



BUSINESS PAPER

ORDINARY MEETING OF COUNCIL

To be held at 6:00 pm on

Monday 9 October 2023

Council Chambers, Level 10,
Council Administration Building, 41 Burelli Street, Wollongong

(Note: In accordance with the Code of Meeting Practice, Councillors will be able to attend and participate in this meeting via audio-visual link)

Order of Business

- 1 Opening Meeting
- 2 Acknowledgement of Traditional Custodians
- 3 Civic Prayer
- 4 Apologies and Applications for Leave of Absence by Councillors
- 5 Confirmation of Minutes of Ordinary Council Meeting
- 6 Confirmation of Minutes of Extraordinary Ordinary Council Meeting
- 7 Conflicts of Interest
- 8 Petitions and Presentations
- 9 Confirmation of Minutes of Council Committee Meeting
- 10 Public Access Forum
- 11 Call of the Agenda
- 12 Lord Mayoral Minute
- 13 Urgent Items
- 14 Reports to Council
- 15 Reports of Committees
- 16 Items Laid on the Table
- 17 Notices of Motions(s)/Questions with Notice
- 18 Notice of Rescission Motion
- 19 Confidential Business
- 20 Conclusion of Meeting

Members

Lord Mayor –
Councillor Gordon Bradbery AM (Chair)
Deputy Lord Mayor –
Councillor Tania Brown
Councillor Ann Martin
Councillor Cameron Walters
Councillor Cath Blakey
Councillor David Brown
Councillor Dom Figliomeni
Councillor Elisha Aitken
Councillor Janice Kershaw
Councillor John Dorahy
Councillor Linda Campbell
Councillor Mithra Cox
Councillor Richard Martin

QUORUM – 7 MEMBERS TO BE PRESENT

Statement of Ethical Obligations

In accordance with clause 3.23 of the Model Code of Meeting Practice, released by the NSW Office of Local Government, Councillors are reminded of their Oath or Affirmation of Office made under section 233A of the Act and their obligations under Council's Code of Conduct to disclose and appropriately manage conflicts of interest

OATH OR AFFIRMATION OF OFFICE

The Oath or Affirmation is taken by each Councillor whereby they swear or declare to undertake the duties of the office of councillor in the best interests of the people of Wollongong and Wollongong City Council and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act to the best of their ability and judgment.

CONFLICTS OF INTEREST

All Councillors must declare and manage any conflicts of interest they may have in matters being considered at Council meetings in accordance with the Council's Code of Conduct. All declarations of conflicts of interest and how the conflict of interest was managed will be recorded in the minutes of the meeting at which the declaration was made.

Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with Council's Code of Conduct. Where a councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting will be suspended or terminated for the time during which the matter is being considered or discussed by Council, or at any time during which Council is voting on the matter.

Councillors should ensure that they are familiar with Parts 4 and 5 of the Wollongong City Council **Code of Conduct for Councillors** in relation to their obligations to declare and manage conflicts of interests.

Staff should also be mindful of their obligations under the Wollongong City Council **Code of Conduct for Staff** when preparing reports and answering questions during meetings of Council.

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at 6:00 pm

Monday 18 September 2023

Present

Lord Mayor – Councillor Gordon Bradbery AM (in the Chair)

Deputy Lord Mayor – Councillor Tania Brown

Councillor Ann Martin

Councillor Cameron Walters

Councillor Cath Blakey

Councillor David Brown

Councillor Dom Figliomeni

Councillor Elisha Aitken

Councillor Janice Kershaw

Councillor Linda Campbell

Councillor Mithra Cox

Councillor Richard Martin

In Attendance

General Manager (Acting)

Director Infrastructure + Works, Connectivity Assets + Liveable City

Director Planning + Environment, Future City + Neighbourhoods (Acting)

Director Corporate Services, Connected + Engaged City

Director Community Services, Creative + Innovative City (Acting)

Manager Development Assessment + Certification (Acting) (attended via audio-visual link)

Manager Governance + Customer Service

Manager City Strategy

Manager Project Delivery

Manager Infrastructure Strategy + Planning (Acting)

Manager Open Space + Environmental Services (attended via audio-visual link)

Manager Community Cultural + Economic Development (Acting)

Kerry Hunt

Joanne Page

Mark Adamson

Renee Campbell

Lucielle Power

Andrew Heaven

Todd Hopwood

Chris Stewart

Glenn Whittaker

Nathan McBriarty

Paul Tracey

Sofia Gibson

Note: In accordance with the Code of Meeting Practice, participants in the meeting can participate via audio-visual link. Those who participated via audio-visual link are indicated in the attendance section of the Minutes.

Apologies

Min No.

