



Council is working in partnership with a range of State and local agencies to conduct community consultation on a new Bushfire Risk Management Plan for Wyong Shire

ORDINARY MEETING

27 May 2009



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MEETING NOTICE

The **ORDINARY MEETING**
of **Wyong Shire Council**
will be held in the **Council Chamber,**
Wyong Civic Centre, Hely Street, Wyong on
WEDNESDAY 27 MAY 2009 at 5.00 pm,
for the transaction of the business listed below:

OPENING PRAYER

ACKNOWLEDGEMENT OF COUNTRY

RECEIPT OF APOLOGIES

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11 QUESTIONS WITHOUT NOTICE ASKED

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

Kerry Yates
GENERAL MANAGER

1.1 Disclosure of Interest

TRIM REFERENCE: F2009/00008 - D01902636

AUTHOR: SW

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

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

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

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

RECOMMENDATION

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

1.2 Proposed Inspections

TRIM REFERENCE: F2009/00008 - D01902690

AUTHOR: SW

SUMMARY

Inspections proposed to be held on 3 June 2009 are listed as follows:

Date of Inspection	Location	Requested By
3 June 2009	Fisherman's Wharf, The Entrance	Director Shire Services and Shire Planning
3 June 2009	TA/218/2008, Section 82A Removal of Tree at 10 Moronga Street, Bateau Bay	Director Shire Planning
3 June 2009	DA 1009/2008, Aged Care Facility 595-635 Pacific Highway, Kanwal	Director Shire Planning
3 June 2009	Roads and Drainage Rolling Works Program	Director Shire Services

RECOMMENDATION

That Council receive the report on Proposed Inspections.

1.3 Confirmation of Minutes of Previous Meeting

TRIM REFERENCE: F2009/00008 - D01902696

AUTHOR: SW

SUMMARY

Confirmation of minutes of the previous Ordinary Meeting of Council held on 13 May 2009.

RECOMMENDATION

That Council confirm the minutes of the previous Ordinary Meeting of Council held on 13 May 2009.

ATTACHMENTS

- 1 Minutes of Ordinary Meeting held on 13 May 2009 D01913042

WYONG SHIRE COUNCIL

**MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBER
WYONG CIVIC CENTRE, HELY STREET, WYONG
ON WEDNESDAY, 13 MAY 2008,
COMMENCING AT 5.02 PM**

PRESENT

COUNCILLORS R L GRAHAM (CHAIRPERSON), G P BEST, D J EATON, E M McBRIDE, J J McNAMARA, L A MATTHEWS, W R SYMINGTON, D P VINCENT, L D WEBSTER AND S A WYNN.

IN ATTENDANCE

GENERAL MANAGER, ACTING DIRECTOR SHIRE PLANNING, DIRECTOR CORPORATE SERVICES, DIRECTOR SHIRE SERVICES, MANAGER DEVELOPMENT ASSESSMENT, ACTING MANAGER FUTURE PLANNING, AND TWO ADMINISTRATION STAFF.

ACTING MANAGER CORPORATE AND ADMINISTRATION SERVICES, MANAGER WATER AND WASTE AND MANAGER CONTRACTS AND SPECIAL PROJECTS.

THE MAYOR INVITED COUNCILLOR WYNN TO REPORT ON EVENTS SHE HAD ATTENDED ON COUNCIL'S BEHALF AS FOLLOWS:

COUNCILLOR WYNN ATTENDED TWO FUNCTIONS ON BEHALF OF THE MAYOR AND ACCEPTED TWO PLAQUES PRESENTED BY MANNERING PARK PROGRESS ASSOCIATION IN RECOGNITION OF COUNCIL'S SUPPORT FOR THE FOLLOWING PROJECTS:

- * THE COMMUNITY MAZE PROJECT AT MANNERING PARK.
- * CARING FOR OUR COUNTRY PROJECT AT SOUTH BUDGEWOI BEACH – 5,000 TREES PLANTED WITH THE ASSISTANCE OF DUNECARE.

THE MAYOR, COUNCILLOR GRAHAM, DECLARED THE MEETING OPEN AT 5.02 PM AND ADVISED IN ACCORDANCE WITH THE CODE OF MEETING PRACTICE THAT THE MEETING IS BEING RECORDED.

THE MAYOR, COUNCILLOR GRAHAM, DELIVERED THE OPENING PRAYER AND READ AN ACKNOWLEDGMENT OF COUNTRY STATEMENT.

APOLOGIES

THERE WERE NO APOLOGIES.

1.1 Disclosure of Interest

6.5 – FEDERAL GOVERNMENT JOBS FUND GRANT PROGRAM

COUNCILLOR EATON DECLARED A NON-PECUNIARY SIGNIFICANT CONFLICT OF INTEREST IN THAT PART OF THE MATTER REFERRING TO THE BUSINESS INCUBATOR FOR THE REASON THAT HE IS CHAIR OF CENTRAL COAST GROUP TRAINNG LTD, WHICH IS INVOLVED AS A JOINT VENTURE PARTNER WITH THE INCUBATOR, LEFT THE CHAMBER AT 5.36 PM, TOOK NO PART IN DISCUSSION, DID NOT VOTE AND RETURNED TO THE CHAMBER AT 5.46 PM.

6.5 – FEDERAL GOVERNMENT JOBS FUND GRANT PROGRAM

COUNCILLOR BEST DECLARED A PECUNIARY INTEREST IN THAT PART OF THE MATTER REFERRING TO THE BUSINESS INCUBATOR FOR THE REASON THAT HE IS GENERAL MANAGER OF CENTRAL COAST GROUP TRAINNG LTD, LEFT THE CHAMBER AT 5.36 PM, TOOK NO PART IN DISCUSSION, DID NOT VOTE AND RETURNED TO THE CHAMBER AT 5.46 PM.

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

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

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

1.2 Proposed Inspections

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

That Council receive the report on Proposed Inspections.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

1.3 Address by Invited Speakers

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

That Council receive the amended report on Invited Speakers.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

1.4 Confirmation of Minutes of Previous Meeting

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

That Council confirm the minutes of the previous Ordinary Meeting of Council held on 22 April 2009.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

BUSINESS ARISING FROM THE MINUTES

THERE WAS NO BUSINESS ARISING FROM THE MINUTES.

2.1 Notice of Intention to Deal with Matters in Confidential Session

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

1 That Council consider the following matter in Confidential Session, pursuant to Section 10A(2)(c) of the Local Government Act 1993:

10.1 Warnervale Airport

2 That Council note its reason for considering Report No 10.1 as it may confer a commercial advantage (Section 10A(2)(c)) should the discussions be held in a non-confidential environment.

3 That Council request the General Manager to report on this matter in open session of Council.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

3.1 Draft LEP (Amendment No 172) and Draft DCP 2005 Chapter 110 - Centre Support Development, Bateau Bay

THE GENERAL MANAGER WITHDREW THIS ITEM DUE TO LODGEMENT OF AN ABORIGINAL LAND CLAIM. COUNCIL IS NOW REQUIRED TO OBTAIN LEGAL ADVICE ON THIS MATTER.

4.1 Deed of Agreement for Consolidation of Public Road Closure Land at Ravensdale

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

- 1 That Council enter into a Deed of Agreement with Zardon Pty Limited, Ronald Laurence Scott and Lynn Lawes Scott that will ensure the consolidation of public road closure land with adjoining land, Lots 5, 126 and 214 DP 755271 at Ravensdale Road, Ravensdale.**
- 2 That Council authorise the Common Seal of Wyong Shire Council to be affixed to the formal documents as required between Wyong Shire Council and Zardon Pty Limited, Ronald Laurence Scott and Lynn Lawes Scott.**
- 3 That Council authorise the Mayor and the General Manager to execute all documents.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

4.2 Renewal of Lease to The Entrance Pre-School Kindergarten Association Inc - Lots 92 - 93 DP 18372 Norberta Street The Entrance

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

- 1 That Council renew the lease of Lots 92 and 93 DP 18372 Norberta Street, The Entrance to The Entrance Pre-School Kindergarten Association Inc for a period of five years at a nominal rental.**
- 2 That Council authorise the Common Seal of Wyong Shire Council to be affixed to the Lease between Wyong Shire Council and The Entrance Pre-School Kindergarten Association Inc.**
- 3 That Council authorise the Mayor and the General Manager to execute all documents relating to the Lease.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

4.3 Proposed Easements for Chittaway Point Pump Station and Boomerang Creek Tunnel

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

- 1 That Council acquire Lot 1 DP 1042059 within Lot 515 DP 755266 Tall Timbers Road Lake Munmorah for the purpose of Oxygen Injection Facility (shown in Figure 1).**
- 2 That Council acquire Lot 1 DP 1006585 associated with Chittaway Point Pump Station Chittaway Point Rising Main and Gwandalan-Mannering Park Effluent Disposal Main by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Water Management Act 2000 for the purposes of Wyong Shire Sewage Scheme (shown in Figure 2).**
- 3 That Council acquire the following easements over Crown Land by compulsory Process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Water Management Act 2000 for the Purposes of Wyong Shire Sewage Scheme (shown in Figures 2 and 3).**
 - Easements for sewer pipeline shown in DP 1006585 (Figure 2)**
 - An easement for sewer pipeline shown in DP 647728 (Figure 3).**
- 4 That Council acquire the following easements by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Water Management Act 2000 for the purposes of Gosford Wyong Outstanding Land Matters:**
 - An easement for Water Supply Pipeline (beneath the surface only over the site shown as “Proposed Stratum Easement for Water Supply Tunnel” shown in DP 649792.**
- 5 That Council authorise the Common Seal of Wyong Shire Council to be affixed to all documents relating to the application for approval by the Minister and Governor to proceed with the compulsory acquisition.**
- 6 That Council authorise the Mayor and the General Manager to execute all documents relating to above application.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

4.4 Proposed Sale of Council Land at Charmhaven

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

That the sale of Lot 83 DP 27286 Charmhaven Avenue, Charmhaven and Lot 94 Section 1 DP 11824 Moala Parade, Charmhaven be deferred pending a report by staff as to the usage of the informal path through these properties.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT AND WEBSTER.

AGAINST: COUNCILLOR WYNN.

5.1 Contract CPA 127662 - Construction of Mardi Dam Transfer and High Lift Systems

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

- 1 That Council accept in accordance with the approved Tender Evaluation and Negotiation Plan, the negotiated tender from Boulderstone Pty Ltd in the amount of \$41,464,576.36 (excl GST) for Contract CPA/127662.***
- 2 That Council approve a contract budget of \$45,664,576.36 (excl GST) that provides for a contingency amount of \$4,200,000.00 (excl GST) representing approximately 10% of the contract value, to provide for any unforeseen additional works that may become necessary during the course of the project.***

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

5.2 Contract CPA 157278 - Replacement of 600 Metres of 250mm Asbestos Concrete Water Main - McDonagh Road, Wyong

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

- 1 That Council accept Tender No 7 from Mudix Pty Ltd in the lump sum amount of \$302,148.00 (excl GST).**
- 2 That Council approve a contingency amount of \$30,214.80 (excl GST), representing approximately 10% of the contract value, to provide for any unforeseen additional works that may become necessary during the course of the project.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

5.3 Contract CPA 158361 - Estuary Management Plan - Rehabilitation and Bush Regeneration Works Saltwater Creek - Reach 2

RESOLVED unanimously on the motion of Councillor GRAHAM and seconded by Councillor WYNN:

- 1 That Council accept Tender number 2 from Hunter Land Management Pty Ltd in the lump sum amount of \$522,000.00 (excl GST).**
- 2 That Council approve a contract budget of \$574,200.00 (excl GST) that provides for a contingency amount of \$52,200.00 (excl GST) representing approximately 10% of the contract value, to provide for any unforeseen additional works that may become necessary during the course of the project.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

5.4 Contract CPA 158923 - Estuary Management Plan - Stormwater Treatment Works - Lowana Avenue, Charmhaven

RESOLVED unanimously on the motion of Councillor GRAHAM and seconded by Councillor WYNN:

- 1 That Council accept Tender number 3 from Enviropacific Services Pty Ltd in the lump sum amount of \$342,396.60 (excl GST).**
- 2 That Council approve a contract budget of \$376,636.00 (excl GST) that provides for a contingency amount of \$34,239.00 (excl GST) representing approximately 10% of the contract value, to provide for any unforeseen additional works that may become necessary during the course of the project.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

6.1 Proposed Councillors' Community Improvement Grants

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

That Council allocate an amount of \$10,800 from the 2008-09 Councillors' Community Improvement Grants as outlined in the report.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

6.2 Precinct Support Program

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

- 1 That Council receive the report on support for precinct committees.**
- 2 That Council receive a further report from staff following the Community Precinct Committee workshop scheduled for 26 May 2009.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

6.3 Proposed Loan Financing to The Entrance District Cricket Club Inc

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

- 1 That Council provide to The Entrance District Cricket Club Inc an interest free loan of \$5,900 over a four year period for the purchase of an ex-Council roller.**
- 2 That Council authorise the General Manager to execute the loan agreement.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

6.4 Councillor Attendance at Training

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

That Council note the Mayor and General Manager's approval for Councillor Vincent to attend the Local Government Learning Solutions "Advanced Media Skills" workshop in Sydney, 12 May 2009 and for payment of expenses in accordance with Council Policy.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

6.5 Federal Government Jobs Fund Grant Program

COUNCILLOR EATON DECLARED A NON-PECUNIARY SIGNIFICANT CONFLICT OF INTEREST IN THAT PART OF THE MATTER REFERRING TO THE BUSINESS INCUBATOR FOR THE REASON THAT HE IS CHAIR OF CENTRAL COAST GROUP TRAINING LTD, WHICH IS INVOLVED AS A JOINT VENTURE PARTNER WITH THE INCUBATOR, LEFT THE CHAMBER AT 5.36 PM, TOOK NO PART IN DISCUSSION ON THIS PARTICULAR MATTER, DID NOT VOTE AND RETURNED TO THE CHAMBER AT 5.46 PM.

COUNCILLOR BEST DECLARED A PECUNIARY INTEREST IN THAT PART OF THE MATTER REFERRING TO THE BUSINESS INCUBATOR FOR THE REASON THAT HE IS GENERAL MANAGER OF CENTRAL COAST GROUP TRAINING LTD, LEFT THE CHAMBER AT 5.36 PM, TOOK NO PART IN DISCUSSION ON THIS PARTICULAR MATTER, DID NOT VOTE AND RETURNED TO THE CHAMBER AT 5.46 PM.

RESOLVED unanimously on the motion of Councillor GRAHAM and seconded by Councillor McNAMARA:

That Council adopt the business incubator project identified in modified Attachment 1 – Proposed Jobs Funding Projects.

FOR: COUNCILLORS GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

COUNCILLOR MATTHEWS LEFT THE CHAMBER AT 6.01 PM AND RETURNED TO THE CHAMBER AT 6.02 PM DURING CONSIDERATION OF THIS ITEM.

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

- 1 *That Council adopt the remaining projects identified in modified Attachment 1 – Proposed Jobs Funding Projects.***
- 2 *That Council formally thank the Federal Government through its local Federal Members, Craig Thomson MP and Jill Hall MP for the opportunity to tender under this important funding program for new community infrastructure. Further that the list attached in Item 1 be forwarded to the Federal Members for their information.***

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

7.1 Information Reports

RESOLVED unanimously on the motion of Councillor GRAHAM and seconded by Councillor McNAMARA:

That each report be dealt with individually.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

7.2 Investments for February and March 2009

COUNCILLOR VINCENT LEFT THE CHAMBER AT 6.17 PM AND RETURNED TO THE CHAMBER AT 6.19 PM DURING CONSIDERATION OF THIS ITEM.

COUNCILLOR SYMINGTON LEFT THE CHAMBER AT 6.17 PM AND RETURNED TO THE CHAMBER AT 6.19 PM DURING CONSIDERATION OF THIS ITEM.

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

That Council receive the report on Investments for February and March 2009.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

7.3 Community Recycling Initiative "freecycle.com"

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

That Council receive the report on Community Recycling Initiative "freecycle.com".

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

7.4 Legal Advice - Stop the Coal Mine

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

- 1 That Council receive the report on Legal Advice - Stop the Coal Mine.**
- 2 That Council forward this advice to the Federal Member for Dobell, Mr Craig Thomson MP and ask him, in light of this advice, when he will be proposing his Private Members Bill to Stop the Coal Mine.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

7.5 Outstanding Questions Without Notice and Notices of Motion

RESOLVED unanimously on the motion of Councillor WYNN and seconded by Councillor McNAMARA:

That Council receive the report on Outstanding Questions Without Notice and Notices of Motion.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

9.1 Notice of Motion - Corporate Uniform

COUNCILLOR BEST LEFT THE CHAMBER AT 6.32 PM AND RETURNED TO THE CHAMBER AT 6.34 PM DURING CONSIDERATION OF THIS ITEM.

COUNCILLOR WYNN LEFT THE CHAMBER AT 6.45 PM AND RETURNED TO THE CHAMBER AT 6.45 PM DURING CONSIDERATION OF THIS ITEM 6.47 PM DURING CONSIDERATION OF THIS ITEM.

RESOLVED unanimously on the motion of Councillor McBRIDE and seconded by Councillor SYMINGTON:

- 1 That Council investigate and report on sourcing an Australian owned and produced corporate uniform.***
- 2 That the report identify whether the full range of the corporate uniform can be sourced from a single or multiple supplier.***
- 3 That Council also report on existing supply contracts and the way Council supports Australian and locally produced goods and services.***

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

9.2 Notice of Motion - Recording of Council Meetings

COUNCILLOR BEST LEFT THE CHAMBER AT 6.48 PM AND RETURNED TO THE CHAMBER AT 6.49 PM DURING CONSIDERATION OF THIS ITEM.

RESOLVED unanimously on the motion of Councillor McBRIDE and seconded by Councillor MATTHEWS:

- 1 That Council seek legal advice on the legal exposure of Councillors and staff associated with the current practice of recording Council meetings and any future proposal to webcast Council meetings.***
- 2 That a report on the legal advice be presented to Council at the earliest opportunity.***

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

9.3 Notice of Motion - Review of Briefing Schedule

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

That Council set aside at the conclusion of staff briefings (3:30pm) a 60 minute Councillor discussion session that will afford Councillors the opportunity to discuss key and emerging issues.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

9.4 Notice of Motion - Monthly Payment of Rates

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

- 1 *That in order to minimise the hardship of the rate increases proposed to be introduced by Council in the 2009-10 financial year, Council promote the option for ratepayers to pay their rates by monthly or fortnightly instalments.***
- 2 *That Council publicise the option in 1 above at the time the 2009-10 rate notices and instalment reminders are posted to ratepayers.***
- 3 *That Council publicity include the provision of a leaflet with the rate notice explaining the option to pay by monthly or fortnightly instalments together with press and website promotion.***

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.

9.5 Notice of Motion - "E" Coal Poll

MR JOHN LEWER, ON BEHALF OF STOP KOREAN COAL MINING, ADDRESSED THE MEETING AT 7.12 PM, ANSWERED QUESTIONS AND RETIRED AT 7.37 PM.

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

That Council reiterate its objection to the coal mine and request staff to:

- a conduct an IT security review in relation to the validity of the results of an E-poll and**
- b report findings to the next Council meeting on 27 May 2009.**

FOR: COUNCILLORS BEST, EATON, GRAHAM, McNAMARA, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: COUNCILLORS McBRIDE AND MATTHEWS.

QUESTIONS WITHOUT NOTICE ASKED**Q030 – DA for Proposed Shared Pathway at Mannering Park Foreshore
Councillor Symington**

LA/55/2009

“Can staff please provide a report on the status of “development assessment” for the proposed shared path at Mannering Park Foreshore?”

**Q031 – Community Art Structure at Watanobbi
Councillor Matthews**

F2007/00792

“Can staff please advise what is happening with community art structure of the W now a V at Watanobbi?”

**Q032 – Maintenance of Wadalba School Oval
Councillor Eaton**

F2004/12560

“Could staff advise on level of maintenance at Wadalba School Oval and/or other reasons for its unserviceability?”

Q033 – Audited Accounts of Australian Coal Alliance’s Expenditure and Income

Councillor Eaton

F2004/07086

“Could the Mayor or staff obtain audited accounts as to Australian Coal Alliance’s expenditures and income given Council’s support of it with public money?”

CONFIDENTIAL SESSION

AT THIS STAGE OF THE MEETING BEING 8.23 PM COUNCIL MOVED INTO CONFIDENTIAL SESSION WITH THE PRESS AND THE PUBLIC EXCLUDED.

OPEN SESSION

COUNCIL RESUMED IN OPEN SESSION AT 8.33 PM AND THE GENERAL MANAGER REPORTED ON PROCEEDINGS OF THE CONFIDENTIAL SESSION OF THE ORDINARY MEETING OF COUNCIL AS FOLLOWS:

10.1 Warnervale Airport

- 1 That Council reject the offer by Mirvac.**
- 2 That Council instruct the General Manager to pursue discussions with the Central Coast Aero Club.**

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8.34 PM.

.....
CHAIRPERSON

1.4 Address By Invited Speakers

TRIM REFERENCE: F2009/00008 - D01902725

AUTHOR: SW

SUMMARY

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

RECOMMENDATION

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

2.1 Notice of Intention to Deal with Matters in Confidential Session

TRIM REFERENCE: F2009/00008 - D01911233

AUTHOR: SW

SUMMARY

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

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

RECOMMENDATION

- 1 That Council consider the following matters in Confidential Session, pursuant to Sections 10A(2)(c) of the Local Government Act 1993:**
 - 11.1 Contract CPA 160553 – Supply and Delivery of Drainage Gravel for Bateau Bay Landfill Site**
- 2 That Council note its reason for considering Report No 9.1 as it may confer a commercial advantage (Section 10A(2)(c)) should the discussions be held in a non-confidential environment.**
- 3 That Council request the General Manager to report on this matter in open session of Council.**

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

"2(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,"

3.1 Wyong Shire Cultural Centre Business Plan and Location

TRIM REFERENCE: D01877089

AUTHOR: SS

SUMMARY

This report seeks Council's ongoing support for the development of a Cultural Centre focusing on the Performing Arts to be established in Wyong Shire. To achieve this objective the report recommends that Council endorse proceeding to complete Stage II of the project process.

At completion of Stage II designs this project would be eligible for consideration for State and Federal funding.

As part of the consideration Financial projections are included at a conceptual level but nevertheless based on robust analysis of the likely costs and revenue opportunities.

RECOMMENDATION

- 1 That Council rescind Points 2 and 5 of its resolution of 26 August 2006 regarding the location of a Performing Arts Centre at River Road and the commencement of a process for the appropriate disposal of the Memorial Hall on a commercial sale.**
- 2 That Council approve the Memorial Hall site and neighbouring property as owned by Council, as the preferred location for the Wyong Shire Cultural Centre.**
- 3 That Council approve the purchase of services by tender in accordance with budget to complete sketch designs and development application for the Wyong Shire Cultural Centre (i.e. Stage II of the Cultural Centre project).**
- 4 That Council pursue liaison with Gosford City Council to enable the development of a Central Coast Regional Cultural Strategy during Stage II.**
- 5 That Council adopt Option A as the preferred model for a Working Party from the options proposed.**

BACKGROUND

The proposed Wyong Shire Cultural Centre (The Cultural Centre), formerly referred to as the Wyong Performing Arts Centre (PAC), will address an identified shortfall in cultural facilities in Wyong Shire by providing a facility that most appropriately and effectively serves the local community's cultural needs, interests and aspirations both now and in the future.

Such a facility has been developed with consideration of Wyong Shire's needs within the broader context of the Central Coast's regional cultural needs, infrastructure and trends. The Cultural Centre's development will occur within the framework of a Central Coast Regional Cultural Strategy as is currently being developed with Gosford City Council.

Between 1998 and 2001 Wyong Shire Council had undertaken negotiations with Gosford City Council and the University of Newcastle to develop plans for a regional cultural centre at Ourimbah campus. Stage 1 of the project was to be a regional art gallery with stage 2 being a performing arts centre with seating of approximately 1000. Despite commitment from Wyong Shire Council to allocate funds towards developing and running the centre, all parties did not arrive at an agreement and the project was discontinued in 2002.

The scale, location, configuration and operational structure of the proposed the Cultural Centre has now been developed to the point where an assessment of the potential viability of the centre can be made. However Council now needs to confirm its support for the facility before further investment in sketch designs and a Development Application is made.

In a community such as Wyong, a facility of this nature is not one to be established on normal commercial terms. The community is not of sufficient size to use the facility in a commercial capacity giving rise to substantial financial implications and a careful consideration of the non-financial "returns" that are key to the project proceeding.

A critical aspect of this proposed Cultural Centre is the timing of its staged development. The funding of capital works depends on timely applications for Federal and State infrastructure and arts funding within election cycles, including having a major stage completed (such as DA designs) by March 2011.

In 2005 Council commenced investigating the feasibility of building a new Performing Arts Centre by establishing a project plan and a feasibility study on which to make an initial assessment to go further. In 2006 Council undertook to develop a detailed business plan and concept design informed by the feasibility study.

Council at its meeting held on 23 August 2006 resolved unanimously on the motion of Councillor EATON and seconded by Councillor STEWART:

- "1 That Council develop an arts centre for a diversity of cultural uses but focusing on the performing arts, as outlined in the report.*
- 2 That Council establish the proposed Performing Arts Centre at site Option 1 (River Road).*
- 3 That Council commission a detailed business plan and concept design for the proposed Performing Arts Centre.*
- 4 That Council commence spot rezonings for both the Memorial Hall site and River Road site in accordance with this report.*
- 5 That Council commence a process for the appropriate disposal of the Memorial Hall on a commercial sale basis following transition to the proposed new Performing Arts Centre."*

The outcome of the feasibility study and project plan was developed into a concept Business Plan in 2007 and further refined into 2008. The business plan was based on a general design configuration of the proposed centre for the purposes of establishing projected construction and operational costs.

Stage II of the project was designed to bring the proposed Cultural Centre to the point where a Development Application could be made and approval to proceed established.

Budget allowance exists in the 2008/09 Management Plan of \$700,000 for Stage II, to be funded from Section 94 Funds and land sales. The remaining portion of this funding has been carried over into the draft 09/10 Management Plan.

Further decisions to proceed to Stage III Construction will require further endorsement by Council at a later date.

CURRENT STATUS

Design work to achieve firm construction estimates has yet to be undertaken, however extensive analysis of the capital and operational costs was completed in the initial business plan, and Council is now in a position to make a decision to proceed to the next stage of the project.

Until the detailed design is prepared it is not possible to accurately estimate the construction costs and the flow-on impact on cost of capital and operational expenses.

Upon finalisation of the design a final decision to seek tenders can be made by Council.

Council, in considering the significant interim step of commissioning the design and development application work, is at a major decision point in terms of the future of the project.

The total costs for the project to date, including estimated staff costs is included in Attachment 3. These costs have been estimated from the commencement of the feasibility report in 2005. As previously advised these costings are an approximate as individual staff time is not recorded against specific projects.

THE PROPOSAL – A CULTURAL CENTRE AS A HUB FOR CULTURAL PURSUIT

It is proposed to build a 3800m² (building area) Cultural Centre on the Memorial Hall site in Wyong Township.

The choice of this site for the proposal is the outcome of an assessment process to identify a location that offers Wyong Shire residents a reasonably central facility with easy access to public transport and main roads.

The purpose of the Cultural Centre is to provide the residents of Wyong Shire with quality facilities that support cultural activity through development and presentation of the arts, and to enhance the quality of community life through its programs and services throughout the Shire and the region.

The Cultural Centre will become a key part of a linked network of Shire wide community cultural facilities, including the Entrance Community Centre, Toukley Arts Centre, Lake Haven Youth Centre and Wyong Community Cultural Centre at Wyong Town Park.

The Cultural Centre is envisaged to become a community hub for the township of Wyong – a place for meeting and interaction, a place which enjoys a wide sense of community ownership and which contributes to the vitality of the town. The Cultural Centre will be active day and night. Its staff and volunteers will stimulate and facilitate activity not only in the building, but also throughout the Shire through partnerships with cultural, educational and other organisations.

The Cultural Centre will accommodate commercial and amateur shows, exhibitions and programs (local and touring). It will provide space and programming for production, development, training, performance and mentoring in a wide range of cultural activities. The Centre will be a site for the exchange of knowledge, skills and practices between local and visiting, amateur and professional practitioners and will provide a catalyst for growth in audience for, and community participation in, cultural activities for Wyong Shire.

The Cultural Centre's proposed configuration aims to balance high access, concurrent activities and flexibility to meet growing community demand with provision of purpose designed and equipped facilities that are not currently available in this part of the Central Coast.

The Cultural Centre is proposed as a local facility servicing Wyong Shire residents and visitors, developed to address the existing need for accessible cultural facilities in this area of the Central Coast. The longer term need for a regional facility is to be addressed in the Regional Cultural Strategy.

Wyong Township Revitalisation

Key development strategies identified for the Wyong Township include the development of the area as a cultural hub for the Shire. This includes location of cultural facilities in the area and encouraging cultural and heritage based businesses to locate in the town.

The location in Wyong Township of a Cultural Centre will be a significant driver for this strategy as well as providing general benefits for the town's economic and social development. The Cultural Centre, as configured in the proposal, will:

- Increase positive night and day community activity;
- Provide incentive and value to other cultural and associated practitioners and activities to locate in, or utilise the town;
- Support Wyong as a destination for a growing number of people seeking a broader range of services and activities;
- Provide focus, confidence and an expectation of quality in the town;
- Provide increased activities beneficial to and compatible with existing businesses; and
- Drive public domain development.

Master-planning and enhancement of the public domain will be necessary to support the Cultural Centres' location. It is expected, in turn, to support stronger linkages between green and built open spaces, businesses, civic services and infrastructure, and, enhance the town as a safe and accessible environment for families, workers, students, residents and business operators.

Comparison With Cessnock Performing Arts Centre

A Councillor tour of the newly opened Cessnock Performing Arts Centre (CPAC) was undertaken on 25 November 2008. This was to gain a first hand account of the most recently opened performing arts centre in the region. In order to compare the capacity, costs and purpose of the Cessnock Performing Arts Centre (CPAC) with the proposed Cultural Centre a comparative overview was developed as part of a Councillor briefing on 26 November 2008.

The CPAC is a 1860m² two storey building (including rooms used by community services and not accessible for cultural projects). The CPAC configuration involves a 466 seat auditorium with stage (minus a fly tower), orchestra pit, storage space, meeting rooms, change areas, a foyer, bar and kitchen. The CPAC is a single purpose facility for the showcasing of performing arts and film only and is not designed for multiple concurrent uses, other art forms, larger scale dance performances, networking, a wide range of skills development or community cultural development.

3.1 Wyong Shire Cultural Centre Business Plan and Location (contd)

The CPAC also does not contain accessible areas for set construction (and other theatre technical workshop requirements) or rehearsal outside of the main auditorium. Therefore, it may be concluded that all hirers wishing to use the CPAC would need to meet the cost of hiring the auditorium itself, as there are no smaller venues or spaces specifically designed for amateur, community, student, and other niche based projects which attract smaller audiences and less revenue.

CPAC has been developed in a different community cultural context than that of the Central Coast. Cessnock has significantly less dance schools and amateur performance groups active in its local government area and an established cultural tourism industry (linked to Hunter vineyard tourism businesses). Therefore the business case for the CPAC would be tailored for delivery of local and travelling performances, and not focussed for audience growth, development of new amateur and professional work and local cultural capacity building through networking, skills development and partnerships.

In contrast, the proposed Cultural Centre is designed for a different purpose. The proposed Cultural Centre is a 3800m² two storey building configured for multiple concurrent uses (accessible by more than one hirer at a time), different art forms (gallery - for fine arts, studio - for film, performance and other media, practice rooms - for music, 450 seat auditorium with a half fly tower and 20m x 11m stage – for professional and amateur dance, theatre and other performance) development (rehearsal and studio areas - for mentoring, smaller projects, student works, intimate theatre, audience development), resident and networking and partnership development (meeting rooms and studio).

The Cultural Centre design and business plan have been developed so the Cultural Centre plays a leadership role in Wyong cultural development in cross-promotion with other Wyong Shire facilities, development of new and established professional and amateur work, marketing and profile for all Wyong cultural activity, audience development and securing state and federal funds for Wyong Shire community cultural initiatives.

A CPAC/The Cultural Centre Capital Cost Table which compared the capital costs of the CPAC and proposed Wyong Shire Cultural Centre was developed. Contacts at Cessnock City Council were unable to confirm the breakdown of CPAC capital works cost and therefore the conclusions are inconclusive.

A Cultural Centre built for a capital cost for \$10-15M on the Wyong Memorial Hall site is possible yet would be unable to be designed to accommodate:

- concurrent multiple uses
- several art forms
- both larger scale and intimate performances
- the range of cultural networking and development identified as needed by Wyong Shire community.

Such a facility would be restricted in its ability to serve the growing Wyong Shire population into the future and address the community needs as identified in the Feasibility Study.

Such a facility would, most likely, need to either accommodate larger scale commercial shows (and not be accessible by community and smaller ventures for community cultural development), or, accommodate development (such as rehearsal, readings, workshops) and smaller ventures. The latter model would result in missed opportunities to host travelling shows with the loss of the exchange of skills, experience and audience development to gained from this.

The key viability issue to be addressed by a smaller scale facility would be the delivering of a balance of programming and facilities that could be sustained by a business case. Whilst capital and recurrent costs may be reduced, revenue streams would also be restricted, potentially resulting in greater recurrent cost to Council.

The community and cultural dividends of such an investment and business case would need to be analysed in greater detail to draw a conclusion on the facility's viability as a Cultural Centre.

The Cessnock PCAC had a capital cost of \$8.1m which equates to \$9.3m in 2012. This costing does not include design fees, authority fees or contributions for carparking which make it difficult to compare to the costing for The Cultural Centre. The size and functions of both the Centres are also difficult to compare.

Wyong Memorial Hall Upgrade

An evaluation into the feasibility of upgrading the existing Wyong Memorial Hall to a small scale performing arts centre was undertaken during Stage 1.

Though the Wyong Memorial Hall has played, and currently plays, a crucial role as the only public venue in Wyong for community based performance and exhibition (theatre, music and dance) of a certain scale, it has a high number of design, equipment and operational limitations to supporting cultural development and therefore places restrictions on current cultural user groups. A limited number of these issues can be alleviated in the short term (4-5 years) as an interim arrangement to maintain patronage and audience development, though restrictions to the groups would still apply.

An overall upgrade to the Memorial Hall for longer term use as a performing arts and/or cultural centre was assessed to be unfeasible for the following reasons:

- The required upgrade work to transform the Memorial Hall into a small scale performing arts centre would be extensive and would still not provide the facilities that have been identified as necessary in the Feasibility Study or the Business Plan due to the following issues:
 1. The existing floor level is too low. The underfloor space to the auditorium is subject to flooding and the two rooms to the rear flood. It should be noted that Council is undertaking significant infrastructure in this precinct which is designed to cater for the 1% AEP event. Once constructed this will resolve the flooding issue for the Memorial Hall under events up to the 1% AEP.
 2. The auditorium is not high enough. In order to obtain the correct height, a steel structure would have to be inserted into the existing structure with new pad footings.
 3. Extending the walls of the auditorium would necessitate upgrading the existing footings, for example, underpinning or reconstruction.
 4. The auditorium's timber floor is unsuitable and would need to be replaced.
- The existing floor plan and arrangement of spaces at the Memorial Hall are not suitable as:
 1. The 'supper room' opens off the side of the auditorium.
 2. The foyer is too small.
 3. The stage is too small and does not have wing space.
 4. The backstage rooms are at a different level to the stage.
 5. New construction would be required to accommodate the change rooms, backstage space, office, and green room: and
- The Feasibility Study identified the need for a facility that serviced the whole shire, (including current patrons of the Memorial Hall), providing access for a wider range of existing cultural activities (such as dance schools), an upgrade of Memorial Hall would not accommodate this due to the reasons listed above;

- The Feasibility Study and Business Plan identified the need for a facility that could accommodate concurrent programming for a wide range of art forms including development, learning, rehearsals, exhibitions, which an upgraded Memorial Hall would not accommodate to a sufficient level;
- An upgraded Memorial Hall would only be able to accommodate limited touring professional shows, limiting the revenue, audience development and training and exchange opportunities for local communities;
- An upgrade of Memorial Hall would only address the requirement of current patrons in Wyong township but not address wider and future cultural development needs, requiring the provision of additional facilities;

SITE OPTIONS

Sites for consideration were selected against a specification which included:-

- Location of the Cultural Centre within a town centre as a key requirement for the centre to fulfil its civic role.
- Ability of location to support night and day mixed use to residential, services and businesses;
- Co-location with other community/ civic facilities and services
- Potential for audience development and commercial viability due to visibility and location within a commercial, services and/or shopping precincts.
- Proximity to railway stations, other public transport and access to main roads.
- Ability to attract Federal and State arts and infrastructure funding;
- Congruency with Shire, Central Coast and State strategic plans

Sites Chosen for Investigation

1. University of Newcastle and TAFE Ourimbah Campus - discarded as isolated, poorly serviced and not within University's strategic scope. Still considered as potential partners but site options unsuitable for most reasons of access and linkages.
2. River Road, Wyong – too costly and complicated due to the level of underground services, the site terrain and foreseen issues regarding large vehicle access.
3. Wyong Town Park – difficult access, historical building issues, other physical site restrictions.
4. Wyong Racecourse – meets many of the criteria but does not rate high on issues of visibility, access, proximity to township, traffic ingress and egress points, flooding, land ownership and is not consistent with the Wyong/Tuggerah Planning Strategy.
5. Memorial Hall, Wyong - meets most criteria well with issues of flooding able to be addressed cost effectively.

Whilst the loss of income from not selling the Memorial Hall site is a factor for consideration, the suitability of access by patrons and service vehicles is crucial to the Cultural Centre's viability; through both audience development and the securing of revenue via touring show bookings. Potentially, this cost could be offset by the sale of the River Road site.

Detailed site assessments are included as Attachment 5.

Memorial Hall Site and Public Domain Development

The location of the Cultural Centre at the Memorial Hall site provides significant opportunity for public domain development. This includes creation of highly utilised spaces, mixed use through cultural patronage, community participants and restaurant/café patrons as well as the establishment of stronger linkages to local civic services, the club and the adjacent park.

The preliminary concept plans (Attachment 6) demonstrate that a Cultural Centre focusing on Performing Arts can be contained on the existing Memorial Hall site, including the cottage to the north (Lots 1, 2, 3 and 4 in DP 3136), without needing to use the area of Margaret Street. (See Attachment 1). These plans were developed to test that a building with the required configuration of facilities can fit within the footprint of the specified land (excluding Margaret Street.)

Locating the building over a part of Margaret Street is considered an option for discussion as it would allow for an extension of the public domain connected to the centre (including the proposed outdoor dining and socialising areas). The cost of building over a part of Margaret Street is not factored into the cost projection in this report.

Addressing any negative impact on the current patronage of Memorial Hall during construction has been factored into Stages 2 – 4. The Cultural Development program will continue working with current Memorial Hall hirers during Stage 2 to identify appropriate relocation options to occur during the construction stage (Stage 4).

Partnership Options: Wyong RSL Club

Council has recently been approached by the Wyong RSL as part of a discussion on its future direction. One of the issues canvassed has been the potential for some type of partnership between Council and the RSL for the provision of certain individual components required for the Cultural Centre. Options proposed include:

- provision of all food services required by the Cultural Centre by the RSL (either by way of the Club directly operating the food and beverage component of the Cultural Centre or by way of a direct physical link between the Cultural Centre and the RSL building);
- use of the upper floor of the RSL for meeting rooms, rehearsal space and the like;
- provision of a direct overhead link by way of a bridge between the two buildings

Whilst the Club is in the early stages of considering its future options, Council will continue dialogue with Club representatives to determine whether any such partnership maybe beneficial with Council to be updated in future reports.

The appropriateness, practicality and cost of these options would require detailed analysis. A number of other issues would need to be addressed should Council see merit in pursuing such a partnership, including:

- compatibility of uses and management models;
- impact on the Cultural Centre business case;
- impact on the preferred design, image and profile of the Cultural Centre;
- managing issues of access (such as access to licensed premises for children, public access to a bridge);
- catering requirements of the Cultural Centre;
- impact of a bridge on the Wyong Township;
- approvals required for renovation and a bridge;
- compatibility of built structures;
- the cost of a linking bridge (predicted to be at least \$6-800,000 for an open structure, including an elevator at both sides): and

3.1 Wyong Shire Cultural Centre Business Plan and Location (contd)

- overall short and long term sustainability and autonomy of the Cultural Centre as a Council owned asset and service.

BUSINESS ASSUMPTIONS

Cultural facilities of any scale, whether managed by Local, State or Federal government, are rarely financially self-sufficient. They invariably require an annual subsidy from the sponsoring body and it is the amount of this subsidy which each community and Council must determine it can tolerate.

Investment in a Cultural Centre is an investment in the Shire's cultural, community and economic development. It is unreasonable to measure its value in commercial terms notwithstanding that affordability of construction and on-going operational cost is always relevant.

In context, Council currently provides a number of community facilities which provide non-commercial returns but are a social and cultural investment which are subsidised by the general rates. Where possible Council seeks contribution by fees either as a nominal contribution or cost recovery basis. Council's 2008/09 original budget included the following subsidies for other key community facilities:

Service	Expenditure \$'000	Subsidy \$'000
Community Buildings & Halls	\$1,580	\$1,175
Library Operations, Books & Equipment	\$3,508	\$3,149
Active Open Space/ Maintenance/Operations (eg Sport courts and ovals)	\$1,414	\$1,229
Beach Operations and Improvements	\$1,419	\$1,238
<i>Swimming Pools Operations and Improvements</i>	\$670	\$670

Whilst the cultural and community benefits may be immediate and self-evident, the economic benefits are longer term. They include the stimulus to surrounding businesses including tourist enterprises and the effect of rendering a locality more attractive to potential residents and commercial enterprises. It contributes to the fabric of life that makes Wyong a place to live by choice.

In this paper it is assumed that:-

1. There is a will by Council and the Community to operate the Cultural Centre knowing there will be a likely ongoing cost impact on Council operations.
2. There will be a shortfall in operational funding to be met on an annual basis.
3. Modest corporate funding support will be available.
4. Council will meet that shortfall in the event that Centre Management fails to attract sufficient corporate sponsorship and operating/capital grants from government.
5. Financial support from the Australia Council or other agencies has not been included as such funding usually on a project by project basis.

3.1 Wyong Shire Cultural Centre Business Plan and Location (contd)

6. Financial projections for the Cultural Centre contain conservative assumptions for sources of income including venue hire, box office fees, catering profits, grants and donations.
7. Costs of operating the Cultural Centre are fully-absorbed costs including inter-generational costs mechanisms, full cost of capital and all daily operating costs.
8. Council will wish to keep the Cultural Centre in a well maintained condition to maximise its attractiveness to the community and prospective users.
9. That throughout the Project's assessment and development stage, all financial projections and assumptions will be continually reviewed and that negative reviews will initiate Council re-thinking its intention to build the centre.
10. That projections used in the forecasts are not likely to be vastly different from experiences gleaned from reviewing the operational practices and finances of other centre such as:-
 - Laycock Street Theatre, Gosford NSW
 - Joan Sutherland Performing Arts Centre, NSW
 - Clock Tower, Moonee Ponds, VIC
 - Footscray Community Arts Centre, VIC
 - Geelong Performing Arts Centre, VIC
 - Capital Theatre, Bendigo, VIC
 - Brisbane Powerhouse, QLD
 - Cairns Civic Theatre, QLD

PROPOSED BUILDING

Concept Design

The attached plans (see Attachment 6) are a preliminary concept design for a cultural centre which can focus simultaneously on nurturing new work and productions, showcasing established works (local, national and international), support networking and partnerships and, overall, support growth and confidence in local community culture and life.

This range of facilities maximises functionality, flexibility and venue income, including an option for the rehearsal room to serve as an additional performance space, leased occupation by cultural group(s) and storage.

The provision of both an Auditorium and Studio Space ensures the Centre can run concurrent diverse programs, allowing maximum use for necessary income generating touring shows and larger scale productions (professional, schools, community cultural etc) without reducing access throughout the year by local groups (amateur, student, community). The Studio Space is of the scale and design flexibility to accommodate rehearsal, smaller niche performances (smaller touring projects, fledgling projects, student works, play readings, forums), exhibitions and cabaret.

The under-stage pit and orchestra pit facilitates musical theatre and other musical genres that involve an orchestra. A large stage has been incorporated into the concept design to accommodate dance performances, a high priority in the community consultation.

All activity in the centre is supported by the adequate provision of storage, technical workshop spaces, practice areas and promotional/advertising points. Backstage and administration space allows for future growth and optimises operations when all spaces are in use simultaneously.

3.1 Wyong Shire Cultural Centre Business Plan and Location (contd)

Meeting spaces are provided to ensure the spaces are available for workshops, business planning, briefings and discussions necessary to support partnership development, capacity building and strategic program planning for local cultural development.

The combination of all of these facilities on one site is purposeful to ensure access by all of the Wyong Shire community to maximise opportunities for:

- Networking and engagement between different arts practitioners as well as with the wider community;
- The sharing and cultivation of skills, knowledge and expertise between the amateur and professional fields in all areas of cultural practice for the benefit of local groups and individuals;
- Increased cross promotion for Shire wide cultural activities (within and between different mediums);
- An accessible focal point for Wyong Shire culture and community life for the benefit of the media, audiences, tourism, business and funding bodies;
- Focussing on high standards and innovation in cultural practice, planning and management as determined through local peer evaluation and audience response;
- Both fledgling and developed works to benefit from the same standard of presentation and support; and
- Socialising, enjoyment and learning for residents and visitors.

Configuration – Design Parameters

The proposed Cultural Centre's primary focus will be on the performing arts (drama, dance, physical theatre, music, theatre sports) but will also support visual arts, film, multi-media and literature.

The Centre will also provide much needed facilities to support community and professional cultural networking, partnerships, skills development, education, promotion, communication and generally a growth in audience and participation levels. The Centre will accommodate current Memorial Hall patronage such as the Rotary Club of Northlakes Toukley Central Coast Festival of the Arts.

Through analysis of the Feasibility Study data, stakeholder consultation and business modelling, the Business Plan proposed the scale and configuration as listed below. The decision of the seating capacity was influenced by:

1. the type of work to be presented
2. the audience draw of most frequent users of the facility
3. other local and regional provision
4. size of the available site
5. construction costs

The consultants concluded that the main auditorium should seat up to 450, with a capacity to curtain off or remove seating areas in order to reduce down to 250 – 300 for events which attract small audiences. While a larger auditorium (500 – 600 seats) may be attractive to the dance schools and to some touring companies and producers, the advantages are felt to be outweighed by the following factors:

- the loss of intimacy and ambience that occurs in a larger venue
- the most frequent local hirers may be 'swamped' by a large seating capacity which they are unable to fill
- increased construction and operating costs
- site constraints – the increased size may be at the expense of other facilities or of outdoor recreation space which would add to the character and quality of the location

Dance was assessed to be a highly popular activity in the area. The proposed stage and auditorium specifications are to support dance, drama, and musical theatre. The venue will also serve music needs, but is not intended to be to concert hall standard acoustically.

A second studio theatre with seating of 100 – 200 has been included as it can also:

- serve as a rehearsal space
- potentially be acoustically designed as a small recital hall (as well as serving drama and dance)
- with retractable seating, act as a functions room or exhibition area

The Cultural Centre Core facilities include:

- Main auditorium seating 450 people;
- A Studio auditorium with 150 seats for intimate and other performances (community programs, smaller travelling shows, recitals), able to serve also as a rehearsal / exhibition space;
- Box Office / Bar;
- Meeting room/s;
- Office;
- Generous foyer space to accommodate functions and displays
- An exhibitions gallery as an extension to the foyer;
- Restaurant, and foyer bar/café;
- Music practice rooms,
- Administration, backstage and service facilities;
- A rehearsal/dance studio/storage area; increases the functionality of the Centre and is an additional source of income;
- Music Practice Rooms – “low maintenance” addition that adds to the variety of performance activities at the Centre and is an additional source of income; and
- Under-stage pit and Orchestra pit - sufficient to accommodate up to 30 musicians – increases the functionality of the main auditorium, providing for a wider range of performances and hirers.

Further details on the methodology used to establish the Cultural centre's size and configuration is included in the Business Plan (Enclosure).

Concept Design - Capital Cost Estimate

Table 1: Capital Cost of Facilities at the Memorial Hall Site (2012)

Capital Cost Estimates	Cost Estimate Range
Building including: Demolition, site preparation, construction and contingencies	\$18.5M - \$24.5M
Other Costs including: Design Fees Authority Fees Public Art Furniture and Equipment	\$3.0M - \$4.0M
Cost Escalation - over 4 years at 5% pa	\$4.0M - \$5.0M
Car Parking Contribution - under Section 94	\$6.0M - \$7.0M
Total Cost (in 2012 \$)	\$31.5 - \$40.5M

The end cost includes construction cost, contingencies, fees, allowance for public art in accordance with Wyong Shire Council's Development Control Plan, equipment, furniture and fittings, Section 94 developer contributions for car parking (payable at Construction Certificate, end of year 1) and escalation to December 2012.

N.B. The Capital costs have been determined by staff on the basis of the Concept Configuration and Design Brief; the Preliminary Business case and the subsequent Business Plan.

The costs shown are estimates based on known rates of construction costs at the time of writing.

Funding Options – Capital Cost

Ideally Council will prefer to fund the project from grants, contributions, donations commercial partnerships and sponsorships to a maximum of 100% if possible. The current economic climate and the general demographics of the Shire's population will limit the availability of such funds.

The Capital Construction estimate at a design concept stage, by its nature, has intrinsic risk due to the high number of variables. The cost estimate range above (\$31.5-\$40.5m) is based on present concept design and provides for a contingency. As the project develops from preliminary design to final design and pre-tender construction documentation, the accuracy of the estimated cost will improve and the allowance for contingency can reduce as risk reduces. While the project estimate may increase through this process, the contingency needed to deal with unknown risks will decrease.

If in the event Council is unable to obtain funding support to 100% then Council would have to look at alternative funding of any shortfall. Further options could include assets sales, loan borrowings, and/or special rate rises to fund the project. The extent and impact of shortfall and associated impact on Council's funding position will determine Council's level of comfort in proceeding with the project.

Similarly Council will need to determine how to fund the on-going subsidy of operations (net operating costs after revenues).

There is currently no identified source of on-going funding within the WSC Management Plan for The Cultural Centres' operations, financing, or renewal of the asset.

Table 3
Proposed Sources of Capital Funding to construct the Centre

Source	Target \$M	Rationale
Section 94 Contributions	\$3.0M - \$5.0M	WSC has already nominated \$4.9M within the Shire wide Section 94 Plan
Section 94a Contributions	\$2.0M - \$3.0M	Subject to adoption of a S9A contributions plan which will levy contribution on commercial and industrial development
NSW State or Federal Government	\$26.0M - \$32.0M	<ul style="list-style-type: none"> ▪ <i>NSW State Government Funding:</i> Although the standard grant program has a cap of \$250K a significant number of recently developed cultural facilities have achieved up to 50% of costs from the state government. ▪ <i>Federal Government Funding:</i> Recently announced funding opportunities include Building Australia Fund which requires projects to be ready to start, therefore Council can apply for this funding once a DA design is completed for the Cultural Centre. <p>Actions Required: Maximising funding will require active campaign, including preparation of advocacy material following conclusion of the current business planning/design brief process. Success in obtaining funding is most likely dependent on having comprehensive design and development approval in place, ie ready to go. Timeframes for aligning the "ready to go" point needs be aligned to annual / triennial funding cycles.</p>
Private Sector Philanthropy and Sponsorship	\$0.5M	A brief feasibility study would need to be commissioned to determine what target might be achievable, how sympathetic the private sector would be to the project, and what to focus on in presenting a case to donors. This could include a review of some recent projects in NSW, both in Sydney and regional.
TOTAL	\$31.5M -\$40.5M	(2012)

The Section 94 contribution is based on population projections and will be reviewed regularly over time. The Department of Planning has recently commissioned an independent consultant to review Council's Shire Wide contributions plan as part of the process to determine Council's application to levy contributions above the \$20 000 per lot cap being imposed by the Department. The report by the independent consultant confirms that the Cultural Centre does meet the Department's definition of key community infrastructure and is therefore eligible to be funded by the developer contributions.

Staff at the Department of Planning have confirmed this interpretation though the final decision on Council's application to levy the contributions above the \$20 000 per lot cap rests with the Minister for Planning.

3.1 Wyong Shire Cultural Centre Business Plan and Location (contd)

In implementing the Capital Funding Strategy, the following steps are being taken:

- Establishment of a Finance Working Group as a sub-committee of the Project Control Group, chaired by the Finance Manager;
- Investigation of funding opportunities over the coming three years;
- An application for funding to the Department of Transport and Regional Services' Regional Partnerships Program (\$8.5M) was made but was unsuccessful;
- Preparation of a draft Trust Deed for the proposed Wyong Arts & Cultural Foundation;
- Liaison with Gosford City Council officers and the Manager, Strategy Planning at Arts NSW on the development of a regional arts strategy;
- A Council submission to the Commonwealth Government Local Government Infrastructure Grants Funding for the Cultural Centre capital works was unsuccessful as the Cultural Centre was not at the required (DA) design stage;
- nomination of the Cultural Centre by Council to be included in applications for upcoming rounds of the Commonwealth Government Local Government Infrastructure Grants Funding once final designs are completed; and
- A submission to the Department of Planning seeking to continue levying section 94 contributions above the proposed 'cap' of \$20 000 per lot.

To successfully implement the Strategy these efforts will need to be continued and a coordinated lobbying campaign developed by the Project Control Group. Implementation of the campaign will require the active involvement of senior management and councillors.

Risks

- 1 Final design – the final design will have a material effect on the final construction costs to the extent that funding sources may not be found to match the cost. The time needed to complete final design may exacerbate the quantum of funding required also.
- 2 Site Risks – unidentified site issues may exist which may impact on the capital construction costs.
- 3 Escalation – time between current cost estimates, final construction estimates, tenders received and construction completion will have a material impact on final costs. Delays due to poor design, poor contractor performance, supply of materials, and weather will all contribute to increased costs. This issue is manageable to a large degree through ensuring the project is well-planned.
- 4 Sources not available – external funds anticipated are not available from the source identified. This issue will inform the decision-making by Council on proceeding with the project. Currently there is little evidence to suggest the sources of funds identified have any reality so the risk of these funds not materialising is high.
- 5 Sources not realised – failure of State and Federal Government funding programs to supply anticipated funds against commitments made. This concern is partly within WSC's sphere of influence whereby agreements can be sought and business cases established, yet this risk would still be high.

