p> <p><i>Could staff please provide an update on the issues surrounding the proposed sites identified in the North of the Shire for the Disabled Mini Train Tourism Project?</i></p>	<p>25 May 2011</p> <p>Cr Vincent</p>	A response to this question will be submitted to Council's meeting on 27 July 2011



No	Department	Question Asked / Councillor	Meeting Asked	Status
20	Community and Recreation Services	Q14/11 - Suggested sites for Disabled Mini Train Tourist Project <i>Could staff also suggest any additional sites that may be suitable in the North of the Shire for the Disabled Mini Train Tourism Project?"</i>	25 May 2011 Cr Vincent	A response to this question will be submitted to Council's meeting on 27 July 2011
21	Community and Recreation Services	Q15/11 – Apex Park at Wyong <i>Can staff please advise if any plans exist to upgrade Apex Park at Wyong on the Pacific Highway?"</i>	25 May 2011 Cr Matthews	A response to this question will be submitted to Council's meeting on 27 July 2011
22	Environment and Planning Services	7.1 – Notice of Motion – Closure of Coal Fired Power Station at Lake Munmorah <i>That Council <u>reiterate</u> its position requesting the closure of the coal fired power station at Lake Munmorah as soon as practicably possible.</i>	8 June 2011 Cr Wynn / Cr Best	Letter being drafted for Director's approval.

No	Department	Question Asked / Councillor	Meeting Asked	Status
23	Environment and Planning Services	<p>7.2 – Notice of Motion – Approvals at Gwandalan and Catherine Hill Bay by the Planning Assessment Commission</p> <p>1 That Council <u>write</u> to the NSW Premier and the Minister for Planning and Infrastructure with regard to the recent approval under Part 3A of the developments at Gwandalan and Catherine Hill Bay by the Planning Assessment Commission:</p> <p>a Condemning the decision of the previous government to approve the development.</p> <p>b Requesting a meeting with the Member for Swansea Gary Edwards MP and the Member for Lake Macquarie Greg Piper MP to ask for their assistance in returning the development to the relevant Councils for determination of implementation of the decision.</p> <p>c Outlining its concerns regarding the number of lots retained and the fact that the approval was issued prior to the finalisation of the relevant Development Control Plan.</p> <p>2 That Council <u>be advised</u> of the current status of the proposed Coal and Allied Part 3A application and request that application be returned to Council for determination.</p>	8 June 2011 Cr Wynn / Cr Vincent	Letter being drafted for Director's approval.
24	Community and Recreation Services	<p>Q16/11 – Status Report on Delay in Purchasing Relocatable Security Cameras</p> <p>“Can staff provide a status report on the delay in purchasing the relocatable security cameras, previously approved by Council resolution, in the ongoing fight against graffiti?”</p>	8 June 2011 Cr Symington	A Councillor Business Update will be provided before the end of June.
25	Infrastructure Management	<p>Q17/11 – Warnervale Road Upgrade</p> <p>“Could staff please advise when Warnervale Road will be upgraded to allow traffic to traverse the road during heavy rain periods.”</p>	8 June 2011 Cr Vincent	A response to this question will be submitted for the July round of Council meetings.

No	Department	Question Asked / Councillor	Meeting Asked	Status
26	Infrastructure Management	Q18/11 – Weight Limits for Trucks at Virginia, Minnesota and Warnervale Roads <i>“Could staff please advise what actions can be taken to limit heavy and overweight trucks from using Virginia Road, Minnesota Road and Warnervale Road as there is a 3.6 tonne limit on these roads?”</i>	8 June 2011 Cr Vincent	A response to this question will be submitted to Council’s meeting on 27 July 2011

	Department	Question on Notice / Notice of Motion	Date Asked/ Councillor	Status
1	Corporate Services	Q5/11 - Land on Beach Side, South of Lakes Surf Club	27 April 2011 Cr Best	A response to this question is included in report "Lakes Beach Eco Tourism Proposal" in this business paper for 22 June 2011.
2	Environment and Planning Services	8.1 - Notice of Motion – Aerial Inspection of 640Ha Power station Site	11 May 2011 Cr Best / McNamara	Delta Electricity have invited the Mayor, Deputy Mayor and General Manager to inspect the Lake Munmorah Coal-Fired Power Station.  A letter has been issued to the Minister for Energy thanking him for his assistance in this matter.
3	Infrastructure Management	Q9/11 - Condition of Louisiana and Minnesota Roads, Hamlyn Terrace	11 May 2011 Cr Best	A response to this question is included in this business paper for 22 June 2011.
4	Corporate Services	Q10/11 - Federal Government Deferring Feasibility Study into F3 Orbital Project	11 May 2011 Cr Best	A response to this question is included in this business paper for 22 June 2011.
5	Environment and Planning Services	Q12/11 - Proposed Units at 35-41 Wilfred Barrett Drive, The Entrance North	25 May 2011 Cr Wynn	A response to this question is included in this business paper for 22 June 2011.