858 **COUNCIL'S RESOLUTION** - RESOLVED UNANIMOUSLY on the motion of Councillor Figliomeni seconded Councillor T Brown that the apology tendered on behalf of Councillor John Dorahy be accepted.

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CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON MONDAY, 28 AUGUST 2023

- 859 COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Aitken that the Minutes of the Ordinary Meeting of Council held on Monday, 28 August 2023 (a copy having been circulated to Councillors) be taken as read and confirmed.

PUBLIC ACCESS FORUM

| ITEM NO | TITLE | NAME OF SPEAKER |
|---------|--|---|
| 2 | PUBLIC EXHIBITION – CLIMATE CHANGE MITIGATION PLAN 2023-2023 | FRANCIS VIERBOOM ELECTRIFY 2515 FOR RECOMMENDATION |

- 860 COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that the speaker be thanked for their presentation and invited to table their notes.

CALL OF THE AGENDA

- 861 COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that the staff recommendations for Items 3 and 4 inclusive then 6 to 13 inclusive be adopted as a block.

ITEM 1 - ELECTION OF DEPUTY LORD MAYOR

- 862 COUNCIL'S RESOLUTION** - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Campbell that -

- 1 Council elect a Deputy Lord Mayor for the remainder of the Council term.
- 2 Council determine that the method of election for the Deputy Lord Mayor is by open voting.
- 3 Council proceed to conduct the election of Deputy Lord Mayor in accordance with the determined method and the requirements of the Local Government (General) Regulation 2021.

The Lord Mayor handed proceedings over to the Returning Officer.

The Returning Officer for the election (Governance and Risk Manager) advised the meeting that nominations had been received from Councillors Cox, Walters and T Brown.

As there was more than one nomination the Returning Officer conducted an election for the position of Deputy Lord Mayor.

Following the election, the Returning Officer declared that Councillor T Brown was elected as Deputy Lord Mayor for the remainder of the Council term.

ITEM 2 - PUBLIC EXHIBITION - CLIMATE CHANGE MITIGATION PLAN 2023-2030

863 **COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Cox that -

- 1 The draft Climate Change Mitigation Plan 2023-30 be exhibited for a minimum period of 28 days.
- 2 Following public exhibition, a further report be prepared on the submissions received and any amendments proposed, seeking adoption of the Plan.

ITEM 3 - NAN TIEN TEMPLE - NSW STATE HERITAGE REGISTER NOMINATION

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that the General Manager be delegated authority to prepare a submission to the NSW Heritage Council advising that –

- 1 Council supports the recognition of the Nan Tien Temple site on the State Heritage Register with a reduced curtilage boundary that captures the Temple owned property only (Lot 126 DP 817646).
- 2 Council objects to the inclusion of Council's property (Lot 127 DP 817646 - Wollongong Memorial Gardens) within the proposed curtilage boundary and requests the exclusion of this land from the listing curtilage for the reasons outlined within this report.
- 3 Should the NSW Heritage Council progress a State Heritage Curtilage that affects Council's land despite the above objection, Council requests that Heritage NSW engage further with Council staff to ensure that site-specific exemptions are put in place to allow for the on-going operational requirements of the Wollongong Memorial Gardens along with any other operational requirements attached to these lands.
- 4 Council recommends that the NSW Heritage Council work with Temple representatives to ensure that any State Heritage Listing provides appropriate exemptions to enable the ongoing maintenance, management, adaptation and use of the (modern) Temple buildings and site to ensure the ongoing cultural functions will not be unnecessarily frustrated by complex, costly and time-consuming approval procedures.

ITEM 4 - POLICY REVIEW - LEASING AND LICENCING POLICY

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that -

- 1 Council endorse and adopt the revised Leasing and Licencing Policy.
- 2 The Leases and Licences Council Policy supersede both the Leases and Licences of Council Owned and Managed Land, Buildings and Public Roads Council Policy and the Legal Costs Payable by Lessees and Licensees of Council Premises other than Retail Premises Council Policy.

ITEM 5 - POST EXHIBITION - WOLLONGONG URBAN HEAT STRATEGY

864 **COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor Blakey seconded Councillor Cox that the Urban Heat Strategy (Attachment 1) be adopted.

DEPARTURE OF COUNCILLOR

During debate and prior to voting on Item 5, Councillor Cox departed and returned to the meeting, the time being from 6.42 pm to 6.43 pm.

ITEM 6 - POST EXHIBITION - FRAUD AND CORRUPTION PREVENTION POLICY

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that Council adopt the revised Fraud and Corruption Prevention Policy.

ITEM 7 - POST EXHIBITION - PUBLIC INTEREST DISCLOSURES POLICY

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that Council adopt the revised Public Interest Disclosure Policy

ITEM 8 - POST EXHIBITION - UNSOLICITED PROPOSALS POLICY

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that Council adopt the revised Unsolicited Proposals Policy.