3.1 Wyong Shire Cultural Centre Business Plan and Location (contd)

- 6 Section 94 Funding not realised – proposed capping of development contribution plans to \$20,000 per lot would potentially reduce total available funds, however as the Cultural Centre is a priority one project this may create short falls on other infrastructure.
- 7 Ability to fund on-going operational subsidy – failure to finance the recurrent operational subsidy from general revenues, and the on-ongoing management, maintenance and renewal of the centre. Operational risks of not achieving the business plans projected utilisations and income which could result in further operating subsidies being required.
- 8 Loss of Patronage – loss of current patronage of Memorial Hall and other facilities by cultural groups over the next 4-5 years will negatively impact on the viability of the the Cultural Centre’s Business Plan. This concern is partly within WSC’s sphere of influence whereby appropriate cultural audience growth, capacity development programs and maintenance of the facility and equipment can be undertaken, yet this risk remains high.

Operating Business Forecast (Operating Statement)

At this stage of the project development, ie pre-concept design, the operating business forecasts cannot be reliably estimated in detail.

However, as part of developing the preliminary business case Council staff conducted community and industry research, and an Operating Business Plan was developed by the consultants Positive Solutions. In turn, a peer review was conducted by an industry expert with revisions made. This Operating Business Plan is included as Attachment 3 as an example of the types of operating costs and income streams possible.

Research has also been undertaken in respect of similar Cultural and arts Centres constructed and operated by other Councils in recent times.

Risks to the business plan include not achieving planned levels of utilisation and income and or exceeding budgeted expenditure levels.

Based on this information Council can realistically expect that a Cultural Centre would require an annual subsidy (before depreciation and financing) in the range of \$0.7M up to \$1.0M.

Council should also be aware of the significant business risks in the early years of operations with significant unknowns and some higher set-up costs. As part of proceeding with this project Council will be required to put in place strategies to increase current patronage of facilities such as Memorial Hall in order to achieve target utilisation and manage the facility within the broad subsidy range.

If in the event Council utilised borrowings then Council would be required to meet the loan interest and principal repayments over and above this.

Revenue

The primary purpose of the Cultural Centre as a facility for the performing arts will result in ticket sales or venue charges making up the bulk of sales revenue. However, a portion of revenue will come from performance hire of all or part of the facility throughout the year. It is the combination of revenue from commercial performances and other commercial sale which will be needed to provide the supplement income on a consistent basis.

Council will need to determine a funding strategy to meet the operating and whole of life maintenance and renewal of the facility.

Revenue Risks

Sales

The nature of the income breakdown is such that very little forecast revenue has any certainty in the early years of business operation.

Grants

Sponsorships and incoming corporate grants are not anticipated to be great initially and reliance on this form of income has not been made beyond a token level.

Competition

The facility will be competing in commercial market for much of its revenue including ticket sales which contest the disposable dollar and which are dependent on performances and events that compete against the clubs, regional theatres, festivals and other community activities.

The Cultural Centre will not be competing with conference venues. The chief areas it will be competing with are facilities offering performances, festivals, music, exhibitions, forums and public events (most specifically Laycock Street Theatre, Gosford and Cessnock Community Performing Arts Centre, and clubs). This competition will be managed and minimised through cooperative negotiation with other venues.

The facility's primary marketing advantage will be its capacity, purpose-built configuration, location and versatility of use, significant in the Central Coast area given the lack of purpose built arts facilities. An evaluation of regional cultural centre population catchments and travelling times is summarised in Attachment 2.

The main auditorium is configured in response to performing arts usage, with patronage by travelling commercial shows, local and regional amateur performance groups, commercial dance schools, the university and schools. The rest of the centre is configured for performance, exhibitions, music, festivals, and training and professional development programs. The centre is not configured for conferences and they are not included as part of the expected centre patronage in the business plan.

Operating Expenses

The Business Plan in Attachment 3 includes an indicative expense structure. However, actual costs would be highly dependent on the utilisation and marketing strategies required to maximise the benefits of the facility.

Labour	<p>The Cultural Centre will be lead by a Manager with overall responsibility for the business and operational management of the Cultural Centre. (N.B. The Business Plan recommends that the Manager be appointed approximately eighteen months ahead of the opening of the Centre, in order to play an active part in the pre-launch and set-up period);</p> <p>A permanent staffing structure of 6.6 FTE (Full Time Equivalentents) including the Centre Manager, Administration Officer, Technical Coordinator, Education Officer, Marketing Officer and Customer Services Officer. These positions will be supported by front of house, box office and technical staff. It should be noted that this staffing structure is planned to support a seven-day per week operation.</p> <p>The staffing complement will be engaged progressively from the 12 months prior to opening and continue to be engaged over the first four years of operation. Achieving a full complement by year 4 of operations; and</p> <p>A volunteer program is expected to establish a volunteer base of 4-5 FTE's to support all aspects of the Cultural Centre's operations.</p> <p>A high level of staffing is required at the establishment phase of the Cultural centre, as a complete 12 months (at least) of programming needs to be fully established before the centre opens. This includes booking in hirers, pitching for touring shows, developing and implementing a marketing strategy, finalising all programs and preparing for the facility launch. The staff role will be to also secure the community and educational partnerships crucial to the business plan. Touring arrangements are carried out in a competitive environment whereby pitches need to be developed and made 12-18 months beforehand.</p> <p>It is recommended that the Director be appointed approximately eighteen months ahead of the opening of the Cultural Centre, in order to play an active part in the pre-launch and set-up period.</p>
Supplies	Include office operating expenses, catering, show consumables, building repairs & maintenance, and energy.
Services	Cleaning, maintenance, equipment servicing, Repairs & Maintenance
Cost of Capital	Interest, depreciation loan capital repayments.

Inter-Generational Equity

The issue of who should pay for the construction and “capital consumption” (replacement over the planned life of the building) of the Centre is key to establishing the methodology and cost of sharing the capital load.

Fundamentally the facility will be used by, or available to, all ratepayers present in the Shire over the useful life of the asset. Arguably then, all should pay an amount spread evenly over the years regardless of spikes in costs of maintenance, depreciation curves that load the latter end of the useful life or the cash costs of borrowing.

Whatever the means of assembling the cash for construction, payment for the facility will be determined by the total Life Cycle Cost divided by the number of years of useful life. The end point assumes the asset is terminated but that replacement is at least in part, funded by revenue collected under the “Consumption of Capital” banner. During the life of the asset the condition and serviceability is continually reassessed which determines the “consumption of capital” cost.

Cost of Capital

In the event of external or other sources of funds not meeting the construction costs then Council may consider the use of loans as a funding source.

If borrowings are required because alternate sources being unavailable there will be an impact on the annual operating cost of the Cultural Centre due to interest and additional cash funding requirements of the principal repayments.

For every million dollars borrowed there is an annual funding cost of \$86,000 (based on a 30 year loan with reducing principal) which will need to be funded from operating revenue.

Given the significant capital costs there is a potential funding risk if any one of the proposed funding sources is not achieved. The following shows the additional annual cost per \$1M of borrowing.

Table 4: Cost of Finance - 30 Years

	Total Loan cost over life of borrowing Per \$1.0m \$'000	Additional Annual Cost of loan per \$1.0m \$'000
Interest	1,110	53
Principal	1,000	33
TOTAL	2,110	86

Whole of Life Costing

Whole of Life Costing is not a “sinking fund”. It represents the pattern of expenditure required to keep the facility at an acceptable level of serviceability. Expenditure at appropriate intervals as shown is the most cost effective way of maintaining the asset.

Life Cycle costs includes cost of creating / building the asset, net operating costs, maintenance, renewal costs, disposal, and interest financing costs.

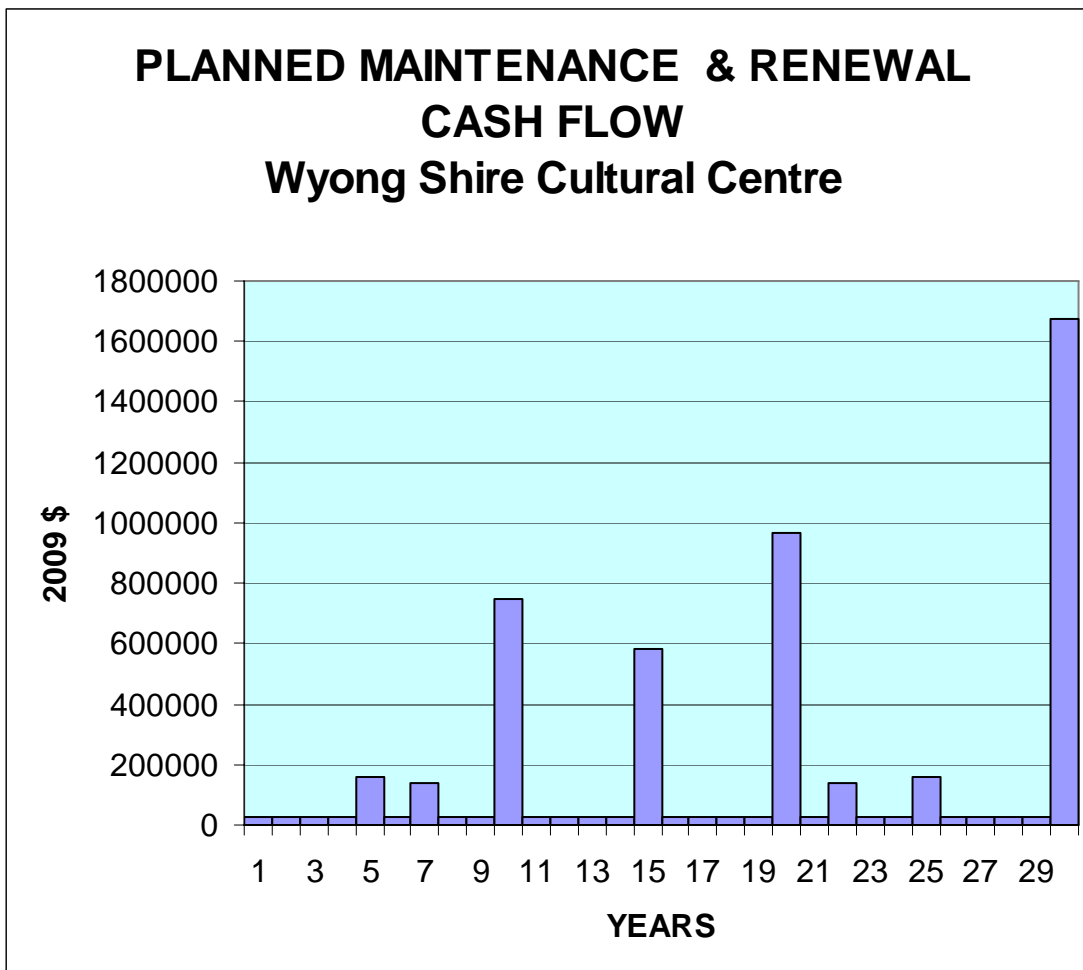
Due to the nature of the refurbishment maintenance and renewal costs are relatively low in the early days of operation but increases and peaks for major renewals. Years 1 to 4 of the business plan includes an allowance of \$50,000 per annum for Building Maintenance. The difference in the annual allowance and the average cost of maintenance and renewal needs to be cash funded over the course of the building.

The total projected Planned Maintenance and Renewal cost is in the range of \$5 - \$8M . This would represent an average cost of \$170K - \$272K per annum.

The following table demonstrates an estimated maintenance, renewal cash flow of a facility based on a capital cost of \$31M over 30 years.

This is the level of expenditure required to keep the facility at an acceptable level of serviceability. Expenditure at appropriate intervals as shown is the most cost effective way of maintaining the asset.

Table 5: Life Cycle Costs - 30 Year



These costs do not factor in the replacement of the building envelope.

The Planned Maintenance & Renewal Costs are effectively the consumption of the assets, and are represented by a depreciation charge equal to this estimate.

Council will be required to fund this, either as the costs are incurred (per the above cash flow) or by making a full or part annual allowance.

3.1 Wyong Shire Cultural Centre Business Plan and Location (contd)

The approximate 30 year average annual Life Cycle Cost are summarised below as annual averages based on a Construction Cost of \$31 - \$40M:

	\$31M	\$40M
	\$'000s	\$'000s
Cost of Asset (Total /100 years = annual avg)	\$ 310	\$ 400
Annual Average Operating Subsidy (deficit)	\$1,000	\$1,000
Average Planned Maintenance & Renewal	\$ 171	\$ 220
Interest Expense	Nil	
30 Year Average Annual Life Cycle Cost*	\$1,481	\$1,620

* This estimate assumes the asset is fully funded and there are no financing costs.

OPERATIONAL STRATEGY AND BUSINESS OPERATIONS

Operational Concept

It is proposed to support cultural use of the Cultural Centre by maximising income from commercial use of the building but not at the expense of placing cultural time in second place. Ideally the operation will get the best of both however it is relevant to keep the fundamental purpose of the venture to the forefront.

Inevitably the off-set will be that a significant proportion of operating costs will not be covered by revenue requiring alternate funds from sponsors, grants, private fund-raising and from the ratepayer i.e. Council.

A key decision for the Council is to determine their tolerance for the amount of operating deficit.

Operational critical mass is proposed – being a level of organisational capability that can:-

- Self manage the Centre efficiently and effectively
- Maximise the outcome of promotional marketing effort.
- Support cultural organisations in co-ordinating activity and
- Maximise the total use and profitable use of the centre.

Governance and Structure

The Business Plan (Attachment 3) outlines options for governance and structure of the Centre and details the objectives that influence a decision on which option to adopt. These objectives include the Centre's relationship with Council, its stability and sustainability and day-to-day management autonomy.

It is proposed that Council proceed on the basis of direct line management for the initial years of the operation of the Cultural Centre. There are significant advantages in retaining close oversight of management, building an understanding and knowledge of the Cultural Centre's operations, and steering the Cultural Centre through initial cash-flow and other operating challenges.

Marketing Approach

The Cultural Centre will need to adopt a dual strategy approach – aimed at commercial use of the centre and developing use by cultural activity throughout the community.

Specifically marketing effort will target:-

- Audiences for performing and exhibiting arts.
- Wet-hire (fully serviced) hire of centre to commercial and private users.
- Local performances and events by individuals and groups
- State, national and international performances and events.
- Iconic events as cornerstones to annual programmes and the Centre's identity

PROGRESS AND THE PROJECT PLAN

This report completes Stage 1 of the project plan - see p.18.

The next stage (Stage II) involves sketch design and development application. As part of this stage the design team would be required to consider options for, and evaluation of, staged construction of the facility.

A further refined cost estimate will be provided at the end of Stage II.

The level of design completed through Stage II would enable Council to apply to Federal and State Government infrastructure and arts funding programs for the required funds to support Stages III and IV.

The Stage 2 design team would be required to evaluate the feasibility of staging the construction of the facility.

Stage II will incorporate the establishment of a Project Communication Strategy.

Key Council decision milestones will be:

- Appointment of tenders for DA design
- Capital works cost estimate updates
- Applications for capital works Federal and State funding
- Tender for construction

Stakeholder Consultation

To date the project has undertaken extensive consultation in two stages, through the Wyong Performing Arts Centre Feasibility Study (2005) and the Wyong Performing Arts Business Plan (2007). An Advisory Group has advised Council in the development of Stage 1 and will continue to be involved through to Stage 4 (see Attachment 3). These consultations have sought input, and support, for the current Business Plan which this report is based on.

A Communication Strategy and community consultation process will be undertaken throughout Stage 2, including the wider community as well as the established Advisory group.

Opportunity for community response to the project will also be included in Stage 2 as part of the Development Application process. The completion of Stage 2 is identified as a key milestone for Council's re-appraisal of the business case before proceeding to tender for design and construction.

THE CAPITAL PROJECT PLAN

STAGE II - SKETCH DESIGN & DEVELOPMENT APPLICATION \$0.7M - \$1.0M

2a Prepare Brief and Tender for Stage 2 & 3 Design Team, Assess Tenders and Report to Council.	Dec 2008 - Aug 2009
2b Award Tender and Initiate Contract for Design Team.	Aug 2009
2c Design Team Prepare Sketch Designs; Pre-lodgement consultations; obtain council approval of sketch design and quantity survey estimate.	Sep 2009 – Mar 2011
2d Lodge Development Application and Obtain Development Consent.	Jun 2010 – Mar 2011

STAGE III - DESIGN DOCUMENTATION \$0.7M - \$1.0M

3a Design Team Prepare Construction Documentation.	Mar 2011 – Oct 2011
3b Apply for Construction Certificate. (Concurrent with Tender)	Nov 2011

STAGE IV – CONSTRUCTION \$29.8M - \$39.5M

4a Tender for Construction	Nov – Dec 2011
4b Council Accept Tender for Construction	Jan – Mar 2012
4c Construction Stage	Mar 2012 – Sep 2013
4d Technical Fit Out (Overlap with Construction)	Jul – Sep 2013
4e Prepare for Opening Function, WSC Fit Out	Oct 2013 – Feb 2014

All costs ex GST

The proposed Cultural Centre will be one of the most significant projects that Council has undertaken in recent years. Given the potential impact on Council and the community it is particularly important to ensure that the planning phase is thorough and allows Council ample opportunity to regularly re-assess viability of the project.

The timing of the project has been revised because:-

1. Issues relating to the original River Road site during the Business Plan and Design Brief required a re-evaluation of that site's suitability for the Centre and a consequent shift to the memorial site as the preferred option.
2. Selection of a flat site will result in a more straight-forward building which provides flow on benefits to the project in the form of less time to plan and construct.

Program development and commissioning would take place simultaneously with Stages 3-4 and take the project to the point of opening the Cultural Centre to the public.

THE OPERATIONAL PLAN

The Business Plan includes an Action Plan encompassing all aspects of the program development and Centre commissioning, including staffing, program and marketing development and ongoing business and operational planning. The Action Plan recommends the appointment of a Manager for the Centre approximately 18 months prior to opening, with the majority of staff complement being recruited progressively in the 12 months prior to opening, with full complement in place by year 4 of operation.

Operational costs for the Cultural Centre will need to be integrated into Council's financial modelling in accordance with the Financial Projections, commencing 18 months prior to opening to allow for appointment of a Manager for the Centre and the commencement of operational planning and promotion.

WYONG SHIRE CULTURAL CENTRE WORKING PARTY

At the Ordinary Meeting of 22 April 2009 Council RESOLVED on the motion of Councillor EATON and seconded by Councillor GRAHAM:

That a working party consisting of the Mayor, interested Councillors, staff and user group representatives be formed to monitor and progress the Wyong Performing Arts Centre.

As part of Stage 1 of the Cultural Centre development, a Community Advisory Group was established to provide practitioner's advice on the aims and scope of the Cultural Centre through all stages until completion. The Advisory Group last met at the completion of the second peer review of the Business Plan. In October 2008 the Advisory Group members were provided with an update on the project and advised that their next meeting will be called after the report to Council seeking approval to proceed to Stage 2.

Cultural Centre Advisory Group Terms of Reference

The current Wyong Shire Cultural Centre Advisory Group's terms of reference are as follows.

Membership

1. Membership of the Community Advisory Group (CAG) is voluntary and carries no remuneration.
2. Membership of the CAG is by invitation of the Project Control Group.
3. Members of the CAG shall be invited on the basis of ability to represent the community of Wyong Shire and the Central Coast in one or more of the following areas of expertise:
 - a. Musical theatre
 - b. Dance
 - c. Music
 - d. Creative arts
 - e. Theatre management
 - f. Community economic development
 - g. Education
 - h. Event management
 - i. Film & digital media
 - j. Regional cultural development

3.1 Wyong Shire Cultural Centre Business Plan and Location (contd)

Meetings of the CAG shall be chaired by a person nominated by the Project Manager. This may be a member of the Project Control Group or a consultant engaged by Council during the course of the project.

Responsibilities

1. The CAG has an advisory role. Its members represent the community of Wyong Shire and the Central Coast in relation to the operational objectives and requirements of the Wyong Shire Cultural Centre for the disciplines represented. The Group does not have a decision-making responsibility.
2. Attend meetings of the CAG as scheduled by the Project Manager
3. Provide comment on the development of the Wyong Shire Cultural Centre at all stages including
 - a. Development of a business plan and design brief
 - b. Development of a concept design and detailed design
 - c. Programming and commissioning of the Centre
4. Individual members of the CAG shall provide feedback on the development of the Cultural Centre to the constituency that they represent.
5. The CAG shall assist the Project Control Group in arriving at a recommendation for a name for the Cultural Centre.
6. It is outside the scope of the CAG to comment on the architectural merit of any designs for the proposed Cultural Centre.

Tenure of the CAG

The CAG shall be dissolved at the completion of the project, ie the commissioning of the Cultural Centre.

Formation of the Wyong Shire Cultural Centre Working Party

To ensure continuity of the established Community Advisory Group's role and to meet the requirements for establishment of a Working Party with Councillor representation, as per Council's resolution of 22 April 2009, two options for a Working Party are proposed:

Option A: Working Party - Project Committee

A Project Committee consisting of members of the Cultural Centre Project Working Group and interested Wyong Shire Councillors, including the Mayor, which meets quarterly, or, as aligned with project milestones.

The group does not include any stakeholders due to the role of the Community Advisory Group. Joint meetings between the Working Party - Project Committee and the Community Advisory Group will be held as required, to review and comment on key stages of the project.

This Committee would be chaired by the Director of Shire Planning

Option B: Working Party - Extension to Advisory Group

The current Community Advisory Group's terms of reference be modified as follows:

Membership of the CAG shall include two Wyong Shire Councillors, including the Mayor, as nominated by Councillors.

Role

The role of both options is for the Working Party is to be consulted on or involved in the development on the Cultural Centre development and to advise and assist Council in the development and implementation of a Communication and Advocacy Strategy for the cultural Centre.

CONCLUSION

There is no doubt that Wyong Shire is not well equipped to foster the performing arts and associated interests valuable to a community seeking a developed social culture.

The proposal to build a new Cultural Centre has reached its second decision point where Council must consider the viability of spending a further \$680,000 (estimate) to take the project to key decision milestone.

At this stage the Cultural Centre plans are not of sufficient detail to enable the project to be considered for State and Federal funding. The completion of Stage 2 would provide the level of detailed planning, including sketch designs, for Council to submit project applications for infrastructure and capital works funding.

The information in this report and its attachments is the best available. It has a robust history and process in its formation and all figures have been tested in so far as is practical in the circumstance.

The Cultural Centre's proposed design parameters, location and organisational structure have been configured to achieve the broadest range of required cultural development benefits for the Shire. As planned at this stage, the venue will support a diverse range of genres and activities that genuinely reflect the interests and aspirations of the Wyong Shire community.

There are two key financial considerations: The capital cost and source of funds and the long-term annual operating performance. The capital situation is one that can be managed albeit with significant borrowings if grant funds cannot be obtained. Of greater concern is the impact of the projected annual operating loss upon the ratepayers of the community.

There are currently no funds identified for the ongoing maintenance and operations of the proposed Cultural Centre. Council should be cautious about making an isolated decision to commit to these significant, additional, ongoing expenditures in the absence of the Long-Term Financial Strategy that will be considered later this year.

The Long-Term Financial Strategy will assist Council to make decisions about allocating its limited resources to competing priorities and provide assurance that there are sufficient resources to meet both ongoing commitments and undertake new projects

Some of the competing priorities for additional expenditure that will be considered in the Long-Term Financial Strategy include:

- enhanced asset maintenance and refurbishment;
- projects, programs and initiatives from the Shire Strategic Vision;
- the ongoing maintenance and operating costs associated with planned Section 94 capital works and grant-funded infrastructure projects; and
- the ongoing maintenance and operating costs associated with the implementation of the Estuary Management Plan and water sensitive urban design practices.

In the short-medium term the financial model shows that Council's General Fund is in a balanced cash position (with very little discretionary funds). While in the longer-term this position deteriorates due to the allowable rate increases not keeping pace with a significant proportion of Council's costs.

As there is little in the way of discretionary funds, new initiatives (such as the proposed Cultural Centre) will only be possible by cutting existing services/programs or finding additional sources of ongoing funds.

Council's final decision to proceed through Stage 2 will be the trade-off between supporting the operating losses over the value of the Cultural Centre as a catalyst for cultural development in the Shire.

ATTACHMENTS

1	Locality Plan	Enclosure	
2	Rationale, need and preferred option for a Wyong Shire Cultural Centre	Enclosure	D01878539
3	Feasibility Study, Business Case and Design Brief Process	Enclosure	D01894824
4	Risk Management Plan	Enclosure	
5	D01878545 Site Option Assessment Table - Attachment 5	Enclosure	D01906425
6	Preliminary Concept Design	Enclosure	D01878537
7	WSSC - Enclosure - Review Profit & Loss Table & Business Plan (D01894926)	Enclosure	

4.1 Contract Variations - April 2009

TRIM REFERENCE: D01902546

AUTHOR: GP

SUMMARY

Reporting on variations made to contracts with a value greater than \$150,000 (excl GST) and, where necessary, approval is sought for additional contingency funding. The report covers approved variations for April 2009.

RECOMMENDATION

That Council note the variations to contracts (Attachment 1).

BACKGROUND

Contracts entered into by Wyong Shire Council (WSC) are awarded either by Council resolution or under delegated authority. Section 55 of the Local Government Act requires that contracts of an estimated value greater than \$150,000 (excl GST) be publicly tendered and approved by Council resolution.

Contracts of an estimated value less than \$150,000 (excl GST) are awarded under Delegations of Authority made to the General Manager.

The Final Value of a contract is the amount tendered by the recommended tenderer (including contingencies) and approved by Council or staff delegation, as the case may be.

Construction and Service Contracts routinely require variations during the course of the contract due to unforeseeable circumstances, changes in design or changes in service demand on the finished product.

A Contract that guarantees WSC a fixed schedule of rates for goods or services to be supplied over time, may require variations to the original estimated value due to the changes in demand for the goods / services.

Contracts for Consultants or Professional Services also may change during the course of an agreement due to changes in outcomes being sought by WSC, or changes enforced by circumstances affecting the work being done.

Contracts routinely include a contingency sum to cover a level of variations acknowledged in contracting as "normal". Contingency amounts are generally expressed as a percentage of the contract value, commonly 10% of the contract value, but vary between 5% and 30%, or may be expressed as a specific dollar value.

Contingencies provide authority for staff to approve variations up to the contingency amount.

THE PROPOSAL

To enable completion of the project arising from the contract in this report, it is necessary for WSC to provide funding commensurate with the actual scope of works completed by the contractor.

For the single contract with variations for the reporting period, funds previously approved by Council are at this time considered sufficient to ensure completion of that contract.

FINANCIAL IMPLICATIONS

On contracts approved by Council Resolution, variation expenditure approved under delegated authority (ie within the contingency amount) is reported to Council on a monthly basis. For variations that exceed the contingency amount, authority will be requested from Council on a monthly basis.

For contracts awarded by Delegated Authority, variations are reported and authority requested for additional contingency, on a monthly basis, if the final contract amount is expected to exceed \$150,000 (ex GST).

In seeking Council's resolution to approve expenditure, all amounts are expressed exclusive of Goods & Services Tax.

CONCLUSION

The single contract with variations for the reporting period has at this time sufficient remaining contingency funds to complete the project.

The variations are reported for information only.

ATTACHMENTS

- 1 Contract Variations - April 2009

Contract Variations For April 2009 Attachment

Construction Of The Mardi High Voltage Power Electricity Supply To Site

Contract Number	Date of Council Approval	Contractor	Approved Contract Value	Total Approved Budget (incl. contingency)	Actual Contract Value	Value of Variations Previously Reported	Value of Variations For Reporting Period	Total Value of Variations	Source of Funds
			\$	\$	\$	\$	\$	\$	
142295	12/12/2007	Poles & Underground Pty Ltd	3,659,139.09	4,025,053.00	3,522,475.45	Nil	(-136,663.64)	(-136,663.64)	50/50 Wyong & Gosford Councils
Individual Variations For Reporting Period									
Description			Value \$	Description			Value \$		
Variation 1 - Adjustment to correct Letter of Acceptance lump sum amount to account for the Alternative 2 GST which was incorrectly included as part of the contract sum.			(-6,363.64)	Variation 2 - Various changes reducing the scope of work due to survey work carried out by Council and associated cable route changes, plus Energy Australia's extension of their underground conduit system.			(-130,300.00)		

The contract is 5% complete. The approved contract budget is considered at this time to be sufficient to realise completion of the works.

4.2 CPA 158914 - Management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths and/or Lake Haven Recreation Centre

TRIM REFERENCE: CPA/158914 - D01906278

AUTHOR: RJ

SUMMARY

Evaluation and selection of tenders for Contract CPA/158914 Management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths and/or Lake Haven Recreation Centre.

RECOMMENDATION

- 1** *That Council accept Tender number 5 from the YMCA of Sydney in the extended Schedule of Rates amount of \$462,882.36 (excl GST) in the first year, and an estimated \$1,261,375.00 (excl GST and CPI increases) over three years.*
- 2** *That Council approve an annual contract budget of \$510,000.00 (excl GST and CPI adjustments) that provides for an annual contingency amount of \$47,000.00 (excl GST), representing approximately 10% of the contract value, to provide for any unforeseen additional works that may become necessary during the course of the project.*

BACKGROUND

Council is currently managing three swimming pools at the Toukley Aquatic Centre, Wyong Olympic Pool and The Entrance Ocean Baths through a management contract with the Young Men's Christian Association (YMCA) of Sydney. This short-term contract expires on 30 June 2009, and has allowed more detailed operating and attendance information to be gathered for future management contracts for the pools.

Council similarly manages the Lake Haven Recreation Centre through a joint arrangement between Council and LeisureCo Pty Ltd. This arrangement also expires on 30 June 2009. Under this arrangement a number of contractual agreements have been put in place. Of importance for the next contract is an agreement that the management of existing staff entitlements (principally leave entitlements) as at 30 June 2009 will be the responsibility of the new contractor. A suitable allowance will therefore need to be made by the new contractor for this added responsibility.

To maximise the opportunities for improved facilities management and extend and enhance current programs at these centres, fresh tenders for a new contract were called incorporating a number of possible management options. This report provides details of the tenders received with recommendations for a new contract that will combine the management of all facilities under the one service provider.

Tender Process

Tenders were invited by way of public invitation. Advertisements were placed in the Sydney Morning Herald on 3 March 2009, the Central Coast Express Advocate on 4 March 2009 and the Newcastle Herald on 28 February 2009. The advertised closing date was 26 March 2009.

4.2 CPA 158914 - Management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths and/or Lake Haven Recreation Centre (contd)

The invitation documents called for schedule of rates tenders based on a detailed specification. The tender period will be three years with an option to extend for a further two years. To allow Council to consider cost saving alternatives and general facility improvements, and to encourage increased provision of quality programs and greater community participation, tenderers were asked to consider and propose innovative approaches to these components.

A non-compulsory pre-tender meeting was held at the four facilities on 12 March 2009 to allow tenderers to become familiar with site conditions.

The following addenda were issued to all prospective tenderers during the invitation period.

- 1 Minutes of the pre-tender meeting (19 March 2009).
- 2 Alterations to the specification (19 March 2009).

Tenders closed at Council Chambers at 2:00pm on 26 March 2009.

EVALUATION OF TENDERS

Tenderers were required to provide a number of rates for specified work for either or all of the following management possibilities, together with rates for extra pool cleans at The Entrance Ocean Baths and rates for extra closure days at the Toukley Aquatic Centre:

- 1 **COMBINED CONTRACT FOR:**
The management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths AND Lake Haven Recreation Centre.
- 2 **COMBINED CONTRACT FOR:**
The management of Toukley Aquatic Centre, Wyong Pool and The Entrance Ocean Baths ONLY.
- 3 **CONTRACT FOR:**
The management of Lake Haven Recreation Centre ONLY.

Tenders were evaluated by a panel of three staff members (two of whom were from a unit other than the one managing the procurement process) using the following threshold and weighted criteria:

Threshold Criteria

- Conformance with the requirements of the tender documents.
- Previous experience in managing facilities and programs of similar nature.
- Ability to manage financial and safety risk.

Weighted Criteria

- Price
- Previous experience and capacity to conform.
- Quality of Operational Procedures Statement.
- Occupational Health & Safety (OH&S) and risk management procedures.
- Proposed marketing and business growth strategy.

4.2 CPA 158914 - Management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths and/or Lake Haven Recreation Centre (contd)

The evaluation criteria and their weightings were documented in the Contract Development Plan and approved by the Director Shire Services prior to tenders being invited. The Contract Development Plan is available on file.

To assess tenders against the evaluation criteria, the panel used information obtained from the tender documents and related correspondence, referees, external advisors and presentations made by the shortlisted tenderers.

The evaluation was conducted according to the following process.

- Assessment of receipt of tenders.
- Assessment of conformance of tenders.
- Shortlisting of tenders.
- Detailed weighted evaluation of shortlisted tenders.
- Due diligence checks on preferred tenderers.
- Independent review of the tender selection process.

Assessment of Receipt

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

The figures shown in the table are the rates tendered for the first year of operation of the facilities under Items 1, 2, 3 in "SCHEDULE ONE - SCHEDULE OF RATES". These rates represent the most significant costs for the contract, and were tendered for the three possible management Options.

Also included in the costs for Options 1 and 3 only should be an allowance of \$70,000.00 (incl GST) for any residual employee entitlements for staff at the Lake Haven Recreation Centre as at 30 June 2009. This requirement was issued by addendum and was not initially included by some tenderers. The new contractor will be required to take over any entitlement responsibilities and an allowance has been made for these costs.

No.	Tender	Tendered Amounts for Items 1, 2 and 3 for First Year Costs (excl GST)**			Status
		Option 1 Pools + Rec. Centre	Option 2 3 Pools Only	Option 3 Rec. Centre Only	
1	Belgravia Health & Leisure Group Pty Ltd	\$299,909.09	\$363,610.91	\$52,000.00 Payment to Council	Submitted on time
2	LeisureCo Pty Ltd	\$498,590.90	\$266,270.00	\$232,320.90	Submitted on time
3	Robert & Maree Aston – Brien	Not Tendered	\$709,090.91	Not Tendered	Submitted on time
4	Wetacope Pty Ltd	\$833,636.36	\$725,000.00	\$95,636.36	Submitted on time
5	YMCA of Sydney	\$469,248.00	\$379,525.00	Not Tendered	Submitted on time

** Also covers costs of all staff entitlements to be met by new contractor.

All tenders were progressed to an assessment of conformance.

Assessment of Conformance

Tenders were assessed for conformance with the general tender requirements, including the specification. All Tenderers attended the mandatory pre-tender site meeting. Adjustments were made to several of the Tenders as described below before they were progressed to the next stage of evaluation.

Tender number 1 (from Belgravia Health & Leisure Group Pty Ltd) omitted to include an allowance for staff entitlements in accordance with Addendum No. 1. The Panel sought clarification from the firm which advised that this was an omission and forwarded corrected advice for an amount of \$63,636.36 (\$70,000.00 incl GST) for this item. The panel accepted this correction since it was a genuine error and was required to ensure equity amongst all tenderers.

Tender number 1 (from Belgravia Health & Leisure Group Pty Ltd) also did not provide Schedules Five and Six. These Schedules were provided upon request, and since they did not contain information that altered the tendered prices they were accepted to allow further evaluation of this tender.

Shortly after close of tenders Tender number 1 (from Belgravia Health & Leisure Group Pty Ltd) sought clarification of the information provided by Council in Addendum No. 1 in relation to supplied membership figures for the Lake Haven Recreation Centre. It was realised that this information was not fully explained and could have been misinterpreted by tenderers and created an expectation that the Centre had far greater membership numbers than was actually the case. This would lead to an inflated prediction of income to the Centre. A clarification was issued to all tenderers requesting them to advise if their tendered amount would be changed by the additional information provided. Only Tender number 1 (from Belgravia Health & Leisure Group Pty Ltd) sought to amend their tendered rates as a result of this clarification.

The Tender Panel accepted the request from Tender number 1 to increase Item No.1 of "SCHEDULE ONE – SCHEDULE OF RATES" from \$299,909.09 to \$521,909.09 and Item No.3 to increase from -\$52,000.00 to \$170,000.00. The Tender Panel considered that this change should be accepted as a correction in response to clarification of information provided by the Principal and was allowable under the tendering Regulations. All tenderers were given equal opportunity to seek corrections to their tenders if required. These changes did not put this Tender in a more advantageous position compared to other Tenders and allowed this Tender to remain available for consideration.

Towards the end of the tender evaluation period the results of an independent financial assessment indicated a financial result that was not satisfactory based on information provided at this time by Tender number 1 (from Belgravia Health & Leisure Group Pty Ltd). It was considered, however, that the assessment should still proceed on the basis that before this tender could be recommended, a further financial review would be required to determine if the financial results would be re-assessed as acceptable.

Tender number 2 (from LeisureCo Pty Ltd) also omitted to include an allowance for staff entitlements in accordance with Addendum No. 1. The Panel sought clarification from the firm which advised that this was an omission and forwarded corrected advice for an amount of \$63,636.36 for this item. The Panel accepted this correction since it was a genuine error and was required to ensure equity amongst all tenderers.

Tender number 5 (from YMCA of Sydney) had effectively included GST twice in the allowance for staff entitlements. This tender was adjusted to correct this error.

4.2 CPA 158914 - Management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths and/or Lake Haven Recreation Centre (contd)

All other tenders had provided an amount as an allowance for staff entitlements. In the analysis in this report all figures are shown exclusive of GST.

In the following table the adjustments discussed above are made to the extended Schedule of Rates tendered prices for the most significant Items in the Schedule. These are shown as "Adjusted Tendered Amounts".

Minor work Items in the Schedule of Rates have not been included as they are of small value for items such as emergency pool cleans. The actual value of these minor items was assessed and found not to have any influence on the overall ranking of tenders.

No.	Tender	Adjusted Tendered Amounts for Items 1, 2 and 3 for First Year Costs (excl GST)**		
		Option 1 Pools + Rec. Centre	Option 2 3 Pools Only	Option 3 Rec.Centre Only
1	Belgravia Health & Leisure Group Pty Ltd	\$585,545.45	\$363,610.91	\$233,636.36
2	LeisureCo Pty Ltd	\$562,227.26	\$266,270.00	\$295,957.26
3	Robert & Maree Aston – Brien	Not Tendered	\$709,090.91	Not Tendered
4	Wetacope Pty Ltd	\$833,636.36	\$725,000.00	\$95,636.36
5	YMCA of Sydney	\$462,882.36	\$379,525.00	Not Tendered

** Also covers costs of all staff entitlements to be met by new contractor.

Shortlisting

Council's preferred contract arrangement, subject to meeting other requirements, is for all four facilities (pools plus Recreation Centre) to be managed under the one contract. This provides administrative cost benefits, time-saving opportunities, operational advantages and management uniformity. However, due to some dissimilarity in the activities undertaken between the pool centres and the Recreation Centre, tenderers were also given the opportunity to provide a price for the management of the three pools or the Lake Haven Recreational Centre separately. This allowed all possible options to be considered. Shortlisting was therefore undertaken for Criterion No. 1 - Price.

An assessment was initially made of the lowest possible cost to Council for management of the four facilities, regardless of whether this required one or two contracts. From examination of the Adjusted Tender Amounts it is apparent that awarding separate tenders to Tender number 4 (from Wetacope Pty Ltd) for the Lake Haven Recreation Centre and to Tender number 2 (from LeisureCo Pty Ltd) for the three pools would provide the lowest overall Adjusted Tender Amount of \$361,906.36. This compares to the lowest price for the management of all four facilities by one company of \$462,882.36 from Tender number 5 (YMCA of Sydney).

A review of the previous experience of Tender number 4 (from Wetacope Pty Ltd) showed that this company had managed Council's three pools from 1997 – 2007. From information supplied by the tenderer it is apparent that Wetacope's only other related experience is limited to two small pool centres for a combined total of an additional five years. Wetacope did not provide evidence of any other prior experience in operating and/or managing a multifunction Recreation Centre such as the Lake Haven Recreation Centre. It is therefore considered that this tenderer would not be suitable for the management of the Recreation Centre.

4.2 CPA 158914 - Management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths and/or Lake Haven Recreation Centre (contd)

The next lowest price combination would be Tender number 2 (from LeisureCo Pty Ltd) and Tender number 1 (from Belgravia Health & Leisure Group Pty Ltd) for management of the pools and Recreation Centre respectively in the combined, adjusted tendered amount of \$499,906.36. This figure is \$37,024.00 per annum greater than the combined adjusted tender amount of \$462,882.36 per annum from Tender number 5 (YMCA of Sydney) for operation of all four facilities combined. The Tender Panel therefore considered that the best overall financial result would be from a combined tender that included management of all four facilities, with that of Tender number 5 (YMCA of Sydney) being initially the most favourable.

Tender number 4 (from Wetacope Pty Ltd) was not considered further due to the apparent limited experience in managing Recreation Centres.

Tender number 3 (from Robert and Maree Aston-Brien) was also not considered further as this tender was for the management of the three pools only.

Three tenders were therefore short-listed for progression to the next stage of the evaluation. These were the tenders from Tender number 1 (from Belgravia Health & Leisure Group Pty Ltd), Tender number 2 (from LeisureCo Pty Ltd) and Tender number 5 (from YMCA of Sydney). These prices were all within 17% of Council's pre-tender estimate for the work of \$500,000.00.

Detailed Weighted Evaluation of Shortlisted Tenderers

The shortlisted tenders were assessed for conformance in terms of tender pricing anomalies, alternatives submitted or tender qualifications. Tenderers were requested to clarify aspects of their tender and these matters are included in the panel's detailed evaluation notes on file. All three shortlisted tenderers were interviewed by the Panel to allow further clarifications and gain a full appreciation of their Tenders.

The Contract Development Plan states that non-conforming tenders will be eliminated except where they represent an overall advantage to Council or where minor issues can be readily resolved. The shortlisted tenders were examined in detail in regard to the extent and impact of any anomalies, alternatives and qualifications and taking into account any clarification received from the tenderers. Where the alternative, qualification, anomaly or clarification was considered to have an impact on the overall cost to Council in regard to that tender, an assessment was made of the valuation of that cost impact (positive or negative) on the tender price.

Weighted Evaluation

Tenders were scored against each of the weighted evaluation criteria (including price and non-price elements), and are listed below in descending order of weighted evaluation scores.

No.	Tender	Adjusted Tendered Amounts for Items 1, 2 and 3 for First Year Costs (excl GST)**	Weighted Evaluation Score
5	YMCA of Sydney	\$462,882.36	84
1	Belgravia Health & Leisure Group Pty Ltd	\$585,545.45	69
2	LeisureCo Pty Ltd	\$562,227.26	67

** Also includes allowance for staff entitlements in Year 1

4.2 CPA 158914 - Management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths and/or Lake Haven Recreation Centre (contd)

Tender number 5 (from YMCA of Sydney) provided within their tender figure for the management of all four centres a contingency amount of \$60,000.00 (excl GST). Should the YMCA of Sydney achieve better than their expected budget each financial year, the surplus of up to \$60,000.00 will be offered to Council to be reinvested back into the centres for improvements and essential capital works. This approach is part of the YMCA of Sydney business ethic. These funds were not considered during the calculation of the weighted evaluation scores as they may not be realised.

It should also be noted the YMCA of Sydney are managing Toukley Aquatic Centre, Wyong Olympic Pool and The Entrance Ocean Baths under contract to Council. They are currently under budget by approximately \$70,000.00 for the contract term. This money will be available to be reinvested back into the pools as capital improvements should the target budget figures be realised.

This tenderer has been very pro-active in the introduction of new programs to the aquatic centres, and through initiatives such as the provision of inflatables and free breakfasts has raised the profile of the pools in the short time that they have been managing them. They have demonstrated that they have a number of further initiatives that will enhance the community experience at the four centres and provide the quality and range of programs that Council is seeking. They have also indicated that they will allow the continued operation of Bingo at the Lake Haven Recreation Centre.

Tender number 5 (from YMCA of Sydney) being the highest scoring tender, was progressed to the due diligence stage of the evaluation.

Due Diligence

Tender number 5 (from YMCA of Sydney) was subjected to a financial assessment, an in-house safety/environment system assessment and referee checks.

On the basis of the information provided by the tenderer, Council's independent financial assessor Kingsway Financial Assessments and independent referees, it is considered that YMCA of Sydney possesses all of the technical, financial and managerial resources necessary to satisfactorily complete the works.

YMCA of Sydney is a Sydney-based contractor with a history of successfully completed contracts similar in nature and scope to the current works. The YMCA of Sydney has been working in Sydney and surrounding communities for more than 150 years. Employing over 500 staff, the YMCA of Sydney owns and/or operates over 20 community and recreation facilities with many more smaller satellite sites delivering specific community needs. The YMCA of Sydney is directed by a volunteer Board and Executive Management Team. Their Head Office located in Parramatta, serves as a resource Centre for facilities and programs providing leadership and specialist knowledge in areas including HR, Finance, Marketing, Administration, and OH&S. The company has in place fully documented Occupational Health Safety and Rehabilitation Management and Environmental Management systems.

The amount tendered by YMCA of Sydney is within 8% of Council's pre-tender estimate and is considered to represent a reasonable price for the contract works.

Process Review

This evaluation process and recommendations have been endorsed by the Contract Systems Co-ordinator.

RISK ASSESSMENT

General

When letting a contract various risks exist that may result in the final contract cost exceeding the initial contract sum. These risks vary depending upon the type of work being undertaken; for example, design work versus construction work; and the type of contract, for example Lump Sum versus Schedule of Rates.

Generally, the contract is structured to have the party best placed to manage the risk responsible for that risk outcome. Some risks are passed on to the contractor, with the cost of those risks reflected in the tendered price. Other risks are best managed by Council rather than the contractor, as they would inflate the tender price whether the risk eventuated or not. For this reason Council retains and is required to manage some risks. These are minimised by Council's contract administration processes. However, to manage these risks it is necessary to provide a contingency sum in addition to the tender price to allow for unforeseen additional works that may become necessary during the course of the project.

Contract Risks

Contract risks include Generic Risks (generally found in most contracting situations) and Specific Risks leading to contract variations that have particular application to an individual contract. These major risks are summarised below for this contract.

Generic Risks

These are risks that Council manages through its contract administration procedures and processes. Major generic risks and mitigation measures for this contract include:

- Contractor experiences financial difficulties or goes into liquidation, leading to additional project delays and costs. Mitigated through financial and referee checks before contract award and timely progress payments.
- Liability for injury and/or damage to people, property and the environment. Mitigated through on-going validation of contractor's insurances, safety and environmental management systems, together with close supervision including site audits.
- Contract dispute over rights and obligations of the parties. Mitigated through establishing good working relationship with Contractor; fair and reasonable administration of the contract; and appropriate use of the General Conditions of Contract, which include dispute resolution mechanisms.

Specific Risks Leading to Contract Variations

The following are the major risks that Council bears in relation to this contract:

- The Entrance Ocean Baths are very susceptible to severe weather conditions and occasionally require emergency cleaning after storm events. Emergency cleans are funded by Council at the tendered rate described and valued in item 6 of the Schedule of Rates, and will be covered within the contingency sum.

4.2 CPA 158914 - Management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths and/or Lake Haven Recreation Centre (contd)

- Lake Haven Recreation Centre and Toukley Aquatic Centre may require to be shut down for emergency maintenance work for longer periods than identified in the tender specification. Council will compensate the contractor for Shutdown periods in excess of the prescribed shut down allocations. Compensation will be paid to the contractor at the daily rates tendered in items 4 and 5 of the Schedule of Rates and will be covered within the contingency sum.

Risk Contingency

The above risks are considered to be Medium for this contract given the value of the contract and the nature of the work. Accordingly, it is recommended that an annual contingency sum of \$47,000.00 (excl GST) representing approximately 10% of the contract sum be approved.

Based on previous experience with contracts of this nature and analysis of the risks involved, it is estimated that there is a good probability that the estimated initial annual contract budget of approximately \$474,000.00 (excl GST and future CPI adjustments), and incorporates the contingency allowance, will not be exceeded.

BUDGET

Management Plan lines 1.7.13 and 1.7.14 provide funding for swimming pools (only) for operational costs and capital costs.

The draft budget in the 2009-10 Management Plan allows an amount of \$612,000.00 for the operation of the swimming pools and a further \$100,000.00 for capital improvements to give a total of \$712,000.00. Under the proposed contract arrangement with combined operation of the pools and Recreation Centre the annual costs in the first year of operation are estimated to be \$649,000.00, representing a saving of \$63,000.00.

The annual costs for the proposed arrangement have been calculated as follows:

Pools:

- operational costs	\$474,000.00 p.a.
- capital costs	\$100,000.00 p.a.

Lake Haven Recreation Centre:

- capital costs	\$ 50,000.00 p.a.
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Contract management for combined facilities	\$ 25,000.00 p.a.
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Total per annum	\$649,000.00
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Subject to acceptance of the recommendations in this report, the Management Plan will be adjusted to show the revised costs for the management of the pools and Recreation Centre.

LOCAL CONTENT

YMCA of Sydney tenderer has indicated that wherever practicable existing staff will be re-employed and any further required staff will be sourced locally.

4.2 CPA 158914 - Management of Toukley Aquatic Centre, Wyong Olympic Pool, The Entrance Ocean Baths and/or Lake Haven Recreation Centre (contd)

It is also noted that staff at the Recreation Centre have been spoken to in reference to their entitlements to assure them that provision had been made for these payments to be covered in the contract negotiations.

CONCLUSION

Tender number 5 from YMCA of Sydney is the highest scoring tender and meets all of Council's requirements for this contract. On balance, this tender represents the best value-for-money for Council. It is recommended that the tender be accepted.

ATTACHMENTS

Nil.

5.1 Shire Strategic Vision (SSV) Community Engagement

TRIM REFERENCE: F2004/11115-02 - D01901179

AUTHOR: DSS

SUMMARY

This report details progress to develop the Shire's Strategic Vision (SSV) and major elements of the proposed program to engage the community. It is recommended that Council proceed with engagement of the community to inform them of the Shire Vision direction and educate them about the SSV and what it means to have achieved a shared understanding of our community's 20 year direction.

RECOMMENDATION

- 1** *That Council undertake a comprehensive program of community engagement in respect of the SSV document from 1 June 2009 until 27 July 2009.*
- 2** *That the results of the community engagement be reported to Council.*

BACKGROUND

Council at its meeting held on 28 November, 2007 resolved unanimously on the motion of Councillor Eaton and seconded by Councillor Stewart:

- 1** *That Council commence a Shire Strategic Vision process generally in accordance with that outlined in this report.*
- 2** *That the Shire Strategic Vision process be designated a "Key Focus Area" under Wyong Shire's 2007/2008 Management Plan.*
- 3** *That an initial budget of \$50,000 be allocated to this project in 2007/2008, with subsequent allocations subject to normal budget processes.*

The SSV provides a strategic framework to lead the community over the next 20 years and beyond. It will see the Shire move forward with confidence that Council is working with the community to achieve a shared vision.

Determining the Shire's Vision has not been an easy task. While the 145,000 residents of our community share an appreciation of the great lifestyle in Wyong Shire, each has their own priorities and changes they would like to see to improve their quality of life. In addition, there are numerous clubs, groups and organisations serving our communities and more than 22,000 businesses on the Central Coast with suggestions as to how to improve our business sustainability even as the world around us continues to change.

Wyong Shire Vision addresses the issues and concerns of our community, as expressed in a number of in-depth community consultations during 2007 and 2008. More than 3500 individuals participated in various forms of consultations for a number of different Council strategic programs. These consultations were used as a basis for the SSV program. A wide variety of consultative techniques were used including face-to-face surveys, photographs, children's art projects, telephone surveys, feedback following public meetings and early morning surveys of commuters. These took place across a range of ages and social groups. Consultations used in the SSV were parts of:

- Wyong Shire Council Community Plan 2008-2013
- Quality-of-Life Survey
- Sustainability Decision Making Framework
- Youth Advisory Survey
- SSV Surveys

DEVELOPMENT OF THE SSV

The SSV aims to:

- 1 Document the Shire's Vision for the next 20 years.
- 2 Ensure our efforts have the greatest potential to improve the overall quality of life both for ourselves and future generations, by setting priorities that will best achieve that Vision.
- 3 Identify some broad strategies that, if we work hard and consistently on them, will help to achieve a good quality-of-life across the Shire.

The SSV program began with the extensive community consultations. While many positive comments about life in Wyong Shire arose during the consultations, the responses also provided an in-depth look at the issues of concern to our community today.

Three liaison groups were formed to help guide the SSV process; one each for the community, Council and State Government. Participants in the liaison groups contributed generously of their time and energy to help formulate this Vision. The Shire Vision owes its depth to the robust contributions of the liaison groups.

Extensive information was also collected on past trends and future directions at the local, state and global level that impact issues in Wyong. The SSV program:

- Held a series of public speakers' forums focusing on the environment, the economy and our society;
- Conducted discussion groups and workshops with experts from both within the Shire and throughout Australia to understand the issues we are likely to face in the future and some possible ways to address them;
- Compiled a report entitled *Our Profile 2008* that provides basic information about our Shire today; and
- Published *State of the Shire 2007/2008* which is a comprehensive document providing past and future trends for Wyong across a variety of key subjects covering the environment, community and economy.

The liaison groups identified more than 100 strategic issues that had arisen from the community during the consultations. These groups formulated a picture of the best future outcomes that reflected what life could be like if the main issues were aggressively addressed. These became the Visions and were compiled in the form of stories about the average life in Wyong sometime in the future. Further, the three liaison groups undertook a rigorous process to see how the community's issues were related. They analysed these relationships, found leverage point for issues and explored ways to achieve better outcomes in these areas in the future. These were developed into 22 objectives for the future. Strategies were also developed that would start to achieve each of the objectives.

As part of reviewing the consultations, a Wyong Shire Vision Statement has been formulated which is:

**"Creating Our Ideal Community
caring... prosperous... sustainable"**

To achieve the Shire Vision, the process also resolved that there are four essential principles the community expects that Council will follow no matter what future priorities and strategies are pursued. These form a framework on which the Vision is based. These include:

- Government is conducted with openness and transparency involving the community in decisions that affect it;
- All three levels of government work closely together;
- There is environmental, social and economic sustainability; and
- There is fiscal responsibility.

The Shire cannot achieve everything at once. Therefore equal priority cannot be given to all 22 objectives. To this end the liaison groups and Councillors selected eight priority objectives that will provide the biggest improvements to our lives when we focus on them and work hard and consistently towards achieving them. Responsibility for achieving these objectives ranges across our community and all levels of government. We will all need to be involved.

The remaining 14 objectives are not priority, but they are matters for consideration in the future when the proposed four yearly review of the Vision takes place. In the meantime, they should not receive priority for funding and resources.

The attached SSV document has been formulated to report back to the community on:

- What the Shire's Strategic Vision is;
- How the Vision was created through the community;
- The importance of the community, Council, State and Federal Governments working together to achieve the Shire's Vision; and
- How the Shire Strategic Vision is integrated with Council's Asset Management Plan and Long-Term Financial Strategy.

The SSV document contains:

- Information for the community on the SSV process;
- The Community Vision Statement;
- The four essential principles that form the framework for the Vision;
- Five Vision stories;
- Eight priority objectives and their related strategies;
- Information on integration with Council's Asset Management Plan and the Long-Term Financial Strategy; and
- An Appendix with the 14 non-priority objectives and their related strategies.

COUNCIL'S ROLE IN THE SSV

Council has several roles in the development and achievement of the Shire Strategic Vision.

