

The DCP contains Council's detailed requirements in relation to various development types and specific localities, the objectives behind those requirements, illustrations, photographs, references and design advice to ensure that proposals meet the identified assessment requirements for land uses and zones established by the LEP.

CURRENT STATUS

Council's comprehensive DCP came into effect on January 6 2005. The DCP has been subsequently updated as required. The DCP combines each of Council's former individual DCPs produced between 1980 and 2005 into one document, as directed by the NSW Government at the time. The chapter numbers correspond to the former DCP numbers, which still appear in their adopted format, until Council is able to resource a complete re-write and streamlining of the DCP structure. Whilst there are nominally 114 Chapters, it contains only 77 active Chapters, of which 45 provide locality based controls and 32 provide issue based controls.

Council is preparing a new integrated DCP. However, the adoption of Council's draft comprehensive Local Environmental Plan (WLEP 2012) and its supporting draft DCP 2012 is likely to be some months away, as Council awaits a Certificate from the NSW Department of Planning and Infrastructure (DoP&I) permitting Council to place WLEP 2012 on public exhibition. Council can not adopt this new DCP until the new LEP has been gazetted.

Council resolved on 23 May, 2012, to review the DCP to simplify and update the provisions, in order to increase planning flexibility and stimulate development viability where possible in the interim period until the new LEP and DCP come into force.

THE PROPOSAL

In conjunction with the production of Draft DCP 2012 to support Draft LEP 2012, a review of the existing DCP Chapters was conducted. This review determined that 27 chapters are able to be repealed as they contain obsolete information, relate to developments now completed or are no longer required for various reasons. The relevant Chapters to be deleted are Chapter Nos: 1, 2, 4, 8, 17, 18, 19, 22, 26, 31, 32, 33, 34, 37, 44, 46, 54, 59, 72, 74, 85, 86, 87, 89, 92, 105, and 111. This permits the reduction of unnecessary bulk within the document and allows the removal of unnecessary material from Council's website, and will assist in the further development of draft DCP 2012.

Also, the review recommended that four revised Chapters could be adopted early, as they may assist in stimulating development, through the use of updated information and standards. The relevant Chapters which have been revised are Chapter Nos: 00 (Index), 36, 61, 66 and 67. The proposed amendments to the individual Chapters are as follows:

Chapter 00 – Development Controls for Wyong Shire

Should Council adopt the amendments proposed it will be necessary to also adopt revised Chapter 00 – Development Controls for Wyong Shire, which explains the construction of DCP 2005 and contains the updated Index to Chapters and Summary of Amendments.

Chapter 36 – North Wyong Industrial Area

Chapter 36 applies to land at North Wyong to be developed for industrial purposes. The amendments proposed involve the removal of Council's minimum area requirement for the subdivision of lots for industrial purposes, the minimum width requirement at the building line and the required width to depth ratio. It is expected that this may result in additional development viability through increased planning flexibility.

Chapter 61 – Parking and Access

Chapter 61 details Council's parking rates per development type (generally as a rate per m² of floor area). Chapter 61 also details the geometric standards for gutter crossings, entry and exit driveways, circulation aisle widths, individual space dimensions, manoeuvring clearances, pavement types and landscaping requirements. These standards are in conjunction with the detailed Standards adopted by Chapter 67 - Engineering Requirements for Development.

The revised Chapter 61 predominantly involves adjustment of the Table of Parking Rates within the document. Because these rates are repeated in a number of other Chapters, those Chapters will also require minor amendments to reflect the changed rates (Chapters: 11, 58, 62, 63, 64, 99, and 100).

Chapter 66 – Subdivision

Chapter 66 details Council's design standards for the subdivision of land for various purposes. The amendments proposed involve the removal of Council's minimum area requirement for the subdivision of lots for industrial purposes, the minimum width requirement at the building line and the required width to depth ratio. It is expected that this may result in additional development viability through increased planning flexibility.

Chapter 67 – Engineering Requirements for Development

Chapter 67 comprises a bulky and disparate set of design and construction standards and Council Policy documents detailing engineering requirements, which were current when it was first adopted in June 1999. At that time Council had received legal advice that where feasible, all development related policies should be confirmed as DCPs, to give them greater statutory force in NSW Land and Environment Court (LEC) proceedings. Engineering standards have since evolved, demanding a more flexible system.

A complete revision of Council's engineering requirements has now been completed, generated by the reviews required to create the new draft LEP and DCP, and current legal advice verifies the view that the courts will support Council's policies and standards where they have been consistently applied.

Revised Chapter 67 is a minimal document, which requires compliance with newly produced design and construction manuals, which are more flexible and will be able to be updated more readily as Australian Standards and best practice progresses. The manuals are collectively referred to as "Council's Civil Works Design and Construction Specification", with the individual manuals titled the "Civil Works Design Guideline" and the "Civil Works Construction Specification".

It is expected that the introduction of these updated and flexible standards may result in additional development viability through increased planning flexibility.

OPTIONS

Giving consideration to planning requirements, current standards, perceived needs, and reviews of alternative approaches, the following options are presented for consideration by Council:

Option 1: No change

To not undertake any changes may result in missed economic activities and an opportunity to simplify the document.

Option 2: Adopt the proposed amended DCP 2005

The reviews conducted identified that many Chapters of the DCP contain obsolete information, relate to developments now completed or are no longer required for various reasons.

This situation adds unnecessary cost and bulk to the administration and availability of the document, as well as potential confusion for users. Further, it is considered that some existing provisions may be hindering economic development during a period of slowed economic activity.

It is therefore desirable to streamline the document and revise relevant controls in an effort to increase development viability through increased planning flexibility until such time as the new LEP and DCP come into force.

It is therefore recommended that the revised DCP 2005 be adopted.

STRATEGIC LINKS

Wyong Shire Council Strategic/ Annual Plan

The Annual Plan and 4 Year Delivery Plan are Council's short to medium term plans outlining the strategic role that Council will play in delivering the community's strategic vision. Council has 12 Principal Activities and each activity provides a set of services to the community and the Delivery Plan and Annual Plan show the net cost of each service.

The following Table identifies relevant Activities from the list of the 12 Principal Activities and identifies any relevant service and related key actions and objectives.

<i>Principal Activity</i>	<i>Service</i>	<i>Key Action and Objectives</i>	<i>Funding Source and Description</i>	<i>Impact on Key Performance Indicators/ Service Performance Indicators</i>
6. Environment and Land Use	DCP and Policy Development	Land Use Planning and Controls	Council staff	Updated relevant and informative documents improve economic efficiency

Contribution of Proposal to the Principal Activity

Updated relevant and informative documents improve economic efficiency.

Long term Financial Strategy

The Long Term Financial Strategy recognises that operating revenue (excluding capital grants) has not covered operating expenditure to maintain existing services and levels of service. Additionally, the required maintenance and renewals of existing assets cannot be funded. The Long Term Financial Strategy is aimed at providing a framework in which Council “can assess its revenue building capacity to meet the activities of and level of services outlined in the Community Strategic Plan.”

Notwithstanding the above, Council has an ongoing responsibility to provide informative guidelines and clear instructions as to it’s design and assessment requirements for development in a legally robust document. It is anticipated that additional economic activity may be stimulated by the introduction of these updated and flexible standards which should result in additional development viability.

Asset Management Strategy

Nil Impact.

Workforce Management Strategy

Nil Impact.

Link to Community Strategic Plan (2030)

The Community Strategic Plan identifies 8 priority objectives, each supported by a range of actions. The review of the DCP addresses the complete range of the objectives, driving quality development and environmental outcomes for the Shire.

Budget Impact

Nil Impact.

CONSULTATION

The document was placed on public exhibition for two (2) months from Wednesday, 25 July to Wednesday 19 September, 2012. In addition to Council's website and Civic Centre, Exhibition venues also included the Tuggerah Information Centre, Westfield Shopping Centre, Tuggerah, The Entrance Library and Council Services, The Entrance, and at the Lake Haven Information Centre, Lake Haven Shopping Centre, Lake Haven.

One (1) external submission was received (D03129588), together with three (3) submissions from Council staff, addressing the following issues:

Writer	Chapter	Issue(s) and Reasoning	Comment	Recommendation
D03129588 External	61 - Parking and Access	<p>Seeking a rate of 1/10 seats for Cinemas (Ch 61: 1/5 seats), with additional flexibility based on other nearby parking and public transport availability. The writer raises the following:</p> <ul style="list-style-type: none"> • Car parks are assumed to take up @ 30 m² when access and egress is taken into account. • The proposed 1/5 seats would mean that a cinema seat that normally takes @ 2 m² in a cinema (for access and egress) is requiring a ratio of 30 m² of car parking for 10 m² of building. • Community Facilities have 1/10 seats which is a better bench mark - how cinemas should be viewed. • Cinema has historically been classified with 	<p>Rate is as agreed within Council, following extensive research on parking rates and standards applied by other Councils and the RMS.</p> <p>(NB: Council's existing rate is 1space/10seats for 75% of seats then 1space/4seats)</p>	Retain

		<p>“Theatres, Halls and Places of Public Entertainment” which under this draft need a ratio of 1 in 10.</p> <ul style="list-style-type: none"> • Recent planning submissions in Newtown have allowed a ratio of 1 car park per 20 seats. • Cinemas tend to be busy when offices and places of employment are closed. Car parking space can therefore be used for two activities or shared. • Cinemas tend not to trade at or near full capacity. On a national average the occupancy rate would be lower than 10% per annum and should be taken into account when considering individual projects. 		
D03082483 Staff	61 - Parking and Access	<p>Parking rate for dwellings includes 1/3 bed or 1/4 + beds, and a requirement that “at least one fully enclosed garage is required”:</p> <ul style="list-style-type: none"> • Why? – carports are considered to have an acceptable appearance, less intrusive, and are entirely appropriate on rural lands, particularly where significantly set back from roads. • Does this requirement apply to additions, ie., 3 > 4 bedroom = +1 garage? 	<ul style="list-style-type: none"> • Wording of requirement can be improved to “for each new home”. • Delegations to be examined with further staff consultation. <p>(NB: Council's existing rate is 2 spaces with “1 space is to be provided as a drive-thru garage, where possible”).</p>	<p>Minor wording amendment required to Table 1.</p> <p>Examine staff delegations to reduce delays</p>

		<ul style="list-style-type: none"> Where a garage is not proposed, this is beyond staff delegations to determine – leading to delays in referring reports to Council. 		
D03131942 Staff	61 - Parking and Access	<ul style="list-style-type: none"> Raising a variety of points in relation to wording used, the structure of the document and the rates required for various land uses 	<ul style="list-style-type: none"> The issues raised require extensive consideration which will be able to be taken into consideration with the review of submissions for the Parking and Access Chapter in the upcoming exhibition of draft DCP 2012. Rates are as agreed within Council, following extensive research on parking rates and standards applied by other Councils and the RMS. 	Retain
D03092905 Staff	66 Subdivision	There is currently a deficiency in DCP Chapter 66 in regards to on-street parking provisions for roads 5.5 metres wide. These roads are only wide enough for two-way traffic flows with no parking. When these roads were originally included in the DCP they had a requirement of 1 parking space per 2 dwellings within the road reserve. Would you please reinstate this requirement.	Agreed. Table of street Design to be amended to require 1 space/2 lots for roads with 5.5m wide carriageways.	Minor wording amendment to Table within Appendix B.

GOVERNANCE AND POLICY IMPLICATIONS

Having exhibited a draft Development Control Plan, Council may proceed to adopt it in accordance with the Environmental Planning and Assessment Regulation 2000. In relation to the consideration of submissions and any consequential amendments, the Regulation provides that:

“Council:

- a. May approve the plan in the form in which it was publicly exhibited, or*
- b. May approve the plan with such alterations as the council thinks fit, or*
- c. May decide not to proceed with the plan.”*

Accordingly, Draft DCP 2005 has been publicly exhibited, revised with appropriate amendments and is now recommended for adoption by Council. It should be noted that the adoption of revised Chapter 61 will necessitate further consequential amendments to Chapters 11, 58, 62, 63, 64, 99, and 100.

MATERIAL RISKS AND ISSUES

Nil Impact

CONCLUSION

DCP 2005: *Development Controls for Wyong Shire* has been prepared and publicly exhibited in accordance with legislative and regulatory requirements. The DCP, incorporating the revised Chapters is now recommended for adoption. Subject to Council Resolution, DCP 2005 will be appropriately revised as certified by Council's General Manager, including the required Public Notice and forwarded to the Director General of the NSW Department of Planning and Infrastructure.

ATTACHMENTS

Nil.

4.1 CPA/181538 - Hire of Minor Plant and Equipment

TRIM REFERENCE: CPA/181538 - D03159160

MANAGER: David Witherdin, Manager Contract and Project Management

AUTHOR: John McCarthy; Purchasing Coordinator

SUMMARY

Evaluation and selection of tenders for Contract No. CPA/181538 Hire of Minor Plant and Equipment.

RECOMMENDATION

- 1 That Council accept all conforming tenders received for a period of up to 2 years with a 1 year Principal actionable extension for Contract CPA/181538 – Hire of Minor Plant and Equipment.**
- 2 That Council determine the Tender Evaluation Report in Attachment A remains confidential in accordance with Section 10 A (2) (d) of the Local Government Act 1993 as the report contains commercial information of a confidential nature.**

BACKGROUND

Due to a combination of the fluctuating nature and diversity of its operations, Council frequently finds it necessary to externally hire minor plant and equipment. The demand for externally hired minor plant and equipment is a function of the composition of the works program at any given time. To ensure that these items are readily available at the most competitive rates, tenders are invited every two to three years. The current contract expires on 31 December 2012.

Initially, when an item is required, the item is provided from Council's own plant pool or small plant workshop if available. When Council owned minor plant or equipment is not available (due to previous allocations), the Plant Pool Coordinators source the required minor plant and equipment from contracted external providers compiled through a tender assessment process.

INVITATION TO TENDER

The tender was advertised in the Sydney Morning Herald on the 8th of November 2011 and in the Central Coast Advocate on the 9th of November 2011. Tenders closed on 1 December 2011.

TENDER SUBMISSIONS

10 Submissions were received from the following organisations and are listed below in alphabetical order.

Company
A Class Hire
Active Hire Group Pty Ltd
ATF Services Pty Ltd
Bothar Constructions Pty Ltd
Camden Hire Pty Ltd
Coates Hire Operations Pty Ltd
Kennards Hire Pty Ltd
Kingston Industries Pty Ltd
Robert Guy & Sons Pty Ltd
Universal Mobile Tower Hire

* See Assessment of Conformance below.

Late Tender/s

No late tenders were received.

TENDER EVALUATION

All members of the Tender Evaluation Panel have signed Pecuniary Interest Declarations. No pecuniary interests were noted.

The relative ranking of tenders per category, as determined from the total weighted score is provided in the Confidential Attachments.

All submissions were assessed in accordance with the approved evaluation criteria being:

- a) Compliance with the Specification/Brief and other Tender requirements
- b) The tendered price and price structure; as well as any other potential costs to Council that may be identified.
- c) Condition, age and suitability of minor plant and equipment.
- d) Past performance based on previous work completed and referee checks.
- e) Assessed level of Local Content in accordance with Council's Local Preference Policy.

FINANCIAL IMPLICATIONS

The procurement of Minor Plant and Equipment will be centrally coordinated by Council's Plant and Fleet Unit and charged to the respective project or maintenance programs as transactions are processed, rather than from an allocation made to this contract itself. The estimated value of the arrangement is therefore not a budget figure, but rather it is simply an indication of the overall scope of the arrangement. Although the estimated value of the arrangement is \$1,100,000 per annum, the actual value will vary in response to the nature and timing of Council's maintenance and works programs.

RELEVANT LEGISLATION

The tender has been conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy.

Information provided by tenderers which is commercial-in-confidence has been protected and will not be disclosed in accordance with section 10 A (2) (d) of the *Local Government Act 1993*. A consistent standard for all tenderers has been used in assessing any request for confidentiality by a tenderer.

CRITICAL DATES / TIME FRAMES

The tender is for a two year period commencing on the 1 January 2013 with one Principal actionable extension of 12 months. A further report will be submitted to Council prior to the expiry of the two year period should the 12 month option be sought to be exercised.

OPTIONS / ALTERNATIVES

Council has the option of not proceeding with this tender by resolving not to accept an offer from any of the Tendering parties. This option is not recommended.

PUBLIC CONSULTATION

No public consultation specific to this project has occurred.

ATTACHMENTS

- | | | |
|---|--|-----------|
| 1 | Attachment A Tender Evaluation Report for Contract CPA 181538 Hire of Minor Plant and Machinery (distributed under separate cover) - | D02980607 |
| 2 | Attachment C CPA181538 Hire of Minor Plant and Equipment (distributed under separate cover) - | D03155886 |
| 3 | Attachment B Ranking of Minor Plant and Equipment 2012 (Distributed under separate cover) | D03152669 |

4.2 CPA/181540 - Revised ranking list for the Evaluation and Selection of tenders for the Hire of Tipping and Other Trucks.

TRIM REFERENCE: CPA/181540 - D03136828

MANAGER: John Barnard, Manager Plant Fleet Depots

AUTHOR: John McCarthy; Purchasing Coordinator

SUMMARY

Revised ranking list for the evaluation and selection of tenders for Contract No. CPA/181540 - Hire of Tipping and Other Trucks.

RECOMMENDATION

That Council approves a revised ranking order for the purposes of Tipping and Truck hire allocation for Contract CPA/181540 – Hire of Tipping and Other Trucks.

BACKGROUND

At its meeting of 25 July 2012:

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

- “1 That Council accept all conforming tenders received for a period of up to 2 years with a 1 year Principal actionable extension for Contract CPA/181540 – Hire of Tipping and Other Trucks.*
- 2 That Council determines the Tender Evaluation Report in Attachment A remains confidential in accordance with Section 10 A (2) (d) of the Local Government Act 1993 as the report contains commercial information of a confidential nature.*

FOR: COUNCILLORS BEST, EATON, GRAHAM, MATTHEWS, MCBRIDE, MCNAMARA, SYMINGTON, WEBSTER AND WYNN.

AGAINST: NIL.”

At this meeting Council were provided with a ranked list of tender items of plant constituting four categories of Trucks.

In allocating plant when Council owned trucks are not available (due to previous allocations), the Plant Pool Coordinators source the required trucks from the reported ranked listing of contracted external providers. Offers of hire start with the contractor with the highest ranking for the relevant truck and if that contractor is not available at the time required, offers proceed down the ranking list until the required numbers of trucks are sourced.

4.2 CPA/181540 - Revised ranking list for the Evaluation and Selection of tenders for the Hire of Tipping and Other Trucks. (contd)

On implementation of this contract it became evident that administrative errors had occurred in compiling the ranking list. The errors in establishing the ranking list related to population of data into the Ranking Calculator spreadsheet and variously included addition of GST (all should have been entered gst-exclusive), charges for floating of equipment and other minor errors. The correction altered the ranking order reported to Council on the 25 July 2012. However these administrative errors have nil impact on the acceptance of the Tendered rates which remain correct as resolved by Council on the 25 July 2012.