## **7.1 Answers to Questions on Notice**

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TRIM REFERENCE: C2011/05304 - D02627180  
AUTHOR/ MANAGER: Andrew Pearce, Manager Roads and Stormwater

### **7.1 Q9/11 Condition of Louisiana and Minnesota Roads, Hamlyn Terrace**

The following question was asked by Councillor Greg Best at the Ordinary Meeting on 11 May 2011:

*"Mr General Manager,*

*My question is on behalf of the good people of the greater Warnervale district. As a long-standing local Councillor, I have received numerous representations, concerns and complaints over the condition of the farm roads, now urban highways, known as Louisiana and Minnesota Roads. My position regarding the upgrade of these roads is a matter of the public record and in my view, it is now time to definitively act on these road replacements. In recently reviewing these roads with local residents, it would be remiss of me if I did not raise the issue of safety. Could you please provide a thorough update as to when these roads will be rebuilt and as to what suggestions or recommendations could be made in the interim to improve safety?"*

Many of the existing roads in the urban release areas of the Shire were constructed to provide a level of service commensurate with the rural nature of the area at that time. This included relatively narrow roads, pavement designs for low traffic volumes and floodplain crossings.

As a result of urban development in the area, this infrastructure is now being exposed to increased traffic volumes and axle loadings which have accelerated the deterioration of these assets. Community expectations in relation to levels of service for these assets are also changing as urban development encroaches into the rural areas and the community demands upgrades to wider and smoother roads, provision of flood free passage, street lighting, and footpaths.

The existing Warnervale District Contribution Plan 7A and Draft Contribution Plans for Woongarra, Hamlyn Terrace and Wadalba identify infrastructure and services which developers are required to make payments towards the upgrade or construction of public amenities and public service that their developments generate a demand for. Louisiana Road and Minnesota Road are both identified within these plans as projects. Council has historically not bankrolled development contributions works and in most instances the works have been carried out either by Council or as works in kind by the developer as contributions become available in a reasonable and orderly fashion coinciding with the demand for the infrastructure.

The upgrade of the 1.4km section of Minnesota Road and associated culvert works is proposed to be designed and constructed by Council and is currently programmed for 2011/12. Construction works are programmed to commence in two stages, with the first stage comprising of the undulating northern section proposed to commence in late 2011 post completion of the Woongarra Sports fields so as to minimise construction conflict along this

## **7.1 Q9/11 Condition of Louisiana and Minnesota Roads, Hamlyn Terrace (contd)**

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section of road. The second stage of the flood crossing is programmed for mid 2012. Council has also submitted an application under the RDA for stage 2 of the works.

The engineering design for this project is being undertaken by an external design consultant. Works completed to date include the development of a flood model for the catchment, geotechnical studies, flora and fauna assessment, review of environmental factors, and concept designs. Council's design consultant is currently finalising the detailed design drawings.

The upgrade of Louisiana Road, including two creek crossings and the intersection with the Pacific Highway, are listed as conditions of consent on a number of development applications associated with the future development of lands adjacent to Louisiana Road. The timing of these works is unknown and is reliant on a number of factors determined by the developer. These factors include other landholdings the developer may have and be developing in the area, current and future land sale predications, and finance availability. Communications between developers and Council staff are occurring to facilitate the timely completion of the works once developers commit to commencing their developments.

Staff continue to implement an ongoing inspection and maintenance program to address any safety issues as they develop on the subject roads. In April following periods of wet weather and the formation of a number of defects, Council implemented a number of actions to improve the pavement surface and address safety concerns. Works undertaken included heavy patching to repair pavement failures and the grading of the road shoulders of Louisiana Road to prevent water holding on the road.