1. **Facilitation** -- Council's first role in the SSV has been to facilitate the community in formulating a community based Strategic Vision in keeping with the requirements of the Department of Local Government's draft guidelines for "Integrated Planning".
2. **Integration** -- While facilitating the wider community in formulation of the Vision, Council had to ensure that it is integrated as far as practical with State Government strategic programs such as the "*Central Coast Regional Strategy*" as well as with the relevant components of Visions of adjoining Councils and Wyong Council's own programs such as the Asset Management Plan, Long-Term Financial Strategy and Shire-wide LEP.
3. **Communication/Engagement** -- Council has sought to ensure that the wider community has been kept informed, as far as practical, during development of the SSV. This has included extensive public presentations, production of audiovisuals, creation of Council's first Blog site on the SSV, and liaison with many groups and government organisations that are stakeholders in the SSV. This report seeks further communication through a program of community engagement to inform and educate the community on the outcomes of the SSV.
4. **Working To Achieve the Vision** -- The community and all three levels of government share differing levels of responsibility to achieve the Shire's Vision. As the level of government closest to the community, however, Wyong Shire Council plays a major role in undertaking many of the strategies and achieving the priority objectives of the SSV. This will lead to significant changes in Council's previous way of doing business. In particular, it requires leadership in recognising activities and programs that will not receive priority in the future.

To help manage this change process and to keep the community, as well as other levels of government, informed of our actions, Council is formulating a series of documents to clearly demonstrate the integration of the Vision with the programs and services it provides to the community. These documents include:

- Council's Four Year Delivery Program: This will identify Council's priorities, programs and budgets for the next four years with an emphasis on the first financial year. This document will replace the current "Management Plan" and be updated annually.
- Resourcing Strategy: The Shire Strategic Vision and Four Year Delivery Program will be underpinned by this strategy. The Resourcing Strategy will include three components:
 - Asset Management Strategy - will identify the desired level of maintenance across the variety of assets managed by Council and the funding and resources required in the long run to ensure Council assets are maintained at a reasonable level. This includes, but is not limited to roads, community buildings, community facilities, water, sewer, parks and, in the long run, our natural assets.

- Long-Term Financial Strategy - will include 20-year financial projections to ensure that there are sufficient funds to meet both Council's ongoing commitment and undertake any new projects, programs and initiatives from the Shire Strategic Vision and Asset Management Plans.
- Workforce Management Strategy - will identify the staff and skills required to implement both the Four Year Delivery Program and the Shire Strategic Vision.

Council undertakes many activities and programs that are essential to the operation of the community. These will continue and evolve over time in keeping with best practice (e.g. garbage collection, road maintenance, sewerage services, governance, water supply etc.). These are not listed as separate strategies as they will continue in some form or other. In the future; however, they should be assessed against whether they are contributing to achievement of the overall Shire Strategic Vision.

COMMUNITY ENGAGEMENT

After extensive community consultation and work through the liaison groups to analyse the results, it is now appropriate to engage the community on the outcomes of the SSV program with the aims to:

- Inform the community regarding the SSV program and Shire Strategic Vision to assist their understanding;
- Educate the community about the SSV and what it means to have achieved a shared understanding and direction;
- Listen to and monitor the community response and take appropriate action;
- Start the process of partnering and empowering the community, as well as State and Federal Governments, to achieve the SSV priority objectives;
- Educate the public in an integrated manner so they are aware at all times that the Shire Strategic Vision, Asset Management Plan and the Long-Term Financial Strategy are inter-related; and
- Educate the community regarding the next stages of the Shire Strategic Vision, Asset Management Plan and Long-Term Financial Strategy projects.

It is proposed to undertake a comprehensive program of community engagement for eight weeks during the period of 1 June until 27 July 2009.

Engagement methods for this widespread program include, but are not limited to:

- Public displays;
- Media launch and involvement;
- Stakeholder group presentations including, but not limited to:
 - Precinct Committees
 - Business groups (e.g. Chamber of Commerce, Town Centre management groups etc.)
 - Council staff and management
 - State and Federal Government special targeted presentations
- Engagement through the Youth Advisory Council and Seniors Advisory Council;
- Cyber engagement including, but not limited to:

- use of the existing SSV Blog site
- regular website updates
- possible introduction of an SSV Twitter page

- Publications including Fact Sheets and posters;
- Shire Vision road banners;
- Community newsletter articles;
- Community engagement art projects through Youth Centres;
- Shopping centre displays;
- Encouragement of public debate on the Shire Vision and its priority objectives; and
- Information in the mid-year Rates Notice.

Members of the Community Liaison Group and Councillors will be encouraged to take an active role in disseminating information and providing feedback during the community engagement process.

CONCLUSION

It is recommended that Council proceed with engagement of the community concerning the SSV process and a further report to Council be prepared on the results of the engagement.

ATTACHMENTS

- 1 Our Future Your Future - A Strategic Vision for Wyong Shire Enclosure

5.2 Temporary Food Stall Fees

TRIM REFERENCE: F2004/05477 - D01911263

AUTHOR: JH

SUMMARY

Under the current 2008-09 Revenue Policy a fee of \$140.00 is levied upon a temporary food business for an annual "Approval to Operate" a food stall at organised events within Wyong Shire. It is proposed to introduce within the 2009-10 Revenue Policy an additional fee of \$70.00 for an "Approval to Operate" at a single event only. This report seeks Council approval of a single event fee of \$70.00 and to allow for the fee to be immediately applied to those food stall operators who currently do not have an annual "Approval to Operate" but propose to operate at a single event only within the Shire.

RECOMMENDATION

That Council approve the immediate application of a \$70.00 fee for a single event "Approval to Operate" food stall.

BACKGROUND

Currently food stall operators who propose to operate at organised events within Wyong Shire are required to apply to Council for an annual "Approval to Operate". This approval allows them to operate within Wyong Shire and does not limit the number of events that they can attend in a 12 month period. The fee for this approval is currently \$140.00.

Representations have been made to Council in relation to the application of the annual fee to food stall operators that may only operate at one event within the Shire in a 12 month period. Usually, these food stall operators do not live locally and therefore are not regularly operating within the Shire.

It has been claimed that the fee of \$140.00 is excessive in situations where a food stall operator does not operate regularly at events within Wyong Shire. Therefore, it is recommended that Council introduce into the 2009-10 Revenue Policy an additional fee of \$70.00 for a single event "Approval to Operate". This will permit those food stall operators who do not operate regularly within the Shire and who do not want to obtain an annual "Approval to Operate" to apply for a single event "Approval to Operate" on each occasion that they propose to operate within the Shire.

Approaches have been made to Council for this single event fee of \$70.00 to be applicable immediately for those food stall operators who currently do not have an annual "Approval to Operate" but propose to operate at a single event only within the Shire (As example in association with the Toukley Fun and Food Fair to be held in June.)

THE PROPOSAL

To introduce an immediate application fee of \$70.00 for a single event "Approval to Operate" for those food stall operators who do not need an annual "Approval to Operate" as they are not regular operators within the Shire.

Each food stall operator who does not obtain an annual "Approval to Operate" would be required to obtain a single event "Approval to Operate" on each occasion that they propose to operate within the Shire.

DISCUSSION

The proposal has merits for all food stall operators and provides a much fairer fee structure. The current annual fee of \$140.00 to remain as the sole fee for all food stall operators regardless of the number of events that are attended in a 12 month period. This is seen as being unfair to those food stall operators that operate at only one or two events in a 12 month period. It is therefore recommended that Council Introduce an immediate application a single event approval fee of \$70.00.

Options

Waive the fee for single event operators. This would be unfair to those operators that have undertaken to pay the fee of \$140.00 for the annual "Approval to Operate" and would not reflect cost recovery.

Management Plan

The new fee is to be applied to food stall operators who require an "Approval to Operate" for a single event only.

CONCLUSION

The proposal to introduce a new fee of \$70.00 for a single event "Approval to Operate" offers a fairer fee structure for those food stall operators that do not need an annual approval. The immediate application of the fee is recommended.

ATTACHMENTS

Nil.

5.3 Kulnura Pioneer Memorial Hall

TRIM REFERENCE: D01878456

AUTHOR: TAD

SUMMARY

This report proposes the re-establishment of a Section 355 Committee to assume the care, control and management the Kulnura Pioneer Memorial Hall.

RECOMMENDATION

- 1 That Council appoint a Committee in terms of Section 355 of the Local Government Act, to assume the care, control and management of the Kulnura Pioneer Memorial Hall.**
- 2 That Council invite nominations for appointment to the Kulnura Pioneer Memorial Hall 355 Committee.**

BACKGROUND

The Kulnura Pioneer Memorial Hall is an ageing timber hall with iron roof and a bore water supply, located in a relatively isolated community and having minimal use.

In February 1996, the then Section 355 Committee of the Kulnura Pioneer Memorial Hall was dissolved as a result of declining membership and other local issues, involving conflict between some members of the local community and the 355 Committee. Responsibilities for the on-going management of the hall were subsequently returned to Council.

Due to the geographical location of the facility and the difficulties with Council attending to the hiring, maintenance, cleaning, etc., a cleaner/caretaker was appointed by Council from the previous 355 Committee to attend to these duties. Council has continued to pay the cleaner/caretaker an amount of \$60 per week since the previous committee was dissolved.

In February 2009, Council staff were invited to attend a meeting at the hall to address the possibility of re-establishing a Section 355 Committee. It was duly noted at that meeting that the current state of cleanliness in the hall was somewhat deficient in its appearance and that some maintenance issues needed attention.

PROPOSAL

Those community members present at the February meeting were enthusiastic about the prospect of carrying out improvements to the hall in an effort to create greater interest and utilisation at the facility.

Since the meeting they have involved other members of the Kulnura community in a "working bee" to clean the hall and its surrounds and a number of Customer Requests for Maintenance (CRM's) were received by Council following the "working bee". Council staff also gave advice to the meeting on how to apply for certain grants for improvements to the hall.

The community group involved wishes to re-establish the Section 355 Committee .

The proposed new Committee has expressed a desire to maintain the cleaner's services following their appointment. Payment will be the responsibility of the new committee.

PROCESS

The process for establishing a Section 355 committee is as follows:-

- Council resolves to establish a new Committee in accordance with section 355 of the Local Government Act 1993.
- Council calls for nominations.
- Council appoint a minimum of 4 and a maximum of 12 members to the Committee.

CONCLUSION

In a time of declining Section 355 Committees, it is unusually refreshing that a community has a number of energetic and enthusiastic members that are prepared to assume the care, control and management of a Council facility.

The support of Council for the community to assume care, control and management of the Kulnura Pioneer Memorial Hall is a key engagement for maintaining that enthusiasm.

ATTACHMENTS

Nil.

5.4 Goods and Services Tax Compliance

TRIM REFERENCE: F2004/06615 - D01901724

AUTHOR: RG

SUMMARY

The Department of Local Government requires Council to submit an annual certificate of Goods and Services Tax (GST) compliance.

RECOMMENDATION

- 1** *That Council authorise the signing of the Goods and Services Tax Compliance Certificate for the period 1 May 2008 to 30 April 2009 by the Mayor, Deputy Mayor, General Manager and Director Corporate Services and submit to NSW Department of Local Government before 1 June 2009.*
- 2** *That Council exempt this from the provisions of the Code of Meeting Practice to allow the motion to be actioned from 9.00 am on 28 May 2009.*

BACKGROUND

The Department of Local Government (DLG) requires councils to submit an annual GST Compliance Certificate. The certificate is to cover a 12 month period from 1 May to 30 April each year. Council's compliance responsibilities extend to developing and maintaining internal controls, which ensure compliance and reduce the risk of cash flow issues and under/over payment of GST.

Councils are requested to provide the Certificate before 1 June each year. The DLG will then provide the advice to NSW Treasury for confirmation with the Commonwealth Commissioner of Taxation.

Council's Business Activity Statement (BAS) is the primary source of GST information supplied to the Australian Taxation Office on a monthly basis. GST systems and records are maintained within Council's On-line software suite. The returns are reviewed for compliance with accounting and legal requirements prior to submission and are subject to external audit. Council's external auditor PriceWaterhouse Coopers completes audits of all Council's financial systems including Accounts Payables and Receivables systems, which are the primary systems for GST.

CONCLUSION

The certificate is to be signed by the Mayor, one other Councillor, the General Manager and the Responsible Accounting Officer in accordance with a resolution of Council. A copy of the Certificate is included in this report.

WYONG SHIRE COUNCIL

GOODS AND SERVICES TAX CERTIFICATE**Payment of Voluntary GST 1 May 2008 to 30 April 2009**

To assist compliance with Section 114 of the Commonwealth Constitution, we certify that:

- Voluntary GST has been paid by Wyong Shire Council for the period 1 May 2008 to 30 April 2009.
- Adequate management arrangements and internal controls were in place to enable the Council to adequately account for its GST liabilities and recoup all GST input tax credits eligible to be claimed.
- No GST non-compliance events by the Council were identified by or raised with the Australian Taxation Office.

Signed in accordance with a resolution of Council made on 27 May 2009.

.....
Councillor R Graham
MAYOR

.....
Councillor J McNamara
DEPUTY MAYOR

.....
Kerry Yates
GENERAL MANAGER

.....
David Jack
RESPONSIBLE ACCOUNTING OFFICER

ATTACHMENTS

Nil.

5.5 Determination of Water Supply, Sewerage and Drainage Charges for 2009-10

TRIM REFERENCE: F2004/06782 - D01909457

AUTHOR: MB

SUMMARY

This paper details the price outcome and impact on Council finances of the IPART Determination for water, sewage and drainage charges.

RECOMMENDATION

- 1 That Council (as the Water Supply Authority) determine the service charges as set out in Attachment 1.**
- 2 That Council determine \$63,583,000 as the estimated amount of money to be raised by way of the services charges set out in Attachment 1.**
- 3 That Council classify land for the purpose of levying services charges set out in Attachment 1 according to the following factors:**
 - a whether the land is residential or non residential;**
 - b where the land is residential, by the intensity of the use of the land; and**
 - c the nature and extent of the water or sewerage services connected to each individual allotment.**
- 4 That Council determine that service charges shall be levied in accordance with the charges set out in Attachment 1.**

BACKGROUND

In accordance with Section 315 of the Water Management Act 2000, Council is required to determine the water and sewerage charges no later than one month before the beginning of each charging year.

Being a Water Authority, Council's water and sewerage charges are subject to approval by the Minister for Water following determination by the Independent Pricing and Regulatory Tribunal (IPART). On 15 May 2009, IPART made a four year determination concerning Council's water and sewerage charges.

The estimated revenue to be raised from Water, Drainage and Sewer Service Charges based on the IPART Determination for 2009-10 is \$63,583,000.

The following table summarises the IPART Determination 2009 and shows a comparison between Year 3 (2008-09) and Year 1 (2009-10) for a typical residential ratepayer who consumes 139kL of water per annum.

The 2009-10 charges have been calculated using the 2009 IPART Final Price Path Determination.

**Charges – 2008-09 Compared to 2009-10
for the Typical Residential Ratepayer consuming 139kL per annum**

	2008-09 Charges	2009-10 Charges	Increase 2008- 09 to 2009-10	% Increase 2008-09 to 2009-10	Draft 2009-10 Management Plan
Council Water Service Charge	\$97.30	\$101.68	\$4.38	4.5%	\$101.68
Climate Change Levy**	\$14.86	\$15.78	\$0.92	6.2%	\$15.78
Total Water Service Charge	\$112.16	\$117.46	\$5.30	4.7%	\$117.46
Water Usage (139kL)	\$231.85	\$247.42	\$15.57	6.7%	\$247.42
Sewerage	\$412.67	\$429.11	\$16.44	4.0%	\$429.11
Drainage	\$0.00	\$83.12	\$83.12	100%	\$83.12
Total	\$756.68	\$877.11	\$120.43	15.92%	\$877.11

****Climate Change Fund**

On 19 May 2006 Council received the three year determination to apply from 1 July 2006 by the NSW Department of Energy, Utilities and Sustainability.

Under section 34(J) of the Energy Utilities Administration Act 1987 from 1 July 2006 Council must make a contribution to the Water Savings Fund. In 2005, the NSW Government introduced legislative provisions to encourage water savings and the legislation provides for the establishment of the Water Savings Fund to provide funding to encourage water savings and reduce the demand for water.

In 2007-08 the State introduced changes to rename the fund the Climate Change Fund. The fund currently operates in the areas of operation of Sydney Water Corporation as well as Wyong and Gosford Council areas.

In 2009-10 Council's required contribution is \$950,000. In order for Council to recover this contribution all Water Services Charges should incorporate an annual levy of \$15.78 per property. The per property quantum has been calculated in accordance with a methodology provided by IPART.

CONCLUSION

Charges included in the recommendation are as per the IPART Determination. 2009-10 represents the first year of the price path and introduces a Drainage Service Charge in accordance with IPART's recommendation.

ATTACHMENTS

- 1 Schedule of Water Supply and Sewerage Charges for 2009-10 D01909625

Proposed Water, Drainage and Sewer Fees 2009/10

2 STATEMENT OF CHARGES

In accordance with Section 501(1) of the Local Government Act 1993 Council may make and levy an annual charge for the following services:

- Water supply services
- Sewerage services
- Drainage services
- Waste management services (other than domestic waste management services)
- Any services prescribed by the regulations.

2.1 Water Supply, Sewerage Service and Drainage Charges

Wyong Shire Council is constituted as a Water Supply Authority under the Water Management Act 2000 and charges for water, drainage and sewer are levied under this Act.

Being a Water Authority all of Council's water, drainage and sewerage charges are subject to approval by the Minister for Energy and Utilities following determination by the Independent Pricing and Regulatory Tribunal (IPART).

Water, drainage and sewerage charges for 2009/10 are as per IPART's Water – Determination and Final Report - May 2009.

Pension Rebates - Water and Sewerage Service Charges

In accordance with Part 8, Division 5 of the Water Management (Water Supply Authorities) Regulation 2004 Council provides a reduction of 50% of the water service charges levied up to a maximum of \$87.50 and a further reduction of 50% of sewerage service charges levied up to a maximum of \$87.50. Of these reductions 55% is reimbursed by the New South Wales Government.

The estimated total amount of the pension rebate in 2009/10 is \$2,481,000.

WATER CHARGES (In accordance with IPART Determination)

The proposed charges for water supply are as follows:

Water Service Charge – Metered Services

Nominal Pipe/Meter Size (mm)	Total (\$)
20	117.46
25	174.65
40	422.49
50	651.26
80	1,642.60
100	2,557.69
150	5,735.09
200	10,183.43
250	15,903.28

The above charges incorporate the State Government's "Climate Change Fund", contribution of \$15.78 per property (subject to gazettal).

Charges for meters not specified above are calculated using the formula: (Meter Size)² x \$101.68 / 400 + \$15.78.

The total yield in 2009/10 from this charge is estimated to be \$6,757,000.

Water Usage Charge

All water consumed is proposed to be charged at the rate of 178.0 cents per kilolitre.

It is Council's policy not to levy a charge for accounts of \$5.00 or less.

The total yield in 2009/10 from this charge is estimated to be \$20,749,000.

Water Service Charges Strata Title Properties

It is proposed that where water usage to a residential strata titled property is measured through a common meter, each individual strata title lot be levied a service charge of \$117.46 (Inclusive of the Climate Change Levy of \$15.78). Water usage is to be apportioned and charged to the various lots in the strata plan in accordance with the schedule of unit entitlement and charges to the strata title owners at the rate of 178.0 cents per kilolitre.

Water Service Charges Retirement Villages

It is proposed that where water usage to a retirement village is measured through a common meter only, the service charge is to be commensurate with the size of the meter. Usage consumed through the common meter is to be charged at the rate of 178.0 cents per kilolitre.

Water Service Charges Community Development Lot

It is proposed that where water usage to a community development lot is measured through a common meter only, the service charge is to be commensurate with the size of the meter and this charge is apportioned to the various lots in the community development lot in accordance with the schedule of unit entitlement. Usage consumed through the common meter is to be apportioned and charged to the individual unit owners in accordance with the unit entitlement at the rate of 178.0 cents per kilolitre.

The total yield in 2009/10 from Strata Title Properties, Retirement Villages, and Community Development Lot charges is estimated to be \$875,000.

Water Service Charges Company Title Dwelling

It is proposed that where water usage to a company title dwelling is measured through a common meter only, each individual company title dwelling be levied a service charge of \$117.46 (inclusive of the Climate Change Levy of \$15.78). Water usage is to be charged to the owner of the company title building (within the company title dwelling) at the rate of 178.0 cents per kilolitre.

Water Service Charges Vacant Land

It is proposed that a water service charge be levied on vacant land which is not connected to the water supply system but is reasonably available for connection to the water supply system at the rate of \$117.46 (inclusive of the Climate Change Levy of \$15.78).

Total yield in 2009/10 from this charge is estimated to be \$282,000.

Nominal Service Size

Where water pressure requires larger sizes of pipes and meters a charge as assessed by Council will apply.

Water Fire Service

There is no charge for a separate Water Fire Service. Where a property has a combined fire and commercial service the property will be charged a Water Service Charge – Metered Service commensurate with the meter size.

Part Year Charges and Fees

For those properties that become chargeable or non-chargeable during the year a proportional charge or fee calculated on a weekly basis is applied.

SEWERAGE SERVICE CHARGES (In accordance with IPART Determination)

Residential Charges

Single Residential Properties Including Residential Strata Properties and Company Title Dwellings

It is proposed to continue the current charging structure based on a service charge for each residential property. The proposed charge is \$429.11 for each single residential property/lot/dwelling. There is no usage charge for this category. The total yield in 2009/10 from this charge is estimated to be \$24,799,000.

Non-Residential Charges

In the determination of Council's 1995/96 charges, the Independent Pricing and Regulatory Tribunal approved the introduction of a pay for use system of charging for sewerage based upon a service charge and a usage charge.

Non-Residential customers are those that do not meet the classification as a single residential customer. These include non strata titled residential units and Retirement Villages.

In line with this approval it is proposed to continue with this charging structure, as detailed below:

The maximum price for sewerage services to a non-residential property connected to the sewerage system is the greater of:

- The non-residential minimum sewerage charge; or
- The sum of the non-residential sewerage service charge commensurate with meter size and the non-residential sewerage usage charge.

Non-Residential Properties - Service Charge

Meter Size (mm)	Meter Charge (\$)
20	154.59 x discharge factor
25	241.55 x discharge factor
40	618.37 x discharge factor
50	966.20 x discharge factor
80	2,473.47 x discharge factor
100	3,864.79 x discharge factor
150	8,695.78 x discharge factor
200	15,459.17 x discharge factor
250	24,154.68 x discharge factor

A discharge factor is applied to the charge based on the volume of water discharged into Council's sewerage system.

Charges for meters not specified above are calculated using the formula: (Meter Size)² x \$154.59 / 400 x discharge factor.

Non-Residential Properties - Usage Charge

The price for sewerage usage charges is proposed to be 77.0 cents per kilolitre.

The usage charge is to be based on the estimated volume of metered water usage discharged into the Council's sewerage system. Metered water usage is to be multiplied by a discharge factor, based on the type of premises to estimate the volume of water discharged.

Non-Residential Properties - Minimum Charge

The proposed minimum amount payable for a non-residential customer is \$429.11.

Non-Residential Properties - Community Development Lots

The proposed sewerage service charge for a community development lot is calculated by: the non-residential sewerage usage charge commensurate with meter size apportioned to the various lots in the community development lot in accordance with the schedule of unit entitlement.

The total yield in 2009/10 from these non-residential charges is estimated to be \$708,000 for service charges and \$773,000 for usage charges.

Nominal Service Size

Where water pressure requires larger sizes of pipes and meters a charge as assessed by Council will apply.

Sewerage Service Fees – Exempt Properties

For all properties exempt from service charges under Schedule 4 of the Water Management Act 2000 it is proposed that a fee be charged, in accordance with Section 310(2) of the Act, of \$60.58 per annum for each water closet and \$21.45 per annum for each cistern servicing a urinal where installed.

The total yield in 2009/10 from this fee is estimated to be \$243,000

Sewerage Service Charges – Vacant Land

It is proposed that the charge for sewerage services on vacant land which is not connected to the sewerage system but is reasonably available for connection to the sewerage system is \$321.84.

The total yield in 2009/10 from this fee is estimated to be \$624,000.

DRAINAGE SERVICE CHARGES (In accordance with IPART Determination)

In its Determination of Council's 2009/10 charges, the Independent Pricing and Regulatory Tribunal approved the introduction of a drainage service charge.

Residential Charges**Single Metered Residential Properties**

The proposed charge is \$83.12 for each single residential property/lot/dwelling. There is no usage charge for this category. The total yield in 2009/10 from this charge is estimated to be \$4,205,000.

Metered Non-Residential Properties

Non-Residential Properties are those that do not meet the definition of Residential Properties or Multi Premises Properties. It is proposed to use the charging structure detailed below for Non-Residential Properties that are serviced by a water meter:

Meter Size (mm)	Meter Charge (\$)
20	83.12
25	129.88
40	332.48
50	519.50
80	1,329.92
100	2,078.00
150	4,765.50
200	8,312.00

Charges for meters not specified above are calculated using the formula: (Meter Size)² x \$83.12 / 400.

The yield from these charges in 2009/10 is estimated to be \$1,133,000.

Nominal Service Size

Where water pressure requires larger sizes of pipes and meters a charge as assessed by Council will apply.

Multi Premises Properties

The proposed charge is \$62.34 for each Multi Premises property that is serviced by a common water meter or multiple common water meters.

Multi Premises properties include;

- a) Strata Title lots
- b) Company Title dwellings
- c) Community Development lots
- d) Retirement Village units and
- e) a part of a building lawfully occupied or available for occupation (other than those described in paragraphs a) to d) above.

Multi Premises properties do not include hotels, motels, guest houses or backpackers hostels.

The yield from these charges in 2009/10 is estimated to be \$309,000.

LIQUID TRADE WASTE CHARGES

A summary of the trade waste policy outlining the property classifications and charges is as follows:

Premises are classified into the following classifications:

- Classification A is for low risk liquid trade waste. Is of low volume and/or strength and has standard non-complex pre-treatment requirements.
- Classification B is for medium risk liquid trade waste (<20kL per day) with prescribed pre-treatment requirements.
- Classification C is for high risk and large liquid trade waste dischargers which are not nominated as a Classification A or B discharger and/or involve a discharge volume of over 20kL per day.
- Classification S is for acceptance of septic tank waste, pan waste and ship-to shore pump-outs into Council's sewerage system. Private pumping stations are also included in Category S.

Categories for liquid trade waste pricing:

Pricing for Liquid Trade Waste discharges from the above classifications (excluding Classification S) is calculated based on the following three categories.

Category 1 Liquid Trade Waste Dischargers are those conducting an activity deemed by Council as requiring nil or minimal pre-treatment equipment and whose effluent is well defined and or relatively low risk to the sewerage system. The volume discharged to sewer is deemed to be low. Also included are Classification A or B activities with prescribed pre-treatment but low impact on the sewerage system.

Category 2 Liquid Trade Waste Dischargers are those conducting an activity deemed by Council as requiring a prescribed type of liquid trade waste pre-treatment equipment and whose effluent is well characterised. The volume discharged to sewer may be approved up to 20kL/day.

Category 3 Liquid Trade Waste Dischargers are those conducting an activity which is of an industrial nature and/or which results in the discharge of large volumes (generally over 20kL/day) of liquid trade waste to the sewerage system. Any Category 1 or 2 discharger whose volume exceeds 20kL/day becomes a Category 3 discharger.

Category S Liquid Trade Waste Dischargers are those conducting an activity of transporting and/or discharging septic tank waste, pan waste and ship to shore pump-outs into the sewerage system. Private pumping stations are included in Category S, however the septic waste Disposal charge does not apply.

The charging components associated with Category 1, 2, 3 & S are indicated below;

Liquid Trade Waste Discharge Category	Liquid Trade Waste Application Fee	Annual Trade Waste Fee	Re-inspection Fee	Liquid Trade Waste Usage Charge/kL	Excess Mass Charges/kg	Non-compliance Excess Mass Charges	Septic Waste Disposal Charge
1	Yes	Yes	Yes	No	No	No	No
2	Yes	Yes	Yes	Yes	No	No	No
3	Yes	Yes	Yes	No	Yes	Yes	No
S	Yes	Yes	Yes	No	No	No	Yes

Trade Waste Charges

Charge Component	Basis	Proposed Charge \$
Trade Waste Application Fee	<p>The application fee covers the cost of administration and technical services provided in processing an application on a scale related to the category into which the discharger is classified, and reflects the complexity of processing the application. It includes processing charge of ownership of the discharger.</p> <p>The application fee for Category 2 dischargers covers the primary treatment device e.g. grease arrester, with an additional fee for each subsequent treatment device.</p> <p>The application fee for Category 3 dischargers includes allowance for two site visits during the construction stage. Additional site visits will incur an extra cost.</p> <p>The Application Fee for Category 5 discharges covers the cost of administration and one inspection of the installation.</p>	<p>Category 1 – 44.61 Category 2 – 56.78 Category 3 – 870.78 Category 5 – Residential 45.85 - Non-Residential 185.52</p>
Annual Trade Waste Fee	<p>This fee recovers the cost incurred by Council for administration and the scheduled inspections each year to ensure a liquid trade waste discharger's ongoing compliance with the conditions of their approval.</p>	<p>Category 1 – 78.02 Category 2 – 312.07 Category 3 – 524.22 Category 5 – Residential - 40.77 - Non-Residential - 82.85</p>
Re-inspection Fee	<p>Where non-compliance with the conditions of an approval has been detected and the discharger is required to address these issues, Council will undertake re-inspections to confirm that remedial action has been satisfactorily implemented. Council will impose a fee for each re-inspection. The re-inspection fee will be based on full cost recovery.</p>	<p>All Categories – 73.15 per inspection</p>
Trade Waste Usage Charge	<p>The trade waste usage charge is imposed to recover the additional cost of transporting and treating liquid trade waste from Category 2 dischargers. Either one of two charges is applicable.</p>	<p>0.43/kL – Compliant pre-treatment equipment 13.40/kL – Non-compliant pre-treatment equipment.</p>
Excess Mass and Non-compliant Excess Mass Charge	<p>Excess mass charges will apply for the substances specified that are discharged in excess of the deemed concentrations in domestic sewage.</p>	<p>0.65 / kg 0.83 / kg 1.17 / kg 0.65 / kg 0.36 / kg 0.16 / kg 1.33 / kg 0.04 / kg 0.12 / kg</p>
Biochemical Oxygen Demand Suspended Solids Total Oil and Grease Ammonia (as Nitrogen) pH Total Kheldhal Nitrogen Total Phosphorus Total Dissolved Solids Sulphate (as SO4)	<p>Non-compliant excess mass charges will apply for the substances specified that are discharged in excess of the Trade Waste Approval Limit.</p> <p>The nominated charges are applied in accordance with the formulas contained in Council's Liquid Trade Waste Policy.</p>	

In addition to the substances listed above, the following excess mass charges will apply per kilogram of waste discharged in excess of the Liquid Trade Waste Policy Guideline Acceptance Limits. Non-compliant excess mass charges will apply for trade waste discharged in excess of the Liquid Trade Waste Approval Limit. The nominated charges are applied in accordance with the formulas contained in Council's Liquid Trade Waste Policy.

Substance	Proposed Charge \$	Substance	Proposed Charge \$
Aluminium	0.65 / kg	Manganese	6.58 / kg
Arsenic	0.65 / kg	Mercaptans	65.83 / kg
Barium	32.91 / kg	Mercury	2,194.40 / kg
Boron	0.65 / kg	Methylene Blue Active Substances (MBAS)	0.65 / kg
Bromine	13.16 / kg	Molybdenum	0.65 / kg
Cadmium	304.77 / kg	Nickel	21.94 / kg
Chloride	No Charge	Organoarsenic compounds	658.32 / kg
Chlorinated Hydrocarbons	32.91 / kg	Pesticides general (excludes organochlorines and organophosphates)	658.32 / kg
Chlorinated Phenolics	1316.64 / kg	Petroleum Hydrocarbons (non-flammable)	2.19 / kg
Chlorine	1.33 / kg	Phenolic compounds (non-chlorinated)	6.58 / kg
Chromium	21.94 / kg	Polynuclear aromatic hydrocarbons (PAH's)	13.40 / kg
Cobalt	13.40 / kg	Selenium	46.32 / kg
Copper	13.40 / kg	Silver	1.21 / kg
Cyanide	65.83 / kg	Sulphide	1.33 / kg
Fluoride	3.28 / kg	Sulphite	1.45 / kg
Formaldehyde	1.33 / kg	Thiosulphate	0.23 / kg
Herbicides/defolliants	658.32 / kg	Tin	6.58 / kg
Iron	1.33 / kg	Uranium	6.58 / kg
Lead	32.91 / kg	Zinc	13.40 / kg
Lithium	6.58/ kg		

Septic Waste Disposal Charges (Category S)

In accordance with the provisions of Section 310(2) of the Water Management Act 2000 No. 92 and Clause 6 of the Water Management (Water Supply Authorities) Regulation 2004, it is proposed the maximum fees for the period 1 July 2009 to 30 June 2010 be as follows:

Service	Proposed Cost of Service \$
Residential	
Fortnightly effluent removal and disposal service	988.53 per annum
Additional effluent removal and disposal service	38.26 per service
Sludge removal and disposal services	
• Septic tanks with a capacity up to 2750 litres	277.31 per service
• Septic tanks exceeding 2750 litres or AWTS with one tank	359.78 per service
• AWTS with more than one tank	536.69 per service
• Sludge disposal only (collection organised by customer)	29.88 per kilolitre
Non-Residential	
Commercial effluent removal and disposal service	12.68 per kilolitre
Sludge removal and disposal services	
• Septic tanks with a capacity up to 2750 litres	277.31 per service
• Septic tanks exceeding 2750 litres or AWTS with one tank	359.78 per service
• AWTS with more than one tank	536.69 per service
• Sludge disposal only (collection organised by customer)	29.88 per kilolitre

The yield from these charges in 2009/10 is estimated to be \$130,000.

Charge Component	Basis	Proposed Charge \$
Septic and Chemical Toilet Charges	Volume charges will apply for each kilolitre of waste specified, that is discharged to the sewerage system.	14.63 / kL

Chemical Closet Charges (Category S)

In accordance with the provisions of Section 310(2) of the Water Management Act 2000, and Clause 6 of the Water Management (Water Supply Authorities) Regulation 2004, it is proposed the maximum fees for the period 1 July 2009 to 30 June 2010 be as follows:

Type of Service	Proposed Cost of Service \$
Annual Fortnightly service	1,424.75
Each requested weekly special service	27.75

The yield from these charges in 2009/10 is estimated to be \$1,000.

It should be noted that Trade Waste Charges apply in addition to Sewer service charges.

Where properties discharging Liquid Trade Waste become chargeable or non-chargeable for a part of the financial year a proportional charge calculated on a weekly basis is to apply. The total yield in 2009/10 from liquid trade waste charges is estimated to be \$689,000 .

2.2 Interest on Overdue Water, Sewerage and Drainage Charges

In accordance with Section 356 of the Water Management Act 2000 , Council charges interest on all water supply, drainage and sewerage service charges which remain unpaid after they become due and payable. The due dates for payment of water supply, drainage and sewerage service charges are as follows:

- If payment is made in a single instalment, the instalment is payable by 31 August 2009.
- If payment is made by quarterly instalments, the instalments are payable by 31 August 2009, 30 November 2009, 28 February 2010 and 31 May 2010.
- For water consumption charges, the account is due 30 days after posting date.

Interest will be calculated on a daily basis using the simple interest method. The rate of interest will be the rate of interest payable for the time being on an unpaid judgement of the Supreme Court. The rate of interest is currently 9%.

2.3 Developer Contributions

Developer contributions for Water and Sewerage services are levied in accordance with the methodology developed by the Independent Pricing and Regulatory Tribunal (IPART).

The various contributions are contained in Council's Development Servicing Plans (DSPs) which are available for inspection at Council's Offices.

Other Developer Contributions are levied in accordance with Section 94 of the Environmental Planning and Assessment Act. The various contribution rates are listed in the section 94 plans available for inspection at Council's offices.

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
20.01	Conveyance Certificate (Section 360 Water Management Act 2000) Statement of Outstanding Charges - Conveyance Certificate	B	N	\$16.34	\$16.98	Usually charged in combination with Certificate - Section 603 Local Government Act	IPART Determination May 2009
20.02	Property Sewerage Diagram - Up to and Including A4 size Diagram showing the location of the house-service line, building and sewer for the property. Certified	B	N	\$16.34	\$16.98		IPART Determination May 2009
20.03	Service Location Diagram Location of Sewer and / or Water mains in relation to a property's boundaries Sewer Service Location Diagram	B	N	\$16.34	\$16.98		IPART Determination May 2009
20.04	Special Meter Reading Statement	B	N	\$50.12	\$52.07	Per IPART determination 2009.	IPART Determination May 2009
20.05	Billing Record Search Statement - Up to and including 5 Years	B	N	\$16.34	\$16.98	Comments as for Item 20.4	IPART Determination May 2009

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
20.06	Water Reconnection During business hours	B	N	\$33.78	\$35.10	Comments as for Item 20.4	IPART Determination May 2009
	Outside business hours	B	N	\$139.46	\$144.90	Comments as for Item 20.4	IPART Determination May 2009
20.07	Workshop Test of Water Meter Removal and full mechanical test of the meter by an accredited organisation at the customers request to determine the accuracy of the water meter. This involves dismantling and inspection of meter components. Note: If the meter is faulty no charge will be levied.	B	N	\$167.79	\$174.33	Comments as for Item 20.4	IPART Determination May 2009
	20mm	B	N	\$167.79	\$174.33	Comments as for Item 20.4	IPART Determination May 2009
	25mm	B	N	\$167.79	\$174.33	Comments as for Item 20.4	IPART Determination May 2009
	32mm	B	N	\$167.79	\$174.33	Comments as for Item 20.4	IPART Determination May 2009
	40mm	B	N	\$167.79	\$174.33	Comments as for Item 20.4	IPART Determination May 2009
	50mm	B	N	\$167.79	\$174.33	Comments as for Item 20.4	IPART Determination May 2009

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
	60mm	B	N	\$167.79	\$174.33	Comments as for Item 20.4	IPART Determination May 2009
	80mm	B	N	\$167.79	\$174.33	Comments as for Item 20.4	IPART Determination May 2009
20.08	Application for Disconnection - All Sizes	B	N	\$28.32	\$29.42	This covers the administration fee only. There will be a separate charge payable to the utility if they also perform the physical disconnection, refer Item 20.35. Other comments as for Item 20.4.	IPART Determination May 2009
20.09	Application for Water Service Connection (all sizes)	B	N	\$28.32	\$29.42	This covers the administration fee only. There will be a separate charge payable to the utility if they also perform the physical connection.	IPART Determination May 2009
20.10	Metered Standpipe Hire Security Bond (25mm)	B	N	\$345.40	\$358.87	Comments as for Item 20.4	IPART Determination May 2009
	Security Bond (63mm)	B	N	\$664.64	\$690.56	Comments as for Item 20.4	IPART Determination May 2009
20.11	Metered Standpipe Hire Annual Fee	B	N	As per water service charge based on meter size (pro-rata for part of year)	As per water service charge based on meter size (pro-rata for part of year on a monthly basis)	Incorporated on the monthly fee as per IPART Determination Comments as for Item 20.4	IPART Determination May 2009
	Quarterly Fee	B	N	As per water service charge based on meter size (pro-rata for part of year)	As per water service charge based on meter size (pro-rata for part of year on a monthly basis)	Incorporated on the monthly fee as per IPART Determination Comments as for Item 20.4	IPART Determination May 2009

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
	Monthly Fee	B	N	As per water service charge based on meter size (pro-rata for part of year)	As per water service charge based on meter size (pro-rata for part of year)	Comments as for Item 20.4	IPART Determination May 2009
20.12	Standpipe Water Usage Fee (All Usage)	B	N	As per standard water usage charges per kilolitre	As per standard water usage charges per kilolitre	Comments as for Item 20.4	IPART Determination May 2009
20.13	Backflow Prevention Device Application and Registration Fee	B	N	\$57.75	\$60.00	This fee is for the initial registration of the backflow device.	IPART Determination May 2009
20.14	Major Works Inspection Fee This fee is for the inspection, for the purpose of approval, of water and sewer mains, constructed by others that are longer than 25 metres and/or greater than 2 metres in depth. Water Mains (\$ per metre)	B	N	\$5.01	\$5.21	Comments as for Item 20.4	IPART Determination May 2009
	Gravity Sewer Mains (\$ per metre)	B	N	\$6.69	\$6.95	Comments as for Item 20.4	IPART Determination May 2009
	Rising Sewer Mains (\$ per metre)	B	N	\$5.01	\$5.21	Comments as for Item 20.4	IPART Determination May 2009
20.15	Statement of Available Pressure Flow	B	Y	\$122.03	\$126.79	This fee covers all level whether hydraulic modelling is required or not. Other comments as for Item 20.4.	IPART Determination May 2009

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
20.16	Plumbing and Drainage Inspection Residential - single dwellings, villas and units	B	Y	\$148.61	\$154.41	Per unit Other comments as for Item 20.4.	IPART Determination May 2009
	Caravans and mobile homes	B	Y	\$74.90	\$77.82	Per permit Other comments as for Item 20.4.	IPART Determination May 2009
	Commercial/Industrial	B	Y	\$148.61	\$154.41 plus \$44.82 / wc	Per inspection plus \$44.82 / wc. Other comments as for Item 20.4.	IPART Determination May 2009
	Alterations	B	Y	\$74.90	\$77.82	Per permit Other comments as for Item 20.4.	IPART Determination May 2009
	Additional Inspections	B	Y	\$55.13	\$57.28	Per inspection Other comments as for Item 20.4	IPART Determination May 2009
20.17	Billings Record Search - Further Back than 5 Years	B	N	\$16.34 for the first 15 minutes or part thereof then \$10.89 per 15 minutes or part thereof	\$16.98 for the first 15 minutes or part thereof then \$11.31 per 15 minutes or part thereof	Comments as for Item 20.4	IPART Determination May 2009
20.18	Relocate Existing Stop Valve or Hydrant	B	N	\$111.67 for the first 1 hour or part thereof then \$27.78 per 15 minutes or part thereof	\$116.03 for the first 1 hour or part thereof then \$28.86 per 15 minutes or part thereof	Comments as for Item 20.4	IPART Determination May 2009
	Price exclusive of plant hire charges, material costs and traffic control where applicable.						

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
20.19	Provision of Water Services Application for water service connection fee is also applicable. Meter only (20mm)	B	N	\$95.88	\$99.62	Comments as for Item 20.4	IPART Determination May 2009
	Short Service - 20mm	B	N	\$581.83	\$604.52	Comments as for Item 20.4	IPART Determination May 2009
	Long Service - 20mm	B	N	\$581.83	\$604.52	Comments as for Item 20.4	IPART Determination May 2009
	Short Service - 25mm	B	N	\$706.04	\$733.58	Comments as for Item 20.4	IPART Determination May 2009
	Long Service - 25mm	B	N	\$706.04	\$733.58	Comments as for Item 20.4	IPART Determination May 2009
	Short Service - 40mm	B	N	\$1,327.10	\$1,378.86	Comments as for Item 20.4	IPART Determination May 2009
	Long Service - 40mm	B	N	\$1,764.02	\$1,832.82	Comments as for Item 20.4	IPART Determination May 2009
	Short Service - 50mm	B	N	\$1,893.68	\$1,967.53	Comments as for Item 20.4	IPART Determination May 2009

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
	Long Service - 50mm	B	N	\$2,334.96	\$2,426.02	Comments as for Item 20.4	IPART Determination May 2009
	Larger Service - provision of live main connection only	B	N	\$116.67 for first hour or part thereof then \$27.78 per 15 minutes or part thereof	\$116.03 for first hour or part thereof then \$28.86 per 15 minutes or part thereof	Comments as for Item 20.4	IPART Determination May 2009
20.20	Price exclusive of plant hire charges, material costs and traffic control where applicable. Relocate Existing Service Short - 20mm	B	N	\$283.28	\$294.33	Comments as for Item 20.4	IPART Determination May 2009
	Long - 20mm	B	N	\$441.28	\$458.49		IPART Determination May 2009
	Larger services - provision of live main connection only	B/E	N	By quote	By quote		IPART Determination May 2009
20.21	Price exclusive of plant hire charges, material costs and traffic control where applicable. Alteration from Dual Service to Single Service 20mm service only	B	N	\$338.86	\$352.08	Comments as for Item 20.4	IPART Determination May 2009

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
20.22	Sewerage Drainage Arrester Approval	B	N	\$91.52	\$95.09	Comments as for Item 20.4	IPART Determination May 2009
	Annual Inspection	B	N	\$27.78	\$28.86	Comments as for Item 20.4	IPART Determination May 2009
20.23	Sewerage Junction Cut-in (150mm)	B	Y	\$275.66	\$286.41	Comments as for Item 20.4	IPART Determination May 2009
	No excavation, no concrete encasement removal, no sideline, junction within property. Excavation provided by customer. Sewerage Junction Cut-in (150mm) with sideline less than 3m	B	Y	\$288.73	\$299.99	Comments as for Item 20.4	IPART Determination May 2009
20.25	Sewerage Junction Cut-in (225mm)	B	Y	\$645.02	\$670.18	Comments as for Item 20.4	IPART Determination May 2009
	No excavation, no concrete encasement removal, no sideline, junction within property. Excavation provided by customer.	B	Y				

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
20.26	Sewerage Junction Cut-in (225mm) with sideline less than 3m No excavation, no concrete encasement removal, sideline, junction outside property. Excavation provided by customer. Sewerage Junction Cut-in Greater than 225mm or where excavation or removal of concrete encasement required by Council	B	Y	\$680.97	\$707.53	Comments as for Item 20.4	IPART Determination May 2009
20.27	Price exclusive of plant hire charges, material costs and traffic control where applicable. Sewer Main Encasement with Concrete Encasement inspection fee when construction is not by Council	B	Y	\$122.84 per hour for first hour or part thereof then \$30.56 per 15 minutes or part thereof	\$127.63 per hour for first hour or part thereof then \$31.75 per 15 minutes or part thereof	Comments as for Item 20.4	IPART Determination May 2009
20.28	Construction by Council	B/E	Y	By quote	By quote	Comments as for Item 20.4	IPART Determination May 2009
20.29	Sewer Advance Scheme - Administration Charge	B	Y	\$243.30	\$252.79	Comments as for Item 20.4	Pricing principles regulated by IPART Determination May 2009
20.30	Raise and Lower Sewer Manholes	B	N	\$93.16	\$96.79	Raise or lower manhole greater than 300mm. Price listed is the manhole adjustment inspection fee. Charge for actual physical adjustment is by quote. Other comments as for Item 20.4	IPART Determination May 2009

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable)	Proposed Fee (Inclusive of GST, where applicable)	Comment	Legislation / Regulation
20.31	Underground Services Locations - Council assists in on-site physical locations. Customer provides all equipment.	B	Y	\$73.71 per hour for first hour or part thereof then \$17.97 per 15 minutes or part thereof	\$76.58 per hour for first hour or part thereof then \$18.67 per 15 minutes or part thereof	Customer to provide all plant required to expose asset. Other comments as for Item 20.4.	IPART Determination May 2009
20.32	Underground Services Locations - Council undertakes on-site physical locations and provides all equipment.	B	Y	\$122.84 per hour for first hour or part thereof then \$30.56 per 15 minutes or part thereof	\$127.63 per hour for first hour or part thereof then \$31.75 per 15 minutes or part thereof	Customer to provide all plant required to expose asset. Other comments as for Item 20.4.	IPART Determination May 2009
20.33	Water Sample Analysis for Water Quality Testing Private Supplies	B	Y	\$74.89	\$77.81	Comments as for Item 20.4	IPART Determination May 2009
20.34	Raise/Lower/Adjust existing services (no more than 2 metres from existing location) 20mm service only (no Materials)	B	N	\$112.23	\$116.61	Comments as for Item 20.4	IPART Determination May 2009
	Larger services or requiring materials	B/E	N	By quote	By quote		Pricing principles regulated by IPART
20.35	Disconnection of Existing Service	B	N	\$110.55	\$114.86	Payable when customer requests Council to disconnect existing service Other comments as for Item 20.4.	IPART Determination May 2009
20.36	Supply of reticulated tertiary treated sewerage effluent (except when covered by individual agreement).	A	N	\$0.83	\$0.89	Per kilolitre The proposed 2009/10 price of tertiary treated effluent (\$0.89) has been calculated as 50% of the proposed 2009/10 price of treated water (\$1.78 per kilolitre).	IPART Determination May 2009

Revenue Policy

FEES & CHARGES							
Item No.	Description	Price Cat.	GST Apply (Y/N)	Fees & Charges (Inclusive of GST, where applicable) 2008/09	Proposed Fee (Inclusive of GST, where applicable) 2009/10	Comment	Legislation / Regulation
20.37	Time Based Fees For works undertaken by Council for outside persons/organisations: Professional Services	A	Y	\$133.75	\$140.45	Per hour	
		A	Y	\$80.30	\$84.35	Per hour	
20.38	Technical/inspection services Plan Plotting On Film B1 size A1 size A2 size A3 size A4 size On Vellum B1 size A1 size A2 size A3 size A4 size	A	N	\$54.33	\$57.05	Per plot	
		A	N	\$33.10	\$34.80	Per plot	
		A	N	\$26.80	\$28.15	Per plot	
		A	N	\$26.80	\$28.15	Per plot	
		A	N	\$26.80	\$28.15	Per plot	
		A	N	\$46.55	\$48.90	Per plot	
		A	N	\$33.10	\$34.80	Per plot	
		A	N	\$21.35	\$22.45	Per plot	
		A	N	\$21.35	\$22.45	Per plot	
		A	N	\$21.35	\$22.45	Per plot	
20.39	Development investigation for Water & Sewerage Requirements Under section 306 Water Management Act Minor Development Major Development	A	N	\$33.10	\$34.80	Per plot	
		A	N	\$21.35	\$22.45	Per plot	
		A	N	\$18.65	\$19.60	Per plot	
		A	N	\$18.65	\$19.60	Per plot	
		A	N	\$18.65	\$19.60	Per plot	
		B	Y	\$0.00	\$278.30		
		B	Y	\$0.00	\$641.30		

5.6 Proposed Councillors' Community Improvement Grants

TRIM REFERENCE: C2009/01723 - D01903808

AUTHOR: SG

SUMMARY

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

RECOMMENDATION

That Council allocate an amount of \$4,030 from the 2008-09 Councillors' Community Improvement Grants as outlined in the report.

BACKGROUND

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

Donations may also be made to individuals or groups in pursuit of excellence, including sporting and cultural excellence, subject to CCIG Policy. Funds may also be allocated for emergency assistance in the event of natural disasters such as bushfires, flood or drought anywhere in Australia, subject to CCIG Policy. The funds are granted subject to approval of the Council as a whole.

THE PROPOSAL

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

STRATEGIC LINKS

Management Plan

Principal Activity	Key Issue(s) and Objective (s)	Financial Line Item No and Description
A better community	Enhance the quality of life of the Shire's residents	1.1.11 – Community Financial Support

Contribution of Proposal to the Principal Activity

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

5.6 Proposed Councillors' Community Improvement Grants (contd)

Financial Implications

Expenditure is approved until the end of the current financial year. Unspent approvals lapse 30 June 2009.

CONSULTATION

Applications that met the criteria were distributed to Councillors for their consideration. Applications received directly from Councillors were not distributed to other Councillors.

GOVERNANCE

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

CONCLUSION

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

COUNCILLORS' COMMUNITY IMPROVEMENT GRANTS ALLOCATION		Best	Eaton	Graham	Matthews	McBride	McNamara	Symington	Vincent	Webster	Wynn	SUB TOTAL
Allocation 01/12/2008 - 30/06/2009		7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	75,000
Expenditure up to and including Ordinary Council Meeting of 13/05/2009		2,005	2,400	4,664	3,405	2,631	5,650	1,250	6,820	4,490	4,600	37,915
Available allocation as at 27/05/2009		5,495	5,100	2,836	4,095	4,869	1,850	6,250	680	3,010	2,900	37,085
Proposed Allocations for 27 May 2009												
Australian-Filipino Association of Central Coast	Assist with sponsorship of Ms AFACC Quest 2009		200	200								400
Budgewoi / Buff Point Community Precinct Committee	Assist to recover costs and associated visits and workshops by a public facilitator held in February and March 2009								680			680
Cynthia Street Community Centre	Assist to replace carpet in multipurpose room			500	750					200		1,450
Future Achievement Australia Foundation	Provide funds for a community coach, participant to Mingara Max Potential Youth leadership and community coach development program				750							750
Toowoomba Bay Surf Life Saving Club	Assist with new motor for IRB rescue craft			500	250							750
Total Proposed Allocations for 27/05/2009		0	200	1,200	1,750	0	0	0	680	200	0	4,030
Total Accumulated Allocations as at 27/05/2009		2,005	2,600	5,864	5,155	2,631	5,650	1,250	7,500	4,690	4,600	41,945
Pending Allocations to next meeting or requiring further information		0	2,500	0	0	0	0	0	0	0	0	2,500
Balance Uncommitted as at 27/05/2009		5,495	2,400	1,636	2,345	4,869	1,850	6,250	0	2,810	2,900	30,555

ATTACHMENTS

Nil.

5.7 Closed Circuit Television - Toukley

TRIM REFERENCE: F2004/07032 - D01906019

AUTHOR: JV

SUMMARY

Report on Community Safety audit and feasibility of implementing Closed Circuit Television (CCTV) in the Toukley area.

RECOMMENDATION

- 1 That Council note the Community Safety Audit Action Plan.**
- 2 That Council not install CCTV in the Toukley area, based on recommendations from Community Safety Audit.**

BACKGROUND

Council at its meeting held on 11 February 2009;

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

- 1 That further to the continuing and escalating incidents of vandalism and graffiti in and around the Toukley and Toukley East areas, staff report on the findings of the recently conducted Toukley Community Safety Audit soon to be released.*
- 2 That staff report to Council on the feasibility of installing a Closed Circuit TV network in the Toukley area similar to the recently federally funded 27 camera system now being installed in the Woy Woy business district."*

In mid 2008 a representative from the Toukley Senior Citizens Centre approached the Mayor and Council with concerns about the vandalism occurring at their centre, adjacent to the Community Health Centre and various shops in the Town Centre.

Council's Community Development team agreed to facilitate a meeting of the 'key players' who might influence the Town Centre neighbourhood. The aim of the meeting was designed to:

1. Identify the issues and possibilities for invigorating Toukley's Town Centre.
2. Identify strategies to promote and develop a safe and connected neighbourhood for the Toukley Town Centre.
3. Identify other 'key players' in the area.

A working party was formed and is known as 'Together for Toukley'. This is a community-based committee; however Council sets the meeting agendas, coordinates meetings and keeps minutes. Agreed parties involved in this committee are listed below:

- NSW Police Crime Prevention Officer - Tuggerah Lakes LAC (Local Area Command)
- Greater Toukley Vision (GTV)
- Toukley Chamber of Commerce
- Ministry of Transport – Regional Co-ordinator
- Toukley and District Senior Citizens Association

- Toukley Primary School
- Dept of Housing Community Regeneration Worker
- Toukley Neighbourhood Centre
- Members of the Community Safety Precinct Committee
- Community Members

One of the first agreed actions was to conduct a Community Safety Audit.