A revised listing is provided for Council's endorsement that reflects the corrections and provides transparency in respect to the correct allocation of plant items over the duration of the contract.

FINANCIAL IMPLICATIONS

The procurement of Trucks will be centrally coordinated by Council's Plant and Fleet Unit and charged to the respective project or maintenance programs as transactions are processed, rather than from an allocation made to this contract itself. The estimated value of the arrangement is therefore not a budget figure, but rather it is simply an indication of the overall scope of the arrangement. Although the estimated value of the arrangement is \$1,100,000 per annum, the actual value will vary in response to the nature and timing of Council's maintenance and works programs.

CONCLUSION

A revised listing is provided for Council's endorsement that reflects the corrections and provides transparency in respect to the correct allocation of plant items over the duration of the contract. The corrections are immaterial and do not impact or change the estimated contract value reported on the 25 July 2012 meeting. However, minor changes in the allocation of plant rankings have occurred and require Council approve in order for Council's Plant Pool staff to correctly administer the contract.

ATTACHMENTS

1 Revised Ranking List - CPA/181540 - Confidential Attachment - D03155802

4.3 CPA/181543 - Revised ranking list for the Evaluation and Selection of tenders for the Hire of Plant and Machinery

TRIM REFERENCE: CPA/181543 - D03158320

MANAGER: David Witherdin, Manager Contract and Project Management

AUTHOR: John McCarthy; Purchasing Coordinator

SUMMARY

Revised ranking list for the evaluation and selection of tenders for Contract No. CPA/181543 - Hire of Plant and Machinery.

RECOMMENDATION

That Council approves a revised ranking order for the purposes of Plant and Machinery hire allocation for Contract CPA/181543 – Hire of Plant and Machinery.

BACKGROUND

At its meeting of 25 July 2012:

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

- "1 That Council accept all conforming tenders received for a period of up to 2 years with a 1 year Principal actionable extension for Contract CPA/181543 – Hire of Plant and Machinery.*
- 2 That Council determines the Tender Evaluation Report in Attachment A remains confidential in accordance with Section 10 A (2) (d) of the Local Government Act 1993 as the report contains commercial information of a confidential nature.*

FOR: COUNCILLORS BEST, EATON, GRAHAM, MATTHEWS, MCBRIDE, MCNAMARA, SYMINGTON, WEBSTER AND WYNN.

AGAINST: NIL."

At this meeting Council were provided with a ranked list of tender items of plant constituting 34 categories of Plant and Machinery.

In allocating plant (backhoes, bobcats, excavators etc.) when Council owned plant are not available (due to previous allocations), the Plant Pool Coordinators source the required plant items from the reported ranked listing of contracted external providers. Offers of hire start with the contractor with the highest ranking for the relevant plant category and if that contractor's plant item is not available at the time required, offers proceed down the ranking list until the required numbers of plant items are sourced.

4.3 CPA/181543 - Revised ranking list for the Evaluation and Selection of tenders for the Hire of Plant and Machinery (contd)

On implementation of this contract it became evident that administrative errors had occurred in compiling the ranking list. The errors in establishing the ranking list related to population of data into the Ranking Calculator spreadsheet and variously included addition of GST (all should have been entered gst-exclusive), charges for floating of equipment and other minor errors. The corrections altered the ranking order reported to Council on the 25 July 2012. However, these administrative errors have nil impact on the acceptance of the Tendered rates which remain correct as resolved by Council on the 25 July 2012.

A revised listing is provided for Council's endorsement that reflects the corrections and provides transparency in respect to the correct allocation of plant items over the duration of the contract.

FINANCIAL IMPLICATIONS

The procurement of Plant and Machinery will be centrally coordinated by Council's Plant and Fleet Unit and charged to the respective project or maintenance programs as transactions are processed, rather than from an allocation made to this contract itself. The estimated value of the arrangement is therefore not a budget figure, but rather it is simply an indication of the overall scope of the arrangement. Although the estimated value of the arrangement is \$11,000,000.00 (\$5,500,000.00 per annum), the actual value will vary in response to the nature and timing of Council's maintenance and works programs.

CONCLUSION

A revised listing is provided for Council's endorsement that reflects the corrections and provides transparency in respect to the correct allocation of plant items over the duration of the contract. The corrections are immaterial and do not significantly impact or change the estimated contract value reported on the 25 July 2012 meeting. However, minor changes in the allocation of plant rankings have occurred and require Council approval in order for Council's Plant Pool staff to correctly administer the contract.

ATTACHMENTS

1 Revised Rank Listing - CPA/181543 - Confidential Attachment - D03155799

4.4 CPA/191877 - Construction of Warnervale Town Centre Sewer Trunk Main

TRIM REFERENCE: CPA/191877 - D03160202

MANAGER: David Witherdin, Manager Contract and Project Management

AUTHOR: John Tennant; Engineer

SUMMARY

Amended recommendation on the evaluation and selection of tenders for Contract No. 191877 – Construction of Warnervale Town Centre Sewer Trunk Main

RECOMMENDATION

- 1 That Council accepts the tender from the company nominated as Tenderer '4' in the attached Tender Evaluation Report for the estimated total value of \$2,298,628.00 (excl GST) for Contract CPA/191877 – Construction of Warnervale Town Centre Sewer Trunk Main.**
- 2 That Council determines the Tender Evaluation Report in Attachment A remains confidential in accordance with Section 10A(2)(d) of the Local Government Act 1993 as the report contains information of a confidential nature.**
- 3 That Council approve the contingency sum as detailed in the Tender Evaluation Report in Attachment A.**

BACKGROUND

Construction works for the development of the Warnervale Town Centre are expected to commence in 2013. In order to facilitate the initial and longer term development of the Warnervale Town Centre, Council will need to provide reticulated water supply and sewerage services. Designs for the necessary extension of Council's existing infrastructure network have been completed for some time in anticipation of the development proceeding. This report deals with the tenders received for the construction of a new trunk sewer main from Council's existing sewer reticulation system in Minnesota Road to the proposed Warnervale Town Centre point of connection immediately north of Sparks Road.

The project comprises the construction of approximately 3,082 metres of gravity sewer mains ranging in size from 300 mm to 600 mm diameter.

INVITATION TO TENDER

The tender was advertised in the Sydney Morning Herald on 24 and 31 July 2012, the Central Coast Express on 27 July and 1 August 2012 and on the eTender system on 19 July 2012 and closed on 23 August 2012.

4.4 CPA/191877 - Construction of Warnervale Town Centre Sewer Trunk Main (contd)

The invitation documents called for schedule of rates tenders, based on a detailed specification.

Tenders closed at Council's Chambers at 2.00pm on 23 August 2012

TENDER SUBMISSIONS

The following tenders were received and are listed in alphabetical order:

- Bolte Civil Pty Ltd
- Delcare Constructions Pty Ltd
- Diona Pty Ltd
- Draincorp Pty Ltd
- Eire Contractors Pty Ltd
- EL Civil Pty Ltd
- Hannas Civil Pty Ltd
- Josa Constructions Pty Ltd
- Ledonne Constructions Pty Ltd
- McNamee Constructions Pty Ltd
- Milbant Constructions Pty Ltd
- Murphy McCarthy & Associates Pty Ltd
- Nace Civil Engineering Pty Ltd
- Rob Carr Pty Ltd
- TCM Civil Pty Ltd
- Trazibat Pty Ltd
- Veolia Water Network Services Pty Ltd

No late submissions were received.

TENDER EVALUATION

All members of the Tender Evaluation Panel have signed Pecuniary Interest Declarations. No pecuniary interests were noted.

The relative ranking of tenders as determined from the total weighted score is provided in the Confidential Tender Evaluation Report – Attachment A.

All submissions were assessed in accordance with the approved evaluation criteria being:

1. Assessed level of Local Content
2. The tendered price and its structure
3. Experience in the specific field
4. Conformity with the specification
5. Proposed construction programme
6. Past performance

4.4 CPA/191877 - Construction of Warnervale Town Centre Sewer Trunk Main (contd)

FINANCIAL IMPLICATIONS

There are sufficient funds allocated for this contract within the current year's capital works program under the Sewer Services Capital Works Program (Line Item IM 113).

RELEVANT LEGISLATION

The tender has been conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy.

Information provided by tenderers which is commercial-in-confidence has been protected and will not be disclosed in accordance with section 10A (2) (d) of the *Local Government Act 1993*. A consistent standard for all tenderers has been used in assessing any request for confidentiality by a tenderer.

CRITICAL DATES / TIME FRAMES

Construction will commence in December 2012 and is expected to be completed in October 2013.

OPTIONS / ALTERNATIVES

Council has the option of not proceeding with this contract by resolving not to accept an offer from any of the Tendering parties. This option is not recommended.

PUBLIC CONSULTATION

The project has been subject to a public consultation process.

ATTACHMENTS

- | | | |
|---|---|-----------|
| 1 | Confidential Attachment A - Tender Evaluation Report CPA/191877 - Construction of Warnervale Town Centre Sewer Trunk Main - | D03161286 |
|---|---|-----------|

5.1 Presentation on 2011/12 Annual Financial Reports

TRIM REFERENCE: F2011/02800 - D03113783

MANAGER: Stephen Naven, Chief Financial Officer

AUTHOR: Mellissa McKee; Corporate Planning Executive

SUMMARY

Report on the presentation by Council's External Auditor of the audited 2011/12 Financial Reports and External Audit Report.

RECOMMENDATION

- 1 That Council present the Audited Financial Reports for 2011/12 in accordance with the Local Government Act 1993.**
- 2 That Council invite the External Auditor, Mr Dennis Banicevic (representing PricewaterhouseCoopers) to formally present the Auditor's report on Council's Annual Financial Reports for 2011/12.**

BACKGROUND

Council at its meeting held on 10 October 2012 resolved as follows:

- "1 That Council adopt the draft Wyong Shire Council financial statements for 2011/12 as presented.*
- 2 That Council refer the draft Wyong Shire Council financial statements for 2011/12 (as presented) to external audit.*
- 4 That Council authorise the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer to execute all documents related to the draft 2011/12 financial reports as required by legislation.*
- 5 That Council fix 24 October 2012 as the date for the presentation of the audited 2011/12 financial statements and external audit report in accordance with section 419(1) of the Local Government Act 1993."*

In accordance with this resolution, Council's External Auditor, Mr Dennis Banicevic of PricewaterhouseCoopers will present the audited 2011/12 Financial Reports and External Audit Report.

THE PROPOSAL

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

ATTACHMENTS

- | | | | |
|----------|--|-----------|-----------|
| 1 | WSC General Purpose & Special Purpose Financial Statements Year Ended 30 June 2012 (<i>Distributed under Separate Cover with 10 October 2012 Business Paper</i>) | Enclosure | |
| 2 | WSC Water Supply Authority Financial Statements Year Ended 30 June 2012 (<i>Distributed under Separate Cover with 10 October 2012 Business Paper</i>) | Enclosure | |
| 3 | WSC Statements by Councillors and Management - Water Supply Authority 2011/12 (signed), General Purpose 2011/12 (signed) and Special Purpose 2011/12 (signed) | | D03156988 |

Wyong Shire Council Water Supply Authority

**Financial Statements for the year
ended 30 June 2012**

**Statement by Councillors and Management made
pursuant to section 41c (1b) & (1c) of the Public
Finance and Audit Act 1983**

Pursuant to section 41c (1b) & (1c) of the *Public Finance and Audit Act 1983* we state that:

1. These financial statements present a true and fair view of the financial position of the Wyong Shire Council Water Supply Authority as at 30 June 2012 and its performance, as represented by the results of its operations and its cash flows for the year ended on that date.
2. The financial statements have been prepared in accordance with the *Public Finance & Audit Act 1983*, Australian Accounting Standards, including Australian Accounting Interpretations, and the *Public Finance & Audit Regulation 2010*.

We are not aware of any circumstances at the date of these statements that would render any particulars included in the financial statements to be misleading or inaccurate.

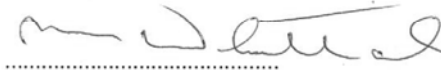
Signed in accordance with a resolution of Council made on 10 October 2012:



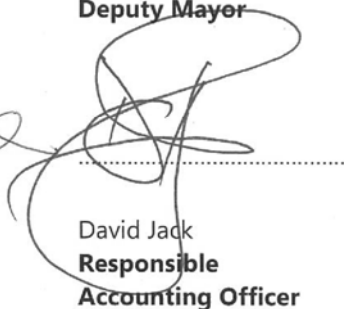
Doug Eaton
Mayor



Lynne Webster
Deputy Mayor



Michael Whittaker
General Manager



David Jack
**Responsible
Accounting Officer**

Wyong Shire Council

**General purpose financial statements for
the year ended 30 June 2012**

**Statement by Councillors and Management made
pursuant to section 413(2)(c) of the Local
Government Act 1993 (as amended)**

The attached General Purpose Financial Statements have been prepared in accordance with:

- The Local Government Act 1993 (as amended) and the Regulations made thereunder.
- The Australian Accounting Standards and professional pronouncements.
- The Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render the Report false or misleading in any way.

Signed in accordance with a resolution of Council made on 10 October 2012:



Doug Eaton
Mayor



Lynne Webster
Deputy Mayor



Michael Whittaker
General Manager



David Jack
**Responsible
Accounting Officer**

Wyong Shire Council

**Special purpose financial statements
for the year ended 30 June 2012**

**Statement by Councillors and Management made
pursuant to the Local Government Code of
Accounting Practice and Financial Reporting**

The attached Special Purpose Financial Statements have been drawn up in accordance with:

- The *Local Government Code of Accounting Practice and Financial Reporting*.
- NSW Government Policy Statement "*Application of National Competition Policy to Local Government*".
- The Division of Local Government guidelines "*Pricing & Costing for Council Businesses: A Guide to Competitive Neutrality*".
- The NSW Office of Water, Department of Environment, Climate Change and Water guidelines "*Best-Practice Management of Water Supply and Sewerage*".

To the best of our knowledge and belief, these reports:

- present fairly the operating result and financial position for each of Council's declared Business Activities for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render the reports false or misleading in any way.

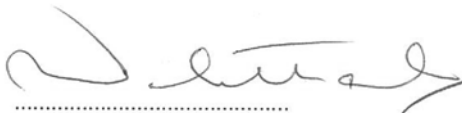
Signed in accordance with a resolution of Council made on 10 October 2012:



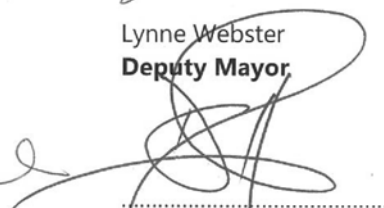
Doug Eaton
Mayor



Lynne Webster
Deputy Mayor



Michael Whittaker
General Manager



David Jack
**Responsible
Accounting Officer**

5.2 Conference Attendance - 2012 ALGWA National Conference

TRIM REFERENCE: F2004/06517 - D03155764

MANAGER: Lesley Crawley, Manager Corporate Governance

AUTHOR: Jacquie Elvidge; Councillor Services Officer

SUMMARY

Council has received information from the Australian Local Government Women's Association (ALGWA) that it will be holding its 2012 National Conference in Ipswich, QLD from Thursday 8 to Saturday 10 November 2012. Councillor Matthews has indicated interest in attending this Conference.

RECOMMENDATION

- 1 That Council authorise interested Councillor/s, to attend the 2012 ALGWA National Conference being held in Ipswich, QLD from Thursday 8 to Saturday 10 November 2012.**
- 2 That Council meet reasonable expenses incurred in Councillors attending the above conference in accordance with Council's Facilities and Expenses Policy for Councillors.**

BACKGROUND

The 2012 ALGWA National Conference is being held at the Ipswich Civic Centre from Thursday 8 to Saturday 10 November 2012.

The ALGWA National Conference is held every two years and attracts delegates from all over Australia in the fields of Local Government (elected officials and employees), Women's Industry Groups, Business and Community Leaders.

The list of speakers for this conference includes Therese Rein, founder and Managing Director of Ingeus, Hon Margaret Reynolds, Chair, Australian Centre of Excellence in Local Government, and Tiwi Islands Mayor Lynette De Santis.

Conferences or Seminars

In accordance with the provisions of Council's Facilities and Expenses Policy for Councillors, and subject to Council's prior approval, WSC will pay for attendance at a maximum of three conferences per year for each elected member and attendance at the annual NSW Local Government Association Conference.

The maximum number of elected members authorised to attend a conference or seminar is three. Councillor Matthews has expressed an interest in attending this conference.

Note: recent changes proposed by Council to the policy have not yet completed the exhibition period.

OPTIONS

- 1 To authorise Councillor attendance to this Conference.
- 2 To deny Councillor attendance to this Conference.

STRATEGIC LINKS

Wyong Shire Council Strategic/ Annual Plan

<i>Principal Activity</i>	<i>Key Activity/ Service</i>	<i>Key Action and Objectives</i>	<i>Funding Source and Description</i>	<i>Impact on Key Performance Indicators/ Service Performance Indicators</i>
Principal Activity 1 – Community & Education	Develop a range of community and cultural development programs	Attendance at this Conference would increase Councillor awareness and knowledge relating to community and cultural development, particularly in regard to women and social equality initiatives.	Councillors Conferences & Training 2011-12 Budget	Nil Impact.

Contribution of Proposal to the Principal Activity

Nil Impact.

Long term Financial Strategy

Nil Impact.

Asset Management Strategy

Nil Impact.

Workforce Management Strategy

Nil Impact.

Link to Community Strategic Plan (2030)

Nil Impact.

Budget Impact

The table below indicates an approximate cost for attendance at the Conference and associated travel and accommodation expenses per Councillor:

2012 ALGWA National Conference	Councillor Fees
Registration	\$880.00
Travel <i>(return airfares)</i>	\$300.00
Airport transfers <i>(\$40 each way)</i>	\$80.00
Accommodation <i>(\$170 per night)</i>	\$510.00
Meals	\$150.00
Total - estimate	\$1,920.00

CONSULTATION

This submission complies with Council's adopted Facilities and Expenses Policy for Councillors.

GOVERNANCE AND POLICY IMPLICATIONS

In accordance with the provisions of Council's Facilities and Expenses Policy for Councillors, Councillors are encouraged to attend external training sessions that will support their professional development as a Councillor. Reasonable expenses incurred in Councillors attending external training are met in accordance with that policy.

MATERIAL RISKS AND ISSUES




Nil impact.

CONCLUSION

The conference listed would be of benefit to the professional development of Councillors and attendance is encouraged.