Further actions to improve safety include an audit of the existing truck prohibition/load limit signage and new signs as required. Heavy vehicle movements continue to be the primary cause of major pavement deformation on these roads. These signs and associated enforcement will act to further discourage non essential heavy vehicles using these roads.

### **ATTACHMENTS**

*Nil.*

## 7.2 Answers to Questions on Notice

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TRIM REFERENCE: F2004/06677 - D02640938  
AUTHOR: Melissa McKee, Corporate Planning Executive

### Q10/11 Federal Government Deferring Feasibility Study into F3 Orbital Project

The following question was asked by Councillor Best at the Ordinary Meeting on 11 May 2011:

*"Mr General Manager I understand, with great concern, that in last night's Federal Budget the Federal Government will defer its contribution to a feasibility study into the F3 to Sydney Orbital Project until 2015 – 2016. This will reduce expenses by \$150m in 2013 – 2014 budget whilst redirecting funds to support other government initiatives. Could you please seek to confirm this redirection?"*

In the 2011-12 Federal Budget the Australian Government deferred the \$150 million earmarked for the planning of the M2-F3 Orbital Link.

The following extract is taken from official Australian Government 2011-12 Budget Papers.

#### ***Nation Building Program — F3 to Sydney Orbital feasibility study — deferral***

*The Australian Government will defer its contribution to a feasibility study into the F3 to Sydney Orbital project until 2015-16. This will reduce expenses by \$150.0 million in 2013-14. Savings from this measure will be redirected to support other Government priorities.*

#### *Expense (\$m)*

	2010-11	2011-12	2012-13	2013-14	2014-15
<i>Department of Infrastructure and Transport</i>	-	-	-	-	-
<i>Department of the Treasury</i>	-	-	-	-150.0	-
<i>Total</i>	-	-	-	-150.0	-

While the above statement does not detail where the funds have been reallocated to in 2011-12, media reports suggest that they have been reallocated to upgrading of the Pacific Highway at Coffs Harbour.

Federal Member for Wyong, MP Craig Thomson stated in the Central Coast Express Advocate on 13 May 2011, "it is deferred for now but if the State Government decided to apply to Infrastructure Australia for funding for the link, they would take a fresh look at the proposal. The deferment date is not set in concrete".

Council is now working as part of a whole of Government Regional Partnership with a view to getting the F3 Link funding reinstated in the 2012-13 Federal budget.

#### **ATTACHMENTS**

*Nil.*

### **7.3 Answers to Questions on Notice**

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TRIM REFERENCE: DA/308/2011 - D02624321  
AUTHOR/ MANAGER: Peter Fryar; Manager Development Assessment

#### **7.3 Q12/11 Proposed Units at 35-41 Wilfred Barrett Drive, The Entrance North (SEPP Affordable Rental Housing)**

The following question was asked by Councillor Wynn at the Ordinary Meeting held on 25 May 2011:

*“Given the State Government’s recent announced changes to the (SEPP Affordable Residential Housing), where does that leave the proposed development of 53 units at 35-41 Wilfred Barrett Drive, The Entrance North?”*

On 20 May 2011, changes were made to State Environmental Planning Policy (Affordable Rental Housing) (AHSEPP), which includes removing certain provisions applying in low density residential areas, revised standards for boarding houses and Housing NSW projects, as well as introducing a new local character test.

Under the savings and transitional provisions of the amendments to AHSEPP, the proposed development remains permissible with consent and will still need to be determined by the Joint Regional Planning Panel. However, the introduction of the new ‘local character test’ must be applied and consent must not be granted unless consideration has been given to whether the design of the development is compatible with the character of the local area.

Further details regarding the changes to the SEPP were provided by way of a Councillor Business Update on 23 May 2011.