Toukley Central Business District (CBD) – Community Safety Audit

On 18 November 2008 a team of 29 community members worked with the Crime Prevention Officer from the Tuggerah Lakes Area Command of the NSW Police Force and Wyong Council Community Development staff to conduct a Community Safety Audit on the Toukley CBD during both daytime and night time periods.

The objective of the audit was to identify and evaluate the current and potential safety and security issues for people and property in the area. The audit also aimed to identify a range of strategies that would reduce the likelihood of crime and anti-social behaviour in the area and would also change the negative perceptions that many citizens hold in respect of community safety.

The audit focused on the following areas:

- General impressions of safety
- Lighting
- Visibility and sightlines
- Signage
- Traffic and transport services
- Utilities services
- General maintenance
- Police strategies

Recommendations from the audit are based on Safer by Design principles which themselves are based on Crime Prevention through Environmental Design (CPTED) strategies.

The audit team found that there were a number of inadequacies in respect to the existing safety and security in the audited areas which needed to be addressed in order to minimise risk to both people and property, including:

1. There are numerous arcades throughout Toukley that are contributing to the perception of fear in the area. Arcades that are occupied with businesses are well used during the day, however at night there is no activity being promoted and therefore the area is avoided. Other arcades are not occupied by businesses and therefore are being used for concealment by the homeless, young people and used as canvasses for graffiti. The lighting in the majority of the arcades was not operating, leaving the area looking drab.
2. There is inconsistent lighting throughout the entire audit area. There are some areas that have good lighting and others that do not have any luminaries in place, providing pockets of darkness. The lack of maintenance in lighting is a contributing factor.
3. Overgrown landscaping exists in some areas and inhibits visibility and sightlines. This landscaping also contributes to crime by providing concealment and entrapment opportunities.

5.7 Closed Circuit Television - Toukley (contd)

4. There are areas where general maintenance is an issue with rubbish, broken lights, faded and out-of-date signs, broken windows and graffiti. Graffiti is the main offender, being located in all areas to varying degrees.
5. There is a distinct lack of pedestrian facilities and lack of pedestrian crossings along Main Road.

Other issues identified for further action/involvement include:

- Graffiti strategy
- Transport infrastructure
- Media portrayal management of Toukley
- Need to de-mystify role and impact of methadone clinic
- Consideration of the Town Centre for an 'Alcohol Free Zone'

CCTV

In relation to the Toukley area, CCTV was not a recommended action of this Community Safety report. It should be noted that it is not up to the Committee to identify solutions and strategies; the Police are responsible for developing strategies in response to the issues identified during the Community Safety Audit, which is the basis of the Community Safety Report.

Following liaison and correspondence with Senior Constable Bethany Gaudin, Crime Prevention Officer, Tuggerah Lakes Area Command, the following information was provided in relation to CCTV:

"Before making any decision to install CCTV, a thorough examination of the area being considered for CCTV coverage is required. This should include a careful analysis of crime trends within the area, based on police crime statistics for the previous two years and a survey involving key stakeholders within the area. This information will provide a base for future evaluation if you do decide to install surveillance cameras.

Research shows that CCTV does little to limit spontaneous crimes involving drug and alcohol-affected people. Consequently, surveillance systems have been found to be less effective in the following areas:

- Robbery and theft from the person
- Wounding and assault of the person
- Crimes involving drugs and alcohol
- Isolated incidents and vandalism

In 1998, the New South Wales Privacy Committee observed that:

'Routine visual surveillance in public places should only be permitted when it can be demonstrated clearly that the benefit to the community outweighs to a substantial degree other competing social interests and individual rights....Councils should consider the use of CCTV in public places as a matter of last resort, in cases where it can be demonstrated that other less privacy invasive strategies have failed to address the problem...'

CCTV has both a set up cost and an ongoing recurrent operating cost. These costs can make it expensive to implement and maintain. Furthermore, technology is constantly improving, requiring ongoing decision-making as to whether the equipment being used will need to be upgraded. There is a wide range of costs associated with CCTV systems, with the most expensive involving many cameras, 24 hour monitoring and 'active' monitoring (IRIS 2005, Wilson & Sutton 2003).

Council staff have contacted Gosford Council in relation to their recently installed system in the Woy Woy business district. Gosford Council advises that this system is not a typical system and in fact covers three precinct areas, which creates significant increased costs due to requirements for a wireless system. Preferably, they advise comparison with the system installed 18 months ago in the Gosford CBD.

Gosford Council staff provided the following information:

The Gosford CBD Project, comprising of 13 CCTV cameras whose images were relayed using a wireless network to a recording and monitoring station at the Gosford Council building, was completed in July 2007.

The project took approximately nine months of planning from grant award to tender stage. This planning stage involved investigating industry practices, engaging of an industry specialist consultant (crucial to the preparation of the Specification component of the Tender Document) undertaking a lighting assessment, setting up a steering committee of key community stakeholders to assess possible camera sites, undertaking a day and night safety audit of each potential CCTV camera site, assessment of crime statistics, preparation of the Tender Documents, advertising of Tenders, Tender evaluation, Report to Council recommending the preferred Tenderer and finally award contract.

The duration of the design and installation works by ECS Services (camera installer) and Cirrus Communications (wireless installer) was approximately six months.

Gosford CBD CCTV Expenditure:

Budget Item No	Budget Item Description	Actual (excl. GST) \$
1	Advertising / Publicity	1,556.49
2	Develop CCTV Scheme	7,452.59
3	Buy and Install CCTV Scheme (*incl ~\$20k for Electrician's Contract)	287,977.69*
4	Audit Fees	550.00
5	**Projected Maintenance	53,000.00
	Total	\$350,536.77

****Please note:** Gosford Council has only been able to project annual maintenance costs rather than specific detail.

Conclusion

Council staff do not recommend the installation of CCTV for Toukley CBD, following advice from the Local Area Command, the lack of a recommendation from the Community Safety Audit and after reviewing the planning complexity, cost and maintenance of Gosford's CBD CCTV installation.

ATTACHMENTS

Nil.

5.8 Pacific Highway/Burns Road Connection, Ourimbah

TRIM REFERENCE: F2004/08793 - D01898178

AUTHOR: RCB

SUMMARY

The Roads and Traffic Authority (RTA) has requested comments from Council in relation to the RTA's option of providing a connector road linking Burns Road to the "Old" Pacific Highway at Ourimbah. This option will retain Burns Road as a connection (by-pass) to the F3 Freeway Interchange at Ourimbah. The report recommends support for the proposed connection and identifies the implications this will have for the Burns Road/Chittaway Road intersection which will require upgrading by Council.

RECOMMENDATION

- 1 That Council support the RTA proposal for the construction of a connector road linking Burns Road to the "Old" Pacific Highway at Ourimbah.**
- 2 That Council accept the new connector road linking Burns Road to the "Old" Pacific Highway as a "local road" under Council's maintenance responsibility upon completion of the Construction Works.**
- 3 That Council not agree to contribute to the works referred to in Recommendation 1 with the exception of a part contribution to the cost of the kerb and gutter works immediately adjacent to the "Big Flower" retail nursery.**
- 4 That Council carry out low cost improvement works to the Burns Road/Chittaway Road intersection.**
- 5 That Council apply for relevant grants to undertake the improvement works to the Burns Road/Chittaway Road intersection.**

BACKGROUND

At its meeting held on 24 January 2007, Council considered a report from the Director of Shire Services regarding the Burns Road/Chittaway Road intersection. At that meeting, Council:

"Resolved unanimously on the motion of Councillor BEST and seconded by Councillor VEUGEN:

- 1 That Council not undertake works at this intersection at this time.*
- 2 That upon completion of the Roads and Traffic Authority works at the Pacific Highway and Burns Road intersection that a traffic study be undertaken to review the effects of these works on the Burns Road and Chittaway Road Intersection.*
- 3 That Council send strong representation to the Roads and Traffic Authority and the Minister for the Central Coast opposing the effective closure of Burns Road and the bypass."*

5.8 Pacific Highway/Burns Road Connection, Ourimbah (contd)

The by-pass referred to in the Council resolution relates to the use of Burns Road as a bypass to the F3 Freeway Ourimbah Interchange. Letters were sent to the RTA and the Minister for the Central Coast on 21 March 2007 advising that Council was adamant that the current access from Burns Road to the Freeway Interchange is required to be maintained.

It is considered that there is no suitable alternative for traffic from the south-eastern suburbs of the Shire (The Entrance/Long Jetty/Berkeley Vale, etc.) to access the F3 Freeway to Sydney until such time as the intersections at the Pacific Highway/Chittaway Road and/or the Pacific Highway/Wyong Road and the Wyong Road/F3 Freeway interchange are upgraded.

Council forwarded correspondence to the RTA on 9 February 2007 requesting that it identify improvements proposed to accommodate the large volume of traffic in Burns Road requiring access to the F3 Freeway. Council requested the RTA to submit a number of alternatives on how it is proposed to accommodate the through traffic movement along Burns Road to the Freeway Interchange for Council's consideration.

The RTA briefed Council on 1 August 2007 on the status of the Pacific Highway project at Ourimbah. As part of that briefing, the RTA identified that there were a number of treatments available for the Pacific Highway/Burns Road intersection and the through traffic movement along Burns Road. However, these options were also dependent upon Council's intentions for the future use of Burns Road. The RTA, in its Community Update on the project in August 2007 (see Enclosure A) showed the Highway median closed at Burns Road with the notation "Intersection treatment options under investigation".

Following the briefing, the agreed outcome was for a report to be prepared for Council outlining the options available for the Burns Road connection between Chittaway Road and the Pacific Highway, including via Cambridge Circle, and outlining possible costs to Council.

Prior to the submission of the report to Council, a Councillor briefing took place on 7 November 2007 where it was agreed that the Director Shire Services and Senior Transportation Engineer meet with the RTA to discuss Council's position and provide a further briefing to Councillors. Since that time, there have been several meetings between Council staff and the RTA in an effort to put forward possible solutions.

The RTA commenced work on the construction of the Pacific Highway Stage 2 (Burns Road to Glenn Road), in June 2008 which includes the Burns Road intersection. Whilst the plans show the closure of the Highway median in front of Burns Road, no other works involving Burns Road are shown on the construction plans.

The RTA briefed the new Councillors on 5 February 2009 identifying several options for the treatment of the western end of Burns Road.

The options included:

- Left in and left out only with vehicles doing "U" turns in Ourimbah Creek Road.
- Left in and left out only with vehicles doing "U" turns in Yates Road.
- Burns Road connection to Cambridge Circle/Yates Road.
- Burns Road connection to "Old" Pacific Highway.

At this briefing, the RTA highlighted statistics on the number of accidents occurring at the Burns Road/Chittaway Road intersection:

- During the five year period 2001-2005 there were five injuries including seven tow-away incidents.
- Approximately 20% of crashes occurred during the peak two hour am and pm periods.
- Approximately 30% of injury crashes occurred during the peak hour periods.
- During the five year period 2004-2008 there were 13 accidents resulting in nine injuries.

The left in and left out only options for Burns Road at the Highway does not retain Burns Road as a by-pass to the Freeway Interchange contrary to Council's previous resolution of 24 January 2002. Also, it will create hazardous manoeuvres in either Ourimbah Creek Road or Yates Road with motorists wanting to do "U" turns.

The Cambridge Circuit connection:

- Sends more traffic via established residential areas.
- Is more disruptive to the Highway traffic flows.
- Has signals already identified as part of the current works at the Highway/Yates Road intersection.

The RTA's preferred option is to provide a connection linking Burns Road to the "Old" Pacific Highway as shown in Enclosure "B".

This connection:

- Would assist access to the commuter car park.
- Is aligned partly along the "Old" Pacific Highway road corridor.
- Would require a new channelised intersection on the "Old" Pacific Highway.
- Would eliminate the left turn into Burns Road from the Pacific Highway.

There are obvious shared benefits with connecting the commuter car park to the Burns Road/Highway connector. However, the RTA has concerns that this will place additional pressure on the Burns Road/Chittaway Road intersection and will perpetuate the local vs through traffic conflicts along Burns Road. In this regard, the RTA has sought some assurance from Council concerning its intentions for the Burns Road/Chittaway Road intersection.

The RTA has also requested that:

- The connector road become part of the local road network under Council's maintenance responsibility.
- Council advise of its intention in relation to the Burns Road/Chittaway Road intersection.
- Council contribute to the cost of the connector road.

April 2009 Staff Briefing to Councillors

On 5 April 2009, Council's Senior Transportation Engineer briefed Council regarding Burns Road and in particular the Burns Road/Chittaway Road intersection. At the briefing, it was acknowledged that the RTA's preferred option of the connection of Burns Road to the "Old" Highway would satisfy Resolution three of Council's meeting held on 24 January 2007.

However the following issues need to be considered:

- The new connection may encourage additional traffic to use Burns Road as a "short cut" to the Freeway Interchange.
- It may increase the volume of traffic turning right into Burns Road from Chittaway Road.
- The Burns Road/Chittaway Road intersection has a high accident history.
- Council will need to upgrade the Burns Road/Chittaway Road intersection.

As stated earlier, during the five year period 2004 to 2008, there were 13 accidents resulting in nine injuries at the Burns Road/Chittaway Road intersection.

The RTA advised Council on 3 March 2009 that it would not be prepared to fund improvements to the Burns Road/Chittaway Road intersection and that Council would need to seek other funding sources. The RTA further advised that applications to undertake the work could be made via the Federal Blackspot Safety Improvement Program and would receive RTA support.

Although Chittaway Road is a Regional Road, the RTA document "Arrangements with Councils for Road Management" does not identify funding from the RTA.

There are relatively low cost options available to Council to improve the safety at the Burns Road/Chittaway Road intersection such as:

- Cutting back vegetation to improve sight distance; and
- Widening of Chittaway Road to facilitate a right turn into Burns Road.

It is estimated that the cost of these options will be in the order of \$100K to \$150K.

The works identified should be considered as interim arrangements to improve safety at the intersection until such time as the RTA upgrades the Pacific Highway/Chittaway Road intersection at Ourimbah and/or the Pacific Highway/Wyong Road intersection and Tuggerah Freeway interchange at Tuggerah.

The works do not include any changes to the current single lane viaduct under the railway line. Upgrading of this facility would cost in excess of \$2M and would involve difficult and timely works in conjunction with RailCorp.

Possible funding options that Council could pursue could include:

Black spot (Federal Funding) or;
Regional Roads (Block Grant) funding.

Future RTA Highway and Freeway Interchange Works

The RTA has advised that the status of potential upgrades on other key parts of the road network are as follows:

- “1 *Pacific Highway/Chittaway Road intersection, Ourimbah – options for upgrade were developed as part of the Pacific Highway upgrade investigations, and there were a number of feasible options developed to connect to the road network on the university side of the rail line. The intersection configuration itself has been identified (number and length of approach lanes for signalisation) and the local intersection strategic design was prepared such that the Pacific Highway upgrade currently underway fits with the ultimate layout in the direct vicinity of the intersection. It is recognised that the existing roundabout will have a limited life, and its performance will be checked and reforecast on opening of the Glen Road to Burns Road upgrade. It is expected that the life of the roundabout without improvement would be ten years as a maximum.*
- 2 *Pacific Highway/Wyong Road, Tuggerah – \$500,000 has been allocated in 2008/09 for the planning and development of this upgrade. This planning work is underway.*
- 3 *Wyong Road/F3 freeway interchange – temporary traffic alterations were made to improve the safety performance at this interchange. This interchange has been raised by Council as one needing attention. RTA is currently investigating to upgrade the interchange to address the traffic congestion and safety performance.”*

When the RTA completes works at the Pacific Highway/Chittaway Road intersection and/or Pacific Highway/Wyong Road intersection and Tuggerah Freeway interchange, Council could give consideration to the placement of a median in Chittaway Road at its intersection with Burns Road. This would effectively prohibit a right turn movement into and out of Burns Road.

CONCLUSION

It is considered that until such time as the intersections at the Pacific Highway/Chittaway Road and/or the Pacific Highway/Wyong Road and the Wyong Road/F3 Freeway interchange are upgraded there is no suitable alternative for traffic from the south-eastern suburbs of the Shire (The Entrance/Long Jetty/Berkeley Vale etc) to access the F3 Freeway.

The upgrading of the Burns Road/Chittaway Road intersection is the responsibility of Council. Appropriate low cost improvements would include:

- Cutting back vegetation to improve sight distance; and
- Widening of Chittaway Road to facilitate a right turn into Burns Road.

In this regard, Council should proceed to make application for Black Spot (Federal Funding) and a Regional Roads (Block Grant) to undertake the improvements.

The RTA's apportionment of cost method/manual in dealing with Councils identifies that the Roads Authority (RTA) will bear the full cost of reinstating all side streets to the level of service existing prior to reconstruction of the road, in this case the Pacific Highway. It is argued that the Burns Road connection to the "Old" Highway is maintaining the existing full access to the Highway and therefore full cost of the works should be apportioned to the RTA.

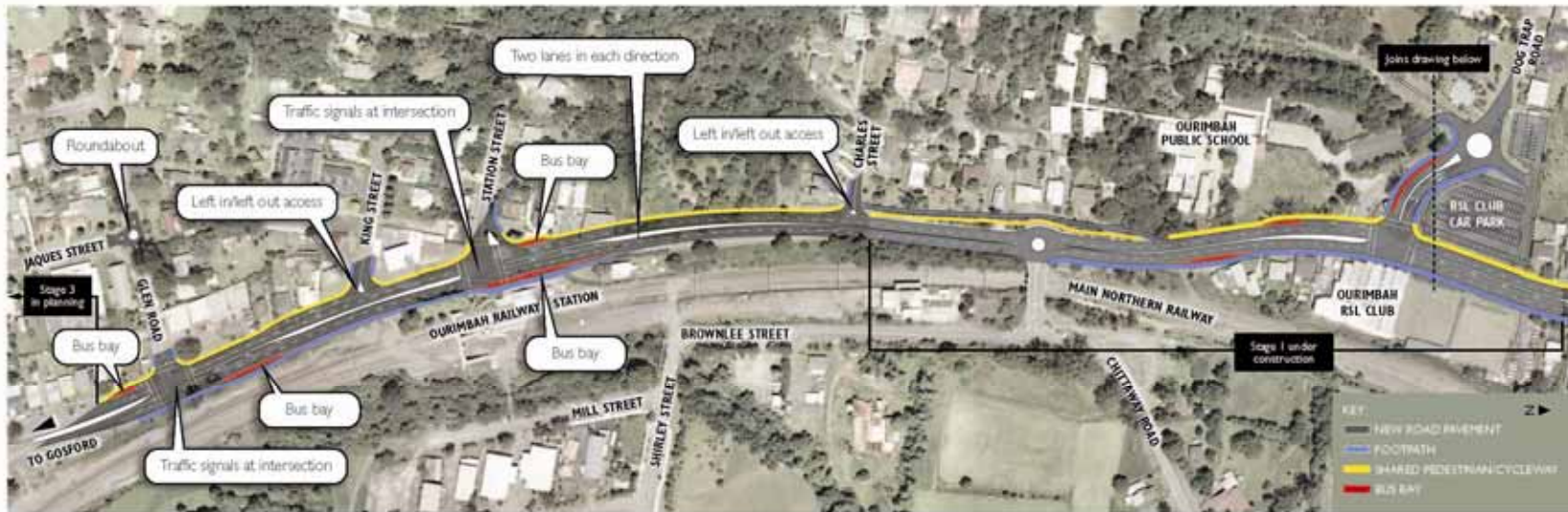
However, the RTA's apportionment of cost manual also identifies that in urban areas, the RTA will bear half the cost of kerb and gutter. Council will bear the other half cost of kerb and gutter and may elect to recover half of this amount (ie. 25% of the RTA's cost) from the adjacent property owner pursuant to Section 217 of the Roads Act 1993. It is argued that Council should not have to pay for kerb and gutter along the connector road where it is not butting private properties where there is no option for any cost recovery.

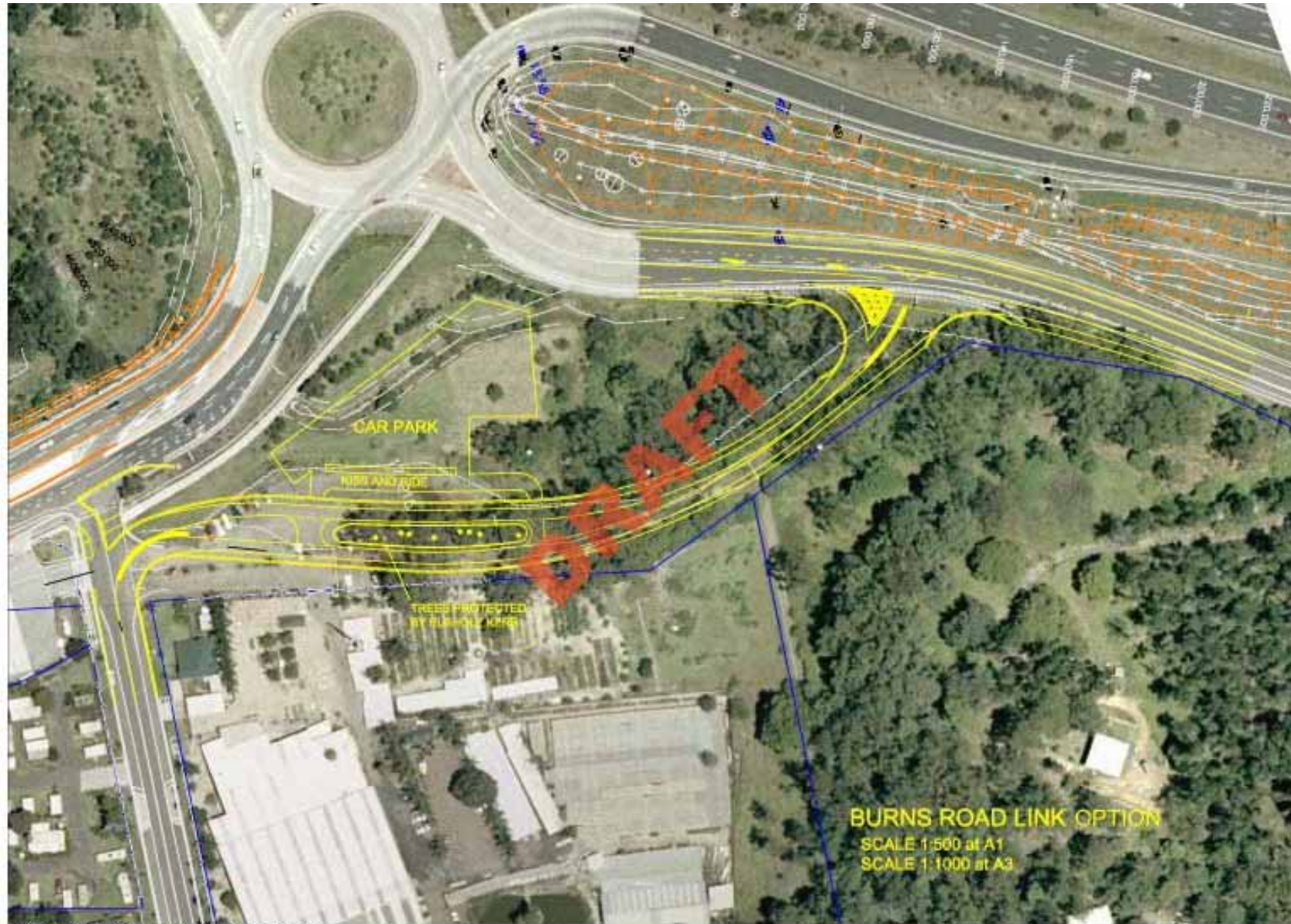
Also, Council is currently heavily committed to its apportionment of cost to the RTA for works along the Pacific Highway at both Ourimbah and Tuggerah. Therefore, it is considered that Council should not contribute to the connector road with the exception of half the cost of the kerb and gutter adjacent to the "Big Flower" retail nursery which Council will be able to recoup from the adjacent property owner.

ATTACHMENTS

- 1 RTA Community Update - August 2007
- 2 Burns Road Connection to "Old" Pacific Highway, North of the Eastern Freeway Interchange Roundabout

Pacific Highway upgrade: Glen Road to Burns Road, Ourimbah – Stage 2





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5.9 2008-09 Management Plan - March 2009 Quarter Review

TRIM REFERENCE: F2004/07006 - D01905514

AUTHOR: BR

SUMMARY

Quarterly report on progress against Council's 2008-09 Management Plan.

RECOMMENDATION

- 1 That Council receive and note the report.**
- 2 That Council approve and endorse budget amendments proposed in this report in accordance with the March Quarter Review – 2008-09 Management Plan.**
- 3 That Council note the advice from Council's Responsible Accounting Officer that in accordance with the Local Government (General) Regulation 2005 (Part 9 Division 3; Clause 203) that Council's financial position is satisfactory.**

BACKGROUND

Section 407 of the Local Government Act 1993 requires the General Manager to report to Council within two months after the end of each quarter on the extent to which the performance targets set by Council's current Management Plan have been achieved during that quarter.

This report contains an overview of progress against Council's Key Focus Areas and the Performance Measures and Strategic Programs identified in the 2008-09 Management Plan. It highlights achievements during the quarter and potential impediments to undertaking actions or meeting performance targets.

HIGHLIGHTS OF THE QUARTER

Federal Funding of Community Infrastructure

In March Council was successful in obtaining \$1,529,000 in funding from the Federal Government under their Community Infrastructure Program designed to support jobs and boost local economies.

The funding includes:

- \$520,000 for Canton Beach playground for the construction of new equipment, landscaping, BBQs and picnic tables;
- \$400,000 to build six new netball courts at Baker Park, Wyong;
- \$259,000 for a shared pathway along the foreshores of Chain Valley Bay at Mannering Park;
- \$250,000 for extension of Buff Point shared pathway into the Budgewoi Lake foreshore reserve; and
- \$100,000 to build a wheelchair access path from the car park at Saltwater Creek playground and upgrade other facilities to meet disability standards.

Sustainability

Council has updated its Procurement Policies to assist the organisation move towards sustainable purchasing across all of its activities: from the purchase of stationery to major construction projects like the Mardi-Mangrove Link.

KEY FOCUS AREAS

In addition to Council's ongoing commitment to a range of services and facilities, the 2008-09 Management Plan includes a list of priority medium-term actions, or Key Focus Areas.

The twelve key focus areas are:

Reference	Key Focus Area
1 Performing Arts Centre	<ul style="list-style-type: none"> • Build a performing arts/entertainment centre in Wyong
2 Sports Grounds	<ul style="list-style-type: none"> • Construct sports grounds at Warnervale-Wadalba
3 Shared Pathways	<ul style="list-style-type: none"> • Extend the shared pathway system
4 Warnervale town centre	<ul style="list-style-type: none"> • Complete the Warnervale town centre – including construction of a Recreation & Aquatic Centre
5 Employment projects	<ul style="list-style-type: none"> • Implement employment generating projects
6 Town Centre Strategies	<ul style="list-style-type: none"> • Complete Stage I of the town centre strategies at The Entrance, Toukley, Warnervale and Wyong/Tuggerah
7 The Entrance town centre	<ul style="list-style-type: none"> • Complete The Entrance town centre upgrade
8 Estuary Management Plan	<ul style="list-style-type: none"> • Adopt, seek funding for and implement the Estuary Management Plan
9 Pacific Highway	<ul style="list-style-type: none"> • Lobby for funding for the Pacific Highway between Tuggerah and North Wyong
10 Water Supply	<ul style="list-style-type: none"> • Secure the water supply
11 Buttonderry	<ul style="list-style-type: none"> • Plan for the future of Buttonderry Waste Management Facility
12 Shire Strategic Vision	<ul style="list-style-type: none"> • Develop an integrated sustainable Shire Strategic Vision

Action plans have been developed to implement each of the twelve key focus areas and they are being emphasised in work programs across the organisation. Pages 86-88 of the Management Plan Quarterly Review enclosure contain the timelines for the Key Focus Area projects.

Progress to date is reported below:

1 Performing Arts Centre

Stage 1 of the process to establish a Performing Arts Centre has been completed. This has involved the completion of research, feasibility and planning studies for the proposed centre including the development of the Business Plan.

The peer review of the draft Business Plan clearly demonstrated that a flat site is critical for achieving an economical building.

\$700,000 has been allocated over 2008-09 and 2009-10 to proceed with the planning of this facility from preliminary design to development application.

Potential funding sources for the capital cost include grants, developer contributions and private sector sponsorship.

Further changes to developer contributions legislation were announced by the NSW Premier in December 2008. The announcement stated that local developer contributions would be capped at \$20,000 per lot/dwelling from 30 April 2009. This would have seriously impacted Council's ability to collect contributions for the Performing Arts Centre. Council has since made a submission to, and met with, the Department of Planning and the indications were that Council will be able to continue to collect contributions for the Performing Arts Centre.

It is estimated, if Stage 2 commences in mid-2009, that the Performing Arts Centre could be designed and constructed over five years i.e. opening in mid-2014. Stage 2 involves sketch design to development application.

During the March quarter the projected capital cost and recurrent costs have been re-assessed in detail. Council staff have maintained dialogue with ArtsNSW to confirm the best way to continue to build the business case for arts funding for capital works and programming at the required time. The DA designs will be used in the official request to State and Federal funding bodies to contribute to Capital Works costs.

2 Sportsgrounds

The redevelopment of the Bateau Bay Closed Landfill and Sportsfield is now being managed by Council. Construction works are approximately 75% complete. All works are expected to be completed by October 2009 with winter sports able to use the fields by April 2010 subject to favourable growing conditions for the new turf.

Three sportsgrounds in the Warnervale area are at various stages of development:

A contract for the construction of the Woongarra Sports Facility off Hakone Road, Woongarra was awarded in April 2009. The aim is to have the facility ready for the winter 2010 season. The contract has been structured to have the playing surface completed by November 2009 to take advantage of the spring/summer growing period.

Further progress on detailed investigations and design for the Warnervale District Fields (off Virginia Road) is dependent upon resolution of issues with the Warnervale Town Centre and clarifying developer contribution funding. No dates are available as to when these issues will be resolved.

A contract for the design of the Hamlyn Terrace Sportsfields in Minnesota Road, adjacent to the new Warnervale Public School (including a new Community Centre) was awarded in April 2009. Subject to funding, completion of construction of the Community Centre is expected by late 2010 and the sportsfields in 2011.

Legislation governing changes to developer contributions has been passed. However, the Department of Planning is yet to release the accompanying guidelines. Indications are that Council will be able to continue to collect contributions to fund the future construction of Section 94 projects, including several of the above sportsfields.

Further changes to development contributions were announced by the NSW Premier in December 2008. The announcement stated that local developer contributions would be capped at \$20,000 per lot/dwelling. This would have seriously impacted on Council's ability to collect contributions for open space land and facilities. Council has since made a submission to, and met with, the Department of Planning and the indications were that Council will be able to continue to collect contributions for open space.

3 Shared Pathways

A number of shared pathway projects were underway as at March 2009 in various locations across the Shire.

At Buff Point funding under the 2008-09 Estuary Management Plan has permitted construction to extend to a point approximately 600 metres east of Matumba Road. Planning is also nearing completion for the balance of the Buff Point pathway project.

It is expected that Estuary Management Plan funding for 2009-10 will enable the substantial completion of the Buff Point pathway through to Sonoma Road Budgewoi where the path will join the existing pathway. This has been assisted by Federal Grant funds for the Kemp Close section (see below).

Federal Government funding has been approved for Kemp Close (a length of 350 metres at Buff Point) and at Mannering Park (a length of 800 metres along the waterfront reserve). Appropriate applications under Part 5 of the Environmental Planning & Assessment Act were lodged in March 2009. It is a condition of the funding that the works be completed by 30 September 2009. To meet this timeline it will be necessary to accelerate construction by the use of a number of contractors and possibly Council's own construction gangs on a number of different work fronts.

In 2008-09 the emphasis at The Entrance North has been on obtaining approvals for the selected route through Crown Land, and thereafter the progressive construction of this pathway with available funds. It is expected that material to form a base for the pathway over the existing sandy soils can be provided from Terilbah Place at The Entrance North almost to the National Park boundary, and a concrete pathway laid over part of this length by June 2009. Approval to use this Crown land was received from the Lands Department in February 2009. Council planning approval was received in March 2009 and construction commenced in April 2009.

4 Warnervale Town Centre

New Railway Station/Interchange at Warnervale

The Department of Environment and Climate Change (DECC) originally refused to give concurrence to the development application (DA) for the new railway station at Warnervale Town Centre due to the issue of the impact on the Heath Wrinklewort (Wyong Daisy).

Therefore, as Council has no statutory power to approve the application without the concurrence of DECC, and given that the application has been made on behalf of a Crown authority, the approval of the Minister for Planning was required before Council could refuse the application. At the Ordinary Meeting of Council on 10 December 2008, it was unanimously resolved to write to the Minister for Planning seeking concurrence to refuse the development application.

To date, the Minister for Planning has not granted approval to Council to refuse this application. Instead, discussions have been held by the Department of Planning (DoP) between representatives from Council, Railcorp and the Department of Environment and Climate Change (DECC) in order to progress the application.

On 10 February 2009, DECC wrote to Council and stated that it would be willing to provide concurrence for the Warnervale Railway Station project on the understanding that:

- Progress has been made in other areas, for example, the land proposed for the establishment of the "Daisy Conservation Reserve" has been rezoned for conservation purposes;

- The “Daisy Conservation Reserve” will be established and that a Plan of Management will be submitted for DECC’s consideration (addressing the requirements detailed in DECC’s correspondence dated 3 June 2008); and
- There is a commitment from Council that the funds required to achieve the outcomes of the Plan of Management will be obtained and secured for the long-term management of the “Daisy Conservation Reserve”.

The requirements detailed in DECC’s correspondence dated 3 June 2008 include, for example, a mechanism to ensure conservation in perpetuity; vegetation management; weed control; monitoring of the total status of the Wyong Daisy in the area on and off the reserve; methodologies aimed at increasing numbers; research into the species; community education into the species; long term funding of the reserve and mechanisms to achieve this.

RailCorp is currently preparing a draft Plan of Management to address these issues. Once Council is satisfied with the Plan of Management, concurrence will be sought from the DECC.

In addition, both Council and the Department of Planning have requested that RailCorp address other outstanding issues including: stormwater management, compliance with the Warnervale Town Centre Development Control Plan 2008, and the connection and integration of the railway station to the existing and future road and pedestrian areas.

Council is still awaiting the resolution of these issues and concurrence from DECC prior to granting consent to the application. The Mayor has sought advice from the State Government on whether construction of the new station will proceed and is still waiting for a formal reply.

Warnervale Town Centre Masterplan

On 7 November 2008, the State Government announced the gazettal of an amendment to the *SEPP (Major Projects) 2005*, to incorporate the Warnervale Town Centre as a State Significant Site under Part 3A of the Environmental Planning and Assessment Act, 1979. On 11 November 2008, the Department of Planning formally adopted the Development Control Plan (DCP) for the site.

Council remains concerned that there are a number of unresolved issues including the Department of Planning’s directive to remove Section 94 charges for riparian corridors and the decision by DECC to withhold biocertification. These issues, as well as the level of uncertainty over the future of the Warnervale Railway Station, are having significant implications on any further planning and development of the Warnervale Town Centre site.

In late January 2009 the Department of Planning asked Council to review its Draft Contribution Plan for the Warnervale town centre with a view to reducing contributions. Council is working with the Department of Planning to try and reduce contributions in the town centre and aims to have a Contributions Plan adopted by the end of June 2009. It is unknown at the stage how much contributions will be reduced by.

The State Government has also imposed a new State Infrastructure Contribution of \$141,000 per hectare on residential development within the Warnervale town centre.

A meeting of key landowners and government agencies was held in April 2009 and it was agreed that this should become a regular forum to provide updates on the planning for the Warnervale Town Centre site and allow discussion of issues. It was also agreed that Council set up a meeting with the Roads & Traffic Authority to discuss the intersection upgrade on Sparks Road (the major road access point to the new town centre).

5 Employment Projects

Wyong Employment Zone

The Wyong Employment Zone (WEZ) was rezoned on 7 November 2008.

In late January 2009 the Department of Planning asked Council to review its Contribution Plan for the Wyong Employment Zone with a view to reducing contributions by 20-30% in order to provide a better return for developers. Council is still working with the Department of Planning to try and reduce contributions in the WEZ. It is unknown, at this stage, how much contributions will be reduced by.

At the same time, the State Government has imposed a new State Infrastructure Contribution of \$91,000 per hectare on the Wyong Employment Zone. The Department of Environment and Climate Change (DECC) is withholding biodiversity certification for the project pending an internal legal review of this process as a result of a legal challenge to the Growth Cities SEPP. This has affected all biodiversity certification proposals in NSW. A draft Plan of Management has been prepared for conservation areas within the WEZ, but this cannot be finalised until DECC provides guidance on what changes (if any) are needed to obtain biodiversity certification.

A report will be considered by Council on the WEZ Development Control Plan and Section 94 Contribution Plan late in 2009.

Precinct 14

Precinct 14 is part of the Wyong Employment Zone and is located on the western side of the freeway and north of Sparks Road. Council staff have assessed a proposal for a concept plan and project application under Part 3A and a submission was forwarded to the Minister for Planning outlining key issues and recommended development consent conditions. Council staff have attended a number of meetings with the proponent to negotiate development consent conditions and matters that need to be covered in a Voluntary Planning Agreement. A draft Voluntary Planning Agreement has been reviewed by Council staff and comments provided to the proponent.

Retail Strategy

Council's revised Retail Strategy and DCP were adopted by Council in December 2007. This long-term strategy provides Council and the community with direction for its retail development over the next 25 years.

6 Town Centre Strategies

Work has continued on finalising most of the strategies while implementation of the Wyong/Tuggerah Strategy has progressed. These strategies continue to be influenced by direction arising from the Central Coast Regional Strategy (CCRS) and the implications of the State Government's requirement for a Shire-wide population capacity target model.

Wyong/Tuggerah

Council adopted the Wyong/Tuggerah Planning Strategy in October 2007. The strategy identified three distinct precincts: Wyong Town Centre, Tuggerah Straight and Tuggerah. The recommendations of the Strategy included the completion of masterplanning for both Baker Park and an Active River Foreshore. Councillors have been briefed on these draft plans as they will be placed on public exhibition in mid-2009. Concurrently, Council is preparing a draft LEP Amendment (No. 178) for the Wyong Town Centre that will facilitate residential and commercial densities within the town centre, consistent with the Central Coast Regional Strategy. Government agencies are currently being consulted concerning the draft LEP and it is envisaged that the draft plan will be placed on public exhibition around June 2009.

Council is also presently initiating work on the revised DCP Chapter 7 – Wyong Town Centre. As part of this review, Council has engaged the services of a consultant to refine the theme for the Wyong Town Centre and to review existing development controls. It is envisaged that this exercise will be completed by May 2009.

Westfield has submitted a Part 3A application to the Minister for Planning to declare the 42ha former abattoir site, known as the “Westfield Gateway Site”, as a major project. The application proposes the establishment of a mixed commercial precinct including a “Norwest” style business park as well as a homemaker centre, high density residential, hotel conference centre, entertainment and recreation facilities, open space and flood management features.

On 23 January 2009, the Minister for Planning gave official notice in the Government Gazette No. 20 that she had received a proposal to amend Schedule 3 of State Environmental Planning Policy (Major Projects) 2005 to include the Tuggerah Town Centre as a State Significant Site. DoP will masterplan the Tuggerah Town Centre which includes the Westfield Gateway site to review the strategic direction for the area and establish planning parameters to guide the redevelopment of the Wyong/Tuggerah Major Centre, in line with the Central Coast Regional Strategy.

The Minister for Planning declined to declare the original "Gateway Site" proposal a major project under Part 3A. However, the Minister is currently considering a revised concept plan from Westfield that covers all of its land holdings including the “Gateway Site”, the existing Shopping Centre and land to the east of the Shopping Centre known as the "Triangle site". The Department of Planning has requested that Westfield provide more detail on the proposal in the form of a Preliminary Environmental Assessment Report.

The Entrance

Council has completed the public exhibition of The Entrance Peninsula Planning Strategy (TEPPS). TEPPS has been revised following consideration of all submissions received during public exhibition. A briefing of Council occurred on 4 March 2009 concerning the key changes in the revised TEPPS. A meeting with community and business representatives in the area was also held on 24 March 2009. Council resolved in April to re-exhibit The Entrance Peninsula Planning Strategy for a further 28 days and for staff to report back on the results of the exhibition.

Toukley

With respect to the draft Toukley Planning Strategy, a review and revision of the March 2006 draft document is continuing considering factors such as the public submissions, WaterPlan 2050, the final version of the Central Coast Regional Strategy and the Toukley Economic Viability Study. This feedback is being used to inform amendments to the Strategy document. At this stage, it is anticipated that the Toukley Strategy will be presented to Council in mid-2009 prior to being placed on public exhibition. It is expected that the final version will be reported to Council for adoption in late 2009 with implementation of the key recommendations to follow.

Ourimbah

Work on the Ourimbah Town Centre Strategy has been deferred pending resolution of issues relating to the RTA upgrade of the Pacific Highway, sporting field upgrades, the Ourimbah Sawmill review and Ourimbah Campus master planning.

7 The Entrance Town Centre

This Key Focus Area – completion of The Entrance Town Centre upgrade works – was finalised in 2007.

8 Estuary Management Plan

Following the Federal Government's \$20 million funding allocation announcement for the implementation of the Plan, the Estuary Management Unit was established to coordinate the implementation of the Plan.

A Federal funding contract was signed in December 2008. This money (\$20m over five years), along with the Stormwater Levy (around \$1.7m p.a.) and contributions from the surpluses from Holiday Park operations (around \$1m p.a.) are funding the implementation of the Estuary Management Plan.

Work is progressing and the implementation works program is being continually monitored and reviewed.

9 Pacific Highway***Tuggerah***

Four lanes of the Pacific Highway between Anzac Road and Mildon Road were opened to traffic on 4 April 2008. The tender for construction of Stage 2 (Mildon Road to Johnson Road) was awarded to Nace Constructions. Stage 2 construction commenced on 28 April 2008. It is anticipated to be completed by the end of 2009. The State Government has allocated \$13 million for this work in 2008-09. The RTA has agreed that the Pacific Highway/Wyong Road intersection is strategically important. However, there remains no commitment from the RTA for improvements to this intersection. The State Government has allocated \$250,000 in 2008-09 to start planning for the intersection improvements.

Wyong

The first round of concept plans for the redevelopment of the Pacific Highway through Wyong were exhibited in November 2006. Council made a submission on the exhibited plans. The RTA exhibited its Preferred Option on 30 July 2008 and a briefing session with the Councillors was held in August 2008. A further briefing by the RTA and Council staff to the Councillors on the RTA's Preferred Option and other alternatives was held in October 2008 and a report on Council's submission to the RTA's Preferred Option was presented to Council in November 2008. The RTA is currently reviewing the traffic report and preparing engineering concept drawings in order to assess the Wyong Chamber of Commerce's preferred option. It is anticipated that a joint meeting between the RTA, Council and Chamber of Commerce representatives will be held shortly. The RTA has allocated \$500,000 in 2008-09 for the "Wyong Town Centre Study – Planning".

Ourimbah

The RTA completed construction of Stage 1 (Dog Trap Road, including the intersection at the Pacific Highway) in July 2007. The Stage 2 (Burns Road to Glen Road) construction contract commenced in June 2008, and is anticipated to be completed in 2010. The State Government has allocated \$18 million for this work in 2008-09. The RTA is not intending to do any works at the roundabout at the intersection of Pacific Highway/Chittaway Road intersection. The RTA anticipates that this roundabout (Pacific Highway/Chittaway Road) will provide adequate service for the next 10 to 15 years. The RTA briefed Councillors on 4 February 2009 regarding the treatment of Burns Road. In April staff will further brief Councillors on Burns Road prior to a report being submitted to Council.

10 Water Supply

The details of Council's progress to secure the water supply via drought management and recovery initiatives are detailed in the Board papers for the meeting of the Gosford/Wyong Councils' Water Authority scheduled for 20 May 2009 and in the enclosure to that report.

11 Buttonderry

Planning for the future of the Buttonderry Waste Management Facility involves maximising the value of the asset and optimising the financial and operational performance of the facility. The development of a Masterplan for the site was completed in June 2007.

Tenders were called in 2008 to develop a commercial strategy to maximise the economic value of the site and to ensure long-term access for waste disposal. Council decided not to pursue this proposal at present and resolved to develop a scoping paper to identify potential alternative use options for the western side (Area 5) of the Buttonderry Waste Management Facility. This scoping paper has now been developed and was presented to Council at a briefing on 8 April 2009. A consultant will now be engaged to investigate and evaluate in detail each alternative use option and recommend the preferred uses and go on to develop a commercial strategy. It is anticipated that this strategy will be completed by December 2009.

A business analysis for Buttonderry Waste Management Facility was completed in December 2007 which will be used, together with the commercial strategy, to develop a long-term financial strategy for the site and a site management plan.

Construction of the new transfer area at Buttonderry has commenced and is scheduled for completion in July 2009. Earthworks for the new office and carpark have also commenced and it is anticipated the upgrade works will be completed by October 2009.

Currently, during times of inclement weather, there is a high risk of mud being tracked from the site onto Hue Hue Road. A wheel wash unit will be installed at the facility to minimise this risk and improve environmental performance. The wheel wash works by pumping large volumes of water onto the wheels and undercarriage of vehicles as they pass through the unit. The water is then recycled through recycling tanks where the sediment is screened out, allowing the water to be reused. It is anticipated that the unit will be installed by July 2009.

In preparation for the construction of the next landfill cell (cell 4.2b), survey and geotechnical investigations have been completed and a leachate and water balance investigation has commenced. A preliminary design has been finalised and development of a detailed design is currently in progress. It is anticipated that tenders for the construction will be called in July 2009 and construction will commence in November 2009.

12 Shire Strategic Vision

The Shire Strategic Vision (SSV) program continued with all activities on schedule during the quarter.

Progress included:

- Refinement of the Shire Strategic Vision Objectives through workshops with representatives from each of the three Liaison Groups to ensure that they were as clear as possible before proceeding to consideration by the Councillors.
- Engagement of the Councillors through a Briefing on 28 January and three major Workshops in February and March leading to the formulation and prioritisation of draft Objectives and Strategies for the Shire Strategic Vision.
- Ongoing liaison, consultation and presentations to community groups, and key stakeholders concerning the status of the SSV program and draft Objectives and Strategies. This included meeting with the Department of Local Government to clarify Integrated Planning directions.

PERFORMANCE MEASURES

The 2008-09 Management Plan includes performance measures to assess whether Council is moving towards its longer term goals of a better community, a better economy and a better environment. Twenty three long-term performance measures have been included in the 2008-09 Management Plan and are updated on an annual basis.

Volume I of the Management Plan identifies 44 performance measures against Council's Key issues which are reviewed and reported on a quarterly basis. At the end of March the methodology behind two of these measures was being reviewed and of the remaining indicators 39 (or 93%) met the targets identified in the Management Plan.

The following performance measures are not on track to achieve their target:

Proportion of Drainage System inspected and rehabilitated per annum

Target – 20% Forecast – 14%

Inspections have been deferred to 2009-10 due to the increased expenditure associated with waste disposal being more than originally budgeted.

Proportion of properties with no water quality complaints.

Target – 99.5% Forecast – 99.4%

There were three incidents in the December quarter that contributed to an increase in dirty water complaints. Two of these were the result of third parties damaging the infrastructure.

Lost Time Injury Frequency Rate.

Target – 18 Forecast – 30

The 2009-10 Management Plan included a challenging target. As Council is falling short of this mark, there has been a renewed emphasis on the Injury Reduction Program. Council is still performing better than the benchmark for self-insured Councils (35).

STRATEGIC TARGETS

The 2008-09 Management Plan identifies 73 strategic targets (or actions) to achieve Council's objectives.

At the end of March it was anticipated that 5 of the 73 actions would not be achieved by June 2009 due to factors outside of Council's control. Of the remaining 68 actions it was anticipated that 63 (or 93%) would meet their original timeframe.

2008-09 Management Plan - Summary of Strategic Targets

	A Better Community	A Better Economy	A Better Environment	Infrastructure	Organisation	Totals
Currently on track to meet original timeframe	25	6	10	13	9	63
Currently uncertain to meet original timeframe	0	0	0	0	0	0
Currently not on track to meet original timeframe Matter outside Council control	3	0	2	0	0	5
Currently not on track to meet original timeframe Matter within Council control	2	0	1	1	1	5
Total	30	6	13	14	10	73

The following strategic targets are not on target to be completed within their original timeframe:

Within Council's Control

1.1.2.3 Subject to finalisation of land acquisition complete design for Hamlyn Terrace Community Centre.

The tender assessment process for the design of the community centre and playing fields has been completed and was reported to Council on 8 April 2009. The design consultant will be engaged in late April 2009 with a design period of 30 weeks. Given the length of the design period, the strategic target of a "completed design" will not be achieved this financial year. Staff attended the Warnervale Fair on 21 March 2009 to inform residents of the project and consult on the types of activities that the community would like to see happen in the new centre. Expressions of interest have also been sought from potential user groups for community office accommodation and/or provision of services and activities. Representatives of these groups will have the opportunity to work with Council and the project architects to provide input into the design of the community centre to ensure that it is reflective of community needs.

Revised Completion Date – Completed design expected by November 2009.

1.11.1.1 Review and update the Heritage Study and Aboriginal Cultural Heritage data to ensure that the comprehensive Wyong LEP is based upon current information.

Grant funding (matching up to \$12,300) has been successfully obtained from the Heritage Office in early March 2009. Preparation of the Brief has been completed partially based upon the Heritage Office's Community Based Heritage Series Guidelines and tenders sought for a heritage consultancy to undertake the review.

Revised Completion Date – The consultant will be engaged early next quarter and based on the requirements of the brief it is expected that the project will be completed by December 2009.

3.1.1.1 Finalise the new Flooding Chapter of DCP 2005.

Review of Council's existing Flood Policy completed. Next step is to convert the Policy into a DCP. Commencement of this project has been delayed due to the inability to recruit a hydrology (flooding) specialist since December 2008. However, a new appointment is likely in May 2009.

Revised Completion Date – December 2009

4.5.2.1 Finalise installation of the methane extraction and utilisation system.

OH&S issues have been resolved and it is expected that the Landfill Gas Agreement will be executed by mid April 2009. Design is scheduled to be completed by July 2009.

Revised Completion Date – extraction system installed by April 2010.

5.2.1.1 Develop a detailed Financial Strategy underpinned by the Shire Strategic Vision and asset management strategies.

During the March quarter the long-term financial model was expanded to include more detailed twenty-year forecasts.

The development of the Shire Strategic Vision and Asset Management Plans is now proposed to be finalised during the second half of 2009. The Long-Term Financial Strategy will be finalised concurrently with these two key projects.

Revised Completion Date – September 2009.

Outside Council's Control**1.1.4.1 Assist with preparation of specific disaster management sub-plans for high risk emergencies (storm, flooding and bushfire). *Initially identified in the September Quarter.***

The Bushfire Risk Management Plan project has commenced. Community consultation will commence in April and technical analysis work is ongoing.

Revised Completion Date – The Rural Fire Service has advised the revised timeframe as October 2009.

1.8.2.2 Complete the construction of the Bateau Bay Playing Fields and associated multi-use recreation infrastructure. *Initially identified in the December Quarter.*

Contractual issues have escalated and Council will now complete the work. Further legal action is pending.

Revised Completion Date – Earliest likely completion date is October 2009 with fields available for use April 2010.

1.8.4.1 Subject to finalisation of the Warnervale Town Centre Masterplan, recommence work on the procurement of the Warnervale Recreation and Aquatic Centre (WRAC) project.

Funding remains an issue with Developer Contributions still uncertain although recent discussions with the Department of Planning have been positive. Delays to Warnervale Railway Station may also impact on start of Town Centre Project and Aquatic Centre. (Refer to the detail under Key Focus Area 4 earlier in this report.)

Revised Completion Date – Not known at this time.

3.1.1.2 Complete the Coastline Management Plan (as a follow-up to the Coastal Hazard Study). Initially identified in the December Quarter.

Contract variation approved by Council in January 2009. Coastline Management Plan proceeding under consultancy to Umwelt. Significant progress to date and project on track for submission to Council in early 2010.

Revised Completion Date – February 2010.

3.2.1.2 Subject to s.94 funding and State Government approval of the WEZ commence implementation of Porters Creek Stormwater Harvesting Scheme.

Preliminary Ecological Risk Assessment (ERA) indicated issues with current Porters Creek Strategy. Final ERA is due next quarter, either confirming the strategy or necessitating a reassessment. (This action is also dependent on the resolution of developer contribution issues detailed in Key Focus Area 5 earlier in this report.)

Revised Completion Date – December 2009.

ACTIONS CARRIED OVER FROM 2007-08 MANAGEMENT PLAN

As foreshadowed in the June Review of the 2007-08 Management Plan, the actions that were not completed during 2007-08 will continue to be monitored and reported on until they are finalised.

Of the 17 actions from 2007-08 Management Plan that were not completed, 5 (29%) were incorporated into 2008-09 or future actions of the Management Plan and 12 (71%) are in progress. 5 of these actions are expected to be completed in 2008-09 and 7 in later years.

2007-08 Management Plan - Actions Carried Forward

	A Better Community	A Better Economy	A Better Environment	Infrastructure	Organisation	Totals
Incorporated into 2008-09 or future actions	1	0	3	0	1	5
In progress	4	1	1	5	1	12
Total	5	1	4	5	2	17

ROLLING WORKS PROGRAM

The revised 2008-09 Rolling Works Program is included as an enclosure to this report.

There have been a number of changes made to the programmes, primarily in relation to additional projects adopted by Council and the deferral of some projects due to the impact on the Works Program of the waste clean ups and the additional costs associated with disposal.

Each project is classified as either Complete, On Track to be completed, Uncertain or Removed/Deferred.

BUDGET OVERVIEW

The March Quarter has seen the full flow-on impact of the economic downturn and waste management issues into the financial position requiring corrective action.

Significant adjustments were made to mitigate the effect of external pressures in the December Quarter and further adjustments have been (and continue to be) made as the full dimensions of the cost impacts on the Management Plan have become evident. Reviews of all operational activities have been undertaken and the collective saving will be achieved in the June Quarter. The organisation has shown a high level of responsiveness and flexibility in managing through difficult times.

The outcome is a full-year projected result for Council's General Fund of a \$170,000 cash deficit which includes a March Quarter deficit of \$94,000. This level of variation in the context of the General Fund's 2008-09 budget of \$148.5m is insignificant and is a creditable effort by a complex organisation in the current economic environment

The full-year projected results for the Water, Sewer and Waste Funds have resulted in a \$12.057m reduction in required cash expenditures. These variations arise from reduced capital programs, income adjustments, and lower than planned loan repayments.

The combined impact of all funds is a March Quarter adjustment of \$11.963m lower cash requirement.