ATTACHMENTS

1 2012 ALGWA National Conference Program D03155923

 ALGWA NATIONAL CONFERENCE THE FUTURE OF LOCAL GOVERNMENT <small>RESILIENCE, RESOLVE AND RELATIONSHIPS - NEW AGE 3RS</small> 8-10 NOVEMBER 2012 IPSWICH QUEENSLAND			 
<u>A LIST OF CONFERENCE DELEGATES WILL BE AVAILABLE AT THE CONFERENCE</u>			
THURSDAY 8 NOVEMBER 2012			
4:30pm	Registration Desk Open until 6:00pm	Ipswich Civic Centre Foyer Cnr Nicholas and Limestone Streets, Ipswich	
6:00pm	Mayoral Welcome Reception (Ipswich Art Gallery)	Ipswich Art Gallery d'Arcy Doyle Place, Ipswich	
7:30pm	Evening at leisure		
FRIDAY 9 NOVEMBER 2012			
8:00am	Registration Desk Open	Ipswich Civic Centre Foyer	
9:00am	Welcome to Country	George Hogg Auditorium	
9:05am	Welcome & Introduction to ALGWA	Cr Darriea Turley (ALGWA President)	
9:15am	Welcome to Ipswich	Mayor Paul Pisasale, City of Ipswich	
9:30am	Resilience, Resolve & Relationships	Ms Therese Rein (Founder & Managing Director – Ingeus)	
10:30am	Morning Tea	Ipswich Civic Centre Forecourt	
11:00am	Addressing Disaster Risk & Enhancing Resilience – Strengthening Grantham Project	Mr Jamie Simmonds & Cr Tanya Milligan (Lockyer Valley Regional Council)	
11:45am	White Ribbon Workplace Accreditation Program	Libby Davies (CEO – White Ribbon)	
12:15pm	Critical Thinking, Problem Solving	Prof Deborah Brown (University of Queensland)	
1:00pm	Lunch	Cunningham Room	
2:00pm	Gender Equity – State of the Nation	Hon. Margaret Reynolds (Chair, Australian Centre of Excellence for Local Government)	
3:00pm	Afternoon Tea	Ipswich Civic Centre Forecourt	
3:30pm	Cultural Diversity – Opportunity and Challenges	Gail Kerr (CEO, ACCES Services Inc.)	
4:30pm	Customer Service versus Customer Focus	Rum Charles (Author and Interpersonal Relationship Specialist)	
5:30pm	Evening at leisure		
SATURDAY 10 NOVEMBER 2012			
8:00am	Registration Desk Opens	Ipswich Civic Centre Foyer	
9:00am	Global Issues Impacting on Our Work	Tim Eltham (Strategic Community Planner, Ipswich City Council)	
CONCURRENT WORKSHOPS			
9:45am	Frankston TV - Australia's First Community Drive YouTube Network Jonathan Reichwald (Frankston City Council, VIC) Room: George Hogg Auditorium	Tools for Engaging Your Community Tracey Gobey (Bang The Table) Room: Cunningham Room	
	Morning Tea	Ipswich Civic Centre Forecourt	
11:00am	Women at the Top – What it Takes to Get There	Dr Terrance Fitzsimmons (University of Queensland)	
12:00pm	My Journey into Local Government	Mayor Lynette de Santis	
12:30pm	Changes in Local Government	Darriea Turley (President ALGWA)	
1:00pm	Lunch	Cunningham Room	
2:00pm	ALGWA AGM	Lockyer Room	
2:15pm	Conference Delegates' Bus Tour (returns at 1700)	Departs from Nicholas Street	
CONFERENCE GALA DINNER & GENDER EQUITY AWARDS			
6:30pm	Pre-dinner drinks	Ipswich Civic Centre Forecourt	
7:00pm	Dinner and entertainment	George Hogg Auditorium	
	Presentation of Gender Equity Awards	Shayne Neumann MP, Federal Member for Blair	
Midnight	Dance Band		
	Evening concludes		

5.3 Youth Employment Strategy

TRIM REFERENCE: F2004/00342 - D03159233

MANAGER: David Jack, Director Corporate Services

AUTHOR: Linda Sutton, Organisational Development Partner

SUMMARY

This report provides a response to the 8 August 2012 Council resolution. - A report on the cost benefits and merits of WSC directly employing apprentices and trainees by Wyong Shire Council.

RECOMMENDATION

- 1 That Council adopt the 2012-2016 Youth Employment Strategy**
- 2 That Council endorse management's contracting approach to the provision of apprentices for training opportunities within Council.**

BACKGROUND

Council resolved on 22 July 2009 to do the following:

"That Council adopt in principle, a long term youth employment target of 15% of its workforce in recognition of the appalling local youth unemployment rate of some 38.7%".

Following this, HR employees drafted the Youth Employment Strategy (attached) and presented it to Council 22 August 2012 and Council resolved the following:

"That Council receive the report on Wyong Shire Council Youth Employment Strategy".

"That Council consider a report on the cost and benefits of direct employment of apprentices and trainees prior to adoption of the Wyong Shire Council Youth Employment Strategy".

The current provider of trade (and trade like) apprentices and trainees is no longer part of a State Government approved panel of suppliers because the State discontinued the panel. WSC must now comply with Section 55 of the Local Government Act.

CURRENT STATUS

A cost benefit comparative analysis has been completed and is shown below.

The key points of the Youth Employment Strategy are:

5.3 Youth Employment Strategy (contd)

1. The YES has been developed to realise three objectives:
 - Ensure the workforce pipeline for Wyong Shire Council (WSC) is adequately supplied
 - Provide the opportunity for local young people to gain experience and qualifications that can be transferred to any employer to improve their future career prospects
 - Reduce the impact of our aging workforce by focusing on activities that initiate grass root succession planning

2. The strategy contains a framework intended as the leading guidance for employing youth within WSC. The framework contains a suite of 15 activities that assist youth in establishing a career pathway, and 24 recommendations to be implemented by 2016.

3. The framework includes a combination of both new and existing WSC activities (some of the existing programs will be improved as a result of this strategy).

Cost/Benefit Analysis

The below cost comparisons were completed using a group of varied apprentices of differing age and year of trade.

Apprenticeship	Unit	Year
1.Metal Fabrication	Water & Sewer	4th
2.Fitter & Machinist	Water & Sewer	3rd
3.Painter and Decorator	Plant Fleet Depots	3rd
4.Painter and Decorator	Buildings Services	3rd
5.Metal Fabrication	Water & Sewer	3rd
6.Metal Fabrication	Water & Sewer	3rd
7.Heavy Vehicle Mechanic	Water & Sewer	2nd
8.Electrician	Water & Sewer	2nd
9.Plumber	Buildings Services	2nd
10.Gardener	Open Space	1st
11.Gardener	Open Space	1st
12.Carpenter and Joiner	Buildings Services	1st
13.Painter and Decorator	Buildings Services	1st
14.Heavy Vehicle Mechanic	Plant Fleet Depots	1st
15.Heavy Vehicle Mechanic	Plant Fleet Depots	1st
16.Carpenter and Joiner	Buildings Services	1st
17.Metal Fabrication	Plant Fleet Depots	1st
18.Electrician	Water & Sewer	1st
19.Heavy Vehicle Mechanic	Plant Fleet Depots	1st
20.Heavy Vehicle Mechanic	Plant Fleet Depots	1st
21.Metal Fabrication	Water & Sewer	2nd

5.3 Youth Employment Strategy (contd)

Cost analysis revealed that employing our own trade (and trade like) apprentices and trainees would increase Council costs from \$220, 000 - \$485 000 per annum. The figures were compiled based on charges provided by the various GTO's. Total costs and savings are reflected in the table below.

GTO 1 Saving	GTO 2 Saving	GTO 3 Saving	GTO 4 Saving	GTO 5 Saving	WSC Cost
\$458,846	\$220,139	\$385,757	\$392,005	\$485,405	\$1,133,717

WSC direct employment costs are inclusive of all aspects of employing and training trade (and trade like) apprentices and trainees including: TAFE fees, licences and tickets, wages and allowances, on costs and the additional staffing requirements that would be required

Support Staff		
Advisor - \$66 462 + on costs of 41.5% = 94,043		
.5 Officer – \$27 738 + on costs = 39,249		
= \$133,292		
• Recruitment and Selection	• TAFE partnering	• External business partnering
• Monitoring visits	• Claims processing	• Performance Management
• Mentoring program	• Career planning	• Administration
• TAFE Fees	• Licences and tickets	

1. Direct employment of trade (and trade like) apprentices and trainees.
 - Direct employment of trade (and trade like) apprentices and trainees would ensure that the needs of the business were met and that the objectives of the YES were met
 - This approach would be more expensive for the Council (based on the cost analysis). To manage the additional cost Council would need to consider a reduction in the number of opportunities for trade (and trade like) apprentices and trainees to remain within the current budget
 - WSC does not offer the full scope of the qualification in some trade areas, which would create challenges in ensuring that all trade (and trade like) apprentices and trainees were receiving the best learning outcomes

2. Continuation of the current approach.
 - Not possible in order to be compliant with Section 55 of the Local Government Act

5.3 Youth Employment Strategy (contd)

3. WSC call for tenders to identify GTO/s that will be able to provide trade (and trade like) apprentices and trainees.
 - Compliance with Section 55 of the Local Government Act will be assured
 - This approach aligns with the objectives of the YES
 - Trade (and trade like) apprentices and trainees will be able to gain experience in the full scope of their trade, including both private and government experience with greater ease, due to the flexibility the GTO has to rotate students into other businesses
 - WSC will be economically advantaged by this approach (as per the cost analysis provided)
 - Maintaining this approach will ensure that no further internal staff requirements are needed, ensuring no increase in staff establishment
 - WSC receives additional support from the GTO including: safety support; dispute resolution; and mentoring for all trade (and trade like) apprentices and trainees

THE PROPOSAL

It is proposed to continue Council's current approach to employing trade (and trade like) apprentices and trainees – i.e. by using an external provider.

The value of the proposed contract requires the WSC conduct a tender process for the acquisition of such services

STRATEGIC LINKS

Wyong Shire Council Strategic/ Annual Plan

YES activities are incorporated into the annual plan

Asset Management Strategy

Nil impact.

Workforce Management Strategy

The Youth Employment Strategy is an integral part of Council's Workforce Management Strategy.

Budget Impact

Consultation	Required/ Voluntary	Response
Representatives from local high schools and community groups	Voluntary	Provided an understanding of the opportunities within the local school environment and other providers of learning within the community.
State Training Services	Voluntary	Provided input into funding opportunities that are available which could be considered to support the implementation of programs.
Staff and Managers	Voluntary	Positive feedback in relation to the recommendations
Consultative Committee	Voluntary	Positive feedback with general enquiries relating to the employment of apprentices and agreement that we need to go to tender for the selection of a GTO, or GTO's.
Executive Team	Required	Provided feedback and input and supported the strategy in its current form, including going to a tender for the selection of a GTO, or GTO's.
Councillors	Required	Requested this report.

None. The Youth Employment Strategy is designed to be cost neutral whilst providing increased value for Council, and encouragement and support for the education and career planning of our youth.

Any savings gained by the phasing out of old programs, will be reinvested back into the recommended programs for the Youth Employment Strategy in the next four years.

CONSULTATION

GOVERNANCE AND POLICY IMPLICATIONS

The recommendation of going to tender for a preferred GTO or GTO's aligns with the requirements under Section 55 of the Local Government Act. The expected annual cost of this service is above the tender threshold of \$150 000 p.a. (exclusive of GST).

MATERIAL RISKS AND ISSUES

Nil impact.

CONCLUSION

The analysis of the cost benefits and merits of WSC directly employing trade (and trade like) apprentices and trainees by Wyong Shire Council has been completed.

Analysis demonstrates best value is obtained by an external supply approach.

Council must comply with Section 55 of the Local Government Act and is required to go to tender at a cost of approximately \$3.6 million over four years.

Council has previously favourably received the YES

Adoption of the YES and the provider approach for employing trade (and trade like) apprentices and trainees will meet Council's planning objectives

ATTACHMENTS

- 1 Youth Employment Strategy *Enclosure D03164095*
(Distributed under Separate Cover)

5.4 Policy for Establishment of Policies

TRIM REFERENCE: F2009/00055 - D03159976
MANAGER: Michael Whittaker, General Manager
AUTHOR: David Jack; Director Corporate Services

SUMMARY

Cancellation of the policy for Establishment of Policies in Wyong Shire Council.

RECOMMENDATION

That Council endorse that Council staff no longer use the policy for Establishment of Policies.

BACKGROUND

A policy covering the Establishment of Policies was adopted to provide a set of guidelines for the organisation. However it has been found unsuitable by staff as Council's policy diversity does not allow one framework to fit all. For example, recent reviews of human resource policies and planning policies have demonstrated significant issues with the policy on policies.

THE PROPOSAL

Establishment guidelines are no longer considered to add value to current processes.

Future policies will continue to be adopted by Council or by the General Manager in accordance with the requirements of the Local Government Act.

ATTACHMENTS

- 1 Policy for the Establishment of Policies D02986520



Wyong Shire Council

POLICY FOR THE ESTABLISHMENT OF POLICIES

Policy No: WSC059

Policy Author: David Jack, Director, Corporate Services





History of Revisions:

Version	Date	Authority	TRIM Doc. #
1	11 August 2009	Wyong Shire Council – Ordinary Meeting held	D02339795
2	22 June 2010	Wyong Shire Council – Ordinary Meeting held	D02339795
3	27 April 2012	General Manager	D02986520

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W www.wyong.nsw.gov.au

A. POLICY SUMMARY

- A.1. This Policy details Wyong Shire Council's framework for the management of its policies.

B. POLICY BACKGROUND

- B.1. Wyong Shire Council's policies form an integral part of the support framework for the implementation of Wyong Shire Council's statutory functions, strategic plans, vision and values.
- B.2. Governance and managerial decision-making is dependent on a robust policy framework, as this ensures that individual behaviours are channelled to achieving Wyong Shire Council's desired goals and service outcomes.
- B.3. Policies assist staff, councillors and other stakeholders in being aware of Wyong Shire Council's formal position on any given matter.
- B.4. Policies are intricately linked to employment contracts, employee obligations and elected member obligations. Clear, formal processes are required to ensure the relationship between such obligations and all policies are legitimately established and in a manner that promotes awareness.
- B.5. Past practice at Wyong Shire Council is characterised by the making of ad-hoc policies and ad-hoc policy establishment. Lack of centralised management of policies has created conflicts between policies, disconnections between the intended purpose of a policy and the need for the policy, and finally an array of differing formats.
- B.6. Council requires the General Manger to meet his/her accountabilities under legislation to ensure the organisation is operated effectively and efficiently.
- B.7. This Policy details the categories and establishment of policies and provides for the administration framework for the management of policies.

C. DEFINITIONS

- C.1. **Council** means the elected representatives, councillors, who form the governing body of Wyong Shire Council.
- C.2. **The Act** means the *Local Government Act 1993*.
- C.3. **WSC** means Wyong Shire Council, being the organisation responsible for the administration of Council affairs and operations and the implementation of Council policy and strategies.

D. POLICY STATEMENTS

Jurisdiction

- D.1. This Policy covers all elected members of Council, all personnel employed by WSC, any person or organisation contracted to or acting on behalf of WSC, any person or organisation employed to work on WSC premises or facilities and all activities of the WSC.
- D.2. This policy does not confer any delegated authority upon any person. All delegations to staff are issued by the General Manager.

Policy Categories

- D.3. Policies that are required either by law, or as a result of the impact on the community which are created and/ or approved by Council, with the exception of land use & planning policies, are in a category called Council Policy.
- D.4. Policies that form part of the environmental planning framework for Wyong Shire are in a category called Land Use & Planning Policy.
- D.5. Policies that relate purely to WSC's operations, including the implementation of Council resolutions are in a category called Organisational (Operational) Policy.

Statutory Policies & other instruments

- D.6. This Policy does not apply to any statutory policies that WSC is required to have in place by law. These policies include for example the Wyong Local Environmental Plan, WSC's Development Control Plan, management plans including plans of management for community land and WSC's Privacy Management Plan, and other instruments such as WSC's Code of Conduct and Code of Meeting Practice.

General

- D.7. Council committees, advisory groups and individual Councillors shall not have authority to make policy or utilise Council resources, unless approved by an authorised officer with the appropriate delegated powers.
- D.8. The General Manager shall establish all policy (in accordance with the procedures for each policy category), that is required to support compliance with WSC's statutory obligations.
- D.9. Council shall not establish any policy that may be in conflict with WSC's statutory obligations or the General Manager's statutory delegations.
- D.10. The General Manager shall not establish any policy that may be in conflict with Council Policy or WSC's statutory obligations.

E. POLICY IMPLEMENTATION - PROCEDURES**Council Policy:**

- E.1. Council Policy is established by resolution of Council, generally on the recommendation of the General Manager.
- E.2. Individual Councillors, including the Mayor, may originate a Notice of Motion for a Council Policy in accordance with the Code of Meeting Practice.
- E.3. The General Manager should, in appropriate circumstances, refer any policy which has a significant effect on the community to Council for adoption by way of resolution in accordance with the Code of Meeting Practice.
- E.4. Council may in accordance with the Code of Meeting Practice, change or discontinue any Council policy at any time.
- E.5. All Council Policy must be in the form prescribed by this Policy and any associated documents.
- E.6. All Council Policy must be reviewed in accordance with the resolution of the Council at the time the policy is adopted, and at least once every term of Council.
- E.7. The Council may set aside any Council Policy during a civil emergency to ensure public safety.

Land Use & Planning Policy:

- E.8. Land Use & Planning Policy is established by resolution of the Council, generally on the recommendation of the General Manager.
- E.9. Council may in accordance with the Code of Meeting Practice, change or discontinue any Land Use & Planning Policy at any time.
- E.10. All Land Use & Planning Policy must be in the form prescribed by this Policy and any associated documents.
- E.11. All Land Use & Planning Policy must be reviewed in accordance with the resolution of the Council at the time the policy is adopted, and at least once every term of Council.
- E.12. The Council may set aside any Land Use & Planning Policy during a civil emergency to ensure public safety.

Organisational (Operational) Policy:

- E.13. Organisational (Operational) Policy is established by authority of the General Manager, generally on the recommendation of the Directors of the various departments of WSC.
- E.14. All Organisational (Operational) Policy must be in the form prescribed by this Policy and any associated documents.
- E.15. All Organisational (Operational) Policy must be reviewed in accordance with the approval of the General Manager at the time the policy is adopted, and at least once every term of Council.
- E.16. The General Manager may set aside any Organisational (Operational) Policy during a civil emergency to ensure public safety.

Policy administration

- E.17. All policies will be administered centrally within WSC by the Corporate Governance Unit.
- E.18. All policies must be recorded in a Policy register which is maintained by the Corporate Governance Unit and accessible to all councillors and staff of WSC.

Policy drafting and approval

- E.19. All policies should be drafted in accordance with any guidelines issued by the Corporate Governance Unit.
- E.20. All policies should be approved in accordance with any approval procedures issued by the Corporate Governance Unit.
- E.21. All policies where practicable, should be referred to the WSC General Counsel for review prior to submission for formal adoption either to Council or the General Manager.

Policy records & distribution

- E.22. All policies must be kept in electronic form and stored in WSC's corporate records management system.
- E.23. Once adopted, all policies should be made available on WSC's intranet site, and where appropriate, following consultation with WSC's Public Officer, on WSC's internet site.

- E.24. Hard copies of the policies will only be distributed to the Corporate Governance Unit and, after consultation with WSC's Public Officer, the public reception area of WSC's main building and in WSC's Library & Customer Contact Centres.