#### **ATTACHMENTS**

*Nil.*



22 June 2011

To the Ordinary Meeting

Councillor

## **8.1 Notice of Motion - Rose Street Carpark**

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TRIM REFERENCE: F2004/07706 - D02643326

AUTHORS: Councillors G Best & J McNamara

Councillors Best and McNamara have given notice that at the Ordinary Meeting to be held on 22 June 2011 they will move the following Motion:

*“That further to recent media reports regarding the former State Government’s \$5.9 million Commuter Carpark, labelling it “A White Elephant,” Council as a matter of urgency move to mitigate this embarrassing legacy through embarking on a communications program in partnership with the new State Member to inform the community of parking options in and around the Wyong rail head with a view to increasing the usage from five (5) cars a week.”*

22 June 2011

To the Ordinary Meeting

Councillor

## **8.2 Notice of Motion - Reopening Lakes Second Channel**

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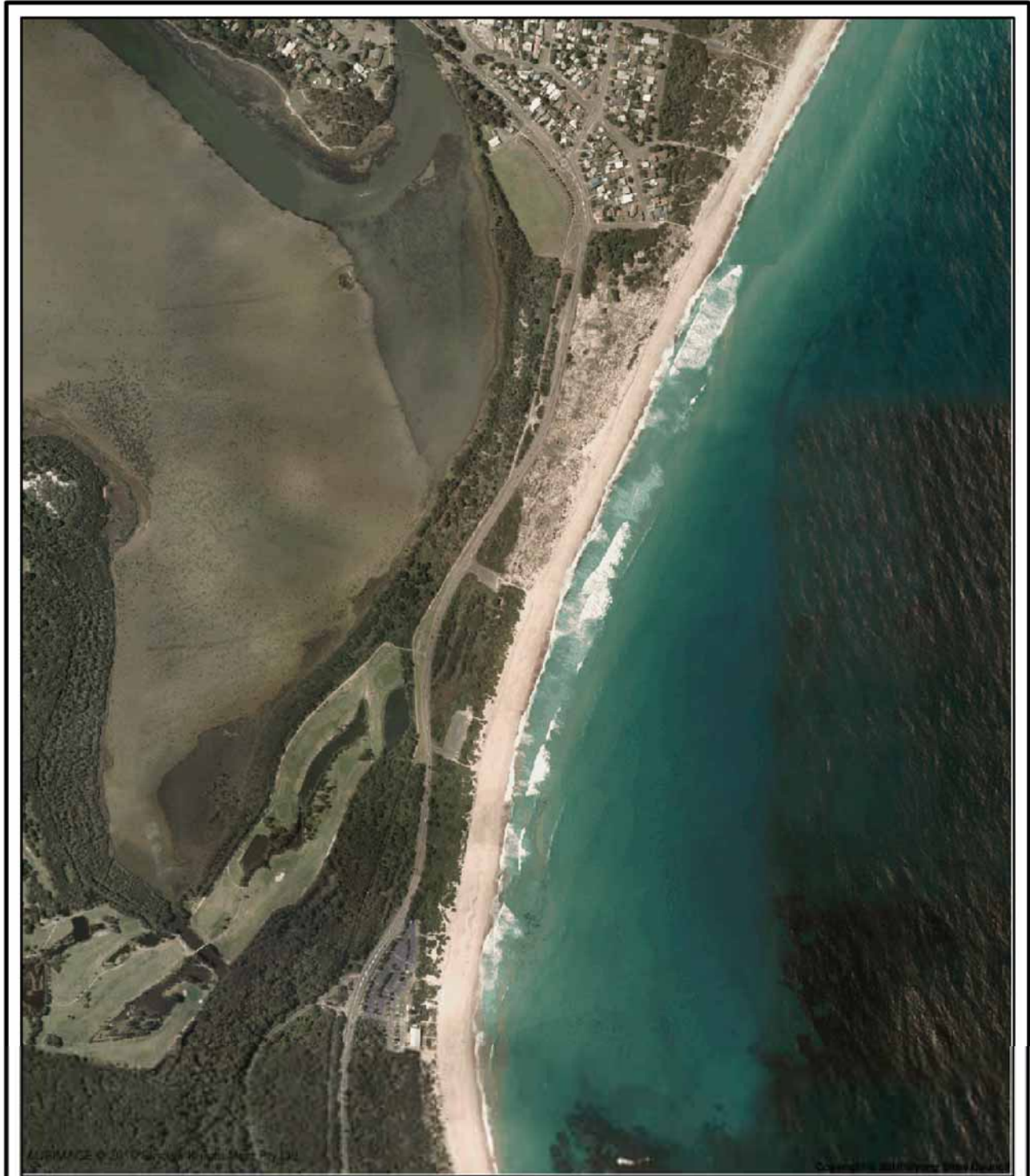
TRIM REFERENCE: F2004/07706 - D02643340