Negative variations are driven by two significant factors: the global financial crisis and associated economic downturn within Australia; and the impact of the waste management environmental concerns by the Department of Economic & Climate Change and the consequent remedial costs and effects on Council's operations.

To counter these pressures, Council has adjusted works programs by shifting resources to alternative income streams and deferring non-urgent works where a temporary reduction in service level (e.g. footpath replacement) can be sustained without basic loss of service.

Council has also implemented strategies to reduce the unavoidable impact of increased costs and/or off-set increased costs wherever possible. These strategies are detailed in the Attachment.

ATTACHMENTS

1	March Quarter Review - 2008-09 Management Plan (distributed under separate cover)	Enclosure
2	2008-09 Management Plan Financial Overview March 2009	D01911727
3	2008-09 Management Plan Financial Performance Review March 2009	D01904864
4	Revised 2008-09 Rolling Works Program	D01916377

Wyong Shire Council

March Quarter Budget Review

Overview

The March Quarter (Q3) has seen the full flow-on impact of the economic downturn and waste management issues into the financial position requiring corrective action.

Significant adjustments were made to mitigate the effect of external pressures in Q2 and further adjustments are required as the full dimensions of the cost impacts on the management plan have become evident. Reviews of all operational aspects have been undertaken and the collective saving required will be achieved in the fourth Quarter. The organisation has shown a high level of responsiveness and flexibility in managing through difficult times.

The outcome is a full year projected result for Council's General Fund is a cash deficit of (\$170K) which includes March Quarter Adjustments of (\$94K). This level of variation in the context of the General Fund 2008/09 Budget of \$148.5M is insignificant and is a creditable effort by a complex organisation in the current economic environment

The full year projected results for Water Fund, Sewer Fund and Waste Fund, have resulted in a \$12.057M reduction in the required cash expenditures. These variations arise from reduced capital programs, income adjustments, and lower than planned loan repayments.

The combined impact of all funds is a March Quarter adjustment of \$11.963M lower cash requirement.

Negative variations are driven by two significant factors; (a) the global financial crisis and associated economic downturn within Australia, and (b) the impact of the waste management environmental concerns by DECC and the consequent remedial costs and effects on Council's operations.

To counter these pressures, Council has adjusted works programs by shifting resources to alternate income streams and deferring non-urgent works where possible provided a temporary reduction in service level (e.g. footpath replacement) can be sustained without basic loss of service.

WSC has also implemented strategies to reduce the unavoidable impact of increased costs and / or off-set increased costs wherever possible. These strategies are detailed below and include increased revenue from the RTA and revised fleet management. Other varied and similar strategies are also in place.

There is a current, unrealised loss on Council's Investments in the vicinity of \$6M in addition to the \$170K projected cash deficit,. This projection remains subject to the external financial market volatility, and timing of distributions from funds. The unrealised capital loss is due to poor liquidity in capital markets resulting in lower market valuations on Council's managed fund investments.

As previously noted, Council has in place investment strategies to hold these undervalued assets to maturity (where possible) to avoid realising in an undervalued market. Council's investment advisors CPG Advisory are strongly supportive and continue to endorse these strategies.

Due to continued market uncertainty, no adjustments have been recognised for returns on investments.

The following summary identifies the major variations driving the forecast cash deficit. These variations may impact on multiple line items within the Management Plan.

Attached to this summary is a table showing the key variations and adjustments to WSC's planned use of resources complete with comment on the corrective actions identified. In summary, the impact on individual funds is as follows:-

SUMMARY OF Q3 ADJUSTMENTS (VARIATIONS) BY FUND	Mar Qtr
General Fund (excluding Waste)	(94)
Waste Reserves	3,223
Water Fund	3,242
Sewer Fund	5,592
Total March Quarter Adjustments (favourable)	11,963

PLEASE REFER TO THE ATTACHED TABLE FOR DETAIL

Council's ability to absorb the above variations has been sorely tested by the fact that in addition to these variations Council's works program had already absorbed in the vicinity of \$3M of additional costs in the 2008/09 financial year.

This resulted in reductions to the works programs as reflected in the December Quarter Review. Additional costs include the Toukley Clean-up, heavy plant (due to fuel increases and reductions in trade-in values), and additional waste tipping fees. The additional waste fees have been absorbed by undertaking tip rehabilitation and new cell work, which means these funds are not available for redistribution to General Fund.

ONGOING RISKS

High levels of inherent risk in the financial year-end forecast remain, particularly in the following areas:

Global Financial Markets – may still impact further on projected investment valuations and returns, resulting in unrealised losses or reduced earnings.

Year to date and projected capital losses and shortfalls in interest projections have not shown as March Quarter Review Budget Adjustments, as the Management Plan only provides for interest income, not returns on investments. These items will show in the year-end profit & loss statements.

Given uncertainty and volatility in the market these predictions remain subject to high levels of external risk. Under the Australian Accounting Standards, the Return of Investments will be reported in the Statutory Financial Reports, and will reduce the Profit & Loss for 2008/09 by the full amount of realised and unrealised losses, and will show on the Balance Sheet as reduced Investment Assets.

Global Economic Downturn – may still impact further on development and property related activity and Council's related income sources.

2007 Storm Grant – Council is still negotiating with the Department of Commerce on payment in full. \$309K remains in dispute primarily for funding of the Cabbage Tree Harbour slip and Tuggerawong Road Slip.

Council also has other future year risks which it continues to manage, including:

- * Additional DECC clean up orders and fines associated with waste management.
- * Loss of the Water and Sewer business
- * Mardi to Mangrove Pipeline project design and resulting costs.

Summary of Major Budget Adjustments/Variations – March Quarter Review

Issue	Fav / (Unfav) \$000s	Comment
Impacts of Economic Downturn Q3		
Reduction in Income Development Application Fees	(182)	This income is driven by the building sector in which activity is reduced due to the economic climate.
Reduced Income s.603 Property Rates Certificates & s.149 Planning Certificates	(85)	Reduced requests for certificates results in reduced income due to lower economic activity causing lower real estate action.
Reduced Scrap Metal Sales	(145)	WSC has traditionally achieved much higher levels of income from this source however lower volumes being disposed of and prices have fallen again due the worldwide downturn in the metals markets.
Reduced Income - Rates	(192)	Budgeted growth in rateable properties not realised for both General & Special Rates.
Subtotal Impacts of Economic Downturn	(604)	Impact: 100% General Fund
Impacts of Waste Management Activity Q3		
Toukley Stockpile Site	(300)	Clean-up and removal of contaminated waste (ACM) has cost an additional \$300K over Dec08 Review when \$3.4M was accommodated in the accounts. The total shortfall will be funded by roads works program, and water & drainage reserves.
Charmhaven Depot Cleanup	(700)	Clean-up and disposal of residual, incorrectly stored material which had accumulated over several years and upgrade of facilities and procedures to ensure environmental compliance with current legislation. Funded by general fund; water & sewer funds.
Subtotal Impacts of Waste Management	(1,000)	Impact: General Fund (\$400K), Water (\$460K), Sewer (\$140K)

Operational Expenses Adjustments to Budget – General Fund		
Plant Program Review	1,200	Based on investigation into whole-of-life costing, the Policy for Light Vehicles has been revised, deferring trade in from 60,000km to 90,000km, providing a one-off reduction of \$700K of light vehicle purchases in 2008/09. There are long-term ongoing savings as Council adopts this optimal use of capital approach. There is a favourable \$200K variation in operations due to reductions in fuel prices from those predicted. As part of this review, it is also proposed to reduce the amount of money transferred to the Plant Reserve by \$300K.
Depot Operations Budget Short-fall	(350)	In the past where specific maintenance was required then these costs were paid for by other budget line items. However, under the Asset Management Program, these costs have been consolidated into one budget to improve asset life cycle management information.
Tumbi Creek Dredging	(150)	Grant funding shortfall (unbudgeted) for essential works. i.e. Anticipated grant funding has not been forthcoming.
The Entrance Sea Wall	(75)	Urgent unbudgeted works required in response to safety audit.
Companion Animals	(74)	Changes to operations at the Animal Care facility including engagement of Vet. This cost has been partly off-set by increased revenue.
Cabbage Tree Harbour	(145)	Continuation of surveillance until year end is required. Final noise and vibration studies are being conducted prior to tender. The Tendering and Contracting process is scheduled to be completed in August 2009, with a planned construction period October to December 2009.
Gravity Youth Centre`	(70)	Increased incidence of vandalism and “tagging” have increased operating costs for cleaning, removal of graffiti and security.
Child Care Operations & Building	104	Savings gained in Childcare Operations of \$54K by improvements in management of staff : child ratio. Deferral / reduction in Building Maintenance costs of \$50K.
Roads Programs	320	Various items with net impact of \$320K saving. Main saving is in Roads Rehab \$670K (deferred non-critical line marking, heavy patching, road reseals and footpath paving) and Street Lighting \$100K. This is off-set by cost over-runs in road reconstruction at Pollock Avenue \$400K and a short-fall in reinstatement income \$50K.

Operational Expenses Adjustments to Budget – General Fund	
Contributions for RTA Works	500
Budget Variations – General Fund	1,260
Impact: 100% General Fund	
Extra work undertaken for RTA – providing increased net income.	
Budget Adjustments – Other Funds	
Water Operations & Capital Program adjustments	3,773
<p>Reduction in Water Loan Repayments by \$2,536K – arising from positive changes in the need to borrow loan monies. Increased Interest \$220K, Reorganised schedules for Capital Works programmes defers expenditure of \$1,842K, including Mardi Works \$800K, WEZ Water Mains \$215K, Pump Stations Refurbishment \$200K, and Mains Adjustments and Relocations \$513K. Share of Pavement Repairs (additional \$200K) at Charmhaven depot. These variations are off-set by reduced contributions from Gosford City Council (\$400K) and Section 64 Contributions (\$225K), however the variations will also result in lower calls on cash Water reserves in 2008/09.</p>	
Sewer Operations & Capital Program adjustments	5,789
<p>Reduction in Sewer Loan Repayments \$419K (see water explanation) , Increased interest \$100K, Revised programming of Capital Works \$5,270K delays: including Aeration Tanks at Wyong South & Charmhaven Treatment Works \$2,515K and Warnervale Sewage Trunk Main \$2,253K due to delays in the WEZ. These variations will result in lower calls on cash Sewer reserves in 2008/09.</p>	
Waste Operations & Capital Program adjustments	3,436
<p>Revised Waste Operations and Capital Plans reflecting up to date information and revised timeframes for closed landfill remediation:</p> <ul style="list-style-type: none"> • Reductions to Domestic and Commercial operations budget \$47K, over accrual ex 2008 • Increased interest \$110K, • Increased Internal Tipping Fees \$540K resulting from clean-up activities and changes to material storage • Increased Domestic Waste Charges income \$150K due to better than the December forecast 	

Budget Adjustments – Other Funds		
		<p>supplementary charges being raised</p> <ul style="list-style-type: none"> Reduced expenditure on Tip Rehabilitation net \$289K based on deferred works at Bateau Bay (\$1.0M) off-set by increased remedial work at Gwandalan, Mardi and Shelly Beach. <p>The reserve provision for future Tip Cell Works has been reduced by \$2.3M, from \$2.8M to \$500K and retained to offset operating costs.</p> <p>These variations will result in lower calls on cash waste reserves in 2008/09.</p>
Budget Adjustments – Other Funds	12,998	<p>Impacts on:</p> <p>Water Fund \$3,773K</p> <p>Sewer Fund \$5,789K</p> <p>Waste Reserves \$3,436K</p>

Overhead Variations		
Employee Overheads	(1,450)	Long-service and other leave payments higher than anticipated but are off-set by lower than expected workers compensation costs. \$0.9M will be funded from Employment Leave Entitlement (ELE) Reserves (see below).
ELE Transfer From Reserve	902	Funds drawn from reserves to meet Employee Overheads
Shire Planning Salaries	(195)	Private Planning Works behind schedule resulting in salaries being carried operationally.
Shire Services Salaries	(650)	Combination of additional staff to meet increased governance and compliance requirements, lower than budgeted labour vacancy rates, and higher direct cost of consultants.
Recruitment	(100)	Increased recruitment to reduce vacancies and higher cost of recruiting senior staff.
Increased Internal Audit	(75)	Recruitment of a senior audit assistant - cost includes salaries and additional vehicle, and cost of consultant.

Various other significant items.	877	<ul style="list-style-type: none"> • Increased property rental income \$100K – from increased contract and lease fees. • Risk Management savings lower premiums \$73K, • Increased interest General Fund \$80K, • Staff Motor Vehicle contributions increased for fourth quarter (\$62K), • Legal Costs recovered from third parties (\$44K), • Fraud Prevention Training increased activity due corporate programme (\$25K), • Equipment purchases deferred \$50K, • Election expense costs – charges from State Govt produce a saving \$72K, • Open Space savings – redeployment of labour to other fund sources \$38K, • Swimming Pool Improvements – deferred fence and grandstand works at Wyong \$30K, • Swimming Pool Operations reduced contract costs \$35K, • Shared Pathway saving from acquisition of grant funds \$33K, • IT Capital deferred \$40K, • Payroll software deferred pending HR Strategy \$24K, • Additional Environmental Processes & Audit requirements (\$120K), • Legal costs capped reducing cost outcome by \$120K, • Community Liaison deferred newsletter cost \$25K,
Sub-Total Other Variations	(691)	Impact: General Fund (\$350K) Water (\$71K) Sewer (\$57K) Waste (\$213K)
Total March Quarter Variations	11,963	

**WYONG SHIRE COUNCIL - MANAGEMENT PLAN FINANCIALS
SUMMARY**

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000	YTD COMMIT \$'000	
MARCH 2009											
EXPENDITURE											
PA 1 - Society	53,067	54,128	48,681	53,004	29,360	6,621	35,981	41,744	5,764	1,938	
PA 2 - Economy	4,693	4,790	5,090	5,080	3,057	79	3,136	3,934	798	312	
PA 3 - Natural Environment	14,777	18,504	18,524	17,465	5,254	1,589	6,843	9,076	2,233	1,789	
PA 4 - Infrastructure	260,736	275,923	194,934	181,108	83,540	23,602	107,143	137,484	30,341	22,051	
PA 5 - Organisation	31,413	32,601	34,072	36,826	17,542	6,536	24,078	25,534	1,456	18,126	
TOTAL	364,686	385,952	301,271	293,467	138,753	38,427	177,180	217,772	40,592	44,216	
SOURCE OF FUNDS											
Revenue	(162,051)	(161,880)	(158,172)	(158,600)	0	0	(138,205)	(141,560)	(3,344)	0	
Grants	(34,316)	(35,039)	(29,218)	(31,294)	0	0	(18,094)	(26,597)	(8,502)	0	
Contributions	(77,414)	(81,634)	(26,654)	(27,217)	0	0	(1,466)	(13,369)	(11,917)	0	
Loans	(51,923)	(51,923)	(51,496)	(51,496)	0	0	(573)	(51,496)	(50,923)	0	
Asset Sales	(17,380)	(17,380)	(16,980)	(13,480)	0	0	(12,867)	(1,485)	11,382	0	
Internals	(17,539)	(23,254)	(24,727)	(28,067)	0	0	(20,069)	(19,759)	340	0	
Transfers to / (from) restricted assets	(4,026)	(14,769)	6,052	14,858	0	0	0	5,543	5,543	0	
TOTAL	(364,686)	(385,875)	(301,185)	(293,297)	0	0	(191,305)	(248,727)	(57,422)	0	
RESULT - Unfavourable / (Favourable)	17	76	76	170	138,753	38,427	(14,125)	(30,955)	18,830	44,216	

Principal Activity: 1
Society

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS						
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000
MARCH, 2009																	
<i>1.1 Community Support & Development</i>																	
1.01.01	1,131	1,131	1,131	1,131	1,132	0	1,132	1,131	(1)	0	1,131	0	0	0	0	0	0
1.01.02	384	384	384	384	385	0	385	384	(1)	0	384	0	0	0	0	0	0
1.01.03	1,767	1,820	1,820	2,424	485	512	996	1,853	857	24	414	1,946	64	0	0	0	0
1.01.04	31	31	31	36	23	0	23	27	4	0	31	0	5	0	0	0	0
1.01.05	20	20	20	20	15	0	15	15	0	0	20	0	0	0	0	0	0
1.01.06	1,434	1,446	1,446	1,558	908	0	908	1,036	127	57	1,288	0	270	0	0	0	0
1.01.07	4,057	3,810	3,810	3,849	0	2,162	2,162	2,719	557	602	0	0	3,149	0	700	0	0
1.01.08	189	427	427	424	354	2	357	244	(113)	74	155	267	2	0	0	0	0
1.01.09	21	21	21	21	16	0	16	21	5	0	21	0	0	0	0	0	0
1.01.10	15	15	15	15	19	0	19	15	(4)	0	15	0	0	0	0	0	0
1.01.11	284	284	284	284	68	0	68	251	183	4	284	0	0	0	0	0	0
1.01.12	55	55	55	55	39	0	39	41	3	0	55	0	0	0	0	0	0
1.01.13	52	52	52	52	58	0	58	39	(18)	0	52	0	0	0	0	0	0
1.01.14	56	56	56	56	36	0	36	56	20	0	56	0	0	0	0	0	0
1.01.15	45	45	45	45	30	0	30	34	4	0	45	0	0	0	0	0	0
1.01.16	39	40	40	40	25	0	25	30	4	0	7	32	1	0	0	0	0
1.01.17	309	309	309	284	200	0	200	232	31	54	284	0	0	0	0	0	0
1.01.18	529	552	552	646	334	0	334	432	99	112	170	376	0	0	0	0	0
1.01.19	465	535	535	523	0	402	402	394	(17)	1	453	70	0	0	0	0	0
1.01.20	626	626	626	646	516	0	516	530	13	0	646	0	0	0	0	0	0
1.01.21	3,367	3,434	3,434	3,350	2,178	8	2,187	2,485	299	69	2,771	572	0	0	0	0	37
<i>1.2 Education</i>																	
<i>1.3 Health</i>																	
1.03.01	70	70	70	70	40	0	40	52	13	2	20	50	0	0	0	0	0
<i>1.4 Housing for Disadvantaged</i>																	
<i>1.5 Community Safety</i>																	
<i>1.6 Public Transport</i>																	

Principal Activity: 1
Society

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS							
	Amended Original Budget	SEP Review	DEC Review	Annual Budget	YTD Actual	YTD Actual	YTD Actual	YTD Budget	YTD VAR		YTD COMMIT	Revenue	Grants	Contrib.	Loans	Asset Sales	Land Sales	Restricted Assets
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
MARCH, 2009																		
1.7 Leisure, Recreation and Open Space																		
1.07 01 Lakes Maintenance	608	646	626	480	378	20	398	423	25	27	392	0	50	0	0	0	38	
1.07 02 Open Space Maintenance	4,367	4,474	4,472	4,784	3,785	0	3,785	3,726	(69)	76	4,237	147	400	0	0	0	0	
1.07 03 Noxious Weeds	140	139	139	138	92	0	92	110	18	14	96	39	0	0	0	0	3	
1.07 04 Floodlight Upgrading	351	385	379	319	0	13	13	263	249	157	131	34	0	0	0	130	24	
1.07 05 Cycleway Improvements	380	528	528	495	0	17	17	260	243	11	92	327	76	0	0	0	0	
1.07 06 Open Space Improvements / Acquisitions	7,842	8,331	2,895	5,087	0	3,315	3,315	5,071	1,755	371	151	111	3,854	0	0	860	111	
1.07 07 Beach Operations	769	775	775	775	630	0	630	679	50	8	688	0	106	0	0	0	1	
1.07 08 Surf Life Saving Club Subsidies	59	59	59	59	59	0	59	59	0	0	59	0	0	0	0	0	0	
1.07 09 Beach Improvements	211	268	268	220	80	1	81	220	139	0	63	0	0	0	0	100	57	
1.07 10 Nursery Operations	101	101	101	101	77	0	77	77	(0)	6	101	0	0	0	0	0	0	
1.07 11 Sport & Cultural Scholarships & Donations	90	90	90	90	52	0	52	47	(5)	3	90	0	0	0	0	0	0	
1.07 12 Sports Club Equipment Grants	50	50	50	50	27	0	27	50	23	0	50	0	0	0	0	0	0	
1.07 13 Swimming Pool Operations	560	560	560	525	348	0	348	350	2	202	525	0	0	0	0	0	0	
1.07 14 Swimming Pool Improvements	100	100	100	70	0	67	67	77	10	1	70	0	0	0	0	0	0	
1.07 15 Cemeteries	90	90	137	137	67	53	120	128	8	0	115	0	0	0	0	0	22	
1.07 16 Infrastructure Grant Commonwealth Government	0	0	0	1,390	0	29	29	1,390	1,361	8	0	1,390	0	0	0	0	0	
1.8 Urban Quality																		
1.08 01 Development Control	891	872	872	872	698	14	710	659	(51)	35	872	0	0	0	0	0	0	
1.08 02 Plan First Levy	150	150	150	150	227	0	227	100	(127)	0	150	0	0	0	0	0	0	
1.08 03 Companion Animals	264	264	264	361	241	2	243	271	27	4	361	0	0	0	0	0	0	
1.08 04 By Laws	1,035	1,059	1,059	1,039	714	2	716	776	61	15	958	0	71	0	0	0	0	
1.9 Parks																		
1.10 Heritage																		
1.10 01 Convict Trail	5	5	5	5	5	0	5	5	0	0	5	0	0	0	0	0	0	
1.10 02 Maintenance of Heritage Building	5	5	5	5	2	0	2	4	1	0	5	0	0	0	0	0	0	
1.11 01 Allocation of Salaries & Overheads	20,007	20,007	20,007	20,007	15,008	0	15,008	14,999	(9)	0	20,007	0	0	0	0	0	0	
TOTAL ACTIVITY	53,067	54,128	48,681	53,004	29,360	6,621	35,981	41,744	5,764	1,938	37,510	5,362	8,049	0	700	1,090	293	

Principal Activity: 2
Economy

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS						
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000
MARCH, 2009																	
<i>2.1 & 2.2 Emp., Wage Structure & Labour Force</i>																	
2.01.01 Town Centre Maintenance	435	485	485	485	384	0	384	329	(54)	0	485	0	0	0	0	0	0
2.01.02 The Entrance Town Centre Mgt	1,408	1,408	1,408	1,408	1,035	0	1,035	1,180	145	0	1,408	0	0	0	0	0	0
2.01.03 Toukley Town Centre Management	137	137	137	137	69	0	69	102	34	0	137	0	0	0	0	0	0
2.01.04 Wyong Town Centre Management	60	60	60	60	45	0	45	45	0	0	60	0	0	0	0	0	0
2.01.05 The Entrance Multi Storey Carpark	110	110	110	110	86	0	86	82	(3)	9	110	0	0	0	0	0	0
2.01.06 Urban Improvements Programme	200	200	200	200	23	0	23	160	137	63	0	0	0	0	200	0	0
2.01.07 Town Centre Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2.01.08 Town Centre Refurbishments	50	94	94	94	103	0	103	81	(22)	120	50	0	0	0	0	0	44
2.01.09 Town Centre Sinking Funds	140	140	140	140	0	0	0	0	0	0	140	0	0	0	0	0	0
2.01.10 Contribution to Economic Development	384	387	387	387	227	0	227	383	156	0	387	0	0	0	0	0	0
2.01.11 Marketing & Promotions	74	64	64	64	38	0	38	54	16	0	64	0	0	0	0	0	0
2.01.12 Coastal Area Improvements	295	305	305	295	0	74	74	167	94	34	0	0	295	0	0	0	0
2.01.13 Council Land Development	0	0	300	300	0	5	5	300	295	86	0	0	0	0	0	300	0
2.02.01 Allocation of Salaries & Overheads	1,400	1,400	1,400	1,400	1,049	0	1,049	1,050	1	0	1,400	0	0	0	0	0	0
TOTAL ACTIVITY	4,693	4,790	5,090	5,080	3,657	79	3,136	3,934	798	312	4,241	0	295	0	200	300	44

**Principal Activity: 3
Natural Environment**

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS							
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000	Restricted Assets \$'000
MARCH 2009																		
<i>3.1 Land</i>																		
3.01 01 Landcare	139	155	174	174	96	0	96	141	45	10	81	83	11	0	0	0	0	
<i>3.2 Water</i>																		
3.02 01 Sediment Traps	183	183	183	203	206	0	206	203	(3)	0	203	0	0	0	0	0	0	
3.02 02 Lakes Management	508	498	498	573	76	0	76	104	28	37	177	0	396	0	0	0	0	
3.02 03 Weed Harvester Operations	345	345	345	266	176	0	176	260	84	15	266	0	0	0	0	0	0	
3.02 04 Creek Dredging	0	487	487	637	259	0	259	487	228	70	150	325	0	0	0	0	162	
3.02 05 Lakes Improvements	195	195	195	405	22	27	49	397	348	33	85	125	70	0	0	0	125	
3.02 06 Stream Bank Improvements	0	0	0	0	3	0	3	0	(3)	2	0	0	0	0	0	0	0	
3.02 07 Beach Maintenance	150	150	150	165	127	0	127	165	37	0	160	5	0	0	0	0	0	
3.02 08 Coastal Management & Hazard Plan	150	150	150	150	2	0	2	0	(2)	79	75	75	0	0	0	0	0	
3.02 09 Cabbage Tree Harbour Works	1,300	1,891	1,891	2,036	181	101	282	475	193	71	910	1,015	0	0	0	0	111	
3.02 10 Pollution Monitoring & Health	230	206	206	196	139	(1)	139	155	17	1	196	0	0	0	0	0	0	
3.02 11 Major Wetland Management	102	102	102	102	15	0	15	76	62	10	102	0	0	0	0	0	0	
3.02 12 Estuary Mgt Plan & Other Stormwater Mgt Works	6,707	9,092	9,092	7,535	370	1,462	1,832	2,867	1,035	1,308	1,684	3,182	1,116	0	0	0	1,553	
<i>3.3 Terrestrial Biodiversity</i>																		
3.03 01 Community Environmental Works	103	386	386	373	147	0	147	247	100	155	90	283	0	0	0	0	0	
<i>3.4 Air & Climate</i>																		
3.04 01 Climate Change - Flood Studies	85	85	85	60	0	0	0	64	64	0	4	56	0	0	0	0	0	
3.05 01 Allocation of Salaries & Overheads	4,580	4,580	4,580	4,580	3,434	0	3,434	3,434	(0)	0	4,580	0	0	0	0	0	0	
TOTAL ACTIVITY	14,777	18,504	18,524	17,455	5,254	1,589	6,843	9,076	2,233	1,789	8,763	5,148	1,593	0	0	0	1,951	

Principal Activity: 4
Infrastructure

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS						
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000
MARCH 2009																	
<i>4.1 Roads</i>																	
4.01 01 Street Trees	112	112	112	112	83	0	83	88	5	0	92	0	20	0	0	0	0
4.01 02 Main Roads	5,209	5,843	5,843	3,756	1,349	1,123	2,472	2,456	(16)	872	499	2,629	4	0	0	0	623
4.01 03 Secondary Roads Construction	28,007	30,735	4,000	4,808	56	2,280	2,342	4,216	1,874	126	808	100	3,900	0	0	0	0
4.01 04 Secondary Roads Rehabilitation	10,114	12,965	12,725	11,881	5,956	4,733	10,690	10,534	(156)	2,219	6,978	3,840	716	0	0	0	247
4.01 05 Secondary Roads Maintenance	4,440	4,464	4,464	4,927	3,651	408	4,059	3,414	(645)	56	4,447	272	208	0	0	0	0
4.01 06 Bridge Maintenance & Construction	504	553	553	553	93	405	497	501	4	24	204	0	49	0	300	0	0
4.01 07 Carpark Maintenance & Construction	206	206	446	480	51	440	491	485	(7)	1	490	0	0	0	0	0	0
4.01 08 Street Lighting Charges	1,970	1,970	1,970	1,870	1,210	0	1,210	1,285	75	0	1,657	213	0	0	0	0	0
4.01 09 Road Safety	310	332	135	135	86	0	86	107	21	2	61	68	6	0	0	0	0
4.01 10 CARES Facility	30	30	30	30	19	4	23	22	(0)	77	15	0	15	0	0	0	0
4.01 11 June 2007 Storm	0	0	0	0	(1)	0	(1)	0	1	23	0	0	0	0	0	0	0
<i>4.2 Drainage</i>																	
4.02 01 Drainage Maintenance	1,263	2,176	2,176	2,266	1,872	0	1,872	1,977	106	92	2,266	0	0	0	0	0	0
4.02 02 Drainage Capital Works	8,875	9,222	9,222	9,222	322	2,837	3,160	8,098	4,938	496	5,090	47	3,516	0	0	0	0
4.02 03 Flood Studies	411	492	492	492	16	0	16	321	305	10	137	355	0	0	0	0	0
<i>4.3 Water</i>																	
4.03 01 Water Pump Station Maintenance	555	555	555	555	407	0	407	416	9	4	555	0	0	0	0	0	0
4.03 02 Water Pump Station Operations	863	863	863	863	608	0	608	655	48	0	863	0	0	0	0	0	0
4.03 03 Water Reservoirs Mains Maintenance	3,166	3,166	3,166	3,166	2,681	0	2,681	2,377	(304)	45	3,166	0	0	0	0	0	0
4.03 04 Water Reservoirs Mains Operations	237	237	237	377	298	0	298	288	(12)	9	377	0	0	0	0	0	0
4.03 05 Water Treatment Plant Maintenance	489	489	489	489	384	0	384	367	(17)	4	489	0	0	0	0	0	0
4.03 06 Water Treatment Plant Operations	897	897	897	897	746	0	746	672	(74)	36	897	0	0	0	0	0	0
4.03 07 Joint Water Supply	1,044	1,044	1,044	1,044	465	0	465	783	318	31	522	0	522	0	0	0	0
4.03 08 Water Administration	2,007	2,920	2,920	3,470	2,751	228	2,979	2,448	(531)	28	3,470	0	0	0	0	0	0
4.03 09 Water Loan Repayments	13,758	13,758	13,758	11,222	6,717	0	6,717	8,314	1,597	0	11,222	0	0	0	0	0	0
4.03 10 Water Capital works	85,583	84,670	31,648	29,806	604	5,042	5,646	21,171	15,525	6,669	1,947	3,754	6,863	17,242	0	0	0
4.03 11 Water Tax Equivalent Payment (TER)	191	191	191	191	0	0	0	0	0	0	191	0	0	0	0	0	0
4.03 12 Bulk Water Supply Security Programme	4,600	4,600	3,600	3,280	2,823	151	2,973	3,043	70	184	3,280	0	0	0	0	0	0

Principal Activity: 4
Infrastructure

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS						
	Amended Original Budget	SEP Review	DEC Review	Annual Budget	YTD Actual	YTD Actual	YTD Actual	YTD Budget	YTD VAR	YTD COMMIT	Revenue	Grants	Contrib.	Loans	Asset Sales	Land Sales	Restricted Assets
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
MARCH 2009																	
4.04 Sewer																	
4.04 01 Sewer Pump Station Maintenance	1,405	1,405	1,405	1,405	1,373	0	1,373	1,053	(320)	13	1,405	0	0	0	0	0	0
4.04 02 Sewer Pump Station Operations	1,801	1,801	1,801	1,801	1,317	0	1,317	1,360	33	36	1,801	0	0	0	0	0	0
4.04 03 Sewer Mains Maintenance	1,452	1,452	1,452	1,452	954	0	954	1,089	135	16	1,452	0	0	0	0	0	0
4.04 04 Sewer Mains Operations	412	412	412	438	230	0	230	337	107	17	436	0	0	0	0	0	0
4.04 05 Sewer Treatment Plant Maintenance	1,856	1,856	1,856	1,856	1,338	0	1,338	1,381	54	19	1,856	0	0	0	0	0	0
4.04 06 Sewer Treatment Plant Operations	3,036	3,036	3,036	3,036	2,601	0	2,601	2,284	(317)	145	3,036	0	0	0	0	0	0
4.04 07 Sewer Administration	1,651	1,651	1,651	1,791	852	2	854	1,189	334	135	1,791	0	0	0	0	0	0
4.04 08 Sewer Loan Repayments	4,495	4,495	4,495	4,076	2,751	0	2,751	3,070	319	0	4,076	0	0	0	0	0	0
4.04 09 Sewer Capital works	11,549	11,549	11,549	6,279	0	1,959	1,959	4,810	2,851	3,044	745	0	1,404	4,130	0	0	0
4.04 10 Sewer Tax Equivalent Payment (TER)	117	117	117	117	0	0	0	0	0	0	117	0	0	0	0	0	0
4.05 Waste																	
Domestic Waste (DW)																	
4.05 01 Domestic Waste Collection & Recycling Contract	8,333	8,333	7,733	7,733	5,409	0	5,409	5,047	(361)	0	7,733	0	0	0	0	0	0
4.05 02 EPA Levy - Domestic Waste	1,604	1,604	1,604	1,604	1,147	0	1,147	1,203	56	0	1,204	0	400	0	0	0	0
4.05 03 Domestic Waste Tip Rehabilitation	2,500	3,024	3,024	3,139	2,883	3,888	6,771	3,123	(3,648)	1,377	3,139	0	0	0	0	0	0
4.05 04 Domestic Waste Green Waste Processing Contract	981	981	981	941	689	0	689	705	18	87	941	0	0	0	0	0	0
4.05 05 Domestic Waste Salaries, Promotion, Rds & Drainage	457	457	457	457	218	0	218	343	124	13	457	0	0	0	0	0	0
Commercial Waste																	
4.05 06 Commercial Waste Collection & Recycling Contract	624	624	524	524	301	0	301	248	(53)	0	524	0	0	0	0	0	0
4.05 07 EPA Levy - Commercial Waste	199	199	199	199	82	0	82	149	87	0	199	0	0	0	0	0	0
4.05 08 Commercial Waste Tip Rehabilitation	150	199	199	188	0	0	0	150	150	0	188	0	0	0	0	0	0
4.05 09 Commercial Waste Salaries, Promotion & Rds Contrib	76	76	76	85	30	0	30	49	16	0	85	0	0	0	0	0	0
Litter																	
4.05 10a Litter Collection - General	1,025	1,025	1,025	1,025	230	0	230	572	343	0	1,025	0	0	0	0	0	0
Tiping Operations																	
4.05 11 Tip Operations	4,626	4,526	4,526	4,426	2,816	0	2,816	3,293	477	3,261	4,426	0	0	0	0	0	0
4.05 12 Tip EPA Levy	5,056	6,413	6,613	6,613	5,534	0	5,534	5,497	(36)	0	6,613	0	0	0	0	0	0
4.05 13a Tip Cell/Area Works	2,800	2,800	2,800	500	0	0	0	0	0	0	500	0	0	0	0	0	0
4.05 13b Tip Cell/Area Works	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4.05 14 Tip Green Waste Processing Contract	946	946	946	946	713	0	713	709	(4)	54	946	0	0	0	0	0	0
4.05 15 Future Tip Replacement & Return on Current Operatio	490	490	490	490	0	0	0	0	0	0	490	0	0	0	0	0	0
4.05 16 Tip Rehabilitation	1,850	6,671	7,101	6,812	0	0	0	6,276	6,276	0	2,709	0	0	0	0	0	4,103
4.05 17 Tip Capital Works	1,505	2,196	2,196	2,196	0	96	96	691	595	2,845	2,196	0	0	0	0	0	0
4.06 01 Allocation of Salaries & Overheads	25,099	25,099	25,099	25,099	18,824	0	18,824	18,817	(7)	0	25,099	0	0	0	0	0	0
TOTAL ACTIVITY	280,736	275,928	194,904	181,108	83,540	23,602	107,143	137,484	30,341	22,051	125,462	11,378	17,624	21,372	300	0	4,973

Principal Activity: 5
Organisation

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS						
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000
MARCH, 2009																	
5.1 Workforce																	
5.01 01 Training & Development	628	628	628	722	503	0	503	574	71	1,148	0	0	0	0	0	0	0
5.01 02 Personnel and Payroll	424	424	424	500	342	1	343	318	(23)	17	500	0	0	0	0	0	0
5.01 03 Risk Management	1,800	1,800	1,800	1,700	1,485	0	1,485	1,663	178	4	1,700	0	0	0	0	0	0
5.01 04 Employee Overheads	18,519	18,534	18,534	19,992	14,619	0	14,619	13,282	(1,337)	25	19,992	0	0	0	0	0	0
5.01 05 Corporate Service Salaries	7,358	7,358	7,358	7,358	5,390	0	5,390	5,320	(77)	2	7,344	0	14	0	0	0	0
5.01 06 Shire Services Salaries	7,599	7,757	7,757	8,527	6,062	0	6,062	5,543	(519)	83	8,361	166	0	0	0	0	0
5.01 07 Shire Planning Salaries	6,844	6,889	6,889	6,824	4,971	0	4,971	4,794	(177)	24	6,179	0	445	0	0	0	0
5.01 08 General Manager's Unit Salaries	907	907	907	981	725	0	725	660	(65)	0	981	0	0	0	0	0	0
5.2 Finance																	
5.02 01 Revenue Collection - General	768	774	774	774	687	0	687	631	(56)	118	774	0	0	0	0	0	0
5.02 02 Supply	462	467	467	487	369	2	371	328	(45)	2	467	0	0	0	0	0	0
5.02 03 Finance Operations	1,399	1,399	1,399	1,558	1,233	1	1,234	1,348	114	32	1,558	0	0	0	0	0	0
5.02 04 Loan Repayments	1,170	1,170	1,170	1,170	439	0	439	877	439	0	1,170	0	0	0	0	0	0
5.02 05 Holiday Park Operations	7,975	7,725	7,763	7,763	4,624	0	4,624	5,466	842	933	7,793	0	0	0	0	0	0
5.02 06 Holiday Parks Capital Works	1,410	1,410	2,125	2,125	0	1,794	1,794	1,753	(41)	510	410	0	0	573	0	0	1,142

Principal Activity: 5
Organisation

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS						
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000
MARCH 2009																	
<i>5.3 Support Systems & Equipment</i>																	
5.03.01	7,620	7,620	8,113	8,463	6,380	0	6,380	6,240	(140)	39	8,463	0	0	0	0	0	0
5.03.02	6,530	6,530	6,710	6,959	0	3,696	3,696	6,104	2,408	111	3,629	0	0	0	2,330	0	0
5.03.03	4,145	4,145	4,145	4,105	2,375	183	2,558	2,836	275	14,262	4,105	0	0	0	0	0	0
5.03.04	2,416	2,962	2,962	4,372	2,624	844	3,468	2,908	(960)	414	4,325	3	10	0	0	0	33
5.03.05	1,839	2,423	2,468	1,992	975	6	981	1,437	456	263	1,482	74	222	0	0	0	215
5.03.06	42	42	42	42	37	0	37	31	(6)	1	42	0	0	0	0	0	0
5.03.07	70	70	70	20	0	8	8	0	(8)	1	20	0	0	0	0	0	0
<i>5.4 Governance</i>																	
5.04.01	674	742	742	622	572	0	572	557	(16)	64	622	0	0	0	0	0	0
5.04.02	740	758	758	778	558	0	558	588	30	65	758	0	0	0	0	0	20
5.04.03	41	34	34	44	33	0	33	25	(7)	0	44	0	0	0	0	0	0
5.04.04	499	499	499	499	316	1	317	331	13	8	499	0	0	0	0	0	0
5.04.05	620	620	620	546	532	0	532	620	88	0	546	0	0	0	0	0	0
5.05.01	(51,086)	(51,086)	(51,086)	(51,086)	(38,315)	0	(38,315)	(38,299)	16	0	(51,086)	0	0	0	0	0	0
TOTAL ACTIVITY	31,413	32,801	34,072	36,820	17,542	6,536	24,078	25,534	1,456	18,126	31,572	243	891	573	2,330	0	1,410

Source of Funds

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS							
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000	Restricted Assets \$'000
MARCH 2009																		
6.1 General Rates & Levies																		
6.01.01	Rates Levy - Current Year	(54,808)	(54,508)	(54,508)	(54,579)	0	0	(54,575)	(54,579)	(4)	0	(54,579)	0	0	0	0	0	0
6.01.02	Rates Abandonments	2,441	2,441	2,441	2,431	0	0	2,433	2,426	(7)	0	2,431	0	0	0	0	0	0
6.01.03	Special Rates	(1,028)	(1,028)	(1,028)	(814)	0	0	(915)	(914)	1	0	(914)	0	0	0	0	0	0
6.01.04	Stormwater Levy	(1,710)	(1,710)	(1,710)	(1,710)	0	0	(1,721)	(1,710)	11	0	(1,710)	0	0	0	0	0	0
TOTAL		(55,105)	(54,805)	(54,805)	(54,772)	0	0	(54,778)	(54,777)	1	0	(54,772)	0	0	0	0	0	0
6.2 Annual Charges																		
6.02.01	Water Availability Charges	(7,432)	(7,432)	(7,432)	(7,432)	0	0	(7,485)	(7,422)	63	0	(7,432)	0	0	0	0	0	0
6.02.02	Water Pensioner Abandonments	1,214	1,214	1,214	1,214	0	0	1,186	1,187	(19)	0	1,214	0	0	0	0	0	0
6.02.03	Sewerage Service Charges	(25,295)	(25,295)	(24,920)	(24,920)	0	0	(24,976)	(24,921)	55	0	(24,920)	0	0	0	0	0	0
6.02.04	Sewerage Pensioner Abandonments	1,225	1,225	1,225	1,225	0	0	1,186	1,220	24	0	1,225	0	0	0	0	0	0
6.02.05	Domestic Waste Management Charge	(18,501)	(18,501)	(17,741)	(17,891)	0	0	(17,900)	(18,075)	(175)	0	(17,891)	0	0	0	0	0	0
6.02.06	Domestic Waste Pensioner Abandonments	1,248	1,248	1,248	1,248	0	0	1,062	1,242	160	0	1,248	0	0	0	0	0	0
6.02.07	Garbage Charges - Commercial	(1,115)	(1,115)	(1,265)	(1,265)	0	0	(1,311)	(1,211)	100	0	(1,265)	0	0	0	0	0	0
TOTAL		(48,656)	(48,656)	(47,671)	(47,821)	0	0	(48,208)	(48,060)	208	0	(47,821)	0	0	0	0	0	0
6.3 User Charges																		
6.03.01	Hire of Civic Centre & Halls	(135)	(135)	(135)	(224)	0	0	(164)	(208)	(44)	0	(224)	0	0	0	0	0	0
6.03.02	Library Photocopying Charges	(20)	(20)	(20)	(20)	0	0	(13)	(15)	(2)	0	(20)	0	0	0	0	0	0
6.03.03	Hire of Sporting Fields/Circuses	(170)	(185)	(185)	(185)	0	0	(41)	(50)	(9)	0	(185)	0	0	0	0	0	0
6.03.04	Child Care Charges	(3,675)	(3,675)	(3,675)	(3,675)	0	0	(2,438)	(2,692)	(255)	0	(3,675)	0	0	0	0	0	0
6.03.05	Water Usage	(20,220)	(20,220)	(18,460)	(18,460)	0	0	(13,553)	(12,397)	1,156	0	(18,460)	0	0	0	0	0	0
6.03.06	Sewer Usage	(743)	(743)	(743)	(743)	0	0	(557)	(695)	(138)	0	(743)	0	0	0	0	0	0
6.03.07	Effluent & Sanitary	(127)	(127)	(127)	(127)	0	0	(34)	(127)	(93)	0	(127)	0	0	0	0	0	0
6.03.08	Recycled Water	(342)	(342)	(342)	(342)	0	0	(197)	(135)	62	0	(342)	0	0	0	0	0	0
6.03.09	Trade Waste	(662)	(662)	(662)	(662)	0	0	(415)	(498)	(81)	0	(662)	0	0	0	0	0	0
6.03.10	Tipping Charges	(9,732)	(9,732)	(9,032)	(9,032)	0	0	(6,615)	(6,589)	26	0	(9,032)	0	0	0	0	0	0
6.03.11	Holiday Parks Charges	(8,158)	(8,158)	(7,736)	(7,736)	0	0	(5,854)	(5,820)	(68)	0	(7,736)	0	0	0	0	0	0
6.03.12	Vehicle Salary Sacrifice Charges	(812)	(936)	(936)	(1,004)	0	0	(714)	(655)	59	0	(1,004)	0	0	0	0	0	0
6.03.13	Property Rentals & Other Administration Charges	(859)	(859)	(859)	(958)	0	0	(1,198)	(644)	554	0	(959)	0	0	0	0	0	0
6.03.14	Copy Shop External Charges	(20)	(20)	(20)	(30)	0	0	(23)	(22)	1	0	(30)	0	0	0	0	0	0
TOTAL		(45,673)	(45,812)	(42,932)	(43,198)	0	0	(31,818)	(30,647)	1,171	0	(43,198)	0	0	0	0	0	0

Source of Funds

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS						
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000
MARCH 2009																	
6.04 Fees																	
6.04 01 Tree Application Fees	(40)	(40)	(40)	(34)	0	0	(24)	(27)	(3)	0	(34)	0	0	0	0	0	0
6.04 02 Cemetery Fees	(90)	(90)	(115)	(115)	0	0	(73)	(84)	(11)	0	(115)	0	0	0	0	0	0
6.04 03 Noxious Weeds Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.04 04 Development Application Fees	(1,060)	(1,060)	(1,060)	(1,088)	0	0	(721)	(828)	(107)	0	(1,066)	0	0	0	0	0	0
6.04 05 DA Advertising & Other Fees	(50)	(50)	(50)	(50)	0	0	(42)	(44)	(2)	0	(50)	0	0	0	0	0	0
6.04 06 PlanningNSW Fee	(170)	(170)	(170)	(170)	0	0	(231)	(127)	104	0	(170)	0	0	0	0	0	0
6.04 07 Construction Certificates & Other Certificates	(350)	(350)	(350)	(350)	0	0	(238)	(274)	(35)	0	(350)	0	0	0	0	0	0
6.04 08 Building Inspection Fees	(400)	(400)	(400)	(400)	0	0	(252)	(240)	12	0	(310)	0	0	0	0	0	0
6.04 09 Section 149 Certificates	(325)	(325)	(325)	(255)	0	0	(210)	(191)	19	0	(255)	0	0	0	0	0	0
6.04 10 Rezoning Fees	(36)	(36)	(36)	(36)	0	0	3	(36)	(38)	0	(36)	0	0	0	0	0	0
6.04 11 Complying Development Fees	(162)	(162)	(162)	(122)	0	0	(95)	(90)	5	0	(122)	0	0	0	0	0	0
6.04 12 On-site Sewerage Management Fees	(115)	(115)	(115)	(115)	0	0	(103)	(95)	8	0	(115)	0	0	0	0	0	0
6.04 13 Subdivision Application Fees	(47)	(47)	(47)	(25)	0	0	(13)	(19)	(6)	0	(25)	0	0	0	0	0	0
6.04 14 Subdivision/Construction Fees	(350)	(350)	(350)	(300)	0	0	(161)	(164)	(3)	0	(300)	0	0	0	0	0	0
6.04 15 Dog Registration & Impounding Fees	(120)	(120)	(120)	(120)	0	0	(132)	(79)	53	0	(165)	0	0	0	0	0	0
6.04 16 Shop Inspection & Other Licence Fees	(230)	(230)	(230)	(230)	0	0	(148)	(133)	16	0	(230)	0	0	0	0	0	0
6.04 17 Water Meter Connection Fees	(380)	(380)	(380)	(380)	0	0	(205)	(245)	(40)	0	(380)	0	0	0	0	0	0
6.04 18 Section 360 Certificates	(48)	(48)	(48)	(48)	0	0	(24)	(37)	(13)	0	(48)	0	0	0	0	0	0
6.04 19 Water Operation Fees	(254)	(254)	(254)	(254)	0	0	(404)	(244)	160	0	(254)	0	0	0	0	0	0
6.04 20 Sewer Application Fees	(209)	(209)	(209)	(209)	0	0	(64)	(180)	(116)	0	(209)	0	0	0	0	0	0
6.04 21 Sewer Operation Fees	(36)	(36)	(36)	(36)	0	0	(53)	(26)	27	0	(36)	0	0	0	0	0	0
6.04 22 Staff Training & OHS Fees	(10)	(10)	(10)	(10)	0	0	(6)	(7)	(1)	0	(10)	0	0	0	0	0	0
6.04 23 Section 603 Certificates	(235)	(235)	(235)	(235)	0	0	(185)	(165)	20	0	(220)	0	0	0	0	0	0
TOTAL	(4,717)	(4,717)	(4,742)	(4,520)	0	0	(3,384)	(3,338)	47	0	(4,520)	0	0	0	0	0	0

Source of Funds

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS						
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000
MARCH 2009																	
6.05 Interest On Investments																	
6.05 01 Interest on Overdue Rates & Charges	(240)	(240)	(372)	(882)	0	0	(640)	(312)	328	0	(882)	0	0	0	0	0	0
6.05 02 Interest Banks & Securities (General)	(2,857)	(2,857)	(2,857)	(2,706)	0	0	1,413	(1,584)	(2,997)	0	(2,706)	0	0	0	0	0	0
6.05 03 Interest Banks & Securities (WSA)	(1,855)	(1,855)	(1,855)	(1,855)	0	0	739	(1,301)	(2,130)	0	(1,855)	0	0	0	0	0	0
6.05 04 Return on Capital - Holiday Parks	(202)	(202)	(202)	(202)	0	0	(151)	(153)	(2)	0	(202)	0	0	0	0	0	0
6.05 05 Return on Capital - Waste	(450)	(450)	(450)	(450)	0	0	0	0	0	0	(450)	0	0	0	0	0	0
TOTAL	(5,604)	(5,604)	(5,736)	(6,095)	0	0	1,361	(3,440)	(4,801)	0	(6,095)	0	0	0	0	0	0
6.06 Other Revenue																	
6.06 01 Emergency Services	(1)	(1)	(1)	(1)	0	0	0	0	0	0	(1)	0	0	0	0	0	0
6.06 02 Public Libraries Sundry Income	(35)	(35)	(35)	(35)	0	0	(27)	(26)	(35)	0	(35)	0	0	0	0	0	0
6.06 03 Parking Fines	(400)	(400)	(400)	(400)	0	0	(203)	(263)	(60)	0	(400)	0	0	0	0	0	0
6.06 04 Other Fines & Costs Recovered - Corp Sev	(160)	(150)	(150)	(160)	0	0	(80)	(112)	(32)	0	(160)	0	0	0	0	0	0
6.06 05 Heritage Book Sales	(1)	(1)	(1)	(1)	0	0	(1)	(1)	0	0	(1)	0	0	0	0	0	0
6.06 06 Ranger Services (The Entrance Town Centre)	(189)	(189)	(189)	(213)	0	0	(133)	(126)	7	0	(213)	0	0	0	0	0	0
6.06 07 Health Services Sundry Income	(33)	(33)	(33)	(28)	0	0	(13)	(22)	(9)	0	(28)	0	0	0	0	0	0
6.06 08 Sundry Roads Income	(40)	(40)	(40)	(124)	0	0	(107)	(98)	9	0	(124)	0	0	0	0	0	0
6.06 09 Insurances Recouped	(150)	(150)	(150)	(114)	0	0	(56)	(45)	11	0	(114)	0	0	0	0	0	0
6.06 10 Sundry Engineering Income	(437)	(437)	(437)	(257)	0	0	(218)	(211)	5	0	(257)	0	0	0	0	0	0
6.06 11 Developer Contributions to Rezoning	(36)	(36)	(36)	(36)	0	0	0	0	0	0	(36)	0	0	0	0	0	0
6.06 12 Sundry Administration Income	(89)	(89)	(89)	(89)	0	0	(65)	(51)	14	0	(89)	0	0	0	0	0	0
6.06 13 Professional Costs Recovered	(50)	(50)	(50)	(6)	0	0	(6)	(5)	1	0	(6)	0	0	0	0	0	0
6.06 14 Legal Costs Recovered - Rates	(440)	(440)	(440)	(440)	0	0	(287)	(198)	88	0	(440)	0	0	0	0	0	0
6.06 15 Repayment of Community/Industrial Advances	(10)	(10)	(10)	(10)	0	0	(4)	(1)	3	0	(10)	0	0	0	0	0	0
6.06 16 Diesel Fuel Rebate	(128)	(128)	(128)	(128)	0	0	(74)	(72)	2	0	(128)	0	0	0	0	0	0
6.06 17 Child Care Sundry Income	(97)	(97)	(97)	(97)	0	0	(63)	(73)	(10)	0	(97)	0	0	0	0	0	0
6.06 18 Insurances Recouped - Plant	0	0	0	(19)	0	0	(19)	(19)	0	0	(19)	0	0	0	0	0	0
6.06 19 Sewer Other Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.06 20 Sundry Admin Income - Shire Plan	0	0	0	(35)	0	0	(25)	(26)	(2)	0	(35)	0	0	0	0	0	0
TOTAL	(2,296)	(2,286)	(2,286)	(2,193)	0	0	(1,379)	(1,350)	29	0	(2,193)	0	0	0	0	0	0