Policy review

- E.25. The Corporate Governance Unit must ensure a policy review program is maintained that provides a regular review cycle for every policy in accordance with either the Council resolution for Council Policy and Land Use & Planning Policy or the authority of the General Manager for Organisational (Operational) Policy, and in accordance with E.6., E.11. and E.15.
- E.26. All policies should be reviewed by the WSC department from where the policy originated unless instructed otherwise by a Director or the General Manager.

Associated documents & procedures

- E.27. The following associated documents and procedures should be read in conjunction with this Policy:
1. Policy Drafting Guidelines
 2. Policy Approval Procedures

6.1 Information Reports

TRIM REFERENCE: F2012/00026 - D03155561

MANAGER: Lesley Crawley, Manager Corporate Governance

AUTHOR: Jacquie Elvidge; Councillor Services Officer

SUMMARY

In accordance with Council's Code of Meeting Practice reports for the Information of Council are provided for adoption either by nominated exception or in total.

RECOMMENDATION

That Council receive the report on Information Reports.

ATTACHMENTS

Nil.

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

TRIM REFERENCE: F2004/07830 - D03123077

MANAGER: Gina Vereker; Director

AUTHOR: Jane Doyle; Senior Administration Support Officer

SUMMARY

The report includes information and statistics regarding the operations of the Development Assessment Unit and the Building Certification and Health Unit which covers the submission and determination of development, construction and subdivision applications for the months of August and September 2012.

Local Government Performance Monitoring 2010-2011

The NSW Department of Planning and Infrastructure have released the 2010/2011 Local Government Performance Monitoring report earlier this year. The report provides an overview of the performance in terms of development determined by Council's, Private Certifiers and Joint Regional Planning Panels.

The report categorises Council's across the State into Groupings (DLG's) based on population figures released from the Australian Bureau of Statistics as of 30 June 2010. This provides a basis for comparison between similar size local government areas. Wyong Shire is categorised as a DLG Code 7 – fringe (a developing LGA on the margin of a developed or regional urban centre).

A survey of the key findings of the report and a comparison between Group 7 Council's is provided in the following tables.

Figure 1

Group 7 Council's 2010/11 – Performance Monitoring

Council	EFT DA Staff	DA's / EFT	Total Development Cost (\$'s)
Wyong Shire	13.3	95	227.4
Hills Shire	23	69	843
Gosford City	18.5	79.1	350.2
Campbelltown	13.5	53.8	204
Blue Mountains	10.9	69.3	136
Hornsby	12	84.5	167.4

6.2 Activities of the Development Assessment and Building Certification and Health Units (coned)

Figure 2

Group 7 Councils 2010/11 Performance Monitoring Determination Times

Council	DA Median Times
Wyong Shire	29 Days
Hills Shire	30 Days
Gosford Shire	42 Days
Campbelltown	42 Days
Blue Mountains	45 Days
Hornsby	27 Days

Note: DLG Group averages – Group 7 Council's is 34 Days.

Wyong Shire Council achieved one of the best performance monitoring times for DA assessment in comparison to other Group 7 Councils. The number of DA's processed per EFT was 95 DA's. This represents the highest work load in comparison to other Council's.

The outcomes indicate that the staff at Wyong involved in development assessment, while processing the greatest number of DA's/EFT, achieved close to the best processing times in comparison to other Group 7 Councils.

RECOMMENDATION

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

Development Applications Received and Determined for August – Development Assessment Unit

Type:	Number Received:	Estimated Value \$:	Number Determined:	Estimated Value \$:
Commercial	8	4,263,880	7	147,151
Industrial	1	25,000	1	300,000
Residential (Multiple Dwellings/Dual Occupancy. Alterations and Additions)	3	2,909,662	5	8,613,406
Other Applications	5	58,000	5	250,000
Section 96 Applications	7	-	8	-
Total	24	7,256,542	26	9,310,583

6.2 Activities of the Development Assessment and Building Certification and Health Units (coned)

Note: Included in the number of development applications lodged in the "Commercial" Category was an application for a Bulky goods addition (Lakehaven Home Mega Centre) valued at \$3.1M and one application lodged in the Multiple Dwellings for a Residential flat building comprising 3 units including demolition of existing structures valued at \$2.3m.

Development Applications Received and Determined For August – Building Certification and Health Unit

Type:	Number Received:	Estimated Value \$:	Number Determined:	Estimated Value \$:
Commercial	2	502,151	2	183,700
Industrial	1	40,000	-	-
Residential (Dwellings)	19	6,048,819	18	4,205,908
Residential (Alterations and Additions, Multiple Dwellings)	58	2,503,348	46	2,459,105
Other Applications	1	11,000	-	-
Section 96 Applications	7	-	6	-
Total	88	9,105,318	72	6,848,713

Subdivision Applications Received and Determined for August 2012

Type:	Number Received:	Number of Lots:	Number Determined:	Number of Lots:
Commercial	-	-	-	-
Industrial	2	14	-	-
Residential	3	16	2	5
Rural	-	-	-	-
Total	5	30	2	5

6.2 Activities of the Development Assessment and Building Certification and Health Units (coned)

Development Applications Received and Determined for September – Development Assessment Unit

Type:	Number Received:	Estimated Value \$:	Number Determined:	Estimated Value \$:
Commercial	12	3,373,050	6	3,224,119
Industrial	3	2,902,055	-	-
Residential (Multiple Dwellings/Dual Occupancy. Alterations and Additions)	5	1,877,241	2	426,500
Other Applications	-	-	2	28,000
Section 96 Applications	6	-	4	-
Total	26	8,152,346	14	3,678,619

Development Applications Received and Determined For September – Building Certification and Health Unit

Type:	Number Received:	Estimated Value \$:	Number Determined:	Estimated Value \$:
Commercial	4	1,261,227	1	93,234
Industrial	-	-	1	40,000
Residential (Dwellings)	12	3,346,775	20	5,415,838
Residential (Alterations and Additions, Multiple Dwellings)	38	1,995,132	47	1,978,605
Other Applications	2	43,250	3	266,000
Section 96 Applications	3	-	4	-
Total	59	6,646,384	76	7,793,443

Subdivision Applications Received and Determined for September 2012

Type:	Number Received:	Number of Lots:	Number Determined:	Number of Lots:
Commercial	1	1	-	-
Industrial	1	-	-	-
Residential	3	12	2	3
Rural	-	-	-	-
Total	5	13	2	3

Net Median Turn-around Time

The net median turn-around time in working days for development applications determined during the month of August was **10** days. The net median turn-around time in working days for development applications determined during the month of September was **13.5** days.

There were no employment generating development applications determined during the month of August. During September, there was one employment generating application for a commercial premises and education establishment, carpark and signage at Tuggerah which took 22 days.

Other Approvals and Certificates

Type:	Number Determined August 2012:	Number Determined September 2012
Trees	58	47
Section 149 D Certificates (<i>Building Certificates</i>)	13	7
Construction Certificates	58	40
Complying Development Certificates	19	20

State Environmental Planning Policy No 1

There were no applications that relied on a SEPP 1 variation for the months of August and September 2012.

Waiving of Development Application Fees

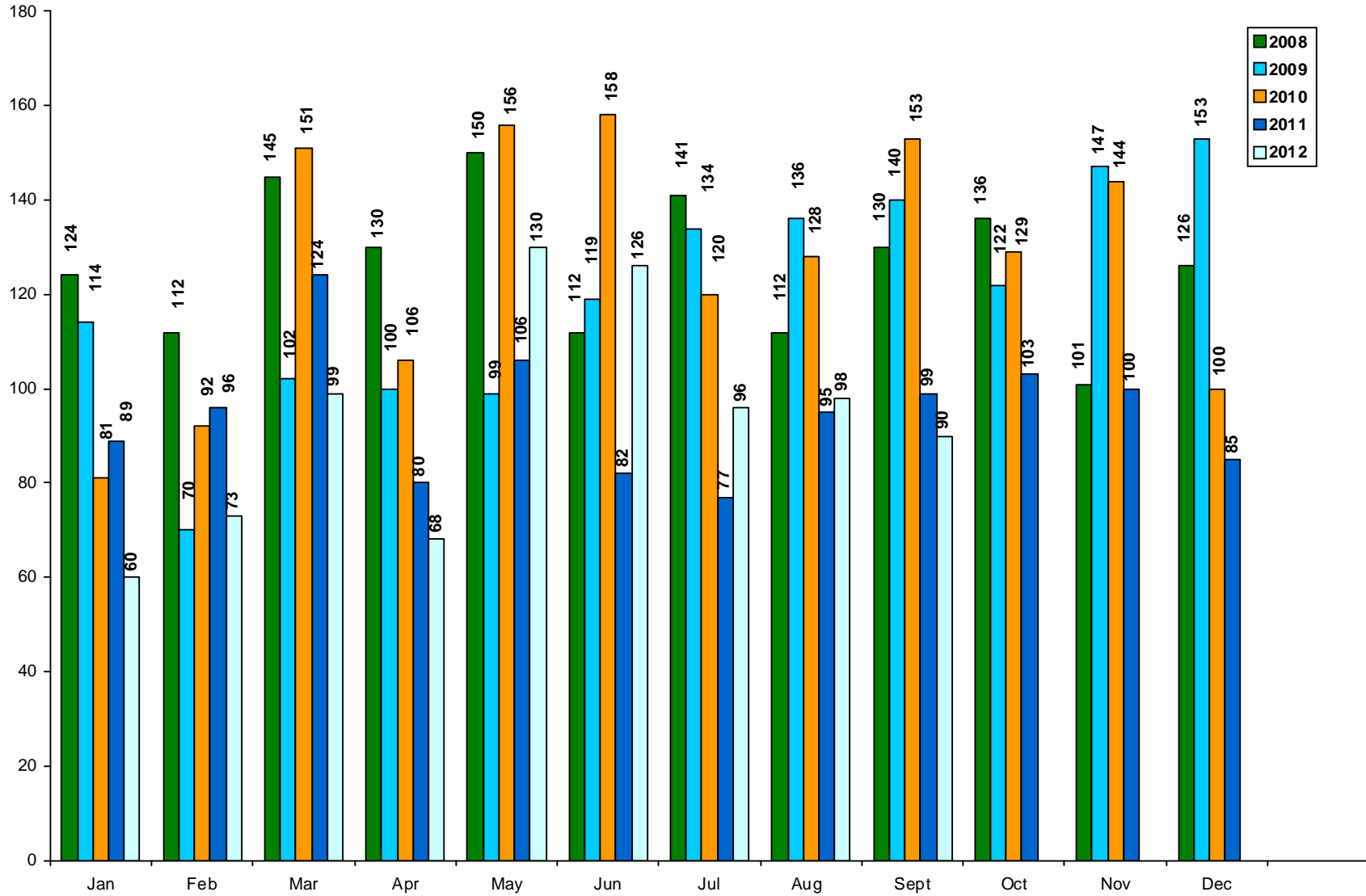
Since the commencement of the new financial year, as of 1 July 2012 the following Development applications fees have been waived for "non for profit" organisations:-

DA No	Description of Proposed Development	Total Fees Waived \$
1052/2010/A	Temporary use of Mackenzie Reserve for Scripture Union Family Mission, Budgewoi	\$641
822/2011/A	Temporary use of Swadling Park for Scripture Union Family Mission	\$641
821/2011/A	Temporary use of Canton Beach Reserve for Scripture Union Family Mission	\$641
573/1012	16th Annual Gathering of the Clans Scottish fair	\$570
TOTAL FEES WAIVED		\$2493

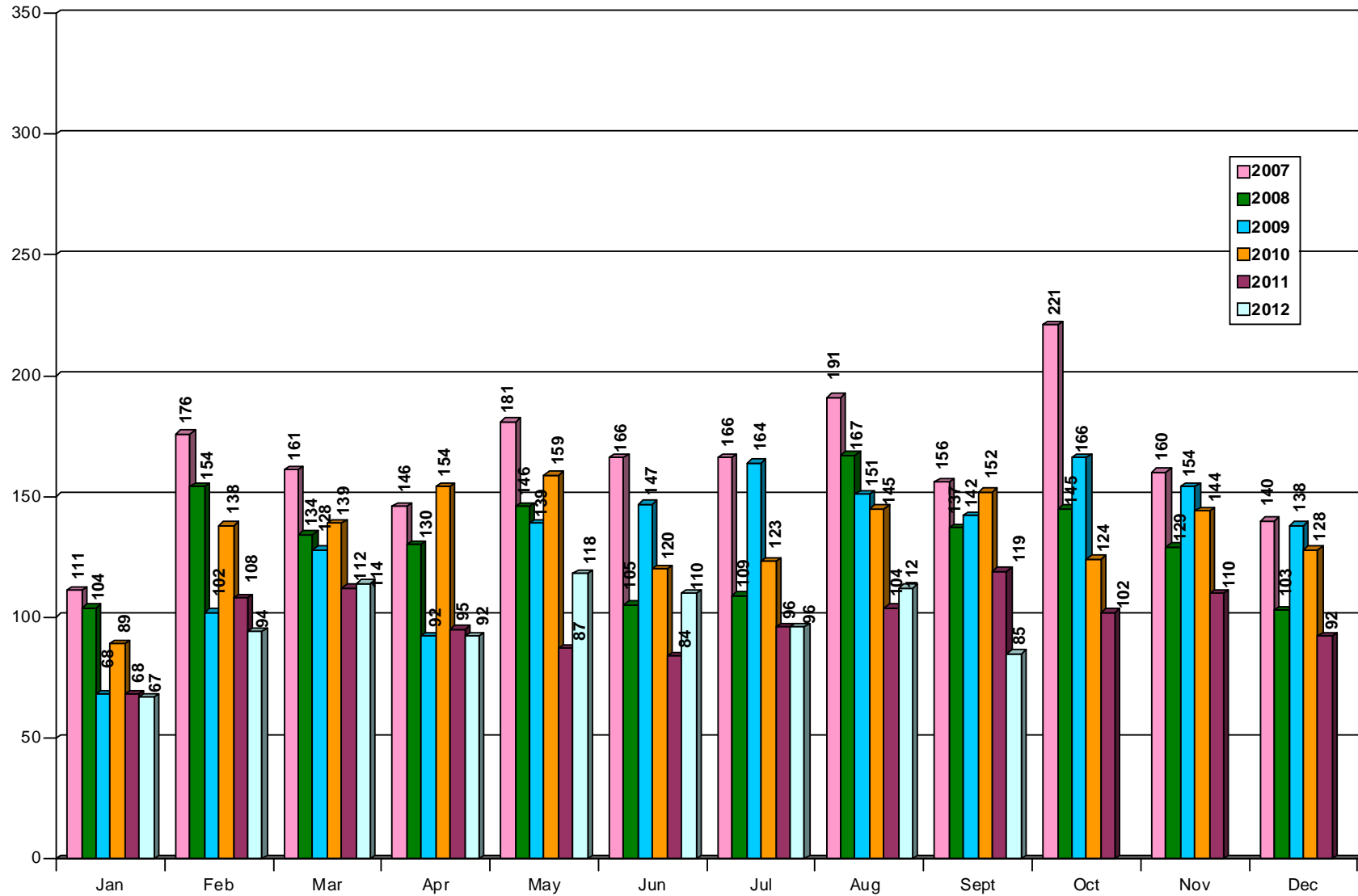
ATTACHMENTS

- | | |
|---|-----------|
| 1 Graphs - Development Applications Received, Determined and Construction Certificates Determined | D03149983 |
|---|-----------|

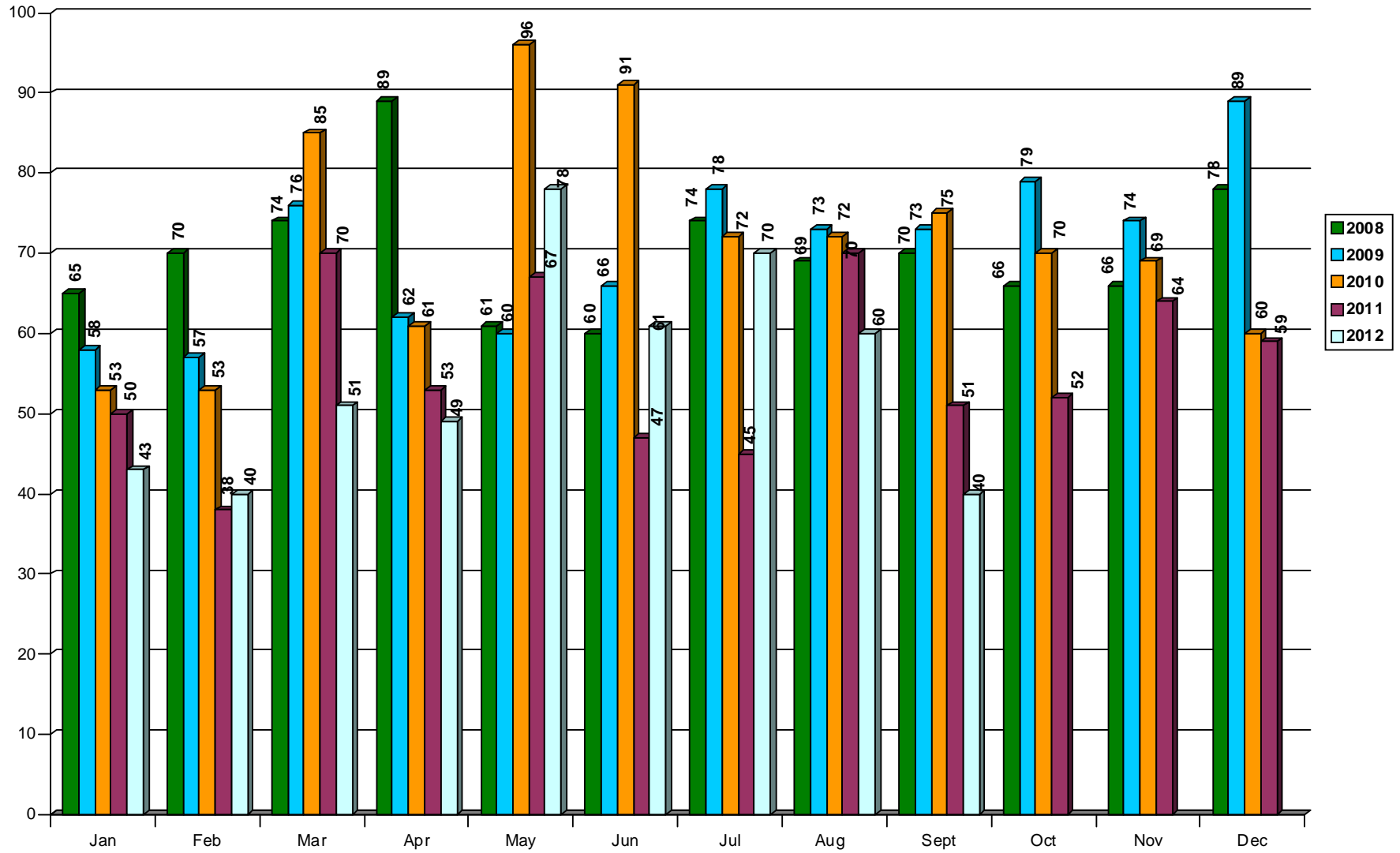
DAs DETERMINED



DAs LODGED



CCs DETERMINED



6.3 General Works in Progress

TRIM REFERENCE: F2004/07830 - D03125759

MANAGER: David Witherdin; Manager Contract and Project Management

AUTHOR: Josette Matthews; PA to Manager, IM Support

SUMMARY

This report shows the current status of significant capital and maintenance expenditure in progress, as at the end of October 2012. General Water and Sewerage services are not included.