ITEM 9 - DRAFT COMMERCIAL PROPERTY FRAMEWORK 2023

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that Council notes the information contained within this report and endorses the revised Commercial Property Framework.

ITEM 10 - ORGANISATIONAL STRUCTURE

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that in accordance with Section 332 of the Local Government Act 1993, Council endorse updates to the senior staff structure as outlined in Attachment 1.

ITEM 11 - 2022- 2023 ANNUAL REPORT ON THE ACTIVITIES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that Council note the 2022-23 Annual Report on the Activities of the Audit, Risk and Improvement Committee to be published in the 2022-2023 Annual Report.

ITEM 12 - TENDER T1000113 - KOONAWARRA COMMUNITY CENTRE - ROOF REPLACEMENT AND ASSOCIATED WORKS

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that -

- 1 In accordance with Section 178(1)(a) of the Local Government (General) Regulation 2021, Council accept the tender of Batmac Constructions Pty Ltd for the roof replacement and associated works at Koonawarra Community Centre, in the sum of \$554,247.38, including GST.
- 2 Council delegate to the General Manager the authority to finalise and execute the contract and any other documentation required to give effect to this resolution.
- 3 Council grant authority for the use of the Common Seal of Council on the contract and any other documentation, should it be required, to give effect to this resolution.

ITEM 13 - JULY 2023 FINANCIALS

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 861)

COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Walters that -

- 1 The financials be received and noted.
- 2 Council approve the proposed changes to the Capital Budget for July 2023.

ITEM 14 - NOTICE OF MOTION - COUNCILLOR ANN MARTIN - INVESTIGATION INTO LOCATING DUMP SPOTS FOR PEOPLE LIVING IN MOBILE HOMES

865 COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor A Martin seconded Councillor Campbell that Council investigate the provision of a number of dump spots for people living in mobile homes, visiting Grey Nomads and others in mobile homes and vans other than those located in Council owned caravan parks.

THE MEETING CONCLUDED AT 7.00 PM

Confirmed as a correct record of proceedings at the Ordinary Meeting of the Council of the City of Wollongong held on Monday 9 October 2023.

Chairperson

ITEM 1 PROPOSED OFFSHORE WIND ZONE DECLARATION

On 14 August 2023, the Hon. Chris Bowen MP, Commonwealth Minister for Climate Change and Energy formally announced the commencement of public consultation for the Illawarra Offshore Wind Zone Declaration. Consultation closes on 16 October 2023. It is proposed that Council provides a submission as outlined in this report.

RECOMMENDATION

- 1 Council prepare a submission to the Commonwealth Government on the proposed Illawarra offshore wind zone and that in its submission Council -
 - a Note that the proposed offshore wind zone strategically aligns with Council's efforts to respond to the climate emergency and support local employment opportunities.
 - b Request that consideration of visual impact from our coastline be further assessed to address community concerns and that consideration be given to extending the minimum distance from the coastline and/or restrict the size of the infrastructure to minimise visual impact.
 - c Note concern with the following matters and request that Commonwealth and State Government agencies collaborate to consider further and provide additional information on -
 - Waste management of old blades and equipment.
 - Land based requirements including any manufacturing exclusion zones and compatibility with surrounding uses.
 - Transmission to the grid including impacts.
 - Impact on shipping channels.
 - Impact on recreational fishing.
 - Impact on fauna and in particular marine life and migratory birds.
 - d Request that Commonwealth Government engage with State Government, local councils and relevant stakeholders to ensure future offshore wind farms provide local benefits (eg new business, upskill of local workforce, etc.).
- 2 Should the declaration be made, Council will continue to monitor and assess the next phases of this project and provide submissions to support positive short and long-term outcomes for the Wollongong community.

REPORT AUTHORISATIONS

Report of: Chris Stewart, Manager City Strategy
Authorised by: Mark Adamson, Director Planning + Environment - Future City + Neighbourhoods (Acting)