Source of Funds

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS							
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000	Restricted Assets \$'000
MARCH, 2009																		
<i>6.7 General Purpose Grants</i>																		
6.07.01	Financial Assistance Grant	(7,411)	(7,699)	(7,699)	(7,699)	0	0	(5,774)	(5,774)	0	0	0	(7,699)	0	0	0	0	0
6.07.02	Pensioner Rate Subsidy (General)	(1,343)	(1,343)	(1,343)	(1,343)	0	0	(1,326)	(1,333)	(7)	0	(1,343)	0	0	0	0	0	0
6.07.03	Pensioner Rate Subsidy (Waste)	(598)	(598)	(598)	(598)	0	0	(590)	(594)	(4)	0	(598)	0	0	0	0	0	0
6.07.04	Pensioner Rate Subsidy Water (WSA)	(668)	(668)	(668)	(668)	0	0	(485)	(624)	(139)	0	(668)	0	0	0	0	0	0
6.07.05	Pensioner Rate Subsidy Sewer (WSA)	(674)	(674)	(674)	(674)	0	0	(653)	(665)	(16)	0	(674)	0	0	0	0	0	0
TOTAL		(10,694)	(10,982)	(10,982)	(10,982)	0	0	(8,829)	(8,994)	(165)	0	(3,283)	(7,699)	0	0	0	0	0
<i>6.8 Specific Purpose Grants</i>																		
6.08.01	Bushfire Prevention & Equipment Issues	(1,355)	(1,355)	(1,355)	(1,961)	0	0	(668)	(1,080)	(411)	0	0	(1,961)	0	0	0	0	0
6.08.02	Youth Week	(2)	(2)	(2)	(2)	0	0	(39)	(2)	37	0	0	(2)	0	0	0	0	0
6.08.03	Aboriginal Youth Outreach Worker	(78)	(78)	(78)	(78)	0	0	(42)	(78)	(36)	0	0	(78)	0	0	0	0	0
6.08.04	Home & Community Care Aged Worker	(32)	(32)	(32)	(32)	0	0	(22)	(32)	(10)	0	0	(32)	0	0	0	0	0
6.08.05	Library Per Capita Subsidy & Other Library Grants	(359)	(359)	(359)	(359)	0	0	(326)	(356)	(31)	0	0	(359)	0	0	0	0	0
6.08.06	Child Care & Speech Therapist Grants	0	(572)	(572)	(572)	0	0	(340)	(414)	(74)	0	0	(572)	0	0	0	0	0
6.08.07	Immunisation Subsidy	(50)	(50)	(50)	(50)	0	0	(41)	(50)	(9)	0	0	(50)	0	0	0	0	0
6.08.08	Cycleways	(185)	(185)	(185)	(185)	0	0	(36)	0	36	0	0	(185)	0	0	0	0	0
6.08.09	Noxious Weeds & Floodlighting	(64)	(64)	(64)	(73)	0	0	(29)	(73)	(44)	0	0	(73)	0	0	0	0	0
6.08.10	LandCare	(78)	(78)	(78)	(78)	0	0	(43)	(39)	4	0	0	(78)	0	0	0	0	0
6.08.11	Coastal Hazard Management Plan	(75)	(75)	(75)	(75)	0	0	0	(75)	(75)	0	0	(75)	0	0	0	0	0
6.08.12	Cabbage Tree Harbour Works	(650)	(650)	(650)	(650)	0	0	(1)	(650)	(649)	0	0	(650)	0	0	0	0	0
6.08.13	Creek Dredging	0	(325)	(325)	(325)	0	0	0	(312)	(312)	0	(325)	0	0	0	0	0	0
6.08.14	Environmental Systems	(4,000)	(4,000)	(4,000)	(3,106)	0	0	(1,877)	(3,106)	(1,229)	0	0	(3,106)	0	0	0	0	0
6.08.15	Climate Change - Flood Studies	(56)	(56)	(56)	(56)	0	0	0	(56)	(56)	0	0	(56)	0	0	0	0	0
6.08.16	Main Roads Engineering Fees	(2,902)	(2,902)	(2,902)	(3,284)	0	0	(1,599)	(2,608)	(1,008)	0	0	(3,284)	0	0	0	0	0
6.08.17	Roads to Recovery & Auslink	(5,104)	(5,104)	(904)	(1,322)	0	0	(1,320)	(1,322)	(2)	0	0	(904)	(418)	0	0	0	0
6.08.18	Secondary Roads Rehabilitation	(1,690)	(1,788)	(1,788)	(1,788)	0	0	(1,341)	(1,341)	0	0	0	(1,788)	0	0	0	0	0
6.08.19	Secondary Roads Maintenance	(269)	(269)	(269)	(272)	0	0	(204)	(205)	(1)	0	0	(272)	0	0	0	0	0
6.08.20	Road Safety Programme	(210)	(207)	(7)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.08.21	Street Lighting Subsidy	(213)	(213)	(213)	(213)	0	0	0	0	0	0	0	(213)	0	0	0	0	0
6.08.22	Drainage/Flood Studies	(274)	(274)	(274)	(274)	0	0	0	(274)	(274)	0	0	(274)	0	0	0	0	0
6.08.23	Community/Social Worker Salary subsidy	(802)	(20)	(20)	(20)	0	0	(23)	(20)	3	0	0	(20)	0	0	0	0	0
6.08.24	RTA Projects & Safety Officer	(45)	(61)	(61)	(68)	0	0	(40)	(51)	(12)	0	0	(68)	0	0	0	0	0
6.08.25	CARES Facility Ourimbah	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.08.26	SPD projects	(30)	(30)	(38)	(36)	0	0	(5)	(38)	(33)	0	0	(38)	0	0	0	0	0
6.08.27	Australian Water Fund	0	0	0	0	0	0	0	0	(0)	0	0	0	0	0	0	0	0
6.08.28	NSW Dept Sport & Recreation	0	0	(3)	(3)	0	0	(3)	(3)	0	0	0	(3)	0	0	0	0	0
6.08.29	Water Grants	(5,309)	(5,309)	(3,754)	(3,754)	0	0	(131)	(3,754)	(3,623)	0	0	(3,754)	0	0	0	0	0
6.08.30	June 2007 Storm Grants	0	0	0	0	0	0	309	0	(309)	0	0	0	0	0	0	0	0
6.08.31	Open Space & Recreation	0	0	(123)	(285)	0	0	(52)	(273)	(221)	0	0	(285)	0	0	0	0	0
6.08.32	Marketing & Promotions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.08.33	Shire Planning Grants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.08.34	Rural Addressing	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.08.35	Infrastructure Grant Commonwealth Government	0	0	0	(1,390)	0	0	(1,390)	(1,390)	0	0	0	(1,390)	0	0	0	0	0
TOTAL		(23,622)	(24,057)	(18,236)	(20,312)	0	0	(9,286)	(17,603)	(5,337)	0	(325)	(19,570)	(418)	0	0	0	0

Source of Funds

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET			ENCUMB.	SOURCE OF FUNDS						
	Amended Original Budget	SEP Review	DEC Review	Annual Budget	YTD Actual	YTD Actual	YTD Actual	YTD Budget	YTD VAR	YTD COMMIT		Revenue	Grants	Contrib.	Loans	Asset Sales	Land Sales	Restricted Assets
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
MARCH, 2009																		
Contributions and Donations																		
6.09.01	Community Buildings (Sec 94)	(3,357)	(3,107)	(3,107)	(3,146)	0	0	0	(2,710)	(2,710)	0	0	0	(3,146)	0	0	0	0
6.09.02	Libraries (Sec 94)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.09.03	Open Space Improvements (Sec 94)	(6,917)	(7,315)	(1,667)	(3,833)	0	0	(19)	(3,538)	(3,519)	0	0	0	(3,833)	0	0	0	0
6.09.04	Contributions from Landowners (Rezoning)	(641)	(689)	(689)	(148)	0	0	(52)	(148)	(96)	0	(48)	0	(100)	0	0	0	0
6.09.05	Future Planning (Sec 94)	(135)	(135)	(135)	(85)	0	0	3	(85)	(88)	0	0	0	(85)	0	0	0	0
6.09.06	Secondary Roads Construction (Sec 94)	(24,000)	(26,715)	(4,415)	(3,950)	0	0	(8)	0	8	0	0	0	(3,950)	0	0	0	0
6.09.07	Drainage (Sec 94)	(2,165)	(3,516)	(3,516)	(3,516)	0	0	0	(2,185)	(2,185)	0	0	0	(3,516)	0	0	0	0
6.09.08	Engineering Design & Investigation (Sec 94)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.09.09	Staff (Sec 94)	(409)	(409)	(409)	(409)	0	0	0	(409)	(409)	0	0	0	(409)	0	0	0	0
6.09.10	Contributions - Joint Scheme (WSA) - (Gosford C.C.)	(32,090)	(32,090)	(6,406)	(8,006)	0	0	0	0	0	0	0	0	(8,006)	0	0	0	0
6.09.11	Contribution to Works Water (WSA) - (Sec 64)	(2,297)	(2,297)	(949)	(724)	0	0	(60)	0	60	0	0	0	(724)	0	0	0	0
6.09.12	Contribution to Works Sewer (WSA) - (Sec 64)	(1,404)	(1,404)	(1,404)	(1,404)	0	0	0	(1,404)	(1,404)	0	0	0	(1,404)	0	0	0	0
6.09.13	Cycleway (Holiday Parks)	(76)	(76)	(76)	(76)	0	0	(34)	(57)	(23)	0	0	0	(76)	0	0	0	0
6.09.14	Beach Management (Holiday Parks & Sponsorships)	(154)	(156)	(156)	(106)	0	0	(38)	(19)	19	0	0	0	(106)	0	0	0	0
6.09.15	Coastal Reserves (Holiday Parks)	(295)	(295)	(295)	(295)	0	0	(74)	(221)	(147)	0	0	0	(295)	0	0	0	0
6.09.16	Lakes Maintenance (Holiday Parks)	(50)	(50)	(50)	(50)	0	0	(32)	(37)	(6)	0	0	0	(50)	0	0	0	0
6.09.17	Lakes Restoration and Improvement (Holiday Parks)	(466)	(466)	(466)	(466)	0	0	(74)	(345)	(275)	0	0	0	(466)	0	0	0	0
6.09.18	Estuary Management Plan (Holiday Parks)	(997)	(997)	(997)	(816)	0	0	(328)	(612)	(284)	0	0	0	(816)	0	0	0	0
6.09.19	Community Buildings (Holiday Parks)	(270)	(270)	(270)	(270)	0	0	0	(202)	(202)	0	0	0	(270)	0	0	0	0
6.09.20	Street Tree Planting contributions	(20)	(20)	(20)	(20)	0	0	0	(20)	(20)	0	0	0	(20)	0	0	0	0
6.09.21	Secondary Roads Rehabilitation (K&G, Footpaving & CARES Facility Quimbah)	(507)	(507)	(507)	(766)	0	0	(357)	(283)	71	0	0	0	(766)	0	0	0	0
6.09.22	CARES Facility Quimbah	(15)	(15)	(15)	(15)	0	0	(11)	(8)	4	0	0	0	(15)	0	0	0	0
6.09.23	Sundry Public Works (Public)	(10)	(10)	(10)	(10)	0	0	0	(10)	(10)	0	0	0	(10)	0	0	0	0
6.09.24	Waste Performance Improvement	(400)	(400)	(400)	(403)	0	0	(344)	(406)	(56)	0	0	0	(400)	0	0	0	0
6.09.25	Car Park Acquisitions & Constructions (Sec 94)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.09.26	Landcare Contributions	0	(10)	(10)	(10)	0	0	(10)	(10)	0	0	0	0	(10)	0	0	0	0
6.09.27	Contributions to Litter Control from Waste Programme	(679)	(679)	(679)	(676)	0	0	(5)	(676)	(674)	0	0	0	(679)	0	0	0	0
6.09.28	SES & Emergency Contributions	0	0	0	(10)	0	0	(11)	(10)	0	0	0	0	(10)	0	0	0	0
6.09.29	Secondary Rds Maintenance Contributions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.09.30	Contributions Community Development	0	0	0	0	0	0	(7)	0	7	0	0	0	0	0	0	0	0
6.09.31	Road Safety Contributions	0	(6)	(6)	(6)	0	0	(3)	(6)	(3)	0	0	0	(6)	0	0	0	0
6.09.32	Contributions Regulation & Compliance	0	0	0	0	0	0	(5)	0	5	0	0	0	0	0	0	0	0
TOTAL		(77,414)	(81,634)	(26,654)	(27,217)	0	0	(1,466)	(13,383)	(11,917)	0	(48)	0	(27,166)	0	0	0	0

Source of Funds

SERVICE	ANNUAL BUDGET				YTD OPERATING ACTUALS	YTD CAPITAL ACTUALS	YTD ACTUALS	YTD BUDGET		ENCUMB.	SOURCE OF FUNDS							
	Amended Original Budget \$'000	SEP Review \$'000	DEC Review \$'000	Annual Budget \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD VAR \$'000		YTD COMMIT \$'000	Revenue \$'000	Grants \$'000	Contrib. \$'000	Loans \$'000	Asset Sales \$'000	Land Sales \$'000	Restricted Assets \$'000
MARCH 2009																		
6.10 Loans/Funds																		
6.10.01	Water Operations	(41,523)	(41,523)	(41,523)	(41,523)	0	0	0	(41,523)	(41,523)	0	0	0	0	(41,523)	0	0	0
6.10.02	Sewer Operations	(9,400)	(9,400)	(9,400)	(9,400)	0	0	0	(9,400)	(9,400)	0	0	0	0	(9,400)	0	0	0
6.10.03	Holiday Parks	(1,000)	(1,000)	(573)	(573)	0	0	(573)	(573)	0	0	0	0	(573)	0	0	0	
TOTAL		(51,923)	(51,923)	(51,496)	(51,496)	0	0	(573)	(51,496)	(50,923)	0	0	0	0	(51,496)	0	0	0
6.11 Sale of Assets																		
6.11.01	Mobile Plant and Equipment	(2,380)	(2,380)	(1,980)	(1,680)	0	0	(1,066)	(1,337)	(271)	0	0	0	0	(1,080)	0	0	
6.11.02	Land Sales	(15,000)	(15,000)	(15,000)	(11,800)	0	0	(11,801)	(148)	11,652	0	0	0	0	(11,800)	0	0	
TOTAL		(17,380)	(17,380)	(16,980)	(13,480)	0	0	(12,867)	(1,485)	11,382	0	0	0	0	(13,480)	0	0	
6.12 Internal Charges																		
6.12.01	On Line Searches	(2)	(2)	(2)	(2)	0	0	0	(2)	(2)	0	(2)	0	0	0	0	0	
6.12.02	Nursery Sales to Other Departments	(101)	(101)	(101)	(101)	0	0	(97)	(7)	(10)	0	(101)	0	0	0	0	0	
6.12.03	Rangers Services to Holiday Parks	(35)	(35)	(35)	(35)	0	0	0	0	0	0	(35)	0	0	0	0	0	
6.12.04	Road Opening Fees	(260)	(260)	(260)	(162)	0	0	(88)	0	98	0	(160)	0	0	0	0	0	
6.12.05	General Fund Contribution to Drainage	(80)	(80)	(80)	(80)	0	0	(80)	(40)	40	0	(80)	0	0	0	0	0	
6.12.06	Tipping Fees	(3,419)	(7,288)	(7,688)	(8,228)	0	0	(7,175)	(6,832)	343	0	(8,228)	0	0	0	0	0	
6.12.07	Tipping Fees for Community Groups	(52)	(52)	(52)	(52)	0	0	0	0	0	0	(52)	0	0	0	0	0	
6.12.08	Contributions to Loan Repayments	(688)	(688)	(688)	(688)	0	0	(449)	(514)	(65)	0	(688)	0	0	0	0	0	
6.12.09	Mobile Plant Internal Hire	(12,376)	(12,376)	(13,449)	(13,759)	0	0	(10,281)	(10,163)	118	0	(13,409)	0	0	(350)	0	0	
6.12.10	Copy Shop	(180)	(180)	(180)	(173)	0	0	0	(125)	(4)	0	(170)	0	0	0	0	0	
6.12.11	Tax Equivalent payments from Water and Sewer Oper	(368)	(368)	(368)	(368)	0	0	0	0	0	0	(368)	0	0	0	0	0	
6.12.12	WSA Contribution to Asbestos Register	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6.12.13	Water Charges to Open Space	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6.12.14	Contribution from Water & Sewer to General Fund	0	(1,826)	(1,826)	(2,426)	0	0	(1,826)	(2,006)	(180)	0	(2,426)	0	0	0	0	0	
TOTAL		(17,559)	(23,254)	(24,727)	(26,067)	0	0	(20,069)	(19,759)	340	0	(25,717)	0	0	(350)	0	0	
6.13 Transfer From/(To) Restricted Assets																		
6.13.01	Transfer from/(to) Land Reserve	4,101	4,101	3,751	551	0	0	0	0	0	0	0	0	0	0	551	0	
6.13.02	Transfer from/(to) Information Systems	(490)	(490)	(490)	(490)	0	0	0	0	0	0	0	0	0	0	0	(490)	
6.13.03	Transfer from/(to) Election Reserve	(240)	(240)	(240)	(240)	0	0	0	0	0	0	0	0	0	0	0	(240)	
6.13.04	Transfer from/(to) Other Reserves	10,649	3,405	3,023	3,097	0	0	0	474	474	0	(285)	(2,348)	(464)	(590)	0	6,773	
6.13.05a	Transfer from/(to) WSA Reserve	(15,380)	(15,448)	7,988	16,820	0	0	0	5,199	5,198	0	121	0	0	23,807	0	(7,108)	
6.13.06	Transfer from/(to) Waste Reserve	(2,256)	(5,936)	(6,776)	(3,553)	0	0	0	(5)	(5)	0	3,946	0	0	0	0	(7,389)	
6.13.07	Transfer from/(to) Holiday Park Reserve	(410)	(160)	(1,180)	(1,305)	0	0	0	(125)	(125)	0	0	0	0	0	0	(1,305)	
6.13.08	Transfer from/(to) Cemeteries Reserve	0	0	(22)	(22)	0	0	0	0	0	0	0	0	0	0	0	(22)	
TOTAL		(4,026)	(14,766)	6,052	14,858	0	0	0	5,543	5,543	0	3,682	(2,348)	(464)	23,227	0	551	(9,791)

Revisions to Original 2008/09 Rolling Works Programs	STATUS	COMMENT
Principal Activity 1 - Better Community <i>Community Support & Development</i> 1.1.7 Community Buildings Construction - Completed Land Acquisition for Hamlyn Terrace Community Centre		Background planning document and draft design brief will be completed by June.
Community Buildings Construction - On Track The Entrance Multipurpose Community Facility Stage 2 Design of Ourimbah Community Facility		This is on hold pending the resolution of outstanding issues currently delaying the development of the Warnervale Town Centre. Report to be presented to Council during May 2009 re progressing to Stage 2.
Community Buildings Construction - Uncertain		
Design of Warnervale Knowledge Centre (library) Design and approvals for the Wyong Performing Arts Centre		
<i>Open Space and Recreation</i> 1.7.4 Floodlight Upgrades - Completed Don Small Oval Floodlight Upgrade.		Amended Adopted Management Plan - November 2008.
Floodlight Upgrades - On Track Investigation, design and approvals for 2 year programme		Approvals and Part 5 near complete, ready to start on ground works.
1.7.5 Cycleways - On Track Wilfred Barrett Dr Noraville		
1.7.6 Open Space Improvements - Completed Replace turf wicket at Baker Park Installation of dual use goal posts at Budgewoi courts		
Open Space Improvements - On Track Bill Sohier Park Field 3 Construction New playgrounds		
Ovals and Facilities Construction - On Track Woongarrah Sporting Fields Stage 2 Subsoil drainage, investigation and design for 3 year programme		Target date for opening the facility is the Winter 2010 season. Amended Adopted Management Plan - November 2008.
Ovals and Facilities Construction - Uncertain Land acquisitions Darren Kennedy Oval design, investigation and construction		Amended Adopted Management Plan - November 2008.
Ovals and Facilities Construction - Changes Wadalba Environmental Corridor Construct Small Park at Warnervale Rd Hamlyn Terrace Concept design & estimate, small park south of Johns Road Wadalba Subsoil and drainage programme (in order of priority), Ourimbah Soccer No 1 & 2, Lake Haven Oval No 1 & 2, EDSACC North Oval No 1 & 2, EDSACC South Oval No 1 & 2, Kurraba Oval No 1 & 2, Killarney Vale Athletics, Halekulani Oval No 1 & 2.	<i>Removed</i> <i>Removed</i> <i>Removed</i>	Land not yet in Open Space & Recreation ownership. Land not yet in Council ownership. To be done over the next 2 years. Land not yet in Council ownership. To be done over the next 2 years.
Playground Refurbishment - Completed Tuesday St, Tuggerawong		<i>Removed</i> To be undertaken over the next 2 years.
Playground Refurbishment - On Track Ewen Howlett Reserve, Long Jetty Peel St, Toukley (Osbourne Park) Investigation, design and construction of playgrounds.		Amended Adopted Management Plan - November 2008.
1.7.9 Beach improvements Rebuild and refurbishment of SLSCs - On Track Investigation, design and approvals to rebuild and refurbishment of SLSCs.		Amended Adopted Management Plan - November 2008.
1.7.14 Swimming Pools Cyclical maintenance and repairs to Wyong, Toukley and The Entrance Swimming Pool refurbishments - Completed Toukley Pool - roof repairs Toukley Pool - new security fence Wyong Pool - Drainage works Swimming Pool refurbishments - On Track Toukley Pool - Hydro pool blanket Wyong Pool - Fence repairs The Entrance Ocean Baths - overhaul pumps Swimming Pool refurbishments - Changes The Entrance Ocean Baths - shade/awning structure		<i>Removed</i> Deferred to 2009/10.
Principal Activity 2 - Better Economy <i>Employment and Incomes</i> 2.1.6 Urban Improvement Programme - On Track Sparks Rd Warnervale Landscaping		Recommendation made for preferred supplier of tiles for ongoing maintenance.
2.1.7 Town Centre Refurbishments - On Track The Entrance		
Town Centre Refurbishments - Changes Wyong Town Centre Toukley Town Centre	<i>Removed</i> <i>Removed</i>	No works to be undertaken in 2008/09. No works to be undertaken in 2008/09.
2.1.12 Coastal Area Improvements - Completed Construct Picnic Shelter, Jenny Dixon Reserve		
Coastal Area Improvements - Changes Soldiers Beach reserve & hind dune carpark Stages 1 & 2	<i>Removed</i>	Due to reduced Cluster funding the rear carpark has been removed from the rolling works program.
Principal Activity 3 - Better Environment <i>Water</i> 3.2.5 Lakes Improvements - Completed Complete Boat Ramp, Picnic Shelters and Other Works at Picnic Point Reserve		

Lakes Improvements - On Track	Reserve Upgrades to be Confirmed	
3.2.12 Estuary Management Plan Implementation - On Track	Stormwater treatment measures in urban areas	
	Stormwater treatment measures around lake edges	
	Community stormwater pollution education campaigns	
	Stormwater treatment measures in coastal areas	
	Stormwater treatment measures around Lake Macquarie	
	Rivers and creeks	
	Boat access to rivers	
	Lakeside recreation facilities and visual appearance	
Principal Activity 4 - Infrastructure		
Roads		
4.1.2 Main Roads - Completed	Thompson/Watkins (blackspot funded)	
Main Roads - On Track		
	Regional Roads Rehabilitation	
	Other RTA funded Works	
	Upgrade Pacific Hwy Tuggerah	
	Landscaping maintenance Wyong Rd	
	RTA funded works undertaken by Council staff on State Roads	
4.1.3 Secondary Road Construction - Completed	Goorama Ave left hand turn lane	
	Warnervale Rd Footpath (Albert Warner)	
Secondary Road Construction - On Track	The Entrance Streetscape Improvements	
	Bus Shelters at Warnervale	
	Lindsay/Waterview	
	Johnson Rd /Pacific Hwy Intersection	
	Preparation of designs & estimates (all plans)	
	Ocean/Fairport	Carry over from 2007/08, power pole relocation and land acquisition delays.
Secondary Road Construction - Changes	Warnervale Rd (over culvert)	Removed Deferred to 2009/10 due to design issues.
	Railway Rd Warnervale Stage 1 (Link Rd)	Removed Deferred due to issues with Section 94 funding.
	Grandview St/Bonnieview St roundabout	Removed Deferred, as a result of a review of available section 94 funding.
	Boondilla Rd/Gosford Ave channelisation	Removed Deferred to July 2009.
	Corridor Land acquisition within the WEZ	Removed
4.1.4 Secondary Road Rehabilitation		
Major Roads Rehabilitation - Completed	Street Trees	
	Brooke Ave school zone improvements	
	Lakedge Ave & Audi Pde Berkeley Vale Roundabout (plus drainage)	
	Watson Ave Tumbi Umbi	
	Panorama Ave Charmhaven Stage 5B (plus drainage)	
	Bush St Norah Head Stage 2 (plus drainage)	
	Glen Rd Ourimbah	
	Fern Road Ourimbah	
	Eastern Rd Tumbi Umbi Stage 3A (plus drainage)	
	Pollock Ave Wyong	
	McLachlan Ave Long Jetty	
	The Ridgeway Tumbi Umbi	
	Bushells Ridge Rd Wyee	
Major Roads Rehabilitation - Changes		
	Brooke Ave school zone improvements	Removed Deferred to July 2009 school holidays to minimise disruption and integrate with resal works.
	Brush Rd Tumbi Umbi Stage 2 (plus drainage)	Removed Deferred to 2009/10 - Outstanding land acquisition issue.
	Toowoan Bay Rd/Nirvana St/Pacific St Long Jetty Stage 2	Removed Deferred to 2009/10 - Funds utilised for increased waste disposal, depot and environmental clean up works.
	Cadonia Rd Tuggerawang (plus drainage)	Removed Deferred due to design modifications, funds offset Council's contribution to the Maitaram Rd Woongarah
	Maitaram Rd Woongarah	Removed Deferred pending resolution of changes to developer contributions legislation.
	Lakedge Avenue & Kingsford Smith RAB	Removed Alternative designs being investigated.
	The Corso Gorokan Stage 2B (plus drainage)	Removed Deferred to 2009/10 - Funds utilised for Toukley clean-up.
	Tuggerah Pde (Saltwater Creek Project) Long Jetty	Deferred to 2009/10 - Funds utilised for Water & Sewer proposing an effluent disposal main under this road in 2010/11.
	Maitaram Rd Development Cont. Woongarah	Removed Developer yet to commence subdivision. Funds utilised for Toukley clean-up.
Minor Roads Rehabilitation - Completed		
	Naelcm Ave Killarney Vale	
	Esther Ct Gorokan	
	Copnor Ave The Entrance	
	Leetes Lane Tumbi Umbi	
Minor Roads Rehabilitation - Changes		
	Yates Rd Ourimbah	Deferred to 2009/10 due to RTA investigations in this area.
	Cambridge Ct Ourimbah	Deferred to 2009/10 due to RTA investigations in this area.
	Yaralla Rd Toukley	Deferred to 2009/10 due to RTA investigations in this area.
	Jilliby Rd Jilliby	Deferred to 2009/10 due to RTA investigations in this area.
Resealing - Completed		
Regional Roads (3x3 and Block Grant)		
Resealing - On Track		
Local Roads		
Heavy Patching - Completed		
Heavy Patching Reseals		
Footpaving - Completed		
Gamban Rd Gwandalan		
Eastern Road Bateau Bay		
Lukela Ave Budgewoi		
Cams Blvd, Summerland Point		
Margaret Street		
Allambee Ave		
Footpaving - On Track		
North Entrance		
Footpaving - Changes		
Wallarah Rd (Nth), Kanwal	Removed Projects deferred to future years.	
SH10 Pacific Hwy, Charmhaven	Removed Projects deferred to future years.	
Fravent St, Toukley	Removed Projects deferred to future years.	
Pearce Rd, Kanwal	Removed Projects deferred to future years.	
Oakland Ave, The Entrance	Removed Projects deferred to future years.	
Eloora Rd (East), Long Jetty	Removed Projects deferred to future years.	

Kerb and Gutter Infill - Changes Marks Rd Gorokan Hutton Road, North Entrance	Removed Removed
Pedestrian Protection - Completed Girraween St/Buf Point Ave Buff Point	
Shire Entry Treatments - On Track	
4.1.6 Bridge Maintenance & Construction Bridge Refurbishment - Completed Simons Lane Bridge Yarramalong	Major rehabilitation of existing bridge to increase load limits.
Bridge Refurbishment - On Track Hidden Valley Bridge Ourimbah Creek	Major rehabilitation of existing bridge to increase load limits.
Bridge Refurbishment - Changes Boyd's Lane Bridge Mandalong Rd	Awaiting power pole relocation and land acquisition. Funds being utilised to fund other bridge designs including Palmdale, Hidden Valley and Bunning Creek. Removed Deferred due to design issues.
4.1.7 Carpark Construction - Completed Cutler Drive Wyong Yakalla Carpark	
Drainage 4.2.2 Drainage Drainage Construction - Completed Network Rehabilitation Wattle St Noraville San Remo area Lakedge Ave Berkeley Vale (with roadworks) Eastern Rd Tumbl Umbi Stage 3 (with roadworks) Bush St Norah Head Stage 2 (with roadworks) Perouse Ave San Remo Turner Ct Bluehaven Dickson Rd Drainage Birdwood Rd Drainage Arlington St Drainage	
Drainage Construction - On Track Campbell Ave/Warrigal St The Entrance Della Ave/Manoa Rd Budgewoi Buff Point Drainage Mandalong Culverts	
Drainage Construction - Changes Villa Ct Budgewoi Cadonia Rd Tuggerawang (with roadworks) Toowoomba Bay Rd/Nirvana St/Pacific St Toowoomba Bay Stage 2 (with roadworks) Brisbane St Noraville (87 Kelsey Rd) Anzac Avenue Wyong Stage 1 The Corso Gorokan Stage 2B (with roadworks)	Design objectives unable to be achieved. \$1M to achieve <Q5 event not acceptable Removed cost/benefit. Removed Roadworks deferred. Deferred to 2009/10. Funds utilised for increased waste disposal, depot and environmental clean up works. Removed Deferred. Funds utilised for Toukley clean up. Removed Deferred to 2009/10. Funds utilised for incremental clean up works at Toukley Removed Deferred to 2009/10. Funds utilised for Toukley clean-up.
Section 94 Funded Works - Uncertain Warnervale water quality facilities A1 and B6	
Water Supply 4.3.10 Water Supply Headworks - Completed Balickera Pre - Treatment Facilities	
Headworks - On Track Mardi High Lift Pump Station and High Voltage Ring Main Mardi Dam Transfer Mardi to Mangrove Transfer System Mardi Dam Raising and Ancillary Works Mardi Power Supply Upgrade Mardi Dam Pre-treatment Facilities associated with Mangrove to Mardi Transfer System Water Quality 2010	Ongoing.
Headworks - Changes Preconstruction activities for GCC works associated with Mardi High Lift Pumping Station Mangrove Weir to Mooney Mooney Dam Transfer System	Removed Deferred to 2012/13.
Porters Creek (Warnervale) Stormwater Harvesting Project - Drainage Porters Creek (Warnervale) Stormwater Harvesting Project - 100% Grant Funding Porters Creek (Warnervale) Stormwater Harvesting Project (JWS) Upgrade Fishways at Mangrove Creek and Wyong River Mardi Dam Pre-treatment Facilities associated with Mangrove to Mardi Transfer System	Removed Deferred to 2009/10 (land acquisition). Removed No grant funding received. Removed Deferred to 2010/11. Removed Deferred to 2009/10. Removed Deferred to 2010/11.
Infrastructure (Growth/Effluent Reuse/Stormwater Harvesting) - On Track Warnervale Town Centre Water Warnervale Employment Zone water mains Reclaimed Effluent Plant Upgrades/Extension of Effluent Reuse Projects constructed under Water Savings Fund	Ongoing. Ongoing.
Infrastructure (Growth/Effluent Reuse/Stormwater Harvesting) - Changes Mardi to Warnervale Trunk Main DSP Works	Removed Deferred to 2010/11 pending further investigations required on the route. Removed Deferred to 2009/10.
Refurbishment - On Track Reservoirs Mains (All Types) Pump Stations Telemetry Office Equip & Small Plant Mardi Dam Replacements/Renewals Treatment General (Mech/Elect) Main Adjustments (Relocations) Water Meter Refurbishments	Ongoing. Ongoing. Ongoing. Ongoing. Ongoing. Ongoing. Ongoing. Ongoing.
Standards (EPA and OH&S) - On Track Fittings and Tapping Band replacements Dismantling pits, Valve Bypasses and Motorised Valves	Ongoing. Ongoing.

Sewerage 4.4.9	Sewerage Headworks - On Track Charmhaven STP - Aeration Tank				
	Headworks - Changes Wyong South STP - Aeration Tanks and Inlet Works Bateau Bay STP Inlet Works			Removed Deferred to 2009/10. Additional To be completed in 2010/11.	
	Infrastructure - On Track Warnervale Sewerage Trunk Mains Warnervale Employment Zone Trunk Mains Trunk Main Extensions			Ongoing.	
	Refurbishment Mains Refurbishment - On Track Mains Refurbishment/Replacement Effluent Disposal Mains Refurbishment			Ongoing. Ongoing. Ongoing.	
	Pump Station Refurbishment - On Track Upgrade B11, B13, C6, C3, W51, W53, C16, T8 and B8 Refurbish Electrical Equipment Refurbish Mechanical Equipment Refurbish Flowmeters Consultancies for Design (Refurbishment/Upgrades) Upgrade Telemetry Existing Odour Control System Refurbishment Existing Diesel Generator Refurbishment			T8, T22 and C16 - On Track (The rest are to be done in 2010/11). Ongoing. Ongoing. Ongoing. Ongoing. Ongoing. Ongoing. Ongoing. Ongoing.	
	Treatment Plant Refurbishment - On Track Mechanical/Electrical/Civil Refurbishment Consultancies (for major refurbishment/upgrades)			Ongoing. Ongoing.	
	General Refurbishment - On Track Refurbish Telemetry Scaddens Ridge Other (minor plant and office equipment) Refurbishment Contingencies			Ongoing, includes Painting and Roofing Refurbishment.	
	Standards (EPA and OH&S) - On Track Upgrade Toukley STP Inlet Works Upgrade Manning Park STP Inlet Works New Odour Control Systems Additional Diesel Generators Replace Heavy Lids at Pump Stations Regulatory Based System Improvements			Ongoing. Ongoing. Ongoing. Ongoing. Ongoing. Ongoing, includes increased security (such as fencing and surveillance).	
Waste 4.5.17	Waste - Completed Buttonderry Waste Management Facility Road reconstruction along southern side of cell 4.1				
	Waste - On Track Buttonderry Waste Management Facility Construction of transfer area - Stage 2 Construction of new carpark office, compound and landscaping				
	Waste - Uncertain Buttonderry Waste Management Facility Construction of road to composting facility Relocation of power poles				
	Waste - Changes Buttonderry Waste Management Facility Site development Area 5 Installation of leachate pipelines Area 4 Widening and sealing of road east of 4.1 Installation of security lights			Removed Deferred until 2009/10. Removed Funds required for other urgent works. Removed Funds required for other urgent works. Removed Funds required for other urgent works.	
Principal Activity 5 - Organisation Finance 5.2.6	Holiday Parks - Completed Toowoomba Bay Norah Head Canton Beach Buddgewoi				
	Holiday Parks - On Track Toowoomba Bay Norah Head Canton Beach Buddgewoi			Improvement works identified in Business Development Strategy (Oct 2007) - works to be undertaken during April to October each calendar year New perimeter fence with landscaping inserts. New front fence with landscaping Cabin relocation. Majority of works completed. Some works rescheduled to late May, this was due to a change in contract and contractor. Upgrade of Elm Street amenities block, plans completed work scheduled for commencement late April 2009 to be completed by June 2009. 'Dump Ezy' point scheduled for completion late April 2009, camp kitchen late May 2009. 'Dump Ezy' point scheduled for completion late April 2009, BBQ plates early April 2009 & BBQ grease trap late May 2009. 'Dump Ezy' point scheduled for completion late April 2009, BBQ plates early April 2009 & BBQ grease trap late May 2009.	

5.10 Remuneration of Independent Members of Governance Committee

TRIM REFERENCE: F2004/07245 - D01911746

AUTHOR: KY

SUMMARY

Setting of the remuneration of the independent members of the Governance Committee.

RECOMMENDATION

That Council approve the proposed basis for setting the remuneration of the independent members of the Governance Committee with effect from 1 July 2009.

BACKGROUND

The basis for setting the remuneration of the independent members of the Governance Committee has been referred by the Governance Committee to Council for its consideration. Within NSW Local Government there is no formal reference point for setting the fees of independent members of Audit (Governance) Committees. When the independents came onto the Committee in August 2007 their remuneration was set at an arbitrary \$5,000 per annum on the basis of five meetings being held annually. Where additional meetings have been held a fee of \$500 per half day meeting has applied. These fees were inclusive of any travel costs.

Since the appointment of the two independents, David Holmes has become Chair of the Committee (August 2008) and mid quarter meetings by telephone are usually held between the two independents, Mayor, General Manager, Director Corporate Services and Internal Auditor. There has been no remuneration adjustment for either of these additional contributions.

It is considered appropriate that the fee level for the independent members should now be set in a manner with reference to a fee scale used within the NSW public sector. Recently the NSW Treasury and NSW Department of Commerce established a scheme for the prequalification of Audit Committee Chairs and members of NSW public sector agencies. The scheme came into operation from 24 October 2008 and has set the following remuneration rates depending on the size of the organisation:

Agency size	Indicator	Chairperson fee	Member fee
Large	Organisations with expenditure greater than \$400m	\$20,000 per annum	\$2,000 per day
Medium	Organisations with expenditure less than \$400m but greater than \$50m	\$15,500 per annum	\$1,550 per day
Small	Organisations with expenditure less than \$50m	\$12,000 per annum	\$1,200 per day

5.10 Remuneration of Independent Members of Governance Committee (contd)

These rates are recommended by the Statutory and Other Officers Remuneration Tribunal (SOORT) and will be reviewed every two years.

The rates include all costs of the member excluding subsistence and travel costs outside the Sydney Metropolitan Area and/or from Interstate and including employee related costs, data processing, the provision of personal computers, any other tools or equipment required in the provision of services, and travel costs within the Sydney metropolitan area (except if the Panel Member is from Interstate).

Subsistence and travel expenses outside the Sydney metropolitan area and/or where the Panel Member is from Interstate are to be charged at actual cost, or at the rates specified under the Crown Employees (Public Service Conditions of Employment) Reviewed Award 2006, whichever is the lesser.

It is considered that this scheme is an appropriate reference point in determining the level of fees to be paid to the independent members of the Governance Committee. Given that the scheme applies at a State Government level only it is considered that a discount to these rates can applied for the local government sector.

The proposed discount to the SOORT rate for an independent member of the Committee is 25% which if applied to a large sized organisation would be \$1,500 per day (75% of \$2,000). In the event of five meetings per annum this would equate to an annual fee of \$7,500 compared to the current \$5,000.

Rather than use the SOORT rate for the chairperson it is suggested that a fair rate can be established by using the full member rate of \$2,000 per day. In the event of five meetings per annum this would equate to an annual fee of \$10,000 compared to the current \$5,000.

It is proposed that the above rates would be inclusive of all costs.

Moving to this arrangement provides a reasoned basis for setting the fee and an independent reference point for future reviews. If adopted the fee would be reviewed as of 1 January 2011 based on any adjustment to the SOORT reference rate.

ATTACHMENTS

Nil.

6.1 Current Funding Agreement Between Wyong Shire Council and Central Coast Tourism Incorporated

TRIM REFERENCE: F2004/07096 - D01912978

AUTHOR: GM

SUMMARY

Reporting on the current funding agreement between Central Coast Tourism Incorporated (CCTI) and Wyong Shire Council.

RECOMMENDATION

- 1 That Council request CCTI to provide a 3 Year Strategic Business Plan and an annual Tourism Development and Marketing Action Plan for assessment and endorsement by Council prior to the provision of any funding for 2009-10.**
- 2 That Wyong Council advise Gosford City Council of Wyong Council's intentions in regard to the funding of CCTI and encourage them to take a similar approach.**
- 3 That Wyong Council enter into a legally binding agreement with CCTI for a 3 year period.**

BACKGROUND

At its meeting of 12 November 2008, Council resolved as follows:

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

That Council report on funding for Central Coast Tourism Inc (CCTI).

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL."

HISTORY

During the 1980's the tourist associations of Tuggerah Lakes and Gosford acted independently but were represented by Central Coast Tourism in activities external to the Central Coast. These two associations amalgamated with Central Coast Tourism to form CCTI.

In 1998 an agreement between Wyong Shire Council, Gosford City Council and CCTI was signed for a period of three years. The principal objective of this agreement was to enable Central Coast Tourism to promote and develop the Central Coast as a domestic and international visitor destination thereby ultimately increasing the economic benefits of the Central Coast. To achieve this Council agreed to provide ongoing funding for the term of the agreement.

THE AGREEMENT

The agreement was drafted on the 2 April 1998 by Council's then Solicitors Writer, Ryan, Boesen and was endorsed by the three parties being Wyong Shire Council, Gosford City Council and CCTI on the 4 May 1998. The agreement applied to the financial years ending 30 June, 1998, 1999 and 2000. A detailed search of Council's files has failed to locate any formal extension of this agreement. Council has continued to provide financial assistance to CCTI through various models (including Business Central Coast) but currently funding is provided direct to CCTI.

The 1998 agreement required Central Coast Tourism Incorporated to provide both Councils with a draft business plan and promotional program in March each year. The Councils could then consider the documents and request amendments before formally approving them. A quarterly report would be submitted comparing their achievements against performance targets and parameters as set out in the business plan. A review of Council's records indicates that during the time of the formal agreement this detail was submitted and reviewed by Council staff with feedback provided to CCTI. However as time went by it is evident that the submission of the required detail became more ad hoc and the information that was submitted did not fully address the criteria detailed in the agreement.

Recent discussions with staff of Gosford City Council have indicated that they would be interested in formalising a new agreement in partnership with Wyong Shire Council and CCTI that would establish clear reporting processes that identify key performance targets within an approved business and promotional plan. Subsequent discussions with the CEO of CCTI have indicated that they would be willing to negotiate a new agreement between both Councils and their body. It is acknowledged that any agreement must have both a strategic business and promotional plan form part of the document.

FUNDING

The financial support provided by both Gosford City Council and Wyong Shire Council varies significantly. Wyong Shire Council has allocated in the 2008/2009 budget \$175,000 from general revenue to CCTI whereas Gosford City Council contributes approximately \$500,000, with their contribution being sourced from a tourist levy imposed on businesses within the Gosford City local government area. An analysis has indicated that Gosford contributes approximately 31% and Wyong approximately 13% of revenue received with the remainder of the income coming generally from membership fees (approximately 14%), domestic marketing (20%), sales, bookings, promotions etc (20%). A copy of the income and expenditure from the 2007/2008 annual report is attached as appendix 1.

CENTRAL COAST TOURISM INCORPORATED

CCTI is the principal group on the Central Coast that has the charter of promoting tourism for the Central Coast region. The mission of CCTI is to develop the Central Coast as a domestic and international visitor destination thereby creating employment opportunities and providing a stimulant to the economy of the Central Coast.

CCTI believe that the establishment of the Gateway Visitor's Centre located at Mount Penang Gardens has provided a modern facility in close proximity to the freeway. Since opening the number of visitors attending the centre has exceeded all expectations and continues to grow. CCTI also confirm that the numbers attending the tourist centre at The Entrance have also increased.

CCTI is one of 13 members of the Forum of Regional Tourism Organisations (FORTO) and was recently chosen as one of three tourism bodies to participate in the Tier 1 Regional Tourism Partnership Program. This program will enable CCTI to obtain dollar for dollar funding from the State Government for the promotion of tourism on the Central Coast. Tier 1 of the program enables the participating bodies to secure up to 1.3 million dollars in funding on a dollar for dollar basis, with the funding directed towards enhancing tourism opportunities on the Central Coast. Other Tiers of funding exist but are for much lower amounts. The Chairman of CCTI stated that Central Coast was chosen because of its reputation within the industry and its ability to undertake domestic marketing programs.

Figures recently released for the year ending September 2008 have indicated that visitors spent over 3.7 million nights in the region spending on average \$131 per night in the region. These figures alone indicate the worth of tourism to the Central Coast economy.

No detailed external review of the operations and effectiveness of CCTI has been carried out by Council in recent times however CCTI believe that the organisation is performing well. CCTI currently have 170 members and believe that the membership base of the organisation remains sound with many key operators on the Central Coast, such as Magenta and Koowinda Waters continuing as members of CCTI although recognising that a few key operators have recently withdrawn their membership. The majority of members are located in Gosford City (approximately 60%) and Wyong Shire (approximately 40%), however CCTI contests that a larger percentage of operators are located within Gosford City.

Concerns have been regularly raised in recent times from within the industry that members of CCTI are treated more advantageously than non members. As public funds are allocated to CCTI it is important that any new agreement between Council and CCTI must address this issue so that public funds are directed for the betterment of the community and tourism industry as a whole particularly given that almost 50% of the funding is provided by a whole cross section of the community.

When considering the worth of tourism to the Central Coast, the funding provided by Wyong Council is not considered excessive, but there needs to be a formal agreement in place with performance measures and a regular reporting process. For that reason a three-year strategic business plan needs to be developed and this should be complimented by an annual tourism development and marketing action plan that would accompany the business plan. Indeed these documents have been asked to form part of the Regional Tourism Partnership Program funding arrangement and there is no doubt that this document could be tailored to address the accountability concerns associated with the funding provided by Council.

CCTI have recognised the concern within the tourism sector and the community regarding the current effectiveness and operational style of CCTI and are presently conducting a series of strategic planning workshops with an independent facilitator to address these concerns.

CONCLUSION

Tourism provides and supports a significant number of jobs on the Central Coast and is a major economic stimulant for our region. CCTI are the core body that supports and develops this industry on the Central Coast and they have established a number of significant local and international contacts and programs that assist with the advancement of tourism on the Central Coast.

6.1 Current Funding Agreement Between Wyong Shire Council and Central Coast Tourism Incorporated (contd)

CCTI appear to be well respected within the industry and Government and were recently one of three bodies selected to participate in the Forum of Regional Tourist Organisations (FORTO) funding program and is currently working towards satisfying the objectives of this program to enable CCTI to acquire this funding and further enhance tourism opportunities on the Central Coast. This program targets domestic tourism, particularly the Sydney market, and in the current economic climate and the proximity of the Central Coast to the major cities of Sydney and Newcastle and their airports, should result in a significant spike in visitors to the Central Coast as a result of this program.

The funding provided by Council is modest but for Council to continue to support CCTI it is recommended that there be a formal agreement in place. This agreement should provide for a 3 year Strategic Business Plan with performance measures and an annual Tourism Development and marketing action plan to be prepared by CCTI and submitted to and endorsed by Council with regular reporting to Council.

ATTACHMENTS

- 1 Trading Profit and loss for year ending 30 June 2008 D01912990

27 May 2009

Board/Committee/Panel Meeting
Report

To the Ordinary Meeting

Corporate Services Department

7.1 Minutes - Wyong Shire Governance Committee Meeting - 13 May 2009

TRIM REFERENCE: D01869941

AUTHOR: MW

SUMMARY

Minutes of the Wyong Shire Governance Committee Meeting held on 13 May 2009.

RECOMMENDATION

- 1** *That Council receive the minutes of the Wyong Shire Governance Committee meeting held on 13 May 2009 and adopt the recommendations contained therein.*
- 2** *That Council appoint the Councillor Delegates and an Alternate Delegate to the Wyong Shire Governance Committee.*

A meeting of the Wyong Shire Governance Committee meeting was held on 13 May 2009. The minutes of that meeting are attached.

ATTACHMENTS

- | | |
|---|-----------|
| 1 Wyong Shire Governance Committee Minutes 13 May 2009 | D01915164 |
| 2 Action Plan Governance Committee Meeting 13 May 2009 | D01915372 |

WYONG SHIRE COUNCIL

**MINUTES OF THE
WYONG SHIRE GOVERNANCE COMMITTEE**
HELD IN WILFRED BARRETT AND TIM FARRELL ROOMS,
WYONG CIVIC CENTRE, HELY STREET, WYONG
ON WEDNESDAY, 13 MAY 2009
COMMENCING AT 9:33 AM

INDEX

PRESENT

MR DAVID HOLMES (CHAIRPERSON), COUNCILLORS W R SYMINGTON, D P VINCENT, S A WYNN,
R L GRAHAM AND MR BRUCE TURNER.

APOLOGY

THERE WERE NO APOLOGIES.

IN ATTENDANCE

GENERAL MANAGER, COUNCILLOR J J MCNAMARA (9:40 AM), ACTING DIRECTOR OF SHIRE PLANNING,
DIRECTOR CORPORATE SERVICES, DIRECTOR SHIRE SERVICES, INTERNAL AUDITOR, ACTING SENIOR
INTERNAL AUDITOR, MANAGER FINANCIAL SERVICES, SENIOR MANAGEMENT ACCOUNTANT,
MANAGER CORPORATE PLANNING, MANAGER WATER AND WASTE, MR DENNIS BANICEVIC
(COUNCIL'S EXTERNAL AUDITOR) AND AN ADMINISTRATION OFFICER.

Minutes of the Governance Committee held on 13 May 2009 (contd)

1.1 Disclosure of Interest**RECOMMENDATION**

That Members now disclose any conflicts of interest in matters under consideration at this meeting.

GOVERNANCE COMMITTEE RESOLUTION

That the Committee receive the report and the fact that no disclosures were made be noted.

1.2 Minutes of Wyong Shire Governance Committee – 11 February 2009**GOVERNANCE COMMITTEE RESOLUTION**

That the Committee confirm the minutes of the previous Wyong Shire Governance Committee Meeting held on 11 February 2009.

1.3 Wyong Shire Governance Committee Action Plan - 12 November 2008**GOVERNANCE COMMITTEE RESOLUTION**

That the Committee receive the report on the Wyong Shire Governance Committee Action Plan 11 February 2009.

Minutes of the Governance Committee held on 13 May 2009 (contd)

2.1 Executive Summary Report for Councillors**GOVERNANCE COMMITTEE RESOLUTION**

That the Executive Summary Report for Councillors be received.

2.2 Internal Auditor's Report**RECOMMENDATION**

- 1 *That Council receive the report and the information be noted.*
- 2 *That Council adopt the revised Internal Audit Charter.*
- 3 *That Council adopt the 2009-10 Internal Audit Plan.*

GOVERNANCE COMMITTEE RESOLUTION

- 1 *That Council receive the report and the information be noted.*
- 2 *That Council adopt the revised Internal Audit Charter with the addition that individual Councillors are able to meet with the Manager of Internal Audit on an individual basis as per the existing procedure governing the interaction of Councillors and Council staff.*
- 3 *That Council adopt the 2009-10 Internal Audit Plan.*

2.3 Update on Extreme and High Corporate Risks**GOVERNANCE COMMITTEE RESOLUTION**

That the report on the Update on Extreme and High Risks be received.

Minutes of the Governance Committee held on 13 May 2009 (contd)

2.4 2008-09 Management Plan – March 2009 Quarter Review**GOVERNANCE COMMITTEE RESOLUTION**

That the report on the 2008-09 Management Plan – March 2009 Quarter Review be received.

2.5 Governance Committee Charter**GOVERNANCE COMMITTEE RESOLUTION**

That the Charter be amended to read:-

1 *Membership of the Committee shall comprise:*

Three Independent Members appointed by Council.

Three Councillor Members (one of whom shall be the Mayor).

2 *One Alternate Councillor Member shall be appointed as a stand-in as required.*

3 *That Councillor votes be limited at any time to the number of Independent Members present.*

2.6 Schedule of the Extraordinary Governance Committee Meeting**GOVERNANCE COMMITTEE RESOLUTION**

That the Committee adopt 7 October 2009 as the Extraordinary Governance Committee Meeting date.

Minutes of the Governance Committee held on 13 May 2009 (contd)

3.1 External Audit Plan

GOVERNANCE COMMITTEE RESOLUTION

That the Committee note the 2008-09 External Audit Plan.

3.2 Contractual Arrangements with Council's Investment Advisor CPG Research and Advisory Pty Ltd

GOVERNANCE COMMITTEE RESOLUTION

That the Committee receive the report on Contractual Arrangements with Council's Investment Advisor CPG Research and Advisory Pty Ltd (previously Grove Research and Advisory Pty Ltd).

3.3 Internal Ombudsman – Report on Progress

GOVERNANCE COMMITTEE RESOLUTION

That the Governance Committee note progress on the establishment of an Internal Ombudsman at Wyong Shire Council.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 12.32 PM.

ACTION PLAN 13 MAY 2009 GOVERNANCE MEETING

DATE	REPORT	ACTIONS	RESPONSIBILITY	DUE DATE	STATUS
13/08/2008	GC019 - Update on Extreme and High Corporate Risks	1 That the Draft Strategic Shire Vision be completed.	Corporate Planning	31/07/09	To be placed on exhibition June/July 2009 and recommended for adoption September 2009.
12/11/2008	GC034 - Internal Auditor's Report	2 That an analysis of audit recommendations be provided including a differentiation of operational or strategic issues. The analysis and reporting should also encompass the timely resolution of audit recommendations, especially for high risk recommendations. Ideally, this will include information that shows the slippage against the original target dates, and the ageing of recommendations. For overdue high risk recommendations, there should be commentary on the action being taken by management to mitigate the risk, and when this is likely to be completed.	Internal Audit	12/08/09	Ageing report on recommendations will be available from May 2009. Further work is required to effectively address a number of the issues surrounding open audit recommendations.
		3 That a Quality Assessment Review be undertaken.	Internal Audit	12/08/09	Review is in progress and will be reported by mid June. Action Plan to be provided before the next meeting.
		5 That the GM meet with DECC in an effort to resolve outstanding issues including Buttorderry s88 Audit, Gwandalan and Toukley.	GM	12/08/09	Letter sent and no response received to date. A follow up letter to be sent.

ACTION PLAN 13 MAY 2009 GOVERNANCE MEETING

DATE	REPORT	ACTIONS	RESPONSIBILITY	DUE DATE	STATUS
12/11/2008	GC035 Annual Performance Review	1 That training be offered to all Councillors on Governance concepts.	GM	12/08/09	An enterprise risk management briefing by Tony Harb from InConsult has been arranged for August 2009 following the Governance Committee meeting. List of Essential questions for audit committees to ask provided by Internal Auditor. Following briefing session, specific Councillors to identify training needs. Awaiting Institute of Internal Auditors Australia to develop training plan for Governance Committees (expected in 2009).
		3 That Councillor's consider the position of 'spokesperson' to discuss Governance Minutes at Ordinary Meetings and balance between Independent Members/Councillors.	Councillor Delegates	12/08/09	Councillors to agree on a spokesperson following the Council decision on Membership of the Committee.
11/02/2009	2.3 Internal Auditor's Report	1 That a letter be forwarded to the Department of Local Government querying the inconsistency in the 'Better Practice Guidelines' compared to the Act on the role of Internal Auditor in respect to line of report.	GM	12/08/09	Letter sent by GM, no response received to date. Response to be discussed when received.
11/02/2009	3.2 Report on the ICAC Recommendations from the Investigation into Corruption Allegations Affecting Wollongong Council	1 That a progress report be provided on the finding summary within 6 months.	Director of Shire Planning	12/08/09	To be reported to 12 August 2009 Governance Committee Meeting.
		2 That a report be provided regarding interdepartmental review, outlining any areas of concerns and weaknesses including an action plan within 6 months.	Director of Shire Planning	12/08/09	To be reported to 12 August 2009 Governance Committee Meeting.
		4 That a report be provided on meeting ICAC recommendations in regards to Council's Protected Disclosure Policy.	Director Corporate Services	12/08/09	To be reported to 12 August 2009 Governance Committee Meeting.
13/05/2009	2.2 Internal Auditor's Report	1 That an update on the processes of the M2M Project be presented by Neil Adams.	Internal Audit	12/08/09	To be reported to 12 August 2009 Governance Committee Meeting.

ACTION PLAN 13 MAY 2009 GOVERNANCE MEETING

DATE	REPORT	ACTIONS	RESPONSIBILITY	DUE DATE	STATUS
		2 That the questions provided in the attachment "The Essentials of an Effective Audit Committee - Questions You Should Be Asking" be answered by the next Meeting.	Internal Audit	12/08/09	To be reported to 12 August 2009 Governance Committee Meeting.
		3 That the Notice of Motion proposing the establishment of a Finance Committee be considered at the 12 August 2009 Governance Meeting.	GM	12/08/09	To be reported to 12 August 2009 Governance Committee Meeting.
13/05/2009	2.3 Update on Extreme and High Corporate Risks	1 That Councilors receive further details on CR5 - Estimates for asset maintenance and rehabilitation, CR6 - Climate change and any other identified risks as requested.	Corporate Planning	As requested	To be provided to individual Councilors as requested.
13/05/2009	2.4 2008-09 Management Plan - March 2009 Quarter Review	1 That Budget and Operating Results be reconciled and reported quarterly, with the first report provided to the 11 November 2009 Governance Meeting.	Manager Financial Services	11/11/09	To be reported to 11 November 2009 Governance Committee Meeting.
13/05/2009	3.2 Contractual Arrangements with Council's Investment Advisor CPG Research and Advisory Pty Ltd	1 That an update be provided following the tender process to the 11 November Governance Meeting.	Manager Financial Services	11/11/09	To be reported to 11 November 2009 Governance Committee Meeting.
13/05/2009	3.3 Internal Ombudsman - Report on Progress	1 That the Internal Ombudsman be employed by 31 July 2009. Line of report to be determined.	GM	31/07/09	Internal Ombudsman position to be filled by 31 July 2009. Line of report to be determined at a later date.