That Council receive the report on General Works in Progress.

ROADS AND STORMWATER 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
Malvina Parade, Gorokan Road & Stormwater Upgrade	\$1.6m	7/5/12	95	95	October 2012	Road & Stormwater works completed. Awaiting final asphalt overlay.
Goorama Avenue, San Remo Stage 1 – Road & Stormwater Upgrade	\$1.982m	14/5/12	105	95	October 2012 (Stage 2)	Road & stormwater completed, awaiting construction of roundabout, traffic islands and line marking.
Anzac Street and Hope Avenue - Intersection roundabout	\$190k	19/6/12	90	100	Complete	
Bonnieview Street, Long Jetty Stormwater works	\$373k	14/9/12	70	85	October 2012	Stormwater completed, road asphaltting to be finalised in coming days.

6.3

General Works in Progress (contd)

Item Description	Est Cost	Start Date	% Spent	% Comp	Est Comp Date	Comments
Lindsay Street, Long Jetty. Road & Stormwater works	\$940k	2/7/12	80	90	October 2012	Road & Stormwater works completed. Line marking, signs etc outstanding.
Diamond Head Drive, Norville. Stormwater works and associated road repairs.	\$357k	18/9/12	60	70	October 2012	Stormwater works in construction.
Wyong 74 - Streambank Protection.	\$700k	7/9/12	30	40	November 2012	Project for EMP program, under construction
Spring Valley Avenue, Gorokan, Gross Pollutant Trap.	\$180k	1/9/12	60	75	October 2012	Construction of new type of GPT (for EMP program), possibly to receive widespread installation across shire
Gavenlock Road, Tuggerah Road Pavement Renewal.	\$500	16/9/12	90	95	Complete	
McPherson Road, Mardi Road Pavement Renewal.	\$250k	1/8/12	75	100	Complete	
Ourimbah Creek Road, Ourimbah Road Pavement Renewal.	\$250k	30/7/12	80	100	Complete	

General Maintenance Work



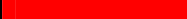
The following is a list of general works undertaken during this period:

	North	South
Drainage Maintenance	Lake Haven Charmhaven Buff Point Budgewoi	Long Jetty Berkeley Vale The Entrance

	North	South
Replacement of Damaged Foot paving	Wyong Hamlyn Terrace Woongarra Toukley	Toowoomb Bay Killarney Vale
Sign Maintenance	Toukley Kanwal Hamlyn Terrace Blue Haven Wadalba Budgewoi Tuggerawang San Remo Canton Beach Wyongah Jilliby Yarramalong Buff Point Gwandalan Summerland Point	Toowoomb Bay Berkeley Vale Ourimbah Long Jetty The Entrance Killarney Vale Shelly Beach Bateau Bay Tuggerah Wyong Mardi Chittaway
Shoulder Restoration	Warnervale Lake Haven Charmhaven Gorokan	Nil
Heavy Patching	Warnervale Gwandalan Summerland Point	Bateau Bay Tumbi Chittaway
Table Drain Maintenance	Charmhaven Halekulani Buff Point San Remo Toukley Noraville	Long Jetty Bateau Bay Killarney Vale Tumbi Umbi Berkeley Vale The Entrance Ourimbah Glenning Valley
Rural Road Grading	Dooralong Yarramalong Ravensdale Jilliby Kiar	Ourimbah Palmdale Tuggerah
Carpark Maintenance	Nil	The Entrance
Fencing	Budgewoi Gorokan	Nil

CONTRACTS AND PROJECT MANAGEMENT SECTION

The table below is a status report of current major contracts in excess of \$150,000 and awarded following Council resolution.

Key	
On track	
At risk	
In trouble	

Item Description	Est Cost (excl. GST)	Start Date	Est Comp Date	Status	Comments
CPA/181554 Detailed design for remediation of former Mardi Landfill	\$390K	Jun 2011	July 2013		Design contract with SMEC. Environmental assessments EIS documentation and design proceeding. Community meeting scheduled for 31 October as part of consultation program.
CPA/201014 Detailed design for new cell 4.3 at Buttoderry Waste Management Facility	\$190K	Nov 2010	July 2013		Design contract with GHD. Draft design under review. Design programmed to be lodged with EPA in October for approval by end of year.
CPA/182007 Upgrade of Sewer Pumping Station T22 and Associated Work - Construction	\$2.32M	Mar 2012	Dec 2012		Contract has been awarded to Eire Contractors. Construction activities are 60% complete and project is on track for completion in December 2012.
CPA/209087 Construction of new power supply for Water Pumping Station 17	\$290K	May 2012	Mar 2013		Tender awarded in May to Poles & Underground. Site works commenced in September.
CPA/185863 Bateau Bay Sewerage Treatment Plant Inlet Works Upgrade	\$920K	May 2012	June 2013		Contract has been awarded to Gongues Constructions. Contractor is working on final designs.
CPA/182056 C16 Sewer Pump Station Blue Haven	\$1.88M	Jul 2012	Jan 2013		Works are 40% complete with completion due 31/1/13 - extended completion due to delay in pumps delivery from Sweden. The rising main is 95% completed, the switch room ready for roof and the well and pits ready for covers.

CONTRACTS REACHING PRACTICAL COMPLETION IN LAST THREE MONTHS

Contract No.	Contract Description	Date of Practical Completion
CPA/1193253	Provision of a Camp Kitchen and BBQ facilities at Toowoona Bay and Canton Beach Holiday Parks	28 September 2012

CONTRACTS STILL IN DEFECTS LIABILITY PERIOD		
Contract No	Contract Description	Contract Status
CPA/192469	Construction of two prefabricated/relocatable cabins at Budgewoi Holiday park	Defects Liability period concludes 28 November 2012.
CPA/172612	Hamlyn Terrace Community CC&SF	Defects Liability period concludes 24 February 2013.
CPA/158361	Stormwater treatment works in Reach 2, Saltwater Creek	Practical completion achieved March 2010. Maintenance continues until March 2013.
CPA/179981	B9 Sewerage Rising Main construction – Long Jetty	Defects Liability period concludes 1 March 2013.
CPA/159131	Mardi to Mangrove Works	Defects Liability period concludes 18 April 2013.
CPA/174013	Surface Preparation and Repainting of The Entrance Reservoir	Defects Liability period concludes 6 May 2013.

ATTACHMENTS*Nil.*

6.4 CCJSP Project Status Update - August/September 2012

TRIM REFERENCE: F2012/01246 - D03162565

MANAGER: Michael Whittaker, General Manager

AUTHOR: Brett Smith; Project Manager

SUMMARY

This report provides an update for the Central Coast Joint Services Project covering progress on the establishment of the Central Coast Water Corporation and Joint Services Business.

RECOMMENDATION

That Council receive and note the report on CCJSP Project Status Update - August/September 2012.

BACKGROUND

Following the Central Coast Regional Organisation of Councils (CCROC) meeting of 28 June 2012 the Councils resolved to provide a monthly update report on the actions and progress of the Project Control Group to each Council.

CURRENT STATUS

The status report regarding the Joint Services Business and Central Coast Water Corporation is attached.

ATTACHMENTS

- 1 CCJSP Project Status Report - August/September 2012 D03162575



CENTRAL COAST JOINT SERVICES PROJECT

AUGUST & SEPTEMBER STATUS REPORT

15 October 2012

DOCUMENT CONTROL**Version Control**

Version	Date	Description	Amended by

Approval

Authorised by	Signature	Date
B Koizumi-Smith		

References

Document Name	Version
Finance Working Group Project Management Plan	1
Human Resources Working Group Project Management Plan	1
Information Technology Working Group Project Management Plan	1
Plant & Fleet Working Group Project Management Plan	1
Water & Sewerage Working Group Project Management Plan	1
Central Coast Water Corporation & Joint Services Business Implementation Workplan	2.2
Central Coast Water Corporation Cost Benefit Analysis Study – Final Report	1.1

TABLE OF CONTENTS

1	INTRODUCTION.....	4
1.1	Project Scope.....	4
1.2	Project Milestones	4
2	PROJECT STATUS.....	5
2.1	Overview.....	5
2.2	Key Activities.....	5
3	FINANCIALS REPORT	8

1 INTRODUCTION

This report provides an update on the implementation of the Central Coast Water Corporation (CCWC) and Joint Services Business (JSB) in accordance with the resolutions of Gosford and Wyong Councils (the Councils) on 30 May and 28 June 2012

1.1 Project Scope

Establish the CCWC

- Assets and regulatory services staff transferred by 1 July 2014
- Remainder of Water and Wastewater staff transferred by 1 July 2017

Establish a JSB by 1 July 2017 providing the following services to GCC, WSC and CCWC:-

- Information Systems
- Human Resources
- Finance
- Plant and Fleet

1.2 Project Milestones

The Implementation Workplan approved by the Councils provided for the delivery of the project according to nine (9) stages:

Major Project Delivery Stages	Start Date	Finish Date
Stage 1 – Set the Course	July 2012	Nov 2012
Stage 2 – Design Interim State – CCWC Asset Management	Nov 2012	Mar 2013
Stage 3 – Build Interim State – CCWC Asset Manager	Mar 2013	Mar 2014
Stage 4 – Trial & Transition – CCWC Asset Manager Interim Operations	Jul 2013	Jun 2014
Stage 5 – Cut Over & Operate CCWC Asset Manager Interim State	Jul 2014	Jun 2017
Stage 6 – Design Final State – CCWC & JSB	Feb 2013	Jun 2014
Stage 7 – Build Future State	Jul 2013	Jun 2016
Stage 8 – Trial & Transition to Future Stage – Integrated CCWC & JSB	Jul 2014	Jun 2017
Stage 9 – Cut Over & Operate Integrated CCWC & JSB	Jul 2017	Onwards

2

PROJECT STATUS

2.1 Overview

Key Activities	Due Date	Status	Commentary
Cost Benefit Analysis	May 2012	completed	Implementation Plan finalised 21 June
Finance Project	Ongoing	On track	Draft Project Management Plan prepared
Human Resource Project	Ongoing	On track	Draft Project Management Plan prepared
Information Technology Project	Ongoing	On track	Draft Project Management Plan prepared
Plant & Fleet Project	Ongoing	On track	Draft Project Management Plan prepared
Water & Sewerage Project	Ongoing	On track	Draft Project Management Plan prepared
Communications	Ongoing	On track	W&S staff updates completed

LEGEND:

MAJOR PROBLEMS	WARNING	MANAGEABLE IMPACT/ISSUES
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2.2 Key Activities

i. Program Control Group

The PCG has met four times since the previous July Update report.

Key activities undertaken over the period include

- Statutory documentation such as the Central Coast Water Corporation, Water Management Act and Local Government Act have been reviewed and amendments recommended to the NSW Government to accommodate the Councils' decision – discussions ongoing
- A Strategic Project Management Plan, Project Plans for each of the Workgroups and Communication & Engagement Plan were prepared
- Ongoing discussion with key stakeholders such as the Independent Pricing and Regulatory Tribunal regarding recovery of establishment costs
- Working party with Deputy President Harrison of the Industrial Relation Commission and unions to develop new industrial coverage established and commenced regular meetings
- Extensive communications with staff from both Councils including:
 - Combined Gosford/Wyong Managers' Forum (August) with guest speaker from the Australian Centre of Excellence in Local Government
 - Newsletter issued to all staff and councillors (August)
 - Intranet sites updated at both Councils with project information
- Discussions with IPART officers has taken place regarding the recovery of the CCWC establishment costs

- A delegation met with the Minister for Primary Industries and Minister for the Central Coast on September 19 to discuss the Councils resolution in relation to the implementation of the Central Coast Water Corporation and the Joint Services Business and any legislative changes required to accommodate the Councils' adopted operation model
- Study tour of New Zealand planned for 19-23 November 2012

ii. Finance Workgroup

- Implementation of the Draft Project Management Plan has commenced
- Pricing submission prepared and lodged with IPaRT for period 1 July 2013 – 30 June 2017
- Organisational configuration comparison between Councils completed

iii. Human Resource Workgroup

- Implementation of the Draft Project Management Plan has commenced
- HR Functional/due diligence review completed
- Investigation on new industrial framework commenced with the Industrial Relations Commission's Deputy President Harrison, unions and HR Managers.
- Advice received from WorkCover on insurance and Workers Compensation options
- Joint EAP tender – contracts finalised and issued
- Joint recruitment review (internal & external) is continuing
- Joint HR team meeting held 6 August 2012

iv. Information Management Workgroup

- Implementation of the Draft Project Management Plan has commenced
- Development of Information Management Guiding Principles
- Consultant engaged to identify the most appropriate Asset Management Information System (AMIS). Awaiting Consultants Final Report

v. Plant & Fleet Workgroup

- WSC depot undertaking truck fabrication on behalf of GCC
- Staff training in asset management provided to assist with production of combined inventory

vi. Water & Sewerage Workgroup

- Implementation of the Draft Project Management Plan has commenced
- Service Delivery Framework drafted and undergoing revision
- Functional overview completed
- Single Water & Sewer capital works budget collated for both Councils IPART submissions

vii.

Communications

- Joint meeting of Directors and unit managers from GCC and WSC to provide an overall direction to the management of both councils on the development and implementation of the JSB and CCWC has taken place.
- Ms Melissa Gibbs, Assistant Director at the Australian Centre of Excellence in Local Government provided a presentation to the Councils' senior managers on the issues and pressures affecting Local Government

Ms Gibbs provided encouragement and indicated that approach being taken by Gosford and Wyong Councils with respect to the JSB and CCWC was at the forefront of reforms being pursued within local government within Australia

- The second Central Coast Joint Services news letter was issued on 2 August
- Joint Councillor Induction session held on CCJSP overview held on September 28

Emerging Issues

- Exploration of additional services to be included in JSB 'service offering'. Business cases regarding customer interaction and purchasing to be put to CCROC meeting November 2012
- Ensuring that the Project is reflected in the Councils' 2013-2017 corporate planning and reporting framework and plans
- Statutory and regulatory overlaps and constraints have been identified and are being discussed with various stakeholders

3 FINANCIALS REPORT

Deliverables	Total Project (\$'000)				2012-2013 (\$'000)		Commentary
	Total Budget	Forecast to Complete	Total Expended & Committed	Total to date ¹	Budget	Expenditure to date	
External Resources							
Consultants	1,988	1,988	1,048	927	700	63	Includes the following temporary contract personnel, Project Scheduler and backfilling of WSC Water and Sewer Commercial Manager position
Internal Resources							
Project Management Team	1,613	1,613	785	785	750	145	
Accommodation	300	191	165	125	150	28	
Delivery (stand up) Team	810	810	0	0	810	0	
Total	4,711	4,602	1,998	1,837	2,410	236	

¹ As at end of September 2012

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

TRIM REFERENCE: F2004/06822 - D03149656

MANAGER: Jody Hinds, Chief Ranger

AUTHOR: Jon Scorgie; Senior Environmental Health Officer

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 months of August and September 2012.

RECOMMENDATION

That Council receive the report on Results of 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 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 Office of Environment and Heritage (OEH) in implementing the "Beachwatch" program during the bathing season of summer, October through to April. During summer weekly samples are taken.

The results included in this report are part of the Winter season for sampling, May through to September. Although the OEH Beachwatch program becomes inactive during the winter season, Council continues to sample once a month to assess any changes in water quality.

If results indicate high levels of sewage and/or stormwater contamination, further investigations are triggered to determine the source of its origin. Council have continued to apply Beachwatch's acceptable indicator levels for faecal contamination "enterococci" of 200cfu/100ml and apply our results to their star rating, see Table 1 below.

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 OEH "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), OEH's Beachwatch program required that

6.5 Results of Water Quality Testing for Beaches and Lake Swimming Locations (contd)

all sites be re-evaluated to identify their potential pollution sources and the risk that they may pose to human health. Any potential pollution sources identified in the re-evaluation 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 in 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 August and September 2012 (Winter Program)

For the months of August and September all ocean and lake beach sites achieved a star rating that is defined as being safe for swimming under the NHMRC 2008 for all samples taken.

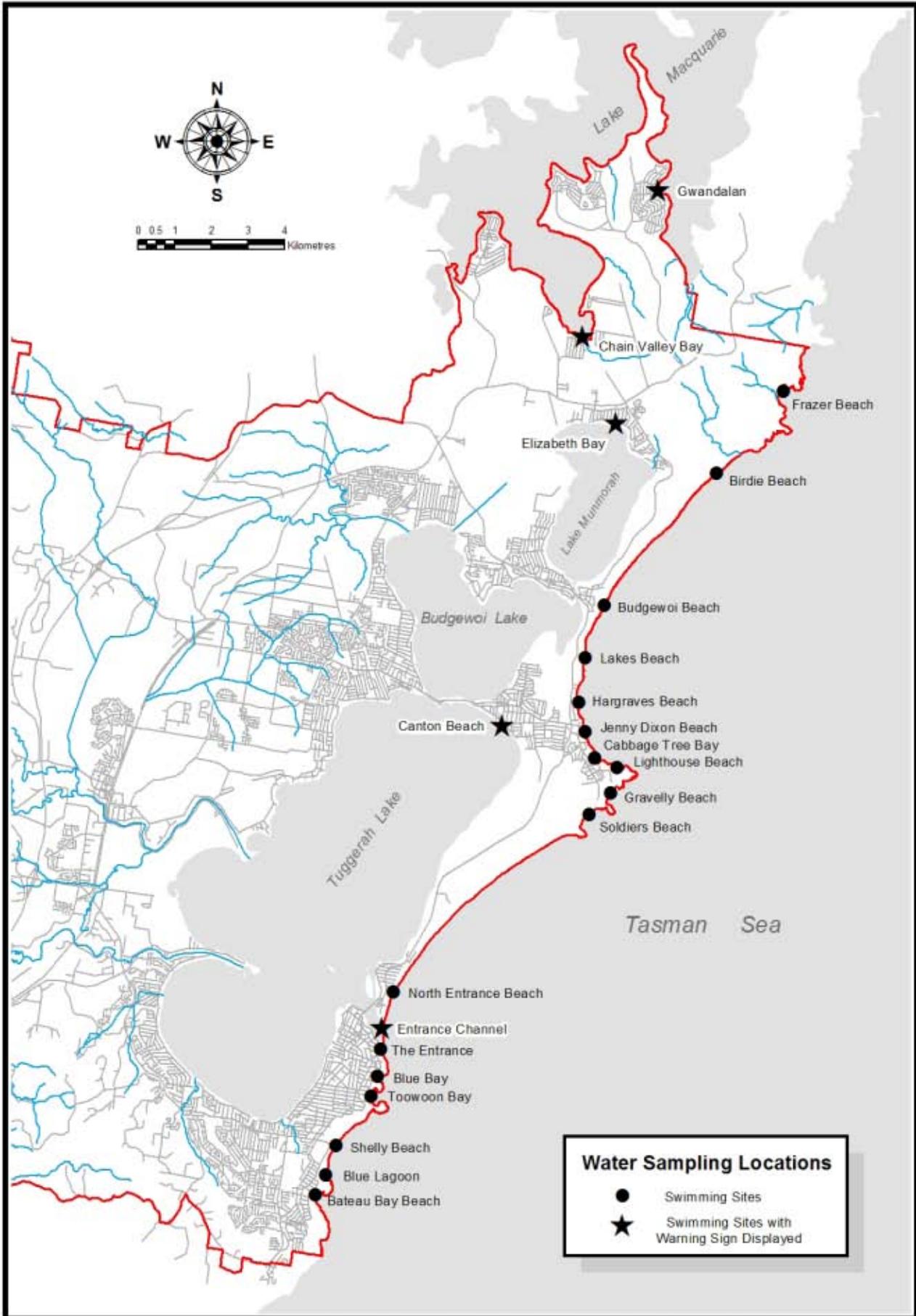
A definition of the star rating system can be seen in Table 1 below.