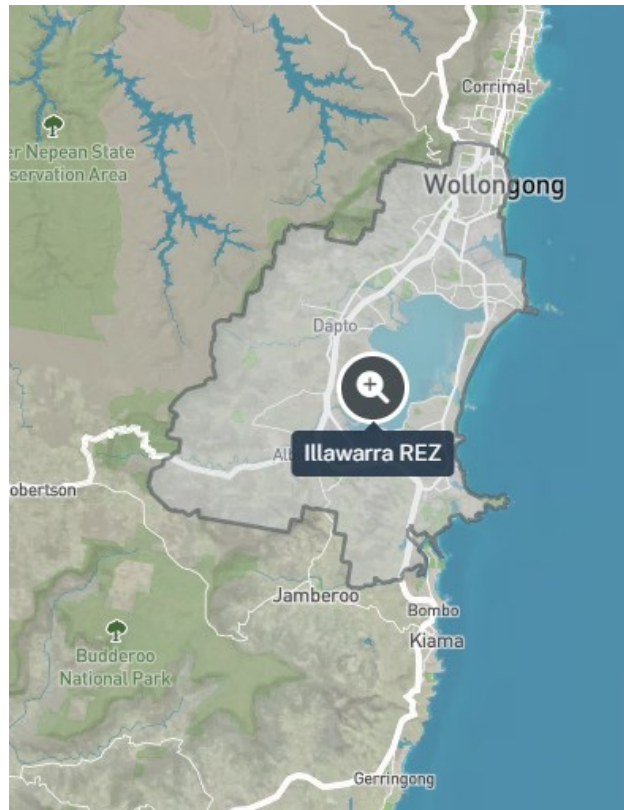
ATTACHMENTS

There are no attachments for this report.

BACKGROUND

The Federal Government Department of Climate Change, Energy, the Environment and Water (DCCEEW) proposed Illawarra Offshore Wind Zone will work towards reaching the Australian Government target of net zero emissions by 2050.

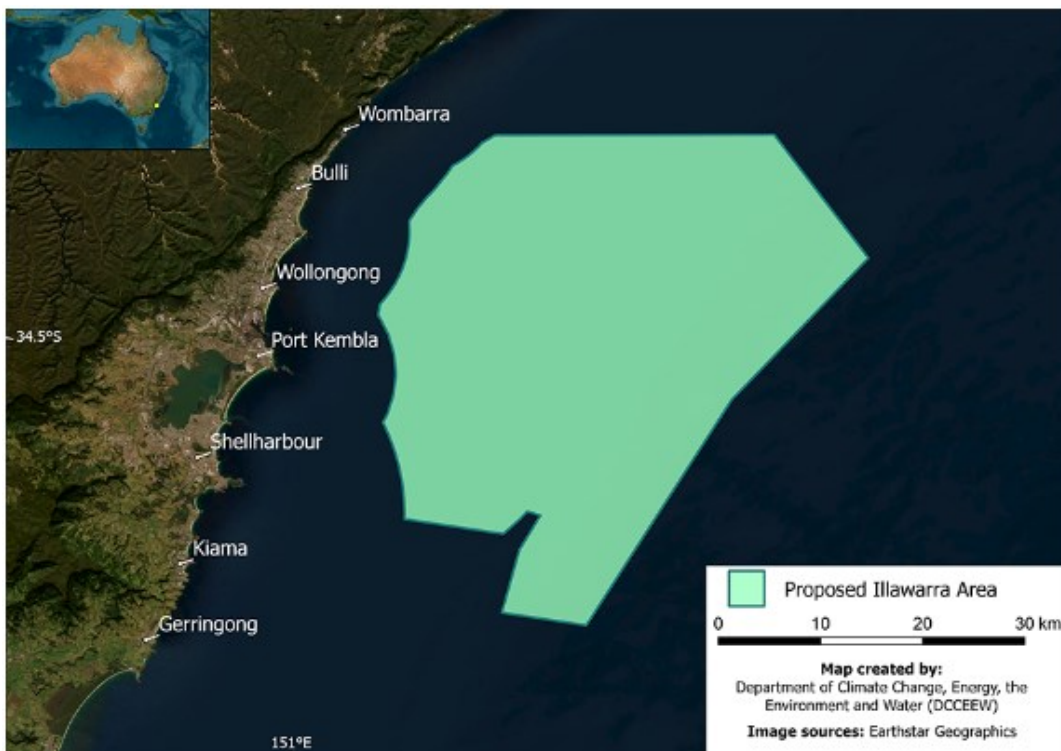
The offshore wind zone is located east of the declared Illawarra Renewable Energy Zone (REZ) shown on Map 1. Whilst the two zones are different and respectively managed by Commonwealth Government (DCCEEW) and State Government (NSW Energy Corporation / EnergyCo) they will both attract and allow renewable energy projects in our region.



Map 1: Declared Illawarra REZ

PROPOSAL

The proposed offshore wind area is shown on Map 2. It has an area of 1,461 square kilometres and potential to generate up to 4.2GW from offshore wind farms which is enough to power up to 3.4 million homes. The proposed zone extends from Wombarra in the north to Kiama in the south and is at least 10km from the coast at its closest point. It is estimated to deliver up to 2,500 jobs in construction and 1,250 jobs ongoing.



Map 2: Proposed offshore wind zone (not yet declared)