27 May 2009

Board/Committee/Panel Meeting
Report

To the Ordinary Meeting

Corporate Services Department

7.2 Minutes - Gosford-Wyong Councils' Water Authority Board Meeting - 20 May 2009

TRIM REFERENCE: F2004/06808 - D01893327

AUTHOR: ED

SUMMARY

Minutes of the Gosford-Wyong Councils' Water Authority Board meeting held on 20 May 2009.

RECOMMENDATION

That Council receive the minutes of the Gosford-Wyong Councils' Water Authority Board meeting held on 20 May 2009 and adopt the recommendations contained therein.

A meeting of the Gosford/Wyong Councils' Water Authority Board was held on 20 May 2009. The minutes of that meeting are enclosed.

ATTACHMENTS

- | | | |
|----------|---|-----------|
| 1 | Minutes of the Gosford/Wyong Councils' Water Authority Board Meeting held on 20 May 2009 (distributed under separate cover) | Enclosure |
|----------|---|-----------|

8.1 Information Reports

TRIM REFERENCE: F2009/00008 - D01902704

AUTHOR: SW

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 englobo.

RECOMMENDATION

That Council deal with the following Information Reports by the exception method.

ATTACHMENTS

Nil.

8.2 "E" Coal Poll

TRIM REFERENCE: F2004/07086 - D01914236

AUTHOR: JF

SUMMARY

Report detailing the IT security review in relation to the validation of fee results of an Epoll.

RECOMMENDATION

That Council receive the report on "E" Coal Poll.

BACKGROUND

At its meeting held on 13 May 2009, Council;

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

That Council reiterate its objection to the coal mine and request staff to:

- a conduct an IT security review in relation to the validity of the results of an Epoll and*
- b report findings to the next Council meeting on 27 May 2009.*

FOR: COUNCILLORS BEST, EATON, GRAHAM, McNAMARA, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: COUNCILLORS McBRIDE AND MATTHEWS."

For an Epoll to be validated, it would be necessary for all those who participated to have had their personal details verified as being a ratepayer of the Shire and a resident of the Shire.

Through Council's Online Services, the system provides for prior registration of users before they are able to link to internal software applications such as requests for property certificates. A link to Council's survey online tool could be made accessible from that page.

The registration process is designed to automatically issue a user identifier and password by email, without manual intervention or scrutiny, providing the entered user name and "name key" match. This name key is the unique number assigned to each entry held in Council's name and address register. There are around 600,000 records contained in Council's name and address register.

The name key is included on various documents issued by Council, including rate assessment notices and water billing accounts. Whilst each ratepayer will have an assigned name key, there is also a name key assigned to other Shire residents and non-residents, who have had prior dealings with Council.

The registration process also provided for registration of users who have not previously transacted with Council and therefore, do not have an assigned name key. In those circumstances, the user's details are manually entered into the name and address register, thereby generating a name key that is manually included in the registration details. Although a valid email address is required, there is no scrutiny of the name and address details entered.

Also, the current Online Services registration process would not ensure that access to the secure web page is restricted to Shire residents or rate payers only. Also, there are already close to 2000 users currently registered to use the Online Services, many of whom would not be Shire residents or rate payers.

In summary, whilst ratepayers and residents who have had prior dealings with Council may be able to be validated, this will not be accurate as those ratepayers and residents living outside the Shire who have "name key" will be able to validated. In addition, Council would not be able to verify with any reasonable accuracy non-ratepayers who have not had prior dealings with Council.

ATTACHMENTS

Nil.

8.3 Activities of the Development Assessment Unit

TRIM REFERENCE: F2004/07830 - D01905853

AUTHOR: JD

SUMMARY

The report includes information and statistics regarding the operations of the Development Assessment Unit and covers the submission and determination of development, construction and subdivision applications for the month of April 2009.

RECOMMENDATION

That Council receive the report on Activities of the Development Assessment Unit.

Development Applications Received and Determined

Type:	Number Received:	Estimated Value \$:	Number Determined:	Estimated Value \$:
Commercial	11	2,167,400	9	616,551
Industrial	6	1,237,000	4	-
Residential	65	6,661,061	71	4,321,058
Other	10	-	16	91,000
Total	92	10,065,461	100	5,028,609

Subdivision Applications Received and Determined

Type:	Number Received:	Number of Lots:	Number Determined:	Number of Lots:
Commercial	-	-	-	-
Industrial	-	-	-	-
Residential	4	9	4	20
Rural	-	-	1	1
Total	4	9	5	21

Net Median Turn-around Time

There were no employment generating applications determined during the month.

The net median turn-around time in working days for development applications determined during the month was 15 days.

Other Approvals and Certificates

Type:	Number Determined:
Trees	44
Section 149 D Certificates	27
Construction Certificates	62
Complying Development Certificates	13

Applications that rely on a Variation that Utilises State Environmental Planning Policy No 1 (SEPP 1)

There was one application that relied on SEPP1 during the month of April which was considered by Council at its meeting on 22 April 2009 where it was resolved unanimously on the motion of Councillor GRAHAM and seconded by Councillor VINCENT:

“That Council approve Development Application 38/2009 subject to the conditions attached to this report. In making this decision, Council have regard to the matters for consideration under Section 79C of the Environmental Planning and Assessment Act, 1979 and other relevant issues detailed in the report.

FOR: COUNCILLORS BEST, EATON, GRAHAM, McBRIDE, McNAMARA, MATTHEWS, SYMINGTON, VINCENT, WEBSTER AND WYNN.

AGAINST: NIL.”

This development consent has since been issued by staff.

ATTACHMENTS

- | | | |
|---|--|-----------|
| 1 | Graphs - Development Applications Lodged, Development Applications Determined and Construction Certificates Determined | Enclosure |
|---|--|-----------|

8.4 Results of Water Quality Testing for Beaches and Lake Locations

TRIM REFERENCE: D01878375

AUTHOR: JS

SUMMARY

Reporting on the results of bacteriological tests for primary recreation water quality for beaches in Wyong Shire for the months of March through till the end of April 2009.

RECOMMENDATION

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

Primary Recreation Water Quality Monitoring Program

Wyong beaches are regularly monitored for swimming safety in accordance with the National Health and Medical Research Council (NHMRC) *Guidelines for Recreational Water Use* (1990). 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 attached *Table 3: NHMRC Star Rating Interpretation*.

Wyong Council has been in partnership with the Department of Environment and Climate Change (DECC) in implementing the "Beachwatch" program during the bathing season of summer, October through to April. This involves the sampling of 26 monitoring locations, 5 times each month as required by the NHMRC Guidelines and the Beachwatch program. These monitoring locations include 17 ocean beaches and nine coastal lake sites in the Tuggerah Lakes catchment.

During the winter season the Beachwatch program becomes inactive, where the sampling regime is reduced to once a month. If these monthly results indicate high levels of sewage and stormwater contamination further investigations are triggered to determine the source of it's origin.

Additionally, Council is still required to monitor the ocean outfalls at Norah Head and Wonga Point five times a months throughout the year. This monitoring and sampling regime is undertaken in accordance with the DECC "Environmental Protection License's"

Summary of results from March through till the end of April 2009

As Wyong Shire Council no longer recognises or encourages swimming at Tumbi Creek, Wyong and Ourimbah River it has been determined that the inclusion of the water quality analysis for these sites are not relevant to this reporting program. Notwithstanding this decision to remove these sites from the reporting program, Council will continue to monitor these locations, so that the status of their health can be monitored overtime and reviewed in conjunction with the Estuary Management Plan.

For March through till the end of April, all of our Ocean and Lakes beaches received a star rating that was safe for swimming and is in accordance with the NHMRC guidelines for "Recreational Water Use". It has been noted that the water quality results obtained for the first week of April has influenced the star rating for nearly all of our Lake beaches. It is suspected that the storms encountered during this week have flushed excessive nutrients loads into the Tuggerah Lakes and Lake Macquarie System.

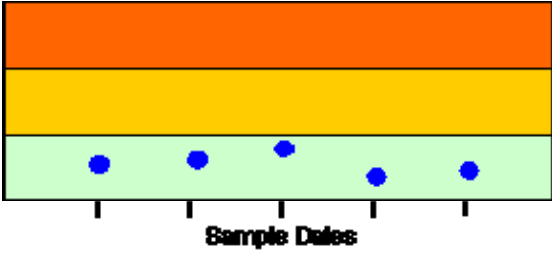
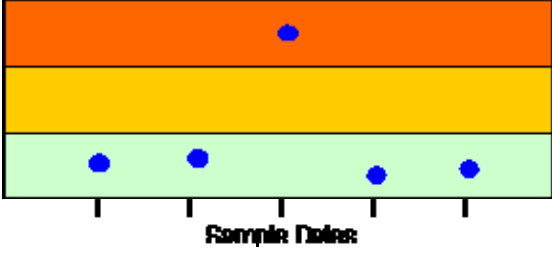
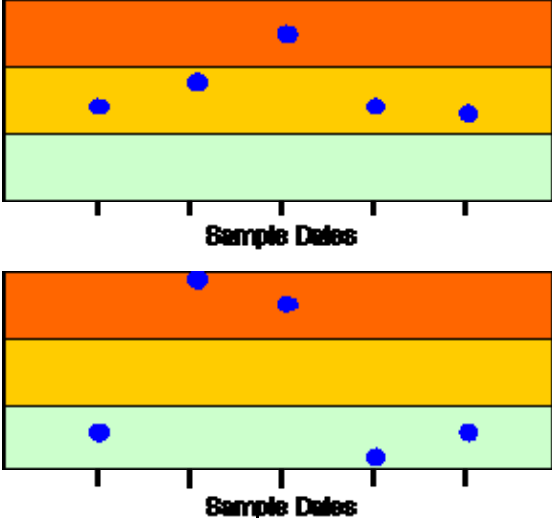
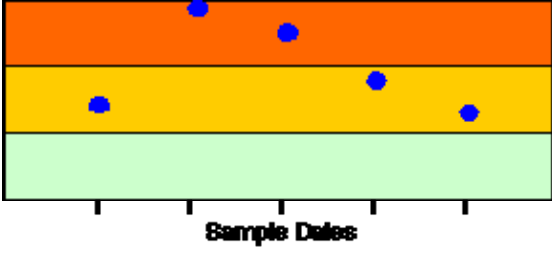
Table 1: OCEAN BEACHES – March through to April 2009

LOCATION	STAR RATING	RECOMMENDATION
Toowoan Bay	****	Site is safe for swimming
Soldiers Beach	****	Site is safe for swimming
Gravelly Beach	****	Site is safe for swimming
Lighthouse Beach	****	Site is safe for swimming
Shelly Beach	****	Site is safe for swimming
The Entrance Channel	****	Site is safe for swimming
Blue Bay	****	Site is safe for swimming
Blue Lagoon	****	Site is safe for swimming
Bateau Bay	****	Site is safe for swimming
Frazer	****	Site is safe for swimming
Birdie	****	Site is safe for swimming
Budgewoi	****	Site is safe for swimming
Lakes	****	Site is safe for swimming
Hargraves	****	Site is safe for swimming
North Entrance	****	Site is safe for swimming
The Entrance	****	Site is safe for swimming
Cabbage Tree Bay	***	Site is safe for swimming
Jenny Dixon	***	Site is safe for swimming

Table 2: LAKE BEACHES –2009

LOCATION	STAR RATING	RECOMMENDATIONS
Summerland Point	****	Site is safe for swimming
Chain Valley Bay	****	Site is safe for swimming
Elizabeth Bay	****	Site is safe for swimming
Toukley Aquatic	****	Site is safe for swimming
Gwandalan	***	Site is safe for swimming
Canton Beach	***	Site is safe for swimming
Long Jetty	***	Site is safe for swimming
San Remo	***	Site is safe for swimming

Table 3: NHMRC Star Rating Interpretation

Star Rating	Interpretation	Graphic Representation
****	<p>Good: NHMRC indicates site safe for swimming</p>	<p>All 5 samples during the month were under the NHMRC safe value for swimming.</p> 
***	<p>Fair: NHMRC indicates site is safe for swimming</p>	<p>The median of all samples is low, but one sample during the month exceeded the NHMRC maximum safe value for swimming.</p> 
**	<p>Poor: NHMRC indicates swimming at site is not recommended.</p>	<p>The median of all samples is high and one sample exceeded the NHMRC maximum safe value for swimming;</p> <p>Or</p> <p>The median of all samples is low, but two samples exceeded the NHMRC maximum safe value for swimming.</p> 
*	<p>Bad: NHMRC indicates swimming at site is not recommended.</p>	<p>The median of all samples is high and two or more samples exceeded the NHMRC maximum safe value for swimming.</p> 

ATTACHMENTS

- 1 Summer Water Sampling Locations

8.5 General Works in Progress

TRIM REFERENCE: F2004/07830 - D01902844

AUTHOR: DG; JM

SUMMARY

This report shows the current status of completed significant General Works and General Works in Progress for capital and maintenance expenditure, as at the end of April 2009. Water and Sewerage services are not included.

RECOMMENDATION

That Council receive the report on General Works in Progress.

ROADS AND DRAINAGE SECTION OVERVIEW

Capital Works In Progress

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

Item Description	Estimated Cost \$	% Completed	Estimated Completion Date	Comments
Sunrise Avenue – Halekulani Constructed wetlands	250,000	80	June 2009	Construction of wetland on foreshore off Sunrise Avenue between Lukela Avenue and Ulana Avenue Halekulani. Works include installation of drainage line including inline GPT, construction of wetland with water control devices and planting program.
Fairport Avenue and Ocean Parade – The Entrance. Intersection and drainage upgrade	890,000	60	May 2009	Construction of roundabout at intersection, upgrading of drainage lines, renewal of kerb and gutter, road reconstruction and installation of pedestrian refuges and traffic facilities Works on drainage have now been finalised. Earthworks for the road reconstruction are under way.

Item Description	Estimated Cost \$	% Completed	Estimated Completion Date	Comments
Campbell Avenue And Warrigal Street – The Entrance Drainage Construction.	1,488,000	15	August 2009	Upgrading of existing under capacity pipe drainage, to box culverts enabling water to disperse more freely alleviating flooding to shops in the area. Works incorporate Gosford Avenue, Warrigal Street, Taylor Street, The Entrance Road and Campbell Avenue. Drainage works have been completed in the car park to the rear of The Entrance Road, off Campbell Avenue and are now proceeding along Campbell Avenue to the intersection with The Entrance Road.
Wattle Street And Banksia Street – Canton Beach Drainage and Kerb and Gutter Construction.	610,000	40	June 2009	Drainage upgrade to pipelines in Wattle, Banksia and Oleander streets, Canton Beach to enable water to be dispersed into drainage channel more efficiently, reducing category 1 flooding to houses in the area. Works are now in progress in Wattle Street.
Thompson Street – Long Jetty. Road closure.	114,000	90	May 2009	Road closure of Thompson Street Long Jetty at the intersection with Watkins Street. Works include the construction of turning circle, installation of kerb and gutter, rehabilitation of road pavement at Watkins and Thompson Street and the creation of a garden on the footway between roads. Roadwork's completed kerb and gutter installed. Awaiting planting in nature strip

General Maintenance Work

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

	North	South
Drainage Maintenance	Buff Point Budgewoi	Nil
Replacement of Damaged Foot paving	Hamlyn Terrace Noraville	The Entrance Killarney Vale
Sign Maintenance	Toukley Kanwal Hamlyn Terrace Blue Haven Wadalba Budgewoi Tuggerawong San Remo Canton Beach Wyongah Jilliby Yarramalong Buff Point Gwandalan Summerland Point	Toowoan Bay Berkeley Vale Ourimbah Long Jetty The Entrance Killarney Vale Shelly Beach Bateau Bay Tuggerah Wyong Mardi Chittaway
Shoulder Restoration	Nil	Nil
Heavy Patching	Lake Munmorah	Tumbi Umbi
Table Drain Maintenance	Lake Haven Mannering Park Chain Valley Bay Charmhaven Budgewoi Toukley Gwandalan	Berkeley Vale Long Jetty Bateau Bay Killarney Vale Tumbi Umbi
Rural Road Grading	Dooralong Yarramalong Ravensdale Jilliby Kiar	Ourimbah Palmdale
Carpark Maintenance	Toukley Budgewoi Norah Head Gorokan	Berkeley Vale
Fencing	Nil	Nil
Vegetation control	Jilliby Woongarah Halloran Hamlyn Terrace Toukley Mannering Park	Tuggerah Berkeley Vale Tumbi Umbi Ourimbah Watanobbi Wyong The Entrance Killarney Vale Long Jetty

CONTRACTS AND SPECIAL PROJECTS SECTION

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

Contract No	Contract Description	Contract Status	% Completed
Contract 2408	Capture and Commercial Utilisation of Landfill Gas from Buttonderry Landfill	The Deed has been executed by both parties and the contract is now in place. The first milestone is design of the gas extraction system with completion expected by July 2009.	5
CPA/94531	Consultancy for Investigation and Design of Link Road and Trunk Water Main to Mardi Dam	Design and tender documentation of the Link Road and adjacent trunk water main is complete. Design and tender documentation for the trunk water main connection back to Mardi Dam has been put on hold. If the southern section of Link Road does not proceed, an alternative route for the trunk water main has to be determined.	90
CPA/94559	Design and Documentation of Woongarra Sports Fields	Contract drawings revision in hand and outstanding minor claims to be resolved to finish off this design commission.	99
CPA/98240 complete, becomes CPA/152870	Implementation of Buttonderry Waste Management Facility Entry Master Plan	Contract has been let to GWH Construction (NSW) Pty Ltd. Works commenced in March 2009 with completion by November 2009. Estimated contract value is \$2.7M.	15
CPA/117144	Design and Construct Toukley Reclaimed Effluent Treatment Plant Augmentation	Contract awarded to Water Treatment (Australia) Pty Limited in February 2008. There is a delay in getting the UV equipment in time. It is planned to commission the new works in May 2009 without the UV equipment. Final commissioning with UV equipment expected in June 2009. Estimated project construction cost is \$2.72M.	80
CPA/130590	Consultancy for Investigation and Design of Trunk Sewer Mains to Warnervale Town Centre and Wyong Employment Zone.	Contract awarded to Bonacci Group Pty Ltd January 2008. Verification of detail designs is in progress. Detail design for Stage 1 expected in May 2009 and construction expected to commence in October 2009 and be completed June 2010. Estimated project construction cost \$8M, with this consultancy costing \$580,000.	70
CPA/130591	Consultancy for Investigation and Design of Trunk Water Mains to Warnervale Town Centre and Wyong Employment Zone.	Contract awarded to SMEC Australia Pty Ltd April 2008. Anticipate completion of design and tender documentation by June 2009. Construction expected to commence October 2009 and be completed by June 2010. Project construction cost \$2M, with this consultancy costing \$265,000.	75

Contract No	Contract Description	Contract Status	% Completed
CPA/136020 and CPA/162445	Gwandalan Landfill Remediation – Investigations Only	The Stage 1 consultancy (CPA/136020) for preliminary investigations for remediation of the former landfill site has been completed and signed off by the DECC accredited auditor. The Stage 2 consultancy (CPA/162446) for detailed investigation work and remediation recommendations for the site will be tendered by end of May 2009. Estimated value of consultancy is \$170,000	20
CPA/136021	Tumbi Landfill – Remediation – Preliminary Investigations	Site survey and part fencing of site are complete. The contract for (stage 1) preliminary investigations for the remediation of the site has been awarded and site investigation works have been completed by the consultant. Finalisation of this consultancy is expected by end of June 2009 . Detailed (stage 2) investigations, remediation action plan (RAP) and design will follow preliminary investigations.	7
CPA/136398 to CPA/136401	Year Two Upgrade Works – All Holiday Parks (CPA/136398 to CPA/136401)	Contract resolution is still being discussed with the Contractor. Remaining works including the camp kitchen have commenced with expected completion end of May 2009. Project value \$ 1.84m	97
CPA/136486	Investigation, Design and Documentation of Toukley Sewage Treatment Plant Inlet Works Upgrade	Contract awarded to Maunsell Australia Pty Ltd April 2008. Detail design and final tender documentation being reviewed. Construction is expected to commence August 2009 and be completed by March 2010. Estimated project cost \$2.05m, with this consultancy costing \$164,000.	90
CPA/140816	The Entrance Community Facility Stage 2 – Construction	Contract works achieved Practical Completion on 24 April 2009. Only minor outstanding works and defects remain outstanding. Project value is \$2.5m.	99
CPA/142750	Shelly Beach Landfill Remediation – Investigations only	Site survey completed. Contract for (stage 1) preliminary investigations for remediation of the former landfill site has been awarded. Field work has been completed. Finalisation of this consultancy is expected by end July 2009. Contract value is \$30,000. Tenders for (stage 2) detailed investigations will follow.	5
CPA/144336 CPA/144337 CPA/144338 CPA/144339 CPA/144340	Reach 9, 10, 11, 4 and 1 Saltwater Creek, Long Jetty / Bateau Bay.	The Rehabilitation of approximately 1km of creek line inclusive of 2.3ha of Bush Regeneration works. Estimated cost \$1,238,038. Estimated completion date June 09.	50

Contract No	Contract Description	Contract Status	% Completed
CPA/145543 CPA/145982 CPA/150515 CPA/156188 F2008/02699 (Kemp Close)	Construction of Buff Point Shared Pathway	Construction 100% complete for Stage 1 from Edgewater Park to 600m past Matumba Road – approx. 1.6km of total 3km of planned pathway. Design work complete for steep section (Stage 3) near Kemp Close. REF submitted at end of March 2009. Lands agreement received. Federal funds (\$227k) received for this section and construction expected to be complete by 30 September 2009. Stage 2 (easternmost 1km) REF being revised to include creek crossing. Estuary Management Plan (EMP) funds (\$250k) likely to be available for Stage 2 work 2009-2010 plus \$25k Greenspace Grant. Estimated cost of construction \$935,000 (overall).	50
CPA/145814	Design and Tender Documentation for No 3 Aeration Tank – Charmhaven STP	Contract was awarded to Cardno (QLD) Pty Ltd October 2008. Detail design has been reviewed. Expected completion of the design by end of May 2009 as changes to inlet arrangements to the tank are required in the design. Estimated project cost \$11M, with this consultancy costing \$160,000.	60
CPA/149519	Design and Construct Upgrade of Fuel Dispensing Area at Charmhaven Depot	Ongoing. Structural design concept commission commenced. Special fuel area requirements report from Petrolink received. New ground monitoring wells will be required, plus bunding and roof changes. All works now identified. Investigation of situation at Long Jetty depot fuel dispensing area to be included with this Charmhaven work. New wells also required.	25
CPA/152818	Consultancy for Investigation, Design and Documentation for B9 Sewer Rising Main Extension to B1	Contract awarded to GHD Pty Ltd on 6 January 2009. Options will be finalised once the detail survey is available. Construction expected to commence November 2009 and be completed March 2010. Estimated project cost \$2.15m, with this consultancy costing \$148,000.	30
CPA/153228	Construction of Woongarra Sports Facility	Contract awarded to Maincon P/L 15 April 09. CEMP submitted for approval. Construction start anticipated May 2009. Target is for playing fields to be ready for the winter 2010 season. Estimated total project construction cost \$6.1m (contract + other related works)	0
CPA/153765 to CPA/153784	Holiday Park Upgrade Works 2009	Norah Head Swimming Pool contract due to be let early May 2009 for commencement mid May 2009. Budgewoi, Toowoan Bay and Norah Head Upgrade Works have now been let and have commenced on site on 28 April 2009.	5

Contract No	Contract Description	Contract Status	% Completed
CPA/155267	Hamlyn Terrace Community and Sporting Facility	Design contract has now been let and design is now underway. Estimated project cost is \$9.7m, with this consultancy \$348,000.	5
CPA/155526 and CPA/160213	Mardi Landfill – Remediation Action Plan (RAP) and Concept Design and Asbestos Removal Works (DECC Clean Up Notice)	Contract for RAP and concept design awarded (CPA/155526). Work has been on-hold pending the removal of asbestos contaminated material (ACM) from the access tracks on the site. The ACM removal (CPA/160213) required by DECC Clean Up Notice has now been completed. The consultant undertaking the RAP has undertaken field work on site. This contract will be completed by July 2009. Tenders will be invited for detailed design tenders following completion of RAP and concept design. Cost of remediation works yet to be determined but will be estimated as part of the concept design. Construction is not expected to commence until 2010-11.	20
CPA / 160358	Project Management Services for the clearing and engineering works associated with the sub division of Council land at 150 – 190 Sparks Road Warnervale	Contract let to Trehy Ingold Neate Pty Ltd for \$94,970 in March 2009. Initial surveying work and preparation of a s96 application to allow staging of the development is being undertaken. Estimated completion date for the contract is March 2010. Target date for land to be available for sale off the plan is Dec 2010.	8
F2004/07982	The Entrance Town Centre Refurbishment Works	Current actions being undertaken to address five year work program for TETC include: 1. Installation of five pedestrian ramps to lower end of The Entrance Road to be completed by end of June 2009. 2. Tiles for maintenance purposes have been ordered.	55
F2008/02390, CPA/156894 and CPA/156896	Design for Construction of Proposed New Cell 4.2B at Buttonderry Waste Management Facility	Minor contracts for preliminary investigation works awarded. Geotechnical investigations and survey completed. Preliminary design for new cell completed. Contract for leachate system investigation (CPA/156894) is in progress. Contract for detailed design documentation (CPA/156896) is in progress. Program is for construction tenders to be called July 2009 for completion by July 2010.	20

Contract No	Contract Description	Contract Status	% Completed
F2008/02700	Investigate and Design for Mannering Park Shared Pathway	Surveys and acid sulphate reports complete. REF submitted end March 2009. Considerable objections – may delay Determination if referred to Council. Federal funds approved (\$235,000) will enable about 800 m to Campbell Pde to be completed (only). Delta Electricity amenable to route in Delta land and lease documents received.	50

CONTRACTS STILL IN DEFECTS LIABILITY PERIOD			
Contract No	Contract Description	Contract Status	% Completed
		NIL	

ATTACHMENTS

Nil.

8.6 Annual Water Supply and Sewerage Performance Reporting

TRIM REFERENCE: F2004/06842 - D01899644

AUTHOR: IJ

SUMMARY

Report by the Department of Water and Energy on the performance of Council's Water Supply and Sewerage operations in 2006-07.

RECOMMENDATION

That Council receive the report on Annual Water Supply and Sewerage Performance Reporting.

BACKGROUND

The NSW Department of Water and Energy (DWE) compiles and publishes annual reports on the performance of the water supply and sewerage operations of 107 Councils / Utilities in New South Wales (NSW). Council provides a range of information generally in October of each year, covering operations and financial data for the previous financial year from which this report is prepared. DWE typically takes a further 12-18 months to compile the data, prepare and distribute the report.

The DWE Annual Report is distributed to each Council and comprises two components:

- 1 A comprehensive report "NSW Water Supply and Sewerage Performance Comparisons" covering all Councils / Utilities. This report is issued to all Councils and gives a broad overview of state-wide performance. This particular report is available on Council's files.
- 2 DWE issues to each Council an individual Summary Report (Triple Bottom Line) detailing the performance of that particular Council. The report provides specific performance and performance ranking information which enables each Council to compare its performance against the State-wide Median for a range of performance indicators. The report also gives information to each Council in relation to its performance against five performance bands, i.e. Band 1 is the highest performing band whereas Band 5 is the lowest performance band.

Attached is the DWE Summary Report for Water and Sewerage for Wyong Council for 2006/2007 (refer Attachment).

Also attached is a DWE Guide for Councillors to assist in interpreting the Summary Reports.

The following comments are made in relation to this report.

- 1 The State Government views performance monitoring as a means to achieve improvement in the quality and efficiency of services provided by water utilities. Performance monitoring is required under National Competition Policy and the National Water Initiative as it is considered important for public accountability to the community.

- 2 DWE in the preamble to the Triple Bottom Line reports for water supply and sewerage (Attachments 1 and 2) have provided an overview and description of Council's facilities and some brief commentary on some of the key elements of Council's performance.

In particular attention is drawn to Council's continuing high level of performance in the implementation and compliance with State Government "Best Practice Management" Guidelines. These Guidelines are designed to promote business and environmental sustainability in areas such as;

- pricing (achieving full cost recovery and removal of cross subsidies)
- water conservation and drought management practices
- holistic management of the water cycle
- cost reflective developer charges
- management of liquid trade waste discharge to sewerage system

The State Government places a high priority on water utilities implementing "Best Practice".

- 3 Other examples of Council's high level of performance are demonstrated in the following areas:

- Typical Residential Bill (Water Supply Item 14)

This is calculated using the 2006/07 Average Annual Residential Water Consumption (Water Supply Item 33) i.e. 139 kilolitres per property. The performance ranking reflects Council's strong emphasis on water conservation and demand management programmes and customer awareness of water issues.

- Physical, Chemical and Microbiological Water Quality Compliance (Water Supply Items 19 - 20)

Council treats and reticulates filtered water in accordance with the 2004 Australian Drinking Guidelines as promulgated by the National Health and Medical Research Council.

- Water Service Complaints (Water Supply Item 26)

This indicator relates to the number of low pressure complaints, burst mains and tapping bands. The performance ranking reflects the relatively low number of low pressure complaints received as well as programmes to pro-actively rehabilitate deteriorated mains and tapping banks before failure occurs.

- Number of Main Breaks (Water Supply Item 30)

Performance ranking reflects Council pro-active rehabilitation programmes such as steel mains rehabilitation and replacement of deteriorated asbestos cement mains.

- Average Annual Residential Water Consumption (Water Supply Item 33)

Performance ranking reflects Council's strong emphasis on water conservation and demand management programmes and general customer awareness of water issues.

- Real losses (Water Supply Item 34)

Reflects Council's pro-active leak detection programmes in the early identification and rectification of leaks.

- Total Recycled Water Supplied (Sewerage Item 26a)

Reflects Council's initiatives in establishing recycled water programmes in order to reduce use of filtered water for non potable uses by substituting highly treated effluent.

- Biosolids Reuse (Sewerage Item 28)

Reflects Council's programme to reuse sludge (waste material from the sewage treatment process) for beneficial purposes such as composting.

- Compliance with Effluent Discharge Licence (Sewerage Items 34 and 35)

Performance ranking reflects the high level of sewage treatment processing undertaken before discharge to the ocean at Norah Head and Wonga Point.

- Management cost per property (Sewerage Items 52 and 53)

Reflects Council's continuous improvement and external bench marking processes.

- Treatment cost per property (Sewerage Items 52 and 53)

Performance ranking reflects pro-active maintenance programmes in minimising major breakdowns and process failures. Council actively undertakes energy reduction and efficiency programmes and accesses competitive electricity tariffs via government contracts.

ATTACHMENTS

- 1 Triple Bottom Line Water Supply Performance 2006-2007
- 2 Triple Bottom Line Sewerage Performance 2006-2007
- 3 Triple Bottom Line Performance Reports- Water and Sewerage - Understanding and Using Your Report

Wyong Shire Council TBL Water Supply Performance 2006/07

WATER SUPPLY SYSTEM - Wyong Shire Council serves a population of 145,400 (58,100 connected properties). Supply is provided by the Gosford-Wyong Joint Water Supply. Water is drawn from Wyong River, Ourimbah Creek, Mooney Mooney Creek and Mangrove Creek. Mangrove Creek Dam (190,000 ML) is the key storage followed by Mardi Dam (7,400ML) and Mooney Mooney Dam (4,600 ML). Supply is supplemented by 12 bores (1.2ML/d). The Wyong Shire Council system comprises 1 direct filtration water treatment works (160 Megalitres per day), 22 service reservoirs (186 ML) and 19 pumping stations, 160 km of trunk mains and 947 km of reticulation. The water supply is fully treated.

PERFORMANCE - Wyong Shire Council complied with all of the 6 Best Practice Criteria. The typical residential bill was \$303 which was less than the statewide median of \$360 (Indicator 14). The economic real rate of return was 3.2% which was greater than the statewide median (Indicator 43). The operating cost (OMA) per property was \$314 which was close to the statewide median of \$290 (Indicator 49). Water quality complaints were above the statewide median (Indicator 25). Compliance with microbiological water quality was 100% with 1 of 1 zones compliant (Indicator 20), physical compliance was 100% (Indicator 19) and chemical compliance was 100% with 1 of 1 zones compliant (Indicator 19b). Current replacement cost of system assets was \$576M (\$9,600 per assessment), cash and investments were \$15.8M, debt was \$70.2M and revenue was \$39.2M (excluding capital works grants).

COMPLIANCE WITH BEST- PRACTICE MANAGEMENT GUIDELINES CRITERIA

(1) Complete Current Strategic Business Plan & Financial Plan	YES	(3) Complete performance reporting form (by 15 September)	YES
(2) (2) Pricing - Full Cost-recovery, without significant cross subsidies	Yes	(4) Sound water conservation implemented	YES
(2a) Pricing - Complying Residential Charges	Yes	(5) Sound drought management implemented	YES
(2b) Pricing - Complying Residential Revenue from Usage Charges	Yes	(6) Integrated water cycle management strategy commenced	YES
(2c) Pricing - Complying non-Residential Charges	Yes		
(2d) Pricing - DSP with Commercial Developer Charges	Yes	COMPLIANCE WITH ALL REQUIRED CRITERIA	YES

TRIPLE BOTTOM LINE (TBL) PERFORMANCE INDICATORS

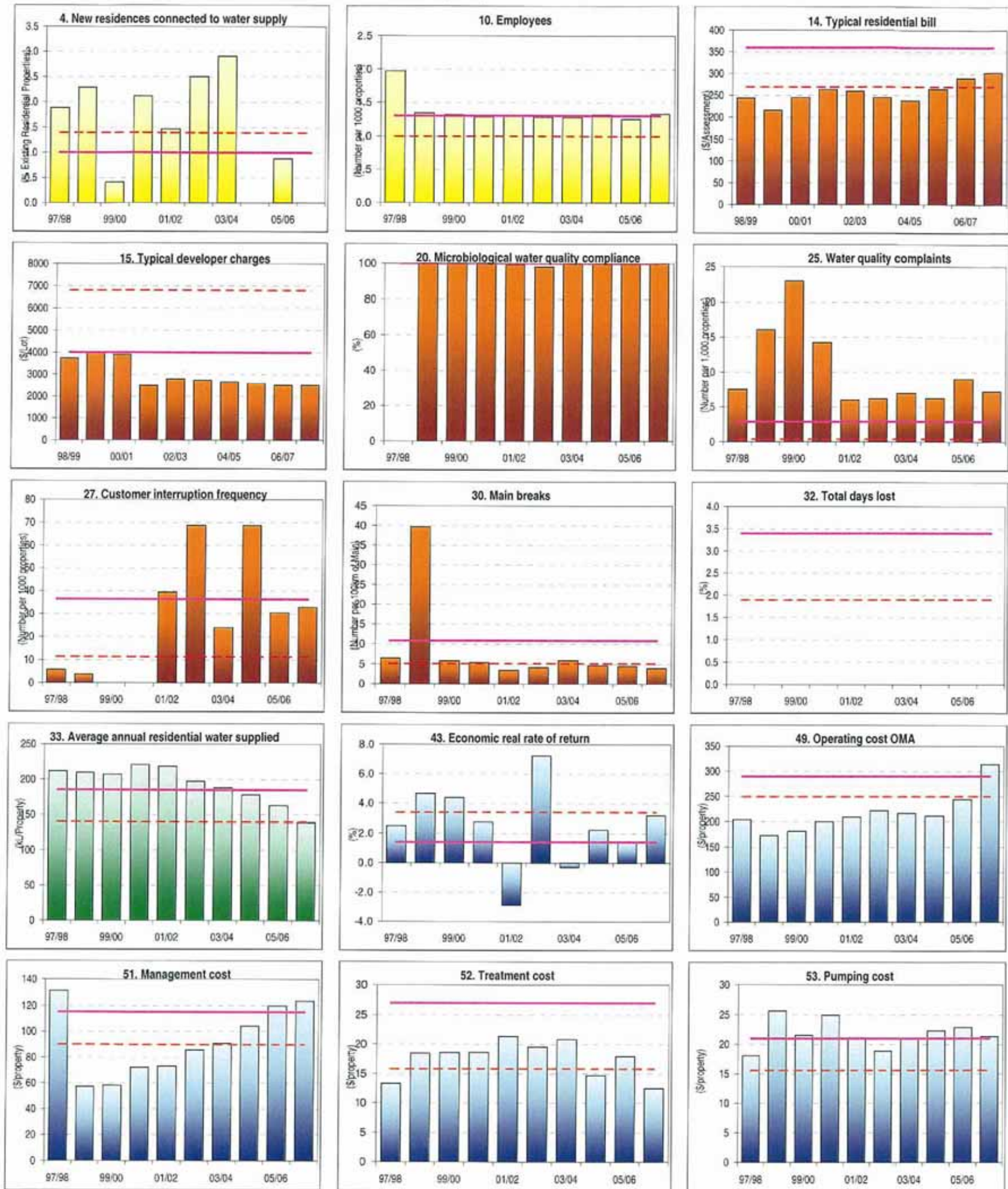
Category	Indicator No.	Indicator Description	LWU RESULT	RANKING		STATEWIDE MEDIAN
				>10,000 properties Note 1	All LWUs Note 2	
			Col 1	Col 2	Col 3	Col 4
UTILITY	CHARACTERISTICS	1 Population served: 145400				
		2 Number of connected properties: 58100				
		3 Residential assessments (% of total)	94			92
		4 New residences connected to water supply (%)	0.0	5	5	1.0
		5 Properties served per kilometre of water main	53			33
		6 Rainfall (% of average annual rainfall)	122	1	1	88
		7 Total urban water supplied at master meters (excluding bulk water) (ML)	13,161			6,800
		8 Peak week to average consumption (%)	102	1	1	135
		9 Renewals expenditure (% of current replacement cost of system assets)	0.0	1	3	0.1
		10 Employees per 1000 properties	1.3	2	2	1.3
SOCIAL	CHARGES & BILLS - 2007/08	P1 Residential tariff structure: 2007/08				
		12 Residential water usage charge 2007/08 (c/kL)	138	2	1	124
		13 Residential access charge per assessment 2007/08 (\$)	111	2	2	108
		P2 14 Typical residential bill per assessment 2007/08 (\$)	303	1	1	360
		15 Typical developer charge per equivalent tenement 2007/08 (\$)	2,500	2	3	4,000
	HEALTH	H5 18 Urban population without reticulated water supply (%)	0.1	2	2	0.7
		16a Risk based drinking water quality plan?	No			
		19 Physical water quality compliance (%)	100	1	1	100
		19a Chemical water quality compliance (%)	100	1	1	100
		H4 19b Number of zones with chemical compliance	1 of 1			
ENVIRONMENTAL	NATURAL RESOURCE MANAGEMENT	H3 20 Microbiological (E. coli) water quality compliance (%)	100	1	1	100
		20a % population with microbiological compliance	100	1	1	100
		C3 25 Water quality complaints per 1000 properties	7	5	4	3
		C5 26 Water service complaints per 1000 properties	2	1	1	12
		C12 27 Customer interruption frequency per 1000 properties	33	4	3	36
	SERVICE LEVELS	C10 28 Average duration of interruption (min)	150	4	4	120
		A6 30 Number of water main breaks per 100 km of water main	4	1	1	11
		31 Drought water restrictions (% of time)	100	4	4	55
		32 Total days lost (%)	0.0	1	1	3.4
		W9 33 Average annual residential water supplied - COASTAL & INLAND utilities (kL/property)	139	2	1	185
ECONOMIC	FINANCE	33a Average annual residential water supplied - COASTAL utilities (kL/property)	139	1	1	165
		33b Average annual residential water supplied - INLAND utilities (kL/property)				305
		A8 34 Real losses (leakage) (L/service connection/day)	26	1	1	73
		35 Energy consumption per Megalitre (kiloWatt hours)				680
		36 Renewable energy consumption (% of total energy consumption)				0
	EFFICIENCY	E9 36a Net greenhouse gas emissions - WS & Sge (net tonnes CO2 - equivalents per 1000 properties)				230
		F1 40 Total revenue - water (\$'000)	39180			10100
		F4 41 Residential revenue from usage charges (% of residential bills)	66	2	3	67
		42 Current replacement cost per assessment (\$)	9,600	4	4	10,100
		F13 43 Economic real rate of return (%)	3.2	1	2	1.4
ECONOMIC	EFFICIENCY	44 Return on assets (%)	2.8	2	2	1.9
		F16 45 Net Debt to equity (%)	10	1	1	-6.0
		F17 46 Interest cover	0	5	5	>100
		47 Loan payment per property (\$)	134	1	1	15
		F18 47a Net profit after tax ratio - WS & Sge (%)	-4	5	5	16
		48 Operating cost (OMA) per 100km of main (\$'000)	1,650	5	5	1030
		F6 49 Operating cost (OMA) per property (\$) (Note 6)	314	2	2	290
		50 Operating cost (OMA) per kilolitre (cents)	153	5	5	90
		51 Management cost per property (\$)	124	5	4	115
		52 Treatment cost per property (\$)	12	1	1	27
53 Pumping cost per property (\$)	21	2	2	21		
54 Energy cost per property (\$)	7	2	1	15		
55 Water main cost per property (\$)	106	4	5	49		
F11 56 Capital Expenditure per property (\$)	804	1	1	302		

NOTES :

- The ranking compared with LWUs with >10,000 properties connected properties (Col 2) is on a % of LWUs basis - relevant for comparing performance with similar sized LWUs - see attachment.
- The ranking compared with all LWUs (Col 3) is on a % of LWUs basis - relevant for comparing performance with all other LWUs - see attachment.
- The Statewide Median (Col 4) is on a % of connected properties basis. It best reveals statewide performance by giving due weight to larger LWUs & reducing the effect of smaller LWUs- see attachment.
- Annual review of key projections and actions in LWU's Strategic Business Plan (SBP) are required, together with annual updating of LWU's financial plan. The SBP should be updated after 3 years.
- Non-residential Tariff: Access Charge based on Service Connection Size (eg. 40mm: \$381), Two Part Tariff; All usage 112 c/kL.
Water supplied to non-residential customers was 30% of potable water supplied excluding non-revenue water.
Non-residential customers provided 22% of the revenue from annual charges and usage charges.
- The operating cost (OMA)/property was \$314. Components were: management (\$124), operation (\$65), maintenance (\$90), energy (\$7) and chemical (\$1) and bulk purchase OMA (\$27).

Wyong Shire Council TBL Water Supply Performance (page 2) **2006/07**

(Results shown for 10 years together with 2006/07 Statewide Median and Top 20%)



NOTES:

1. Costs are in Jan 2007\$.
2. Microbiological water quality compliance 1998/99 to 2003/04 was on the basis of 1996 NHMRC/ARMCANZ Australian Drinking Water Guidelines for E. coli; from 2004/05 compliance was on the basis of the 2004 NHMRC/NRMMC Australian Drinking Water Guidelines.

LEGEND	
2006/07 State Median	—————
2006/07 Top 20%	- - - - -

Wyong Shire Council TBL Sewerage Performance 2006/07

SEWERAGE SYSTEM - Wyong Council has 6 sewage treatment works providing secondary, advanced secondary and tertiary treatment. The system comprises 219,000 EP treatment capacity (Intermittent Extended Aeration (Activated Sludge) and Tricking Filter), 142 pumping stations (525 ML/d), 184 km of rising mains and 1015 km of gravity trunk mains and reticulation. Treated effluent is discharged to ocean.

PERFORMANCE - Residential growth for 2006/07 was 1% which is similar to the statewide median. Wyong Shire Council complied with all 4 out of 4 Best Practice Criteria. The typical residential bill was \$394 which was close to the statewide median of \$405 (Indicator 12). The economic real rate of return was equal to the statewide median (indicator 46). The operating cost per property (OMA) was \$284 which was less than the statewide median of \$320 (Indicator 50). Sewage odour complaints were above the statewide median (Indicator 21). Wyong Council reported 1 Category 2 public health incident (limited impact) and 2 Category 2 environmental incidents (limited impact). Council did not comply with the environmental regulator for effluent discharge. The current replacement cost of system assets was \$494M (\$8,300 per assessment), cash and investments were \$21.1M, debt was \$19.3M and revenue was \$28.5M (excluding capital works grants).

COMPLIANCE WITH BEST-PRACTICE MANAGEMENT GUIDELINES CRITERIA

(1) Complete current strategic business plan & financial plan	YES	(2d) Pricing - DSP with commercial developer charges	Yes
(2) (2a) Pricing - Full cost-recovery, without significant cross subsidies	Yes	(2e) Pricing - Liquid trade waste approvals & policy	Yes
(2a) Pricing - Complying Residential Charges	Yes	(3) Complete performance reporting form (by 15 September)	YES
(2b) Pricing - Complying non-Residential Charges	Yes	(4) Integrated water cycle management strategy commenced	YES
(2c) Pricing - Complying Trade Waste Fees and Charges	Yes	COMPLIANCE WITH ALL REQUIRED CRITERIA	YES

TRIPLE BOTTOM LINE (TBL) PERFORMANCE INDICATORS

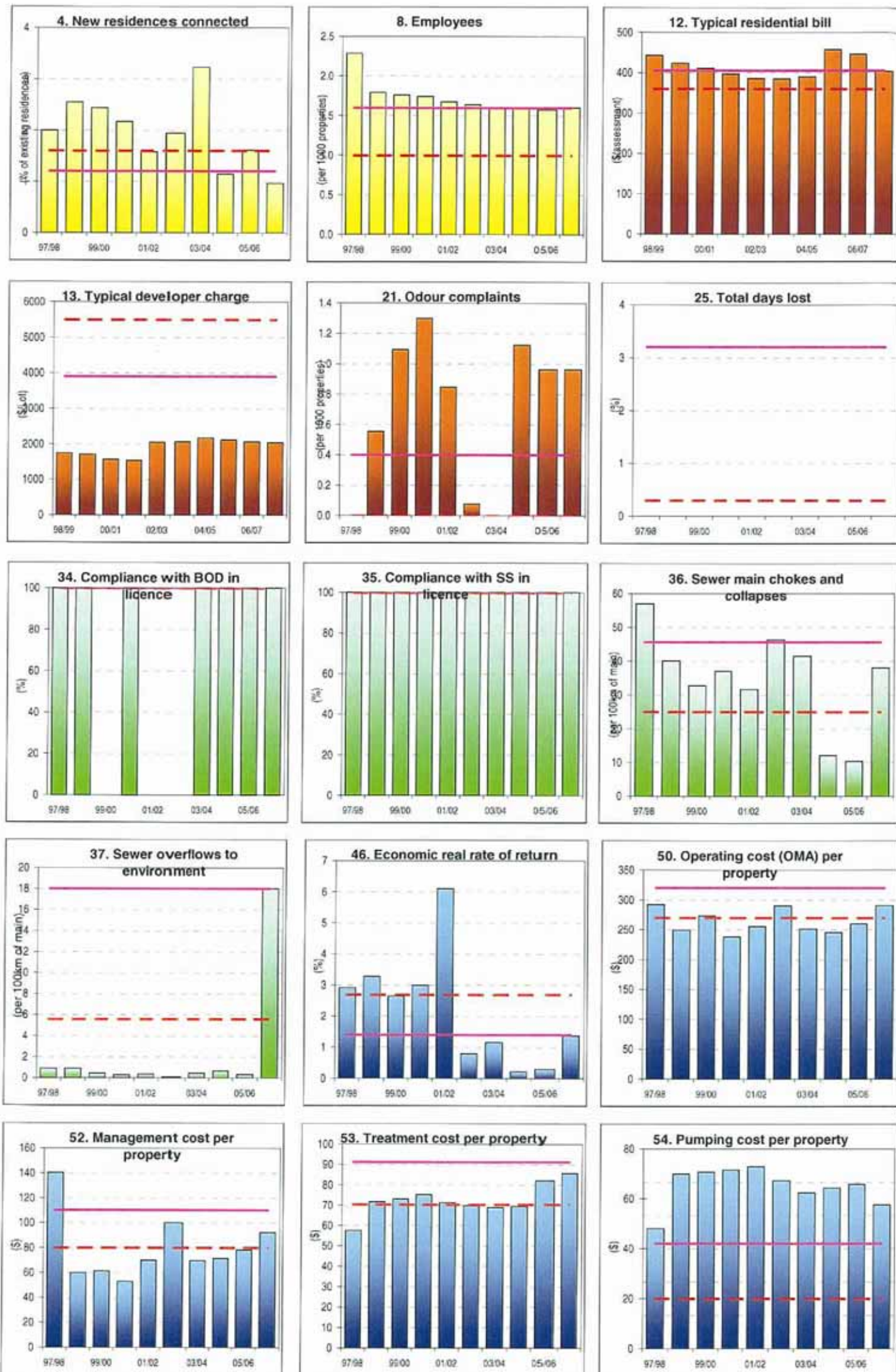
NWI No.	Description	LWU RESULT	RANKING		STATEWIDE MEDIAN	
			>10,000 properties Note 1	All LWUs Note 2		
		Col 1	Col 2	Col 3	Col 4	
UTILITY CHARACTERISTICS	1 Population served: 142800					
	2 Number of connected properties: 57400					
	3 Number of residential connected properties: 54100					
	4 New residences connected to sewerage (%)	1.0	2	3	1.2	
	5 Properties served per kilometre of main	48			40	
	6 Volume of sewage collected (ML)	13,040			3,600	
	7 Renewals expenditure (% of current replacement cost of system assets)	0.0	4	2	0.0	
	8 Employees per 1000 properties	1.6	4	3	1.6	
SOCIAL CHARGES & BILLS - 2007/08	P3 Description of residential tariff structure: access charge per property; independent of land value (Note 5)					
	P3.3 11 Residential access charge / assessment (\$)	394	2	3	405	
	P4 12 Typical residential bill / assessment (\$) (2006/07 values in Table 7)	394	2	3	405	
	13 Typical developer charge / equivalent tenement (\$)	2,300	4	3	3,900	
	14 Non-residential sewer usage charge (c/kL)	71	4	5	90	
	HEALTH	E3 16 Urban properties without reticulated sewerage service (%)	0.1	1	1	3.7
		E4 17 Percent of sewage treated to a tertiary level (%)	10	4	3	82
		E4 18 Percent of sewage volume treated that was compliant (%)	99	2	3	93
		E5 19 Sewage treatment works compliant at all times	5 of 6			
	SERVICE LEVELS	C4 21 Odour complaints per 1000 properties	0.5	4	4	0.4
		C7 22 Service complaints per 1000 properties	9	2	2	9
		23 Customer interruption frequency per 1000 properties				0
		C11 23a Average break/choke repair time (hours)	3	5	5	2
		25 Total days lost (%)	0.0	1	1	3.2
ENVIRONMENTAL NATURAL RESOURCE MANAGEMENT		W12 26 Volume of sewage collected per property (kL)	227	5	4	230
	W14 26a Total recycled water supplied (ML)	1230	2	1	460	
	W15 27 Recycled water (% recycled)	9	3	4	10	
	E8 28 Biosolids reuse (%)	100	1	1	100	
	30 Energy consumption per Megalitre (kiloWatt hours)				780	
	31 Renewable energy consumption (% of total energy consumption)				0	
	E9 32 Net greenhouse gas emissions - WS & Sge (net tonnes CO2 equivalents per 1000 properties)				230	
	ENVIRONMENTAL PERFORMANCE	33 90 Percentile licence limits for effluent discharge: SS 50 mg/L				
		34 Compliance with BOD in licence (%)	100	1	1	100
		35 Compliance with SS in licence (%)	100	1	1	100
A10 36 Sewer main chokes and collapses per 100 km of main		38	2	3	46	
E10 37 Sewer overflows to the environment per 100 km of main	18	3	4	18		
E4 38 Sewage treated that was compliant (%)	99	2	3	94		
ECONOMIC FINANCE	F2 42 Total revenue - Sge (\$'000)	28540			10500	
	43 Revenue from non-residential plus trade waste charges (% of total revenue)	15	3	4	16	
	44 Revenue from trade waste charges (% of total revenue)	2.0	2	2	1.1	
	45 Current replacement cost per assessment (\$)	8,340	5	4	10,900	
	F14 46 Economic real rate of return (%)	1.4	3	3	1.4	
	46a Return on assets (%)	1.4	4	3	1.4	
	F16 47 Net Debt to equity (%)	6	1	1	-7	
	F17 48 Interest cover	>100	1	1	>100	
	48a Loan payment per property (\$)	60	2	2	25	
	F18 48b Net profit after tax ratio - water supply & sewerage (%)	-4	5	5	16	
EFFICIENCY	F7 49 Operating cost (OMA) per 100 km of main (\$'000)	1360	4	5	1290	
	50 Operating cost (OMA) per property (\$) Note 8	284	2	3	320	
	51 Operating cost (OMA) per kilolitre (cents)	125	2	3	129	
	52 Management cost per property (\$)	90	1	3	110	
	53 Treatment cost per property (\$)	84	1	2	91	
	54 Pumping cost per property (\$)	56	4	4	42	
	55 Energy cost per property (\$)	18	2	2	18	
	56 Sewer main cost per property (\$)	37	2	3	39	
	F11 57 Capital Expenditure per property (\$)	108	4	3	193	

NOTES :

- The ranking compared with LWUs with >10,000 properties connected properties (Col 2) is on a % of LWUs basis - relevant for comparing performance with similar sized LWUs - see attachment.
- The ranking compared with all LWUs (Col 3) is on a % of LWUs basis - relevant for comparing performance with all other LWUs - see attachment.
- The Statewide Median (Col 4) is on a % of properties basis. It best reveals statewide performance giving due weight to larger LWUs & reducing the effect of smaller LWUs- see attachment.
- Annual review required of the key projections & actions in LWU's Strategic Business Plan (SBP), together with annual updating of LWU's Financial Plan. The SBP should be updated after 3 years.
- Non-residential: Access Charge based on square of meter size, sewer usage charge - 71c/kL.
- Non-residential & trade waste volume was 30% of total sewage collected; these customers only provided 15% of the revenue from annual charges, usage and trade waste charges.
- The operating cost (OMA)/property was \$284. The components of operating cost/property were: management (\$90), operation (\$75), maintenance (\$100), energy (\$18) and chemical (\$1).

Wyong Shire Council TBL Sewerage Performance (page 2) **2006/07**

(Results shown for 10 years together with 2006/07 Statewide Median and Top 20%)



NOTES:
1. Costs are in Jan 2007\$.