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



6.6 Works in Progress - Water Supply and Sewerage

TRIM REFERENCE: F2004/07830 - D03155297

MANAGER: Daryl Mann; Manager Water and Sewerage Operations

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

SUMMARY

Water supply and sewerage works in progress and completed for August and September 2012.

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
Bateau Bay Charmhaven Killarney Vale Ourimbah The Entrance Toukley Tuggerah Watanobbi Wyong	400,000	Jul 2012	4	8	Jun 2013	This is an ongoing valve and hydrant replacement programme to improve water quality and system efficiency in the nominated areas. This work is being funded by the Water and Sewerage Operations and Maintenance Program.
Hillcrest Ave Tacoma	60,000	Oct 2012	5	5	Nov 2012	This work consists of lowering 13 water services in aid of future road resurfacing works by Roads and Stormwater. This work is being funded by Roads and Stormwater Capital Works Program.

Item Description	Est Cost \$	Start Date	% Spent	% Comp	Est Comp Date	Comments
Tuggerawong Rocky Point Tacoma Tacoma South	274,000	Aug 2012	65	65	Oct 2012	<p>Water main flushing work is being undertaken in various suburbs as part of its water quality program to improve water quality in the Shire.</p> <p>The work has been carried out on weekdays between 7pm and 10pm and will return to business as usual on 31 October 2012.</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 2012	30	33	Jun 2013	<p>Ongoing sewer main and manhole replacement and adjustment works are underway to improve system reliability and to reduce blockages and possible overflows.</p> <p>Council's maintenance program of CCTV inspections identifies those sections of sewer mains, manholes and junctions that cause operational problems due to root infestation and stormwater infiltration.</p> <p>This work is being funded by the Water and Sewerage Operations and Maintenance Program.</p>

PROCESS**Water Treatment**

All treated water produced by Mardi Water Treatment Plant, for the period 1 to 31 August 2012 and 1 to 30 September 2012 met the health requirements of the Australian Drinking Water Guidelines produced by the National Health and Medical Research Council.

Sewage Treatment

The effluent discharged from Toukley Sewage Treatment Plant, for the period 1 to 31 August 2012 and 1 to 30 September 2012 has met Environmental Protection Authority Licence requirements.

Sewage Overflows

There was one reported sewage overflow that occurred for the period 1 to 31 August 2012.

An escape of sewage occurred on 22 August, 2012 at the overflow manhole for sewage pumping station T22 in Natuna Ave Budgewoi as a result of an electrical fault at the pump

6.6 Works in Progress - Water Supply and Sewerage (contd)

station. Although liquid sewage leaked through the manhole the sewage was contained on site and the incident had minimal environmental impact. The affected area was cleaned.

This incident was reported to Council's Environment Hotline and investigated by Council's Regulation and Compliance section, however due to the minor nature of the incident, it was not reported to external authorities.

There was one reported sewage overflow that occurred for the period 1 to 30 September 2012.

An escape of sewage occurred on 21 September, 2012 on sewage rising main T22 at the intersection of Brisbane St and Beulah Rd Norville as a result of material deterioration on the rubber ring joint at the collar on the 525mm asbestos cement sewer pipe. Liquid sewage leaked through the broken pipe which resulted in a minor overflow of sewage into the road and table drain. There was minimal environmental impact on the surrounding area. The affected area was cleaned and local residents advised.

This incident was reported to Council's Environment Hotline and the Office of Environment and Heritage, NSW Department of Public Health, Work Cover and Fire and Rescue.

WATER STORAGE

Sunday, 7 October 2012				
DAM STORAGES				
Storage	Capacity Full [ML]	Volume in Storage [ML]	Percent Full [%]	Storage Change over last week[ML]
Mangrove Dam	190,000	91,920	48.4	Down 68
Mardi Dam	7,400	3,722	50.3	Down 153
Mooney Dam	4,600	2,834	61.6	Down 173
Total	202,000	98,477	48.8	Down 394
Total Dam Storage this time last month was			49.5 Percent	
Total Dam Storage this time last year was			39.3 Percent	
GROUNDWATER & HUNTER TRANSFERS (ML)				
Period	Groundwater	From Hunter	To Hunter	
Week to Date	4.2	0.0	0.0	
This year to date	133.4	0.0	0.0	
RAINFALL(mm)				
Period	Somersby WTP	Mardi WTP	Mangrove Dam	
Week to Date	2	1	0	
Previous Week	0	2	4	
Current week last year	44	50	32	
This year to date	1,032	992	651	
Same period last year	1,522	1,464	969	
Water Usage (ML)				
Period	Usage			
Week to Date	539			
Previous Week	525			
Percent change from previous week	2.7 % more			
Current week last year	444			
Percent change from same week last year	21.3 % more			
This year to date	19,448			
Same period last year	20,208			
Percent change from same period last year	3.8 % less			
Mardi to Mangrove Dam Transfer (ML)				
Period	Transfer			
Last week	0			
This year to date	12,445			
Total to date	13,529			

ATTACHMENTS

Nil.

6.7 Investment Report for September 2012

TRIM REFERENCE: F2004/06604 - D03150734
MANAGER: Stephen Naven, Chief Financial Officer
AUTHOR: Devini Susindran; Financial Accountant

SUMMARY

This report details Council's investments as at 30 September 2012.

RECOMMENDATION

That Council receive the Investment Report for September 2012

BACKGROUND

WSC's investments are made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2005), Council's Investment Policy, Ministerial Investment Order issued February 2011 and Division of Local Government Investment Policy Guidelines published in May 2010.

Council's portfolio includes investments in managed funds held under the "grandfather" provisions of the current Ministers Order. The remaining investment in Blackrock Care and Maintenance Fund, continues to be wound up progressively and is expected to be liquidated by 2016.

CURRENT STATUS

Managed Funds

Blackrock Care and Maintenance Fund \$5.20m "grandfathered" investment allowable under the Ministers Investment Order.

The gain from revaluation of \$0.43m for September will be recorded in October, due to it not being available at the time of publishing the September Financial results. The Fund performed strongly in September with a mark-to-market return of +1.53% (net actual), comfortably outperforming the UBSA Bank Bill Index return of +0.31%.

The fund provided a capital distribution of \$429,291.08 during the month which accounted for around 8% of the remaining fund. Contributing to the fund's performance during the month was the continued rally in credit markets as physical spreads narrowed on the back of confidence returning to financial markets. As at the end of September 2012, the fund has returned +11.1% p.a. for the past 1 year, +6.4% p.a. over 2 years and +8.4% p.a. over 3 years, easily outperforming the BBSW by a significant margin.

Cash and Term Deposit Funds

Cash flows in September were managed through maturities and investments in new term deposits with a net out-flow of \$1.93m.

Table 1 Movement in Cash and Term deposits

Institution	Term (Approx. Months)	Interest Rate %	Maturity	Investment / (Redemption)
Movement in cash on call		3.60%		(\$1,925,000)
Wyong Council Credit Union	6	5.60%	Sep 2012	(\$1,000,000)
Bankwest	3.5	5.20%	Sep 2012	(\$5,000,000)
Westpac Deposit Bond		4.40%	Sep 2012	(\$4,000,000)
Bendigo Bank	8	5.00%	May 2013	\$5,000,000
Bendigo Bank	9	4.95%	Jun 2013	\$5,000,000
TOTAL				(\$1,925,000)

Return on cash and term deposits for September 2012 was \$0.67m.

Total Funds

Total net return for September 2012 of \$0.67m consisted wholly of interest earnings. Unrealised capital gains on the Blackrock Care and Maintenance Fund was not available at the time of producing this report.

Table 2 Investment Portfolio by Risk Category

Investment Class	September 2012 \$ '000	YTD Return \$ '000	YTD %
Cash at Call	15,508	140	3.21
Term Deposits	140,000	1,879	5.73
Managed Funds	5,199	174	13.08
Total Investments	160,707	2,193	5.66

Year to date returns in September of 5.66% is favourable compared to benchmark BBSW YTD Bank Bill Index of 3.74% and Council guidelines of BBSW + 10 basis points. The year to date return excluding capital gains on managed funds of \$0.18m is 5.20%.

Council investments are evaluated and monitored against a benchmark appropriate to the risk (Standard and Poor's BBB Long term or above) and time horizon of the investment concerned.

Cash-at-call was managed within normal levels with an increased inflow due late maturities in September with investments to be made in early October 2012.

The target maximum limit in each category and the current spread of investments is listed in Table 3. The portfolio is currently over-weight in A1 but this is a positive position due to these investments offering the best rates selected for the investment time frame.

Table 3 – Portfolio Credit Framework

Investment Category Short Term	Target Allocation Maximum	Portfolio Allocation August 2012	Comments
A1	10.0%	71.24%	
A2	75.0%	22.41%	
A3	10.0%	2.49%	
Unrated	15.0%	3.86%	Includes Managed Funds
TOTAL	110%	100.0%	

Investment transactions and earnings during September 2012 are shown in Table 4 - Portfolio Performance.

Table 4 – Portfolio Performance

	Full Year 2011-12 \$m	July 2012 \$m	August 2012 \$m	September 2012 \$m	Full Year 2012-13 \$m
Movement in Assets					
Opening Balance	136.86	153.81	152.55	162.06	153.81
Capital Gain/(Loss) – (see below)	(0.09)	0.08	0.10	0.00	0.18
Net Cash/Investments (Withdrawals)	17.04	(1.34)	9.41	(1.35)	6.72
Closing Balance	153.81	152.55	162.06	160.71	160.71
Trading Position					
Capital Gain/(Loss) Realised	-	-	-	-	-
Capital Gain/(Loss) Unrealised	(0.09)	0.08	0.10	-	0.18
Interest Earnings	8.14	0.66	0.68	0.67	2.01
Total Return for Period	8.05	0.74	0.78	0.67	2.19

Movements in investments comprised the changes in, valuation, new investments and redemptions during September are shown in Table 5 – Changes in valuation and redemptions.

Table 5 Changes in valuation, new investments and redemptions

Type of investment	Institution		\$m	\$m
Call deposit	Interest earned	Income	0.04	
	Net movement	Investment / (Redemption)	(1.96)	(1.92)
Term deposits	Ref. Table 1	Redemptions	(10.00)	
		Investments	11.00	1.00
Managed Funds	Black Rock	Capital Distribution	(0.43)	
		Capital Gain /(Loss)	0.00	(0.43)

6.7 Investment Report for September 2012 (contd)

TOTAL				(1.35)
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Interest and Investment Returns

Year to-date returns as at 30 September 2012 on council's investment portfolio of deposit accounts, term deposits and managed funds, show a \$0.47m or 27.20% favourable variance when compared to the year to-date budget to September 2012.

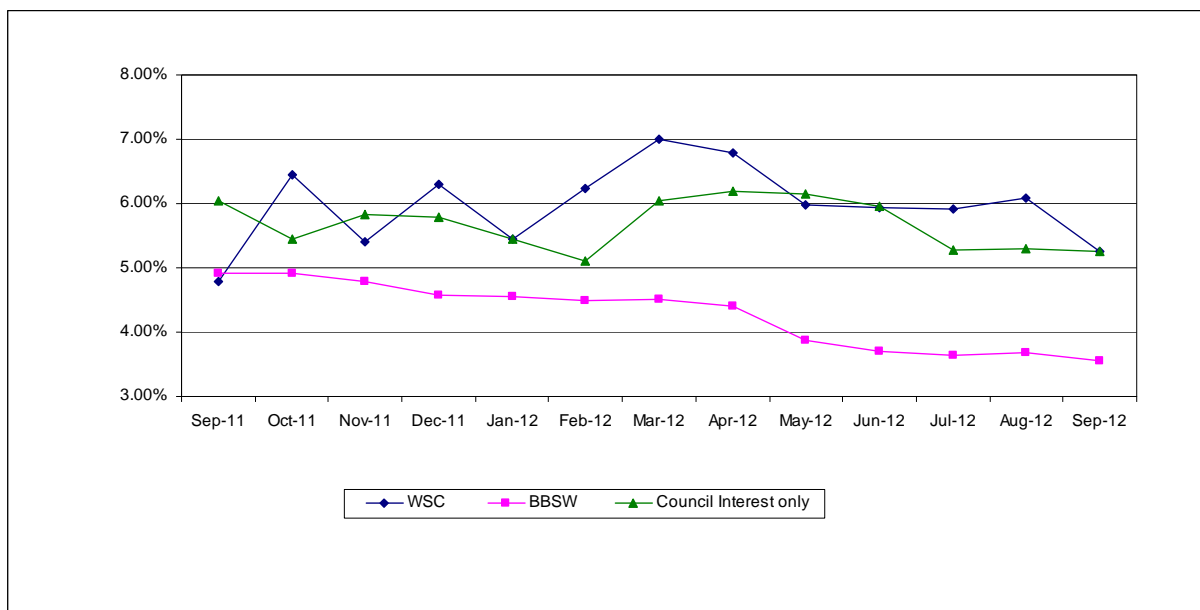
Table 6 Annual Investment Portfolio Performance as at 30 September 2012

Investment Source	FYR Revised Budget \$ '000	Sept YTD Budget \$ '000	Sept YTD Unrealised movement in valuation Actual \$ '000	Sept YTD Interest Actual \$ '000	Sept YTD Net Actual \$ '000	Sept YTD Variation to Budget \$ '000
		A	B	C	D=B+C	E=A-D
General	4,170	1,043	103	1,220	1,323	280
Water	1,550	387	23	249	272	(115)
Sewerage	1,176	294	48	549	597	303
Total	6,896	1,724	174	2,018	2,192	468

Interest rates in the month, on term deposits ranged from 4.80% to 5.95% with the exception of Heritage Bank at 7.25% and these rates exceeded the benchmark Bank Bill Swap Rate (BBSW) for September of 3.49%.

Benchmark - Monthly Returns (Annualised)

Council's overall investment return is compared to the BBSW Index which is a cash index and therefore determines a minimum performance level. A graph detailing the monthly return on a 12 monthly basis is as follows:



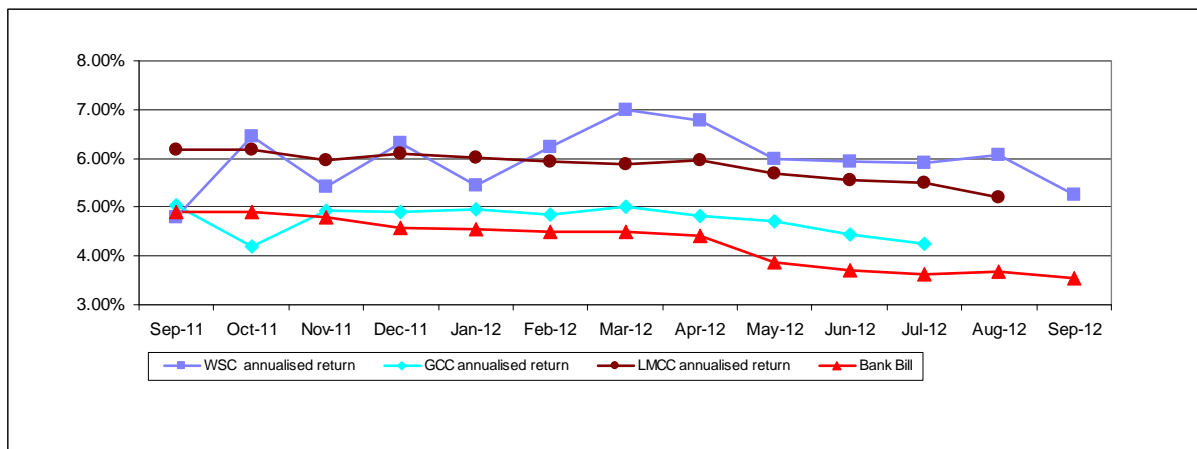
Council: *Council Total Return (Interest and Investments)*
 Bank Bill: *BBSW Index*
 Council Interest Only: *Council Interest Earnings*

Comparison to Neighbouring Councils

Council's yield of 6.08% for August and 5.26% for September compare favourably to neighbouring Councils; Lake Macquarie City Council (5.21% - August) and Gosford City Council (4.26% - July). August Investment report for Gosford Council has not been published at the time of reporting.

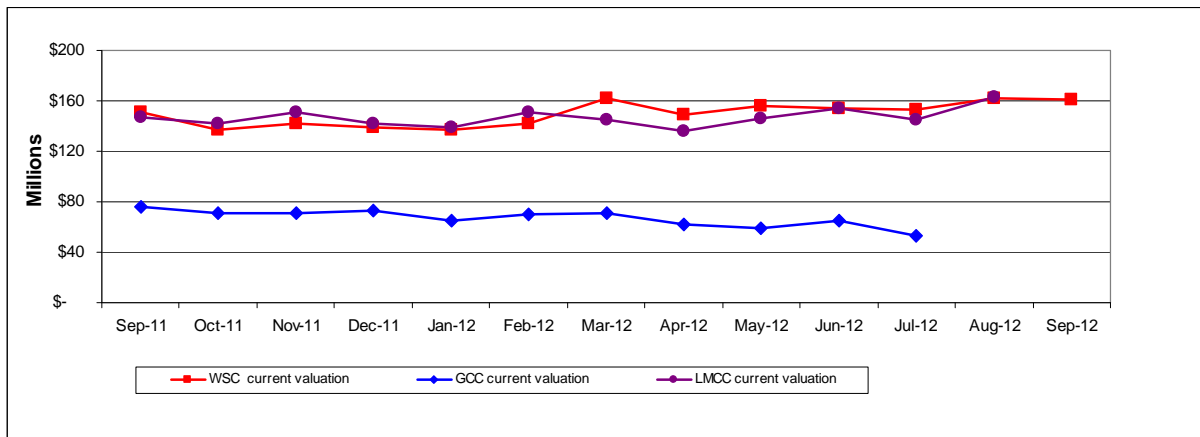
There is a one month lag in the information available for neighbouring Councils as reports for August were not available at the time of writing this report.

Table 8 Portfolio Return - Comparison to Neighbouring Councils



WSC's investment portfolio at the end of August was \$162.06m and September was \$160.71m, demonstrating a strong cash position, and compares favourably with Lake Macquarie and Gosford City Councils (refer Table 9).