AUTHORS: Greg Best; Councillor & John McNamara; Councillor

Councillors Best and McNamara have given notice that at the Ordinary Meeting to be held on 22 June 2011 they will move the following Motion:

- "1 That further to the recent findings of the Umwelt Report on "Entrance Dynamics and Beach Condition at The Entrance and North Entrance Beaches," reiterated in previous reports by Worley Parsons and PBP, that concludes to construct a permanent opening at The Entrance Channel would adversely effect both the natural and built environments, Council now look to investigate the practicality and effectiveness of reinstating the Lakes Beach to Lakes Channel (L to L) a distance of some 238m, to provide much needed ocean flushing.*
- 2 That Council note there are few physical man-made constraints with this initiative in stark contrast to the current Entrance Channel widening option.*
- 3 That Council recognises the need for the current Entrance Channel to be maintained, providing some environmental and recreational flows, however major environmental/ocean exchanges and small craft ocean access should best be explored in other lake locations such as the Lakes Beach area."*

1 E-view Shot of Lakes Beach Area D02643341



demarks

20/05/2011

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**MAP EXTRACT**  
**Scale 1:9087**

Note: Data is not survey accurate.  
 Scale is representation only.

Base Cadastre is part of the Digital Cadastral Database supplied by Department of Lands, Bathurst. Any persons whose legal rights may be affected, or interests is act on any cadastral information shown on this plan should verify such information by consulting Department of Lands, Bathurst before so acting.

M. Whittaker  
 General Manager



### **8.3 Notice of Motion - Council calls to Support Public Sector Workers**

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TRIM REFERENCE: F2004/07706 - D02644256

AUTHOR: Doug Vincent; Councillor

Councillors Vincent and Matthews has given notice that at the Ordinary Meeting to be held on 22 June 2011 they will move the following Motion:

- “1 That Council on behalf of the Central Coast community, in our capacity as their advocates, support the Central Coast: public sector workers including, police, nurses, allied health, fire fighters, teachers, transport, child protection, community and aged care workers to achieve pay rises in line with increases in the cost of living without slashing jobs and services. The Council is concerned that the impact of the legislation because, the Industrial Relations Amendment (Public Sector Conditions of Employment Bill 2011) has serious consequences and will severely impact on the services to Central Coast residents, particularly in the services where it is difficult to recruit skilled workers. The long term impact of this legislation will see the quality of services to the Central Coast residents decline and the costs to the community increase.*
  
- 2 That Council formally seeks to make representation on behalf of the Central Coast public sector workers ,including , police, nurses, allied health, fire fighters, teachers, transport, child protection community and aged care workers to the Premier, Minister for the Central Coast and all Local Members.*
  
- 3 That Council establish a prominent web site link to public sector workers campaigns including, police, nurses, allied health, fire fighters, teachers, transport, child protection community and aged care workers on Council’s website homepage.*
  
- 4 That Council recognise the outstanding contributions made by our public sector workers including, local police, nurses, allied health, fire fighters, teachers, transport, child protection ,community and aged care workers.”*

#### **COUNCILLORS NOTE**

The NSW Government has introduced laws that are worse than WorkChoices and will cut the wages and conditions of thousands of public sector workers. These laws will mean that NSW Public Sector workers will have the worst workplace laws in the country. The NSW Government will take away the power of the Independent Umpire to settle disputes about your wages and conditions. The proposal represents the most radical change to workplace laws in more than a century. If passed, NSW public sector workers would be banned from negotiating their rights at work.

The proposed Industrial Relations Amendment (Public Sector Conditions of Employment) Bill 2011 will:

- limit public sector pay rises to 2.5 per cent,
- reduce the power of the New South Wales Industrial Relations Commission to resolve public sector pay and condition disputes, and
- require public sector workers to cut jobs and/or services before receiving a pay rise above 2.5 per cent and equal to the cost of living.

This removes the right of public sector workers to receive a fair pay rise equal to inflation, to good faith bargaining and access to an independent umpire for workplace disputes. The Bill also limits the Industrial Relations Commission to act as an independent umpire for workplace disputes involving public sector pay and conditions, and good faith bargaining.

No other employer would have the right or power to unilaterally cut annual holidays or increase the working week, yet the NSW Government will have that power over police, nurses and hundreds of thousands of public sector workers.

Public sector workers deserve the same rights as any other worker in the country.