LEGEND
2006/07 State Median ———
2006/07 Top 20% - - - - -

INTRODUCTION

This attachment has been prepared in order to assist Councillors to quickly understand and use their LWU's 2006/07 TBL Performance Reports for water supply and sewerage. It will also assist the LWU's water and sewerage manager to analyse the LWU's performance and prepare a sound Action Plan for Council which includes a strategy for addressing any areas of under-performance. An example Action Plan is available on page 56 of the *2006/07 NSW Performance Monitoring Report*.

The Department of Water & Energy prepares an annual *Triple Bottom Line (TBL) Performance Report* for all LWU's water supply and sewerage businesses and provides a copy of each LWU's report to each LWU and also to IPART.

The TBL reports show your LWU's key performance indicators (column 1), your ranking compared to other LWUs in your size range (column 2) and your ranking relative to all NSW LWUs (column 3). Column 4 shows the Statewide medians which are calculated from the 50 percentile result for all connected properties (Statewide). This best reveals Statewide performance by giving due weight to larger LWUs and reducing the effect of smaller LWUs.

LWUs are divided into four size ranges: > 10,000, 3,001 to 10,000, 1,501 to 3,000 and 200 to 1,500 connected properties. The rankings shown in Columns 2 and 3 of the TBL Report are based on the top 20% of LWUs for each indicator being ranked 1 and the bottom 20% being ranked 5 (LWUs in the range 40% to 60% are ranked 3).

FACTORS IMPACTING ON PERFORMANCE

When comparing reported performance with other utilities, LWUs should take account of the wide range of factors which can impact on performance. These factors can produce a fundamental difference in performance, in which case a **low ranking may not necessarily imply poor performance**. Such factors include:

- **Size of LWU** - there are significant economies of scale for large LWUs (particularly for water supply),
- **extent of the services provided** - eg. whether the LWU provides a full water supply system or whether it is a reticulator or bulk supplier,
- **provision of bulk storage and/or long transfer systems** - these costs are not incurred by LWUs relying on groundwater or those receiving a regulated supply from a State Water dam.
- **geography,**
- **climate,**
- **quality of water source** – for example, a good quality groundwater will require minimal water treatment,
- **provision of nutrient removal facilities** at sewage treatment works involves significant additional costs.

An understanding of these factors is essential for valid interpretation of performance data. Each LWU can improve its performance by taking account of such factors and comparing its performance with LWUs having similar characteristics.

Further factors to assist your LWU in its assessment of performance are listed below.

UTILITY CHARACTERISTICS

- **Properties served per km** – the density of urban development affects the infrastructure cost. Significantly higher costs are involved for LWUs with very low densities (ie. < 20 properties per km).
- **Renewals** – each LWU should ensure it is raising sufficient revenue for developing, maintaining and renewing the required infrastructure (see TRB below). It should also examine its asset management policy and ensure that the necessary funds are directed to maintenance and renewals.
- **Employees per 1000 properties** – this is a good indicator of operating and management costs (see overleaf).

SOCIAL FACTORS

Affordability

- **Typical Residential Bill (TRB)** – this is the **principal indicator of the overall cost** of a water supply or sewerage system (it is the annual bill paid by a residential customer using the utility's average annual residential water supplied). A critical component of the TRB is the **operating cost (OMA** – operation, maintenance and administration). Each LWU should ensure its TRB is consistent with the projection in its 30 year financial plan in order to raise the necessary revenue.
- **Residential Water Usage Charge (c/kL)** – higher charges have been ranked "1" and lower charges as "5". However, this indicator should be viewed in conjunction with your residential revenue from usage charges (see overleaf) and whether your LWU is achieving full cost recovery, in which case a low water usage charge may be a good result.

Health

- **Risk based drinking water quality management plan** – as set out on pages 4 and 5 of the *2006/07 NSW Benchmarking Report*, each LWU should develop such a drinking water quality management plan on a priority basis.
- **Microbiological water quality compliance (%)** – this is the most important water supply health indicator and all LWUs should aim for a value of 100%. LWUs with less than 98% do not comply with the *Australian Drinking Water Guidelines, 2004* and should develop and implement a strategy to rectify their non-compliance. DWE can assist.

- **Public health incidents** – where the number of Category 2 or Category 3 incidents is high, the Action Plan should provide a brief explanation together with proposed remedial action.

Customer Service

- **Water quality complaints** – the ranking for this indicator will be influenced by whether the water supply is unfiltered, good quality groundwater or whether a fully treated supply is provided etc.
- **Odour complaints** – This is a critical indicator for providing appropriate sewerage levels of service. LWUs with a high number of complaints (ranking of 5) should investigate the reasons for the complaints, including past performance indicated in page two of their TBL Report.
- **Number of water main breaks** - LWUs should pay close attention to any sections of main with a high incidence of breaks (say treble the Statewide median of 11/100km of main) where renewals may be warranted.

ENVIRONMENTAL FACTORS

- **Average annual residential water supplied** – this is heavily influenced by location and also the presence of water restrictions. Inland LWUs have significantly higher residential water supplied due to their hotter and drier climate and the use of evaporative coolers. The weighted median value for inland LWUs was 305kL/connected property (percentage of connected properties basis). The weighted median for coastal LWUs was 165kL/property.
- **Real Losses (Leakage)** – at present, most LWUs do not have sufficient data to determine the true extent of leakage in their system (refer note 14 on page 18 of the *NSW Performance Monitoring Report*). It is strongly recommended that each LWU undertake a reservoir drop test or detailed waste metering, with the assistance of a leakage control specialist, such as the LGA & SA and Water Directorate, Water Loss Program (Ian Maggs on 9242 4127).
- **Sewer main chokes and collapses** – sections of sewer main with a high incidence of chokes and collapses (say treble the statewide median of 46 per 1,000 connected properties) warrant close attention.
- **Sewer overflows to the environment** – these are untreated spills to the external environment. They do not include discharges or overflows contained within emergency storages.
- **Environmental incidents** - where the number of Category 2 or Category 3 incidents is high, the Action Plan should provide a brief explanation together with proposed remedial action.

ECONOMIC FACTORS

Financial

- **Residential revenue from usage charges (%)** – the *Best Practice Management Guidelines 2007* require LWUs with 4,000 or more properties to raise at least 75% of residential revenue from water usage charges by June 2008, while LWUs with under 4,000 properties, including LWUs with a dual supply must raise at least 50% of residential revenue from usage charges. This is a key demand management measure to ensure customers receive an appropriate pricing signal to encourage careful water use.
- **Economic real rate of return (ERRR)** – this reflects the rate of return generated from operating activities (ie. excluding interest income, grants for acquisition of assets and gain/loss on disposal of assets). Water and sewerage charges should be sufficiently high to ensure continuing financial viability and provide for asset renewals and a positive rate of return, but not so high that they generate excessive monopoly profits. The ERRR is a good indicator of the financial health of a business. All LWUs should aim to achieve a positive ERRR
- **Net Debt to equity** – LWUs facing significant capital investment should make greater use of borrowings to minimize increases in their TRB. This avoids unfairly burdening existing customers, thus facilitating inter-generational equity.
- **Loan payment (\$/property)** – a high loan payment per property indicates a relatively high capital cost per property, recent construction of significant capital works or use of short-term loans. 20-year loans are generally optimal.
- **Interest cover** – this ratio provides an indicator of the LWU's ability to meet interest commitments. The interest cover is nil for a loss making business. As a general guide, an interest cover > 2 is a good interest cover position. This should be considered in conjunction with the above comment on making greater use of borrowings for capital investment.
- **Net profit after tax (NPAT) ratio** – this is NPAT divided by the revenue. LWUs should have a positive NPAT ratio. LWUs facing major capital expenditure for expanding system capacity may need a relatively high value for this indicator in order to help fund this investment.

Efficiency - the **operating cost** (OMA – operation, maintenance and administration) per property is a key indicator of the performance and efficiency of an LWU. The **components of operating cost** are:

- **Management cost** – this includes administration, engineering and supervision and is typically almost 40% of the total operating cost. The number of employees per 1,000 properties can be a good indicator of the operating and management costs and hence the efficiency of an LWU. LWUs with a number of non-contiguous (ie. separate) water supplies or with small water or sewage treatment works will need a significantly higher level of employees per 1000 properties in order to effectively manage their systems.
- **Treatment cost (water)** – this is dependent on the type and quality of the water source and the extent of treatment provided. In addition, there are great economies of scale for the operation of water treatment works (ie. facilities involving at least filtration and disinfection).

- **Treatment cost (sewage)** – this is dependent on the type of treatment and the discharge requirements. Where the discharge licence conditions are stringent, involving for example a low level of phosphorus, treatment costs will be high. There are significant economies of scale for operation of treatment works.
- **Pumping cost (water)** – this is dependent on topography and the location of the water source. For example, Country Energy and Goldenfields Water have a high pumping cost due to the distance required to pump from the water source, while Fish River is almost a fully gravitational supply, with a negligible pumping cost. For water supply, there are significant economies of scale in pumping cost per property.

8.7 Water and Sewerage - Works in Progress

TRIM REFERENCE: F2004/07830 - D01906051

AUTHOR: DP

SUMMARY

Water supply and sewerage works in progress and completed for April 2009.

RECOMMENDATION

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

WATER SUPPLY

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

Item Description	Estimated Cost \$	% Completed	Estimated Completion Date	Comments
Fairport Ave and Ocean Pde, The Entrance.	55,000	40	May 2009	<p>The relocation and replacement of approximately 90 metres of 150mm asbestos cement water main with 150mm MPVC class PN12 pipe.</p> <p>This work forms part of Roads and Drainage Program to construct a roundabout at the intersection of Fairport Ave and Ocean Pde and is being funded by Roads & Drainage.</p> <p>Estimated completion date extended to May 2009 to work in with Roads & Drainage whilst they are completing their drainage construction work.</p>
Nimbin St, The Entrance.	10,000	ongoing	May 2009	Ongoing fittings and replacement works as part of the water maintenance program. The work is being funded by Water and Sewerage Capital Works Program.

Item Description	Estimated Cost \$	% Completed	Estimated Completion Date	Comments
Bateau Bay Reservoir, Berne St, Bateau Bay.	65,000	90	May 2009	<p>Construction of WPS 8 and associated telemetry and electrical work is complete. The water pumping station was commissioned end April 09. This work is being funded by Water Capital Works Program.</p> <p>The work has been extended to upgrade security fencing. This work is being funded by the Water and Sewer Maintenance Program and is approximately 50% complete.</p>
Wattle St and Oleander St, Canton Beach.	30,000	60	May 2009	<p>The relocation and lowering of 2x100mm diameter asbestos cement water mains with an equivalent size MPVC class PN12 pipe.</p> <p>This work forms part of the Roads and Drainage Works Program at the intersection of Wattle St and Oleander St and is being funded by Roads and Drainage.</p>
Ruttleys Rd, Mannering Park.	20,000	90	May 2009	Ongoing fittings and replacement works as part of the water maintenance program. The work is being funded by Water and Sewerage Capital Works Program and will be completed on time.
Burnett Rd, Warnervale.	12,500	100	May 2009	Installation of a 200mm metered domestic water supply system as part of Blue Tongue Brewery construction works and will be completed on time.
Pacific Highway, Charmhaven, between Charmhaven Ave to Wyreema Ave	60,000	15	June 2009	Ongoing fittings and replacement works as part of Roads and Drainage Footpath program. The work is being partially funded by Water and Sewerage Capital Works program and Roads and Drainage Footpath Program.
Pearce Rd, Kanwal	18,000	50	May 2009	Work commenced in April 09 to install 100mm fire service, 100mm sprinkler service & 100mm domestic water service to service the new Aged Care Facility.

SEWERAGE

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

Location	Estimated Cost \$	% Completed	Estimated Completion Date	Comments
Tuggerawong Rd, Wyongah.	300,000	20	June 09	Work commenced on 30 March 2009 and includes restoring approximately 33 metres of 150mm vitreous clay sewer pipe and the existing drainage embankment to reinforce and stabilise the drainage line as a result of a land slippage during June 2007 storms. Construction of the first gabion wall along the embankment is expected to be completed week ending 27 April 09.
Killarney Vale Wyong Summerland Point	10,000	ongoing	June 2009	Ongoing sewer main and manhole replacement and adjustment works. Council's maintenance program of CCTV inspections, replacing sections of sewer mains and repairing manholes and junctions causing operational problems due to root infestation and stormwater infiltration.
Pacific Hwy, Ourimbah.	10,000	100	May 2009	Manhole replacement and adjustment works have been occurring as part of the RTA works upgrading the Pacific Highway at Ourimbah. This work consists of lowering two manholes at the Pony Club which have been completed on time.
Bellbowrie St, Toukley	15,000	10	May 2009	Work has commenced to repair the liquid oxygen injection point at Sewerage Pumping Station TO01. This work is being funded by the Water and Sewer Maintenance Program.

PROCESS**Water Treatment**

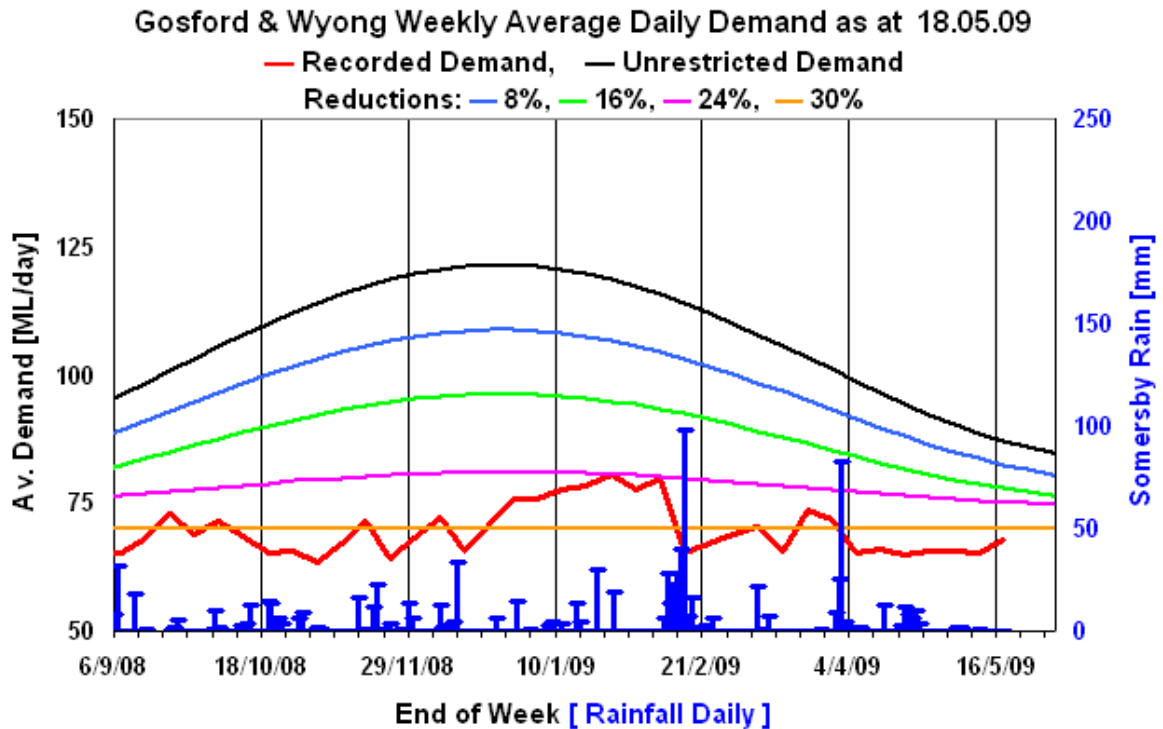
All water produced by the Water Treatment Plant, for the period 1 May 2009 to 26 May 2009, has met National Health and Medical Research Council Guidelines.

Sewage Treatment

All effluent discharged from the sewage treatment plants, for the period 1 May 2009 to 26 May 2009, has met Environmental Protection Authority Licence requirements.

WATER STORAGE

Monday, 18 May 2009				
STORAGES				
Storage	Capacity Full [MI]	Volume in Storage [MI]	Percent Full [%]	Storage Change over last Week
Mangrove Dam	190000	53,278	28.0	Down 57 ML
Mardi Dam	7400	7,229	97.7	Down 48 ML
Mooney Dam	4600	4,600	100.0	Unchanged
Total	202000	65,107	32.2	Down 105 ML
<p>STORAGE:</p> <ul style="list-style-type: none"> Total stored water volume has decreased by 0.2% since last month. This day last year the volume stored as a percentage of total capacity was 3.1% lower <p>HUNTER TRANSFERS:</p> <ul style="list-style-type: none"> Hunter Water Corporation supplied 0 ML last week keeping this year's supply to 0 ML. Gosford/Wyong supplied 0.0 ML to Hunter Water last week keeping this years supply to 68.2ML <p>GROUND WATER BORES:</p> <ul style="list-style-type: none"> Groundwater Bores supplied 4.8 ML last week increasing this year's supply to 139.9 ML 				
WATER USAGE & RAINFALL				
Period	Water Usage [MI]	Rainfall [mm]		
		Somersby WTP	Mardi WTP	Mangrove Dam
Week to date	474	0	0	0
Previous week	457	4	4	1
Current week last year	459	6	3	6
This year to date	9,743	567	334	357
Same period last year	9,107	980	760	628
<p>Week to date consumption was 474 ML, 3.3% more than the same week last year and 3.7% more than the previous week.</p> <p>Consumption this year to date is 9,743 ML, 7.0% more than the same period last year.</p> <p>Level 3 Water Consumption Target for the week ending Monday, 25 May 2009 is 490 ML</p>				



- 1 **Black Line** Wyong Shire's normal demand when no restrictions are in place.
- 2 **Blue line** 8% reduction (based on the 'black line') over the entire year.
- 3 **Green Line** 16% reduction (based on the 'black line') over the entire year.
- 4 **Pink Line** 24% reduction (based on the 'black line') over the entire year.
- 5 **Orange Line** 32% reduction (based on the 'black line') over the entire year.
- 6 **Blue Bars** Rainfall at Somersby in mm/day.
- 7 **Red Line** Wyong Shire's average daily demand.

ATTACHMENTS

Nil.

8.8 Outstanding Questions Without Notice and Notices of Motion

TRIM REFERENCE: F2009/00008 - D01903805

AUTHOR: SG

SUMMARY

Report on outstanding Questions Without Notice and Notices of Motion.

RECOMMENDATION

That Council receive the report on Outstanding Questions Without Notice and Notices of Motion.

Question Asked / Councillor	Department	Meeting Asked	Status
<p>Q068 - Education Program into Toddler Drowning</p> <p><i>It would appear that my Notice of Motion 297 Education Program into Toddler Drowning unanimously endorsed by Council on 25 June 2008 has fallen off the radar and is currently not listed in report 536 Outstanding Questions without Notice and Notices of Motion on this business paper. It has been some six months since the motion attached was moved. Having regard to the recent backyard pool tragedies experienced in Gosford, when will staff report on this critical community issue?</i></p> <p>541- Extended Safety of Surf patrol Beaches</p> <p>1 <i>That having regard to the increasing incidence of unseasonably warm weather associated with global warming and the resultant high beach usage outside current patrol hours Council take a proactive approach with a view to providing our residents and ratepayers with greater coverage of patrolled surf beaches.</i></p> <p>2 <i>That Council receive a briefing on current coverage and resources required to patrol our Shire's beaches including any recommendation for Council to consider a more flexible approach to beach patrol timetables.</i></p>	Shire Planning	26 November 2008 Cr Best	This report will be provided to Council concurrently with the report resulting from the briefing on Notice of Motion 541 – Extending Safety at Surf Patrol Beaches.
<p>Q008 - Draft Community Facilities Strategy</p> <p><i>Can staff advise when Councillors should expect to receive the Draft Community Facilities Strategy?</i></p>	Shire Planning	25 February 2009 Cr Matthews	A Councillor Briefing is being proposed for July 2009 which will provide details of recommendations and actions arising from Stage 1 of the Strategy.

8.8 Outstanding Questions Without Notice and Notices of Motion (contd)

Question Asked / Councillor	Department	Meeting Asked	Status
<p>Q018 – Amalgamation of Central Coast Area Consultative Committee (CCACC) and Business Central Coast (BCC)</p> <p><i>Could staff report on the amalgamation of Central Coast Area Consultative Committee (CCACC) and Business Central Coast (BCC)?</i></p>	General Manager's Unit	25 March 2009 Cr Eaton	A response will be submitted to Council's meeting on 10 June 2009.
<p>Q024 – Traffic Along Coachwood Drive, Ourimbah</p> <p><i>Could staff report on accident history and speeding at Coachwood Drive, Ourimbah and any proposed/possible traffic calming measures?</i></p>	Shire Services	22 April 2009 Cr Eaton	A response will be submitted to Council's meeting of 10 June 2009.
<p>Q025 – Repairs of The Long Jetty</p> <p><i>As The Long Jetty (wooden) has further deteriorated and now is in a dangerous state when will Council commence repairs?</i></p>	Shire Services	22 April 2009 Cr Eaton	A response will be submitted to Council's meeting of 10 June 2009.
<p>Q026 – Fish Cleaning Facilities</p> <p><i>Does Council have any strategic plans for fish cleaning facilities at or near the Shire's boat ramps?</i></p>	Shire Services	22 April 2009 Cr Wynn	A response will be submitted to Council's meeting of 10 June 2009.
<p>Q027 – Virgin Excavated Natural Material (VENM)</p> <p><i>Is virgin excavated natural material (VENM) from work construction sites deemed contaminated if it is not used within 48 hours and does it then have to be removed to our landfill sites?</i></p>	Shire Services	22 April 2009 Cr Wynn	A response will be submitted to Council's meeting of 10 June 2009.
<p>Q028 – Completion of Fisherman's Wharf</p> <p><i>Could staff please advise when the Fisherman's Wharf complex at The Entrance will be completed? I make particular reference to the temporary safety rail along the Boardwalk, the refuse area which is exposed and the painting of the building?</i></p>	Shire Services	22 April 2009 Cr Webster	A response will be submitted to Council's meeting of 10 June 2009.
<p>Q029 – Fisherman's Wharf Waste Removal</p> <p><i>Is there anything that Council can do to encourage the owners to have more than two refuse pickups per week, as the strong odour of rotting food scraps is affecting other businesses in the area?</i></p>	Shire Services	22 April 2009 Cr Webster	A response will be submitted to Council's meeting of 10 June 2009.
<p>Q030 – DA for proposed Shared Pathway at Mannering Park Foreshore</p> <p><i>Can staff please provide a report on the status of "development assessment" for the proposed shared path at Mannering Park Foreshore?</i></p>	Shire Planning	13 May 2009 Cr Symington	A report on the status of the proposed shared pathway at Mannering Park Foreshore will be prepared for Council's meeting of 24 June 2009.

8.8 Outstanding Questions Without Notice and Notices of Motion (contd)

Question Asked / Councillor	Department	Meeting Asked	Status
Q031 – Community Art Structure at Watanobbi <i>Can staff please advise what is happening with community art structure of the W now a V at Watanobbi?</i>	Shire Services	13 May 2009 Cr Matthews	A response will be submitted to Council's meeting of 8 July 2009.
Q032 – Maintenance of Wadalba School Oval <i>Could staff advise on level of maintenance at Wadalba School Oval and/or other reasons for its unserviceability?</i>	Shire Services	13 May 2009 Cr Eaton	A response will be submitted to Council's meeting of 8 July 2009.
Q033 – Audited Accounts of Australian Coal Alliance's Expenditure and Income <i>Could the Mayor or staff obtain audited accounts as to Australian Coal Alliance's expenditures and income given Council's support of it with public money?</i>	Corporate Services	13 May 2009 Cr Eaton	ACA requested to provide copy of accounts.

Notice of Motion	Department	Meeting Resolved	Status
326 - National Natural Disaster Funding <i>1 That Council, via the Federal Local Members, request National Natural Disaster Funding include coastal erosion events and Council expenditure on preventative and remedial action.</i> <i>2 That the Local Government Association via its annual conference be invited to support this initiative</i> <i>3 That a further report be brought back to Council on information on predication on climate change impacts as a result of studies being undertaken by consultants in conjunction with the Coastal Hazard Study.</i>	Shire Planning	8 August 2007 Cr Eaton / Cr Best	A report will be submitted to Council when response from Department of Environment and Climate Change (DECC) is received. Finalisation of Coastline Management Plan is not anticipated until January/February 2010.
231 – Poll on Popularly Elected Mayor and Electricity Privatisation <i>A further report be reported to Council at a briefing session outlining the ramifications of a popularly elected Mayor detailing exactly how the numbers equate in three wards concerned.</i>	Corporate Services	28 May 2008 former Cr Stewart / Cr Graham	A report will be subject to future briefing session for Council. The report will provide an outline of possible ward boundaries.
295 – Wyong Pool Maintenance Policy <i>1 That Council defer any further decisions regarding Wyong Pool pending discussions with the Wyong Tennis Club Administrator.</i> <i>2 That the Mayor and General Manager report to Council on discussions.</i>	General Manager's Unit	25 June 2008 former Cr Pavier / Cr Graham	Discussions continuing with Administrator.

8.8 Outstanding Questions Without Notice and Notices of Motion (contd)

Notice of Motion	Department	Meeting Resolved	Status
<p>298 – The Long Jetty Commercial Options Initiative</p> <p>1 <i>That Council receive a briefing as part of the Long Jetty master planning that will occur following the potential adoption The Entrance Long Jetty Strategy on the permissibility and benefits / disbenefits of considering sub leasing (subject to Departmental approval) an area of the Long Jetty to cater for a commercial operation such as a cafe with possible education aspects.</i></p> <p>2 <i>That any economical benefit derived from this activity be allocated to the maintenance and upkeep of the Long Jetty.</i></p>	Shire Planning	25 June 2008 Cr Best / Cr Eaton	To be given further consideration following the adoption of the Draft Entrance Peninsula Planning Strategy. (The TEPPS encourages this type of potential development).
<p>383 – Central Coast Regional Strategy – Toukley</p> <p><i>That as a result of the recent release of the Central Coast Regional Strategy by the Department of Planning, staff report on the implications of the strategy on existing Council projects. In particular, the report should address the impacts on the Future Planning Unit's work program and staff should also report on the now likely timelines and processes required to deliver the Toukley Strategy.</i></p>	Shire Planning	13 August 2008 Cr Best / former Cr Stevens	A briefing workshop to be held with Councillors on 27 May 2009.
<p>384 – Central Coast Regional Strategy</p> <p><i>That Council, in conjunction with Shire Planning staff, workshop the Central Coast Regional Strategy with a view to determining a position statement for the Department of Planning.</i></p>	Shire Planning	13 August 2008 former Cr Pavier / Cr Eaton	A briefing workshop to be held with Councillors on 27 May 2009.
<p>9.1 – NSW State Body Board Championships</p> <p>1 <i>That Council allocate \$10,000 from the 2008-09 budget for Community Support and Development to secure major sponsorship of the NSW State Body Board Championships and Australasian Pro Tour to be held on 2, 3, 4 and 5 April 2009 at Soldiers Beach.</i></p> <p>2 <i>That Council transfer the \$10,000 from the amount allocated in the 2008-09 budget to the "Central Coast Pro Surfing Competition" which has been cancelled.</i></p> <p>3 <i>That Council consider allocating a similar amount to the "NSW Body Board Championships" in the 2009-10 budget provided it can be demonstrated that the event continues to provide significant benefit to the Shire.</i></p> <p>4 <i>That a report on attendance, economic benefits etc of the event be presented to Council at the completion of the championships.</i></p>	General Manager's Unit	11 February 2009 Cr McNamara / Cr Best	A report will be submitted to Council's meeting on 10 June 2009.

8.8 Outstanding Questions Without Notice and Notices of Motion (contd)

Notice of Motion	Department	Meeting Resolved	Status
<p>9.1 – Motor Sports Facility</p> <p>1 <i>That Council recognise in principle the need to establish a regional motor sport and driver education facility with a view to catering for a broad range of activities including driver education and training opportunities.</i></p> <p>2 <i>That Council determine, in partnership with the relevant Government Departments and various peak motor sport organisations, the level of industry support for the establishment of such a regional community facility.</i></p> <p>3 <i>That Council seek Expressions of Interest from potential user groups to provide User Group requirements including their potential usage level of such a facility and indicative list of potential events which may be attracted including races showcasing vehicles using alternative technologies.</i></p> <p>4 <i>That Council investigates possible locations for a motor sport and driver education facility based on user group requirements.</i></p> <p>5 <i>That Council seek Expressions of Interest to build, operate and manage the facility including any alternate Financial Models including any benefits and revenue to the community and Council. Responses should include how they intend to offset green house gas emissions to make the motor sport carbon neutral.</i></p>	Shire Planning	25 February 2009 Cr McNamara / Cr Vincent	Councillors will be updated as information is obtained.
<p>9.2 – The Entrance Channel WebCam</p> <p>1 <i>That Council investigate the possible benefits of utilising the growing web technology known as “webcam” in The Entrance Channel to assist various organisations, departments and the general public to gain important information vital to improved channel management.</i></p> <p>2 <i>That Council also investigate the possibility of sponsorship financing the channel webcams, instead of Council funding.</i></p>	Shire Planning	25 February 2009 Cr Best / Cr Webster	A report on this matter will be submitted to Council’s meeting of 10 June 2009.

8.8 Outstanding Questions Without Notice and Notices of Motion (contd)

Notice of Motion	Department	Meeting Resolved	Status
<p>9.4 – Council’s Animal Care Facility Review</p> <p>1 <i>That Council acknowledge the strategic and operational review of the Animal Care Facility undertaken by the Regulation and Compliance Unit in late 2008.</i></p> <p>2 <i>That Council reiterate the earlier congratulations extended to the Manager of Regulation and Compliance and his team for “the complex review” undertaken which led to the Wyong Animal Care Facility “being nationally identified as a best case example of restructure and operation” as advised by Councillor Best in his Question Without Notice to the Ordinary Meeting held on 12 November 2008.</i></p> <p>3 <i>That staff report to Council on further options for the future management of the facility following the completion of the RSPCA’s strategic review of its operations which Council is advised will take approximately 12 months.</i></p> <p>4 <i>That in response to the success of the joint efforts of staff and animal rescue groups resulting in increased re-homing rates, Council acknowledge the need to provide additional kennels and cattery space and therefore give consideration to the provision of capital funds for the extension of the facility as part of its consideration of the 2009-10 Management Plan. However, should additional funds be voted, that the expenditure of such funds not occur until the outcome of the RSPCA strategic review.</i></p> <p>5 <i>That Council embark on a public awareness campaign focusing on responsible pet ownership.</i></p>	<p>Shire Planning</p>	<p>25 February 2009 Cr Best / Cr Matthews</p>	<p>A report will be submitted to Council following completion of the RSPCA Strategic Review.</p>
<p>9.5 – Extending the Lapsing Period of a Consent</p> <p>1 <i>That Council, in determining applications for employment generating development extend the lapsing period of a Consent under Section 95 of the Environmental Planning and Assessment Act 1979 to three years for the purpose of assisting local employment during the current economic downturn.</i></p> <p>2 <i>That the fees for extending a consent for a further one year period be reviewed in conjunction with the next Management Plan.</i></p>	<p>Corporate Services</p>	<p>25 February 2009 Cr Eaton / Cr Graham</p>	<p>Fees for extension of consent to be reviewed in conjunction with the Management Plan 2009-10. Report to be provided in conjunction with the Draft Management Plan to 10 June 2009 Council meeting.</p>

8.8 Outstanding Questions Without Notice and Notices of Motion (contd)

Notice of Motion	Department	Meeting Resolved	Status
<p>9.1 – Woodfired Heaters</p> <p><i>That in accordance with Council's support for sustainability initiatives and to minimise the potential negative social and environment impacts of woodfired heaters, Council staff report on:</i></p> <ol style="list-style-type: none"> Options to encourage the community to embrace the responsible operation of woodfired heaters, including the use of legislation and enforcement; and Options for promoting the responsible operation of woodfired heaters by way of a media campaign leading into the winter months. 	Shire Planning / Corporate Services	25 March 2009 Cr Graham / Cr Best	A report on this matter will be submitted to Council's meeting of 10 June 2009.
<p>9.3 – Ensuring Compliance of Guttering with Building Code of Australia</p> <p><i>That Council alert the Australian Building Codes Board and Standards Australia in writing of the problem regarding high fronted gutters and bring this issue to the next Local Government Association Conference.</i></p>	Shire Planning	25 March 2009 Cr Wynn / Cr Vincent	A business update was posted on the intranet on 16 April 2009. The issue to be brought up at the next Local Government Conference to be held in Tamworth in October 2009.
<p>9.4 – Safety Concern Regarding an Unfenced Pool at Summerland Point</p> <ol style="list-style-type: none"> That Council report on the issue of waterfront properties with unfenced pools. That Council report on the number of unfenced waterfront pools, cost of fencing, legal issues, precedent and any other relevant issues. 	Shire Planning	25 March 2009 Cr Eaton / Cr Best	A report will be submitted to Council's meeting of 10 June 2009.
<p>10.2 – Council Facility Fees</p> <ol style="list-style-type: none"> That Council staff investigate and report on the fees, including bonds levied on community groups, NGO's and sporting associations for the use of Council facilities including open space. That staff conduct a comprehensive audit of the fee structure with a view to minimising the financial impact on community groups working within the Wyong Shire to achieve social engagement. 	Shire Services	8 April 2009 Cr Matthews / Cr McBride	A report on this matter will be submitted to Council's meeting of 10 June 2009.
<p>8.1 – Pile Creek Culvert</p> <p><i>That due to the failure of Pile Creek Culvert, Council take a proactive approach to the findings and recommendation of the Ministers investigation into this event through receiving and considering a report from staff at their earliest convenience on this important issue as tabled by Mr Dick Persson and Mr Alan Griffin appointed to investigate.</i></p>	Shire Services	22 April 2009 Cr Best / Cr Eaton	A report on this matter will be submitted to Council's meeting of 10 June 2009.

8.8 Outstanding Questions Without Notice and Notices of Motion (contd)

Notice of Motion	Department	Meeting Resolved	Status
8.2 – Webcasting Council Meetings <i>That Council prepare a report on the cost, feasibility and other relevant issues of webcasting Council meetings.</i>	Corporate Services	22 April 2009 Cr Eaton / Cr Best	A report on this matter will be submitted to Council's meeting of 22 July 2009.
9.1 – Corporate Uniform 1 <i>That Council investigate and report on sourcing an Australian owned and produced corporate uniform.</i> 2 <i>That the report identify whether the full range of the corporate uniform can be sourced from a single or multiple supplier.</i> 3 <i>That Council also report on existing supply contracts and the way Council supports Australian and locally produced goods and services.</i>	Corporate Services	13 May 2009 Cr McBride /	A report on this matter will be submitted to a future Council meeting.
9.2 – Recording of Council Meetings 1 <i>That Council seek legal advice on the legal exposure of Councillors and staff associated with the current practice of recording Council meetings and any future proposal to webcast Council meetings.</i> 2 <i>That a report on the legal advice be presented to Council at the earliest opportunity.</i>	Corporate Services	13 May 2009 Cr McBride /	Report will be provided when legal advice received.
9.4 – Monthly Payment of Rates 1 <i>That in order to minimise the hardship of the rate increases proposed to be introduced by Council in the 2009-10 financial year, Council promote the option for ratepayers to pay their rates by monthly or fortnightly instalments.</i> 2 <i>That Council publicise the option in 1 above at the time the 2009-10 rate notices and instalment reminders are posted to ratepayers.</i> 3 <i>That Council publicity include the provision of a leaflet with the rate notice explaining the option to pay by monthly or fortnightly instalments together with press and website promotion.</i>	Corporate Services	13 May 2009 Cr Best / Cr Eaton	Information flier for inclusion in 2009-10 rate notices being developed for distribution with notices in July 2009.

Questions Without Notice and Notices of Motion Removed from the Above Lists since the Previous Meeting

Question without Notice / Notice of Motion	Date Asked / Resolved	Outcome
Q123 – Darcy Smith Court Case	12 December 2007 former Cr Pavier	A response is included in this business paper.
Q014 – Costs Incurred for Performing Arts Centre	25 February 2009 Cr McBride	A report on the matter is incorporated in this business paper.

8.8 Outstanding Questions Without Notice and Notices of Motion (contd)

Question without Notice / Notice of Motion	Date Asked / Resolved	Outcome
Q019 - Lease Negotiations and Activities at the Oasis Youth Centre	8 April 2009 Cr Graham	A response is included in this business paper.
Q021 – Development at Corner Coral Street and The Entrance Road, The Entrance	8 April 2009 Cr McBride	A response is included in this business paper.
Q022 – The Entrance Town Centre	8 April 2009 Cr McBride	A response is included in this business paper.
Q023 – Hall on Council Land at Lot 82 DP 221815 Acacia Avenue, Lake Munmorah	8 April 2009 Cr Wynn	A response is included in this business paper.
498 - Central Coast Tourism Inc (CCTI) Funding <i>That Council report on funding for Central Coast Tourism Inc (CCTI).</i>	12 November 2008 Cr Eaton / Cr Graham	A report on the matter is included in this business paper.
9.5 – Closed Circuit TV Toukley <i>1 That further to the continuing and escalating incidents of vandalism and graffiti in and around the Toukley and Toukley East areas, staff report on the findings of the recently conducted Toukley Community Safety Audit soon to be released.</i> <i>2 That staff report to Council on the feasibility of installing a Closed Circuit TV network in the Toukley area similar to the recently federally funded 27 camera system now being installed in the Woy Woy business district.</i>	11 February 2009 Cr Best / Cr Wynn	A report on the matter is included in this business paper.
9.2 – Proposed Trial of Green Concrete <i>That, following the report on the use of 'Green Concrete', from the 11 March 2009 Ordinary Council meeting:</i> <i>1 Council notify Zeobond or other manufacturers of E-crete that, if the company wishes to have a small scale field trial in NSW, this Council would be interested in being in that trial.</i> <i>2 Council endeavour to purchase and use the material to replace partially or wholly Portland cement where it is deemed a suitable if E-crete becomes available in NSW.</i>	25 March 2009 Cr Wynn / Cr Vincent	Correspondence issued to manufacturer.
9.5 – Surf and Sand Series (SSS) <i>1 That further to Surf Life Savings Central Coast's request for Council assistance with their proposed new surf championship initiative known as Surf and Sand Series, Council give consideration as to the benefits of sponsoring such an event.</i> <i>2 That subject to Councils support, Council fund the event from the line item 1.1.15 08/09 budget unallocated residual funds.</i>	25 March 2009 Cr Best / Cr Webster	Surf Life Savings Central Coast advised of support from Council and funding listed as line item in Management Plan. No further action required.

8.8 Outstanding Questions Without Notice and Notices of Motion (contd)

Question without Notice / Notice of Motion	Date Asked / Resolved	Outcome
8.3 – Wyong Performing Arts Centre Working Party <i>That a working party consisting of the Mayor, interested Councillors, staff and user group representatives be formed to monitor and progress the Wyong Performing Arts Centre.</i>	22 April 2009 Cr Eaton / Cr Graham	A report on the matter is incorporated in this business paper.
9.3 – Review of Briefing Schedule <i>That Council set aside at the conclusion of staff briefings (3:30pm) a 60 minute Councillor discussion session that will afford Councillors the opportunity to discuss key and emerging issues.</i>	13 May 2009 Cr Best / Cr Wynn	Procedural changes implemented for Councillor discussion session.
9.5 – “E” Coal Poll <i>That Council reiterate its objection to the coal mine and request staff to:</i> <i>a conduct an IT security review in relation to the validity of the results of an E poll and</i> <i>b report findings to the next Council meeting on 27 May 2009.</i>	13 May 2009 Cr Best / Cr Eaton	A report on the matter is included in this business paper.

ATTACHMENTS

Nil.

9.1 Answers to Question Without Notice

TRIM REFERENCE: D01906535

9.1 Q123 - Darcy Smith Court Case

The following question was asked by former Councillor Pavier at the Ordinary Meeting on 12 December 2007:

“Darcy Smith is in court with Council again soon and it involves Class 4 proceedings. Can staff reply on the outcome of the court case and how much it has cost this Council?”

The following update relates to action taken by Darcy Smith in relation to land in his ownership adjacent to the Bateau Bay landfill rehabilitation site.

Darcy Smith commenced two actions against Council, namely actions in the Land and Environment Court allegedly breaches in development and construction approval and Condition 4 in the Supreme Court relating to trespass and nuisance and concentration diversion of water across his land.

Both matters were resolved as follows:-

Land and Environment Court - A deed of settlement and release has been signed by both parties. The case was finalised at a cost to Council of \$394,535.08.

Supreme Court - Consent orders filed on 14 April 2009. Proceedings were dismissed and each party was to bear its own costs. Council's costs totalling \$52,688.41.

It should be noted these costs do not include Council's staff time or consultant costs which were considerable.

ATTACHMENTS

Nil.

9.2 Answers to Question Without Notice

TRIM REFERENCE: D01906312

9.2 Q019 - Lease Negotiations and Activities at the Oasis Youth Centre

The following question was asked by Councillor Graham at the Ordinary Meeting on 8 April 2009 :

“Could staff provide an update on lease negotiations and current activities undertaken at the Oasis Youth Centre?.

At the Ordinary Meeting of 27 February 2008, Council resolved unanimously on the motion of Councillor Rose and seconded by Councillor Pavier:

- “1 That the General Manager be authorised to finalise negotiations for a 2 x 2 year agreement in line with the principles between Salvation Army and Wyong Shire Council detailed in this report.*

- 2 That as the lease rolls out Council consider its strategic direction of the site land and other potential sites for the youth centre.”*

Specific conditions relating to that lease involved the following:

- The Salvation Army would be responsible for repairing and upgrading Oasis Youth Centre in accordance with the maintenance report prior to any new lease.
- A community advisory committee is to be established to provide a community strategic direction.
- Joint proposed objectives for the site would be:

“That both parties agree to collaborate in order to promote the joint objectives of:

- youth development;
- individual and community participation in sport, recreation and social activities;
and
- improvement of the quality of life of young people living in the Wyong Shire.”

Since this recommendation the Salvation Army has experienced changes in personnel at both a local and regional level, which has delayed response and compliance with outstanding issues.

Council staff have been meeting regularly with representatives of the Salvation Army, who now believe that the majority of maintenance issues have been resolved and that the formation of the advisory committee is complete, with the first meeting taking place in two weeks' time.

Once Council staff are satisfied that outstanding items have been addressed by the Salvation Army it will issue the lease as per the original resolution.

Current Activities undertaken at Oasis Youth Centre

Salvation Army Management reports that Oasis Youth Centre currently provides the following programs and services:

- **Individual Counselling, Support, Referral and Advocacy**
Young people can access free, professional formal or informal counselling services. Assistance in referral and advocacy to other services is available.
- **Small Groups and Programs: Anger Management, Drug and Alcohol Programs, Recreational Activities**
Oasis provides small group programs when required in each of the aforementioned topics as the need arises.
- **Drop-In Centre**
Drop-In is open from 3pm until 5pm Monday to Thursday and until 7pm on Friday evening. It provides a safe, supervised environment for young people to undertake group activities. They participate in sporting activities and leisure activities, which enhance social interaction.
- **Positive Pathways Program**
Positive Pathways Program is a joint venture between Oasis Youth Centre Wyong and The Salvation Army Employment Plus – Lake Haven, Wyong and Gosford.

The aim is to empower the candidates with both practical and emotional skills to equip them with the confidence to face the challenges of looking for employment and making a life style change to become part of the work force.
- **Coalface Recording and Rehearsal Studio**
Oasis supports young bands by supplying a greatly needed rehearsal space. Oasis also has a professional recording studio. Unfortunately this space was destroyed in the June floods in 2007; however work is currently underway to have the space re-equipped. Quotations are being sought on the equipment required.
- **Court Support**
Young people are given the opportunity of support through their Court proceedings. Some of the young people from the Court are referred to Oasis by having their bail conditions set to attend sessions within the Centre. Written reports of the young person's progress are generally presented to the Court.
- **Suspension School**
Oasis Youth Centre has partnered with The Department of Education to provide a Suspension School to the young people of Wyong Shire.
- **Training/Education**
Oasis Youth Centre is currently looking into different accredited training options including hospitality, asset maintenance and retail. They already provide First Aid training, issue construction green cards and traffic control tickets.
- **School Holiday Programs**
Oasis Youth Centre provides school holiday programs. These programs include outings, skate competitions, free barbeques, band and sports competitions.
- **Food for Thought Program**

A food shop program provides basic support to individuals and families who are receiving welfare benefits. The shop is a first-point contact for people who may be in need of support, assistance and/or referral. The shop is also accessed by customers referred to and supported by other organisations.

- **Street Net Bus**

The Salvation Army Oasis Youth Centre has partnered with Oasis Youth Support – Sydney to provide a wireless Internet bus on Thursday evenings in disadvantaged suburbs within the Wyong Shire. Along with free internet access the bus provides BBQ, tea, coffee and cordial. The bus is staffed by a Salvation Army Chaplin, youth worker and volunteers.

- **Work for the Dole**

The Salvation Army Oasis Youth Centre operates a Work for the Dole program. Participants receive study opportunities and team-building activities in retail and garden maintenance.

- **Community Service Order Program**

Salvation Army Oasis Youth Centre works with Probation and Parole to provide community service tasks for legal offenders.

- **Drug and Alcohol Case Management and Client Outreach**

Salvation Army Oasis Youth Centre offers drug and alcohol counselling to young people. Under specific circumstances outreach to clients is available.

- **Band Nights**

Salvation Army Oasis Youth Centre hosts professionally supervised, all age group drug and alcohol free band nights. Approximately 300-500 young people attend these events, which attract local, interstate and international acts. Oasis ensures local unsigned bands play as support acts. These concerts are organised by the Audio Army.

- **Job Search**

Salvation Army Oasis Youth Centre will be commencing a joint venture with Salvation Army Employment Plus shortly. This program will run for youths on Thursday and adults on Friday. The contents will involve training from Employment Plus staff in job seeking skills and the Centre staff will engage them in team sports and various other games and activities. It is anticipated that this will bring about positive employment outcomes for those involved.

- **Fun Time**

Fun Time is for parents with children 0-5 years old and is an opportunity for parents to meet up and interact with others with young children. The children also have interaction with others, being involved in activities such as craft, singing and dancing. Fun Time is on each Wednesday morning from 9.30 to 11.30.

The Salvation Army Oasis Youth Centre currently has the following external services utilising or hiring the premises at different times:

- Department of Education and Training Suspension School
- Alcoholics Anonymous
- Audio Army concerts
- Community Aid Justice Panel
- Kamira Farm Drug and Alcohol Counselling
- Breakthru Employment Agency
- Camp Toukley

- Wyong Primary and Wyong Grove Primary Schools
- Central coast Youth Interagency
- Seniors Table Tennis Group
- Darkinjung Land Council
- Wyong High School Higher School Certificate (for exams)
- Wesley Mission – Work for the dole and job capacity assessments
- Life without Barriers
- Seventh Day Adventist Church
- Probation and Parole (community members fulfilling community service orders)

The Salvation Army Oasis Youth Centre will continue to work with these and other agencies to provide the best possible service to the community. They will be looking at ways they can further generate rental income by promoting the space they have available.

Oasis Youth Centre Plans for the Future

1. Potential of opening a Salvation Army Family Store onsite.
2. Installation of a commercial kitchen to facilitate hospitality training.
3. Redevelopment of the indoor climbing wall.
4. Enclosure of existing carport area to establish a workshop space.
5. Upgrading of the existing skate park.
6. Running a Learn to Surf program.
7. Development of a music program.
8. Operation of a fully funded group trip to trek the Kakoda Trail.
9. Running an annual skateboard, BMX and scooter competition.
10. Hosting a Battle of the Bands competition.

Conclusion

Council staff, upon inspection and satisfaction with the completion of maintenance issues and the formation of the Advisory Committee, will issue a lease based upon the originally intended terms.

ATTACHMENTS

Nil.

9.3 Answers to Question Without Notice

TRIM REFERENCE: D01905811

9.3 Q021 - Development at Corner Coral Street and The Entrance Road, The Entrance

The following question was asked by Councillor McBride at the Ordinary Meeting held on 8 April 2009:

“Could Council staff please report on the progress of development at the Corner of Coral Street and The Entrance Road? How much longer are residents, visitors and business owners likely to be affected by the obstruction/damage to the footpath and what is the timeframe for repair to improve public access and safety?”

Development Consent No 1492/2002 was issued on 22 December 2004 with subsequent amendments made on 29 November 2007 and 27 October 2008 for 32 residential units and retail shops in a six storey building.

Staged Construction Certificates for building works have subsequently been issued by a Private Principal Certifying Authority with works commencing in early 2005. Council does have authority, in certain circumstances, to require the completion of a development where for example it is unsafe, however, in this case the construction of the building is proceeding and accordingly action by Council is not justified.

Street hoardings were required to be installed for pedestrian safety which will remain in place until building works are completed. The current hoarding structure has been inspected and meets Council's Engineers requirements.

Remaining works in Coral Street include; lowering a section of water main and Council's intention is to replace the fibro water main beneath the footpath for the Coral Street frontage; the developer then removing two parking spaces; widening the footpath area; and undertaking a reconstruction of the footpath. The removal of the parking spaces is subject to a legal agreement and the footpath reconstruction being a condition of Development Consent 1492/2002. Design approvals and legal responsibilities are now being resolved with the developer.

Council has acknowledged that it is responsible for the repair of the temporary footpath in the area between the hoarding and the kerb as this area was in an unsound condition prior to the commencement of work. Accordingly, Council's Shire Services are maintaining this area in a safe condition during the construction phase and have repaired this area to an appropriate standard.

At this stage, there is no set time frame for the completion of works as it is subject to the finalisation of the agreements. Subject to Council sourcing new tiles and favourable weather conditions, there is at least 4 weeks work to complete the foot path reconstruction.

ATTACHMENTS

Nil.

9.4 Answers to Question Without Notice

TRIM REFERENCE: D01906039

9.4 Q022 - The Entrance Town Centre

The following question was asked by Councillor McBride at the Ordinary Meeting on 8 April 2009:

"It has come to my attention that Council Rangers will no longer be employed in The Entrance Town Centre. Does Council have a regulatory role? Who will assume the role and responsibility previously discharged by Rangers to ensure the security of residents, visitors and businesses in The Entrance Town Centre. Have the displaced Rangers been guaranteed redeployment?"

The Council will continue to have a regulatory role at The Entrance Town Centre. This area has been absorbed into the normal patrol area of the Wyong Shire Ranger Team and will be subject to the same level of service that is provided to the rest of the Shire.

The two Rangers who were servicing The Entrance Town Centre were employed as Temporary Fixed Term employees with their engagement subject to the continuing contract with the Entrance Town Centre Management. Their continued employment with Council is currently under review.

ATTACHMENTS

Nil.

9.5 Answers to Question Without Notice

TRIM REFERENCE: D01902818

9.5 Q023 - Hall on Council Land at Lot 82 DP 221815 Acacia Avenue, Lake Munmorah

The following question was asked by Councillor Wynn at the Ordinary Meeting on 8 April 2009:

“Could the status of the burnt hall located on Council land at Lot 82 DP 221815 Acacia Avenue, Lake Munmorah be advised?”

The Northern Lakes Family Centre burnt down in late September 2008. The building is owned by Uniting Care Burnside located on Council land.

Staff have spoken with the Manager of Uniting Care Burnside, Central Coast who advised that they are awaiting settlement of the insurance claim before the building can be removed. The site is currently fenced but experiencing a high level of vandalism.

The Manager is aware of the concerns of local residents, but is unable to proceed with the removal of the damaged structure until settlement has been reached as the costs for the removal will be incorporated into the settlement value.

The insurers have been made aware of the urgency of this issue and Uniting Care Burnside will continue to follow up with their insurers in an endeavour to expedite the process.

Burnside is in the process of seeking alternate accommodation within the proposed Schools as Community Centre (SaCC) at Lake Munmorah Primary School.

ATTACHMENTS

Nil.

10.1 Notice of Motion - Support for Council Law Enforcement Officers

TRIM REFERENCE: F2004/08138 - D01910122

AUTHOR: SW

Councillor Wynn has given notice that at the Ordinary Meeting to be held on 27 May 2009 she will move the following Motion:

- "1 That Council write to all local State Members of Parliament, urging them to support the Crimes (Sentencing Procedure) Amendment (Council Law Enforcement Officers) Bill 2009.*
- 2 That Council conduct a PR campaign in support of the work their members do on behalf of Councils and their communities."*

COUNCILLOR'S NOTE

This bill is coming before Parliament this session and seeks to include Council law enforcement officers, that is all council staff engaged in enforcing regulations including parking officers, rangers, building inspectors, food inspectors, lifeguards etc as a category of government employees where greater sanction may be given against a guilty party where a council enforcement officer has been abused, assaulted or even killed.

By including council staff under the legislation, they will be on an equal footing with police, teachers and other state government employees.

Anecdotedly, Wyong Shire Council law enforcement officers sustain daily abuse from members of the public.

10.2 Notice of Motion - Planning Agreements Policy

TRIM REFERENCE: F2009/00055 - D01911413

AUTHOR: DE

Councillor Eaton has given notice that at the Ordinary Meeting to be held on 27 May 2009 he will move the following Motion:

“That Council formulate a policy on accepting planning agreements as an alternative to Section 94 Contributions to aid in flexibility for development and economic outcomes in current times.”

10.3 Notice of Motion - Improved Communication Protocols

TRIM REFERENCE: F2009/00055 - D01911447

AUTHOR: DE

Councillors Eaton and Matthews have given notice that at the Ordinary Meeting to be held on 27 May 2009 they will move the following Motion:

- "1 That Council amend its Facilities and Expenses Policy for Councillors to include the provision of a wireless portable modem to allow internet / email usage of laptops away from home / Council.*
- 2 That Council publicly exhibit this amendment as required by legislation.*
- 3 That Council offer this modem to senior staff."*

10.4 Notice of Motion - Local Employment Preference Policy

TRIM REFERENCE: F2009/00055 - D01911652

AUTHOR: DE

Councillors Eaton and Graham have given notice that at the Ordinary Meeting to be held on 27 May 2009 they will move the following Motion:

- "1 That Council adopt a formal local employment preference policy to make this a non price criteria for awarding tenders and contracts.*
- 2 That a draft policy be prepared and submitted to Council for adoption."*

10.5 Notice of Motion - Local Preference Policy

TRIM REFERENCE: F2009/00055 - D01912085

AUTHOR: EM

Councillor McBride has given notice that at the Ordinary Meeting to be held on 27 May 2009 she will move the following Motion:

- "1 That Council staff investigate and report on the possible development of a local preference policy to be included in the evaluation of tenders, quotations and Council procurement.*
- 2 That the potential impact of this criteria on stimulating the local economy and creating local jobs be evaluated."*

10.6 Notice of Motion - Federal Fast Tracking of Warnervale

TRIM REFERENCE: F2004/00535-04 - D01912632

AUTHOR: GB

Councillor Best has given notice that at the Ordinary Meeting to be held on 27 May 2009 he will move the following Motion:

“That with the community of the greater Warnervale district now in desperate need of the proposed Warnervale town centre and its supporting community infrastructure, Council through the assistance of Mr Craig Thomson the local Federal Member for Dobell, seek to access the Federal Government’s nation building infrastructure funding initiatives with a view to fast tracking the commencement of this much needed new community infrastructure.”