However Council's cash position must be viewed relative to its high debt levels (predominantly in the Water and Sewer Business) at the end of June 2012 and June 2011 amounting to \$197.58m and \$190.26m respectively. In comparison Gosford City Council and Lake Macquarie City Council held debts of \$132.75m and \$53.71m respectively at 30 June 2011.

Table 9 Total Investment – Comparison to Neighbouring Councils

INVESTMENT STATEMENT

In accordance with the Local Government (General) Regulation 2005, Part 9, Division 5, Clause 212, it is certified that the investments held as at 30 September 2012 have been made in accordance with the Act, the Regulations and Council's Investment Policies.

CONCLUSION

Council continues to allow its grandfathered managed funds to liquidate over time. The majority of investments are now held in term deposits in accordance with the provisions of the ministerial investment order.

Investments continue to be conservatively managed to ensure that value is added to the fixed interest portfolio and Council will continue to re-define its long term investment strategy as the level of managed funds in the portfolio reduces.

ATTACHMENTS

- 1 Summary of Investment by Type - September 2012 D03156140

Wyong Shire Council Summary of Investments - By Type As at 30 September 2012								
FUND MANAGER	TYPE OF INVESTMENT	RATINGS		MATURITY	PORTFOLIO BALANCE 31.08.12 \$	PORTFOLIO BALANCE 30.09.12 \$	INCOME FOR MONTH OF SEPTEMBER \$	INTEREST RATES % p.a.
		Short Term	Long Term					
CASH AT CALL:								
Westpac	Corporate Investment Account (AA)	A1	AA	Daily	17,253,998	15,329,413	40,416	3.60
Commonwealth	At Call	A1	AA	Daily	174,342	174,342	0	3.50
Bendigo/Adelaide	At Call	A2	A	Daily	-	-	0	
UBS	Cash Account	A1	AA	Daily	4,004	4,004	0	
Total Cash At Call					17,432,344	15,507,759	40,416	
TERM DEPOSITS & BONDS								
<u>Short term deposits & bills</u>								
Westpac	Deposit Bond	A1	AA	24/09/2012	4,000,964		18,224	4.40
Bankwest	Term Deposit	A1	AA	26/09/2012	5,000,000		17,808	5.20
SunCorp	Term Deposit	A1	A	30/09/2012	10,000,000	10,000,000	43,792	5.92
Wyong Credit Union	Term Deposit	UNRATED	UNRATED	30/09/2012	1,000,000		4,526	5.60
SunCorp	Term Deposit	A1	A	24/10/2012	7,000,000	7,000,000	34,232	5.95
IMB	Term Deposit	A2	BBB	01/11/2012	5,000,000	5,000,000	19,726	4.80
SunCorp	Term Deposit	A1	A	02/11/2012	5,000,000	5,000,000	23,301	5.67
Bendigo/Adelaide	Term Deposit	A2	A	07/11/2012	5,000,000	5,000,000	23,219	5.65
SunCorp	Term Deposit	A1	A	22/11/2012	5,000,000	5,000,000	21,781	5.30
SunCorp	Term Deposit	A1	A	22/11/2012	5,000,000	5,000,000	21,781	5.30
ANZ	Term Deposit	A1	AA	06/12/2012	7,000,000	7,000,000	33,542	5.83
NAB	Term Deposit	A1	AA	27/12/2012	10,000,000	10,000,000	42,740	5.20
					69,000,964	59,000,000		
<u>Medium Term Deposits</u>								
Bendigo/Adelaide	Term Deposit	A2	A	18/01/2013	5,000,000	5,000,000	20,548	5.00
Wyong Credit Union	Term Deposit	UNRATED	UNRATED	25/01/2013		1,000,000	260	4.75
ING	Term Deposit	A1	A	27/01/2013	5,000,000	5,000,000	21,082	5.13
ING	Term Deposit	A1	A	27/02/2013	5,000,000	5,000,000	20,918	5.09
ANZ	Term Deposit	A1	AA	27/02/2013	5,000,000	5,000,000	20,548	5.00
Suncorp	Term Deposit	A1	A	27/02/2013	5,000,000	5,000,000	21,164	5.15
ING	Term Deposit	A1	A	13/03/2013	5,000,000	5,000,000	21,205	5.16
NAB	Term Deposit	A1	AA	27/03/2013	10,000,000	10,000,000	41,014	4.99
ING	Term Deposit	A1	A	29/04/2013	5,000,000	5,000,000	21,082	5.13
Bendigo/Adelaide	Term Deposit	A2	A	12/05/2013		5,000,000	12,329	5.00
Bendigo/Adelaide	Term Deposit	A2	A	28/05/2013	5,000,000	5,000,000	20,548	5.00
Bendigo/Adelaide	Term Deposit	A2	A	12/06/2013		5,000,000	12,205	4.95
					50,000,000	61,000,000		
<u>Non - Current</u>								
Westpac	Term Deposit	A1	AA	05/03/2014	10,000,000	10,000,000	47,425	5.77
Bank of Queensland	Term Deposit	A2	BBB	02/08/2016	6,000,000	6,000,000	25,644	5.20
Heritage	Senior Bond	A3	BBB	20/06/2017	4,000,000	4,000,000	23,836	7.25
					20,000,000	20,000,000		
Total Term Deposit & Bonds:					139,000,964	140,000,000	634,480	
CASH MANAGEMENT FUNDS:								
<u>Non - Current</u>								
BlackRock Care & Maintenance Fund		UNRATED	UNRATED	2016 (Estimate)	5,628,588	5,199,297	-	
Total Cash Management Funds					5,628,588	5,199,297	-	
Current					136,433,308	135,507,759		
Non-Current					25,628,588	25,199,297		
TOTAL					162,061,896	160,707,056	674,896	

6.8 Annual Disclosure of Interest Returns 2011-12

TRIM REFERENCE: F2011/01635 - D03160780

AUTHOR: Sonia Witt; TL Governance and Councillor Services

MANAGER: Lesley Crawley, Manager Corporate Governance

SUMMARY

The Local Government Act, 1993 requires Disclosure of Interest (DOI) Returns for Councillors and Designated Persons to be lodged with the General Manager who, in turn is required to keep a register of the Disclosure of Interest Returns.

The Act further requires the DOI Returns lodged with the General Manager to be tabled at a meeting of Council.

RECOMMENDATION

That Council receive the report on Annual Disclosure of Interest Returns 2011-12.

BACKGROUND

In accordance with the Local Government Act 1993, Councillors, the General Manager and designated staff are required to lodge a return by 30 September each year. Newly appointed staff and Councillors are also required to lodge a return within three months of being appointed to a designated position.

All required disclosures have been submitted with the exception of 11 staff, of whom are on maternity leave and other extended leave. These returns are being pursued. Section 450A also specifies that the General Manager must table the returns lodged under these Sections and, in accordance with this Section of the Act, the returns for the period 1 July 2011 to 30 June 2012 are tabled, together with those new staff who commenced in designated positions between 1 July and 30 September 2012.

NB

Sections 449(1) and (5) of the Local Government Act, 1993 - Disclosure of Interest Returns for Councillors and Designated Persons to be lodged with GM

Section 450A(1) – register required of the Disclosure of Interest Returns lodged.

Section 450A(2) - Returns lodged with the General Manager under section 449(1) to be tabled at a meeting of Council.

ATTACHMENTS

- 1 Disclosures of Interest Received - 1 July to 30 September 2012 D03160787

**Disclosure of Interest Register
1 July – 30 September 2012**

Councillors

-

Staff

Charlton, J
Dean, A (resignation)
Holland, A (resignation)
Naven, S

6.9 Outstanding Questions on Notice and Notices of Motion

TRIM REFERENCE: F2012/00026 - D03155563

MANAGER: Lesley Crawley, Manager Corporate Governance

AUTHOR: Jacquie Elvidge; Councillor Services Officer

SUMMARY

Report on outstanding Questions on Notice and Notices of Motion.

RECOMMENDATION

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

ATTACHMENTS

- | | | |
|---|--|-----------|
| 1 | Table of Outstanding Questions on Notice and Notices of Motion - 24 October 2012 | D03155568 |
|---|--|-----------|

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
1	Environment and Planning Services/General Counsel	9.5 - Notice of Motion – Sea Level Rise Notification 1 <i>Write to all property owners affected by the State Governments sea level rise policies.</i> 2 <i>Text of the letter be endorsed by Council.</i>	24 February 2010 Cr Eaton / Cr Graham	F2009/00067 A report will be submitted to Council once additional information has been provided by the General Counsel.
2	General Manager's Department - Major Projects	7.6 - Notice of Motion – Warnervale Town Centre Viability <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>	12 May 2010 Cr Eaton / Cr Best	F2004/00535-07 D02226279 Once the Development Control Plan and Section 94 Contribution Plan have been endorsed by the appropriate authority a report will be provided to Council.
3	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 / Cr Eaton	F2004/12208 Report drafted and being reviewed taking into account the CLEP template and proposed CLEP clauses. A report is being prepared for late 2012.
4	Corporate Services	Q109/10 – Regional Hospital Cutbacks <i>“It has been reported in the media that the Federal Government has redirected hospital funding into the regions, reportedly resulting in substantial cutbacks to our regional hospital at Gosford. As the Central Coast is a region and that the Federal Government funding adjustment was indicated to favour the regions how is it that this region appears to have suffered a health funding cutback?”</i>	13 October 2010 Cr Best	F2004/11290 A response will be submitted to a future meeting of Council.

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
5	Environment and Planning Services	<p>8.2 - Notice of Motion - Development Applications for Retail Liquor Outlets & 8.6 Notice of Motion - Proliferation of Alcohol Outlets</p> <p>1 <u>Make representation to the Crime Prevention Partnership Committee to establish a working party of this group to provide advice on any Development Application submitted for a Retail Liquor Outlet.</u></p> <p>2 <u>If the crime prevention partnership Committee group can not form a working party then Council will <u>establish</u> a licensed premises reference group comprising of:</u></p> <p>a) Council Officers, including Rangers</p> <p>b) NSW Police Local Area Commander</p> <p>c) A NSW Office of Liquor and Gaming Representative</p> <p>d) Central Coast Area Health Representative</p> <p>3 <u>Reject the further proliferation of alcohol availabilities through the recent push by the Australian Association of Convenience Stores to sell alcohol in local petrol stations.</u></p> <p>4 <u>Make formal representation on behalf of its residents and ratepayers to the current Productivity Commission's Inquiry into the industry's proposal with the grounds for objection to include but not limited to:</u></p> <p>.....(Please see minutes for complete resolution.)</p>	<p>12 October 2011</p> <p>Cr Wynn / Cr Best</p>	<p>F2004/07052</p> <p>Meeting held to establish reference group. Councillor Business Update being prepared</p>

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
6	Environment and Planning Services	<p>Q34/11 – Purchase of Sections of Remaining Undeveloped Land at Wadalba Hill</p> <p><i>“Could staff please advise on any State or Federal funding schemes that may be available to purchase sections of the remaining undeveloped land at Wadalba Hill for conservation purposes?”</i></p>	<p>14 December 2011</p> <p>Cr Vincent</p>	<p>F2005/00562</p> <p>A report is being prepared for submission to a Council meeting late 2012.</p>
7	Environment and Planning Services	<p>8.5 - Notice of Motion - Granny Flat, Second Dwelling Contribution Waiver</p> <p>1 <u>Reaffirm</u> its commitment to the principles of affordable housing and its importance in assisting a broad cross section of our community and recognise that Section 94 contributions may be prohibitive to many affordable housing projects.</p> <p>2 <u>Note</u> the decision of Gosford City Council to assist in facilitating affordable housing through the trial waiver of Section 94 contributions for granny flats.</p> <p>3 <u>Support</u> this initiative thereby establishing a regional approach to affordable housing.</p> <p>4 <u>Waive</u> Section 94 contributions for granny flats on a trial basis till September 2012, concurrent with Gosford City Council and that the outcome of this be reported to Council.</p> <p>5 <u>Receive</u> the report in a timeframe for inclusion in the 2012-13 Annual Plan.</p> <p>6 <u>Implement</u> the trial by way of reporting those relevant development applications to Council for determination.</p>	<p>8 February 2012</p> <p>Cr Best / Cr Symington</p>	<p>F2004/00552</p> <p>Report on outcomes of trial to be prepared for October/November meeting of Council.</p>

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
8	Environment and Planning Services	<p>8.6 - Notice of Motion - Ongoing Approval from State Government for Part 5 Assessments for Maintenance Works</p> <p>1 <u>Request</u> the General Manager to investigate options contained within relevant legislation to enable longer term approvals (including licences) to be issued for annual and repeat activities undertaken by Council within, on the foreshore and adjacent to the Shire's lakes, and other locations in relation to Part 5 Assessments.</p> <p>2 <u>Request</u> the General Manager to report back on the current costs borne by Council due to the need to apply for approvals and licences on an individual basis, with a view to minimising and/or avoiding any unnecessary waste of staff resources and ratepayer funds.</p>	8 February 2012 Cr Symington / Cr Eaton	<p>F2004/07773</p> <p>Input being sought from Council's Legal Counsel. Letters will then be prepared to various State Government Departments.</p> <p>A report will be prepared once advices are received.</p>
9	Environment and Planning Services	<p>8.7 - Notice of Motion - Tree Vandalism Norah Head</p> <p>1 <u>Note</u> with concern acts of environmental vandalism in relation to the poisoning of several mature trees in Mazlin Reserve at Norah Head.</p> <p>2 <u>Direct</u> the General Manager to urgently prepare a report regarding the actions and responses available to Council concerning acts of environmental vandalism in general, and specifically in relation to the poisoning of several mature trees in Mazlin Reserve at Norah Head.</p> <p>3 <u>Direct</u> the General Manager to discuss the possibility and capacity of Council to erect and maintain a "view blocking" barrier in the report.</p>	8 February 2012 Cr Symington / Cr Wynn	<p>F2012/00194</p> <p>A report on this item will be submitted to November meeting.</p>

No	Department	Question Asked / Resolution	Meeting Councillor	Asked/ Status
10	Environment and Planning Services	<p>Q18/12 - Sea Level Rise Outrage</p> <p><i>“Madam Acting General Manager, as reported in the local media the coast community is outraged at the prospect and impact of proposed sea level rise policy particularly as it will affect in Wyong Shire alone some 20 local suburbs and up to 10,000 individual homes. As this draft policy is having a profound affect on insurance and property value issues, planning, building and site usages, I respectfully request this matter now be reported urgently to Council. Could staff please advise when this would be?”</i></p>	<p>9 May 2012 Cr Best</p>	<p>F2009/00067 - D03003223</p> <p>Report will be prepared upon receipt of updated direction from the State Government.</p>

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
11	Environment and Planning Services	<p>9.2 Notice of Motion – Ausgrid</p> <p><i>Request the General Manager to invite Ausgrid to attend a briefing with Councillors and Senior staff to discuss the following topics:</i></p> <ul style="list-style-type: none"> a <i>Masterplanning of future urban precincts to achieve improved coordination of the location of Ausgrid infrastructure with Council landscaping and street tree planting programs.</i> b <i>Enhanced engagement and communication with the community regarding Ausgrid tree maintenance programs and schedules.</i> c <i>Request Ausgrid to formally commit to the undergrounding of power lines whenever upgrading and/or relocating existing power lines within urban areas.</i> d <i>Invite Ausgrid to be involved in the review of Council's Landscaping Chapter of Development Control Plan 2012 with respect to the selection of appropriate species for street planting.</i> e <i>Request Ausgrid to agree that in circumstances where it carries out significant vegetation maintenance on a major road/visually prominent location (such as Wyong Road), Ausgrid will replace the existing vegetation with more appropriate species that will not require significant future maintenance.</i> 	<p>9 May 2012</p> <p>Cr Wynn/Symington</p>	<p>Briefing has been arranged for 2013.</p>

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
12	Environment and Planning Services	<p>9.3 Notice of Motion - Assisting Housing Affordability</p> <p>1 <i>agree in principle to vary its policy to allow collection of s94 contributions for the contributions to be deferred until later in the development process.</i></p> <p>2 <i>request the General Manager to report on possible implementation procedures and benefits and disbenefits back to Council for approval prior to adoption.</i></p>	9 May 2012 Cr Eaton/Cr Best	Report being prepared for November round of meetings.
13	Infrastructure Management	<p>7.1 Notice of Motion - Reduce Single Use Plastic Bag Use in Wyong Shire</p> <p>1 <i>That Council <u>acknowledge</u> the efforts taken by some local businesses, residents and environmental groups to reduce the number of single-use plastic shopping bags used throughout the Shire.</i></p> <p>2 <i>That Council <u>acknowledge</u> that single-use plastic bags in the waste stream cause pollution, lasting many hundreds of years as they photo degrade rather than biodegrade into ever smaller pieces. The bags are a major litter problem in our parks, bush land and waterways and can result in the injury and death of many animal species both inside and outside of Wyong Shire such as turtles, cetaceans and birds.</i></p> <p>3 <i>That Council <u>write</u> to State and Federal Government Ministers urging them to introduce legislation that would ban or impose a levy on free single use plastic shopping bags as a timely measure that:</i></p>	23 May 2012- Cr Wynn/Cr Vincent	<p>Waste staff met with Cr Wynn on 4 July to clarify the scope and scale of actions required as part of this NOM. A plan and timeline to complete these actions is currently being developed.</p> <p>Addressing the environmental, social and economic impacts of plastic bags forms part of a broader Litter and Illegal Dumping program being developed in collaboration with staff across Council.</p>

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
		<ul style="list-style-type: none"> ▪ <i>shows solidarity with the stated position of the LGSA in supporting extender producer responsibility by retailers and waste reduction at the source,</i> ▪ <i>notes the lack of legislation to impose a levy on free single-use plastic bags</i> ▪ <i>reinforces a levy or ban as an important NSW state and national measure to decrease packaging litter, already successfully modeled by national retailers, Target, Aldi and Bunnings; by legislation passed in the states of South Australia, Northern Territory and ACT; by towns such as Coles Bay (Tasmania) and Mogo (southern NSW) in 2003, and planned by the City of Freemantle Council in 2012.</i> <p>4 <i>That Council <u>contact</u> major retailers to encourage them to collaborate with Council voluntarily in a staged approach to reduce and ultimately eliminate non-biodegradable plastic shopping bags from Wyong Shire.</i></p> <p>5 <i>That Council <u>engage</u> with the Wyong Shire community in a process of creating awareness and education with regard to the degradation caused by plastic pollution including behavioural change away from our throwaway, disposable, single use attitude and awareness around the excessive plastic packaging of many products.</i></p>		

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
14	Environment and Planning Services	<p>7.3 Notice of Motion - Enhancing Planning Flexibility and Business Viability</p> <p>1 That Council <u>proceed</u>, as soon as practicable, to place on public exhibition its draft Settlement Strategy, subject to Department of Planning and Infrastructure concurrence.</p> <p>2 That Council <u>proceed</u>, as soon as practicable to place on public exhibition those parts of the draft DCP, that can be adopted prior to the DLEP, which would increase planning flexibility and/or development viability, including but not limited to the car parking and engineering chapters.</p> <p>3 That Council <u>authorise</u> the General Manager to determine which parts of the DCP to proceed to exhibition.</p> <p>4 That Council <u>nominate</u> an exhibition period of two months.</p> <p>5 That Council <u>receive</u> a further report on the results of the exhibition including consideration of adoption of these policies.</p>	23 May 2012 Crs Eaton/Webster	<p>Point 1 - Council is awaiting concurrence from Dept of Planning and Infrastructure</p> <p>Point 2 - Exhibition will commence 25 July 2012.</p>
15	Environment and Planning Services	<p>7.1 Notice of Motion - Housing Jump Start</p> <p><i>That Council <u>direct</u> the General Manager to report to Council on the benefits and disbenefits of a short term moratorium on Development Application fees, Construction Certificate fees and Complying Development fees for single detached housing and additions only.</i></p>	27 June 2012 Crs Eaton/Graham	<p>F2008/02302</p> <p>A report regarding this item is being prepared and will be submitted to Council late 2012</p>

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
16	Environment and Planning Services	<p>Q29/12 - General Store Compliance</p> <p><i>"I have received numerous representations with regard to the ongoing issue of compliance of a general store in Norah Head that now seats some 50-60 patrons "The General Store" can be booked online for functions or private gatherings, could you please outline how this activity has been able to be approved in a residential area under the guise of a general store? As this matter has been ongoing for some 6 months your response would be appreciated at your earliest convenience to assist those in question."</i></p>	25 July 2012 Cr Best	Awaiting advice from Legal Counsel on this matter.
17	Corporate Services – Economic & Property Development	<p>8.2 Notice of Motion - Re-evaluation of Strategic Direction in Shire's North</p> <p>117/12 <i>That Council <u>note</u> the significant contribution our Community Precinct Committees make as a conduit between Council and the local community.</i></p> <p>1/12 <i>That Council, as an advocate on behalf of the local community of our Shire's north, <u>request</u> the General Manager to seek timely responses to the key issues contained in the attached joint Precinct Committee submission.</i></p> <p>2/12 <i>That Council <u>request</u> the General Manager to call for a meeting of key stake holders, Community, Government, land owners and relevant Departments, to discuss the strategic future of this massive 780 hectare site (Delta Electricity power stations and associated lands) that has the potential to profoundly impact Council's developed northern regions strategic plan / LEP.</i></p>	8 August 2012 Crs Best/Eaton	Investigations will take place and response will be submitted to a future meeting of Council.

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
		<p>3/12 <i>That Council <u>request</u> the General Manager to also seek direction from stakeholders on issues around site contamination and environmental assets with a prospect of rehabilitation such as Lake Colongra and various former natural overland flow paths.</i></p> <p>4/12 <i>That Council <u>request</u> the General Manager to reiterate to the relevant agencies the matters with regard to community elements of the Delta site contained in Item 2.1 Mayoral Minute - Proposed Transfer of Delta Electricity Land to Council for continued operation of the Extreme Sports Park, Koala Park and Camp Breakaway at San Remo adopted by Council on 23 May 2012.</i></p>		
18	Infrastructure Management	<p>8.3 Notice of Motion - RV Friendly Town - Trial in the North of the Wyong Shire</p> <p>5/12 <i>That Council <u>support</u> the Northern Lakes Regional Chamber of Commerce in its endeavours to pilot the "RV Friendly Town" concept in the North of the Wyong Shire.</i></p> <p>6/12 <i>That Council <u>request</u> the General Manager to investigate options for installing two RV dump sites in the North of the Shire in consultation and conjunction with the Northern Lakes Regional Business Chamber and the Northern Lakes Disability Tourism Precinct Committee.</i></p>	8 August 2012 Crs Vincent/ Symington	Investigations will take place and response will be submitted to a future meeting of Council.

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
		7/12 <i>That Council <u>request</u> the General Manager to submit a report detailing two feasible RV dump sites in the North of the Shire for piloting and trialling the RV Friendly Town concept, with one dump site being predominantly a “disability friendly” dump site, to Council for consideration.</i>		
19	Infrastructure Management	<p>8.4 Notice of Motion - Wyong Shire Community Purchasing Scheme</p> <p>8/12 <i>That Council <u>note</u> with concern the significant socio-economic disadvantage this community faces, that was highlighted in the recent national census.</i></p> <p>9/12 <i>That Council <u>request</u> the General Manager to seek to assist its community through broadening Council service delivery, with the implementation of a group/collective purchasing of services scheme.</i></p> <p>10/12 <i>That, subject to resolution 4, Council <u>request</u> the General Manager to trial the scheme in the area of energy purchase in response to the escalating price of power, partially due to the carbon tax and in light of other highly successful energy purchase schemes run by various media outlets.</i></p> <p>11/12 <i>That Council <u>direct</u> the General Manager to provide an indicative and conceptual report which outlines benefits, structural issues, resources, and possible revenues that may result in the scheme becoming cost neutral.</i></p>	8 August 2012 Crs Best/Eaton	Investigations will take place and response will be submitted to a future meeting of Council.

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
		12/12 <i>That Council <u>request</u> the General Manager to consult with its Community Precinct Committees to evaluate the interest of any proposed system.</i>		
20	Corporate Services	7.1 Notice of Motion - Insurance Risk Briefing 186/12 <i>That Council <u>request</u> the General Manager to arrange a briefing for the incoming Council on the wider community issues resulting from pressures on the insurance sector.</i> 187/12 <i>That Council <u>request</u> the General Manager to ensure the briefing includes coverage of the potential major insurance trends and the risks that will need to be addressed by residents and employers in the Shire.</i> 188/12 <i>That Council <u>request</u> the briefing to be held after the induction of the new Council.</i> 189/12 <i>That Council <u>request</u> the General Manager to make contact with the NSW Insurance Council to ascertain the facts on how premiums for flood prone properties are assessed.</i>	22 August 2012 Cr Best/Eaton	Karl Sullivan from Insurance Council of Australia will attend WSC from 12 to 1pm on 7 November 2012 for Councillor briefing on general insurance issues which has been arranged as an outcome for the above mentioned Notice of Motion.
21	Environment and Planning Services	7.2 Notice of Motion - Disability Friendly Miniature Railway in the North of the Wyong Shire 190/12 <i>That Council <u>support</u> in principle the Northern Lakes Disability Tourism Precinct Committee in its endeavours to establish a disability friendly miniature railway system in the north of the Wyong Shire.</i>	22 August 2012 Crs Vincent/Wynn	Investigations will take place and response will be submitted to a future meeting of Council.

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
		<p>191/12 <i>That Council request the General Manager to investigate possible locations for installing a disability friendly miniature railway system in the north of the Shire, as identified by and in consultation with, the Northern Lakes Disability Tourism Precinct Committee and the Pioneer Dairy Model Railway Group.</i></p> <p>192/123 <i>That Council request the General Manager to prepare a report in response to the sites identified, outlining the feasibility of each site.</i></p>		
22	Corporate Services	<p>Q31/12 <i>Carbon Tax Impact on Rate payers</i> <i>“Mr General Manager, further to your staff report, item 4.3 of the 23 May 2012 meeting, staff highlight that the carbon tax will only directly add \$26.45 per annum to the rates. The report goes on to outline “however in real terms the impact on Wyong Shire Council (WSC) cost is estimated to be much higher as materials and services purchased from external suppliers take effect during the year, for example the nature of WSC business is such that significant components of purchase costs will be significantly affected by the tax and passed on to the Wyong Shire operational cost”...“Utility, fuel and energy costs will increase by \$1.9m”... “Waste management anticipated \$4.4m”... “Concrete and bitumen \$1.1m”... “Other indirect costs to suppliers \$4.0m”. These increases represent a huge “uncompensated” increase of \$11.4m to Council and the rate payers, could staff now please provide a new and updated assessment of likely budgetary impacts as a result of the carbon tax to our new 2012 council?”</i></p>	22 August 2012	Investigations will take place and a response will be submitted to a future meeting of Council.

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
23	Environment and Planning Services	<p>7.2 Notice of Motion - Sea Level Rise Removal</p> <p>1 That Council <u>acknowledge</u> that the 2009 NSW Sea Level Rise Policy Statement is no longer NSW Government Policy.</p> <p>2 That Council <u>acknowledge</u> the recommendation of the NSW State Government to consider an interim policy arrangement prior to the formal adoption of sea level rise projections.</p> <p>3 That Council <u>resolve</u> that its sea level rise interim policy consist of compliance with the 1% AEP flood level and 500mm freeboard allowance.</p> <p>4 That Council <u>request</u> the State Government to refer back to Council the adopted Wyong Shire Coastal Zone Management Plan for Council's review.</p> <p>5 That the General Manager <u>provide an</u> urgent briefing to Council on the implications of the State Government's recent coastal reforms.</p> <p>6 That the General Manager <u>report back</u> to Council on a program, cost estimate and timeframe for the review of current adopted Council policies that incorporate provisions in respect of sea level rise, including the adopted Wyong Shire Coastal Zone Management Plan.</p> <p>7 In circumstances where existing Government legislation or policy conflicts with Council's policy in No 3 above, the General Manager ensure that the matter is brought to Council for determination.</p>	10 October 2012 Councillors Nayna & Taylor	Investigations will take place and a response will be submitted to a future meeting of Council.

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
		8 <i>That Council write to all holders of existing DA's that have time limited consents due to sea level rise issues and advise of the change in Council policies and invite them to submit Section 96 applications to remove the time limit from their consents.</i>		
		9 <i>That Council <u>waive</u> all fees associated with any such Section 96 applications.</i>		
24	Corporate Services	<p>7.3 Notice of Motion - Council Review the NSW Electoral Commission's Management of our 2012 Wyong Shire Elections</p> <p>1 <i>That Council <u>note</u> the 2012 Wyong Local Government Election was managed, conducted and audited by the NSW Electoral Commission, costing our ratepayers a total of \$750,000 to our ratepayers.</i></p> <p>2 <i>That Council <u>conduct</u> a review of the conduct of the 2012 Wyong Shire Election by the NSW Electoral Commission (NSWEC).</i></p> <p>3 <i>That Council <u>include</u> in the review the following matters:</i></p> <p>(a) <i>Identification of legislative constraints and processes which are barriers to encouraging local residents to stand for representation on Wyong Council.</i></p> <p>(b) <i>The "contractual" arrangement between Council and the NSWEC which has constrained the ability for Council to make key decisions in regard to pre-poll venues (eg locations, quantity).</i></p>	10 October 2012 Councillors Best & Webster	Investigations will take place and a response will be submitted to a future meeting of Council.

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
		<p>(c) <i>Issues around WHS obligations for booth workers, liabilities and responsibilities.</i></p> <p>(d) <i>Improved provision of disabled and aged access at polling places, particularly pre-poll booths.</i></p> <p>(e) <i>Feedback received from electors.</i></p> <p>(f) <i>Feedback from a selection of those NSW councils which opted to manage their election or used a private contractor.</i></p> <p>(g) <i>Any other matters identified by the General Manager in the course of the election process.</i></p> <p>4 <i>That Council <u>request</u> feedback from those Councils who used the NSW Electoral Commission.</i></p>		
25		<p>7.4 Notice of Motion - Wyong Skills Centre</p> <p>1 <i>That Council <u>advise</u> the Department of Education, Employment and Workplace Relations (DEEWR) that it now wishes to proceed with the Wyong Skills Centre in partnership with Central Coast Group Training at its site at Bounty Close at Tuggerah.</i></p> <p>2 <i>That Council <u>request</u> the Department of Education, Employment and Workplace Relations (DEEWR) to confirm that grant funding of some \$2.8 million is still available for this purpose and for DEEWR to advise the process and/or criteria required to access these funds</i></p>	10 October 2012 Councillors Nayna & Troy	Joint letter from WSC and CCGT was sent to DEEWR on Friday 12 October 2012. DEEWR have confirmed receipt of this correspondence but were unable to provide any further advice on timing. Initial discussions with Council and CCGT staff occurred.

No	Department	Question Asked / Resolution	Meeting Asked/ Councillor	Status
		<p>3 That Council <u>develop</u> and submit, in partnership with Central Coast Group Training in accordance with DEEWR, guidelines a joint application within one month.</p> <p>4 That Council <u>authorise</u> the General Manager to approve the joint application and submission to DEEWR, subject to Council ratification.</p> <p>5 That Council <u>determine</u> that this item be actioned immediately due to its urgent nature.</p> <p>6 That Council <u>advise</u> DEEWR of this resolution by close of business on Friday 12 October 2012.</p> <p>7 That Council <u>develop</u> to its satisfaction a suitable agreement with Central Coast Group Training with regards to this initiative.</p> <p>8 That Council <u>authorise</u> appropriate resourcing to undertake this task and the funding of these resources be considered at the September budget review.</p>		

**QUESTIONS ON NOTICE AND NOTICES OF MOTION REMOVED SINCE
10 OCTOBER 2012**

	Department	Question on Notice / Notice of Motion	Date Asked/ Councillor	Status
1	Infrastructure Management	<p>Q30/12 Investigate Load Limit on Woodbury Park Drive, Mardi</p> <p><i>"I have received representations from residents of Woodbury Park Drive, Mardi as to noises from the road cushions, particularly from heavy vehicles. To ameliorate this noise, can staff investigate placing a load limit, perhaps of 5 tonnes, to restrict heavy vehicle traffic on this road?"</i></p>	22 August 2012	Answer to question provided at in 10 October 2012 Business Paper.
2	Corporate Services – Economic & Property Development	<p>5.1 Notice of Motion - Hunter Link Opportunities</p> <p>1 <i>That Council <u>note</u> that the F3 freeway extension to Branxton is due for completion in about 1 year.</i></p> <p>2 <i>That Council <u>note</u> that the link will reduce travel time from Wyong Shire to the Hunter mines to around 1 hour in comparison to travel from Newcastle to the mines of around 90 minutes.</i></p> <p>3 <i>That Council <u>investigate</u> the opportunities for employment and economic development that the completion of this link will provide.</i></p>	13 June 2012 Councillors Eaton/Graham	Councillor Business Update submitted on 3 October 2012

24 October 2012

To the Ordinary Council Meeting

Councillor

7.1 Notice of Motion - Increase Wrack Collection from Tuggerah Lakes

TRIM REFERENCE: F2004/07706 - D03159217

AUTHORS: Adam Troy; Councillor

Lloyd Taylor; Councillor

Councillors Taylor and Troy have given notice that at the Ordinary Council Meeting to be held on 24 October 2012 they will move the following Motion:

- “1 *That Council recognise the need to double the wrack collection from Tuggerah Lakes, both through increased weed harvester operation and by collection from the lake foreshores.*

- 2 *That Council include in its draft budget for 2013 – 2014 provision for such increased collection costs.*

- 3 *That Council request the General Manager to submit a report to Council on “green tape” restrictions curtailing wrack collection/removal.*

- 4 *That Council direct the Mayor and the General Manager to raise the State Government agencies’ “green tape” restrictions with the Minister for the Central Coast at their regional forum meeting on 9 November 2012 and seek exemption/relaxation.*

- 5 *That Council request the General Manager to submit a report to Council on the adequacy of existing equipment to achieve significant increase in wrack removal.”*

RESOURCES

The implementation of this NOM will be undertaken by existing staff within the Environment and Planning Services Department. It is not envisaged that any additional resources would be required.

7.2 Notice of Motion - Daily Traffic Jams Through Wyong Township

TRIM REFERENCE: F2010/00500 - D03159967

AUTHORS: Greg Best; Councillor

Doug Eaton; Councillor

Lynne Webster; Councillor

Councillors Best, Eaton and Webster have given notice that at the Ordinary Council Meeting to be held on Wednesday 24 November 2012 they will move the following Motion:

- “1 That Council recognise the importance of delivering the Pacific Highway upgrade through Wyong, linking up with the new Tuggerah Straight works as this is an economically vital road corridor providing business and job opportunities.
- 2 That Council recognise that having regard to the State Government annual budgetary processes, the need to now facilitate its agreeance/concurrence on this road upgrade to meet the new budgetary cycle.
- 3 That Council give certainty to the hundreds of residents that live with the real prospect of the Pacific Highway upgrade bypass being funnelled through their residential streets, resulting in major loss of amenity, safety and property values/forced resumptions.
- 4 That Council formally give the RMS its support and concurrence for the through town Pacific Highway upgrade favouring the maximum parking option to assist local businesses and finally get this road started.
- 5 That Council request the General Manager to provide a report to Council in support of the RMS's preferred option along the existing Pacific Highway corridor that was exhibited in November 2011.
- 6 That Council note opportunity in the existing Pacific Highway corridor option to provide incremental improvements through the life of the project.”

RESOURCES

Staff time required to prepare the report is minimal, 1 to 2 Hours. The report is already 85% completed and only needs to be amended in accordance with the results from the independent assessment on the alternative routes.

24 October 2012

To the Ordinary Council Meeting

Councillor

8.1 Rescission Motion - CPA/191877 - Construction of Warnervale Town Centre Sewer Trunk Main

TRIM REFERENCE: CPA/191877 - D03161136

AUTHORS: Greg Best; Councillor

Doug Eaton; Councillor

Lynne Webster; Councillor

Council, at the Ordinary Meeting held on 10 October 2012 gave consideration to a report regarding CPA/191877 – Construction of Warnervale Town Centre Sewer Trunk Main.

At that meeting, Council resolved as follows:

- “224/12 That Council accepts the tender from TCM Civil Pty Ltd in the attached Tender Evaluation Report for the estimated total value of \$2,063,582.00 (excl GST) for Contract CPA/191877 – Construction of Warnervale Town Centre Sewer Trunk Main.
- 225/12 That Council determines the Tender Evaluation Report in Attachment A remains confidential in accordance with Section 10A(2)(d) of the Local Government Act 1993 as the report contains information of a confidential nature.
- 226/12 That Council approve the contingency sum as detailed in the Tender Evaluation Report in Attachment A.”

A Rescission Motion has been received from Councillors Best, Eaton and Webster to be moved at the Ordinary Council Meeting of Council to be held on Wednesday, 24 October 2012, as follows:

- “MOVE that the following resolution carried at the Ordinary Meeting of Council held on 10 October 2012 be rescinded:
- “224/12 That Council accepts the tender from TCM Civil Pty Ltd in the attached Tender Evaluation Report for the estimated total value of \$2,063,582.00 (excl GST) for Contract CPA/191877 – Construction of Warnervale Town Centre Sewer Trunk Main.
 - 225/12 That Council determines the Tender Evaluation Report in Attachment A remains confidential in accordance with Section 10A(2)(d) of the Local Government Act 1993 as the report contains information of a confidential nature.
 - 226/12 That Council approve the contingency sum as detailed in the Tender Evaluation Report in Attachment A.”

8.1 Rescission Motion - CPA/191877 - Construction of Warnervale Town Centre Sewer Trunk Main (contd)

Should the above Rescission Motion be carried, further notice is given that Councillors Best, Eaton and Webster will move the following motion:

“MOVE

That Council reconsider this item as listed on this agenda as item 3.4 - CPA/191877 – Construction of Warnervale Town Centre Sewer Trunk Main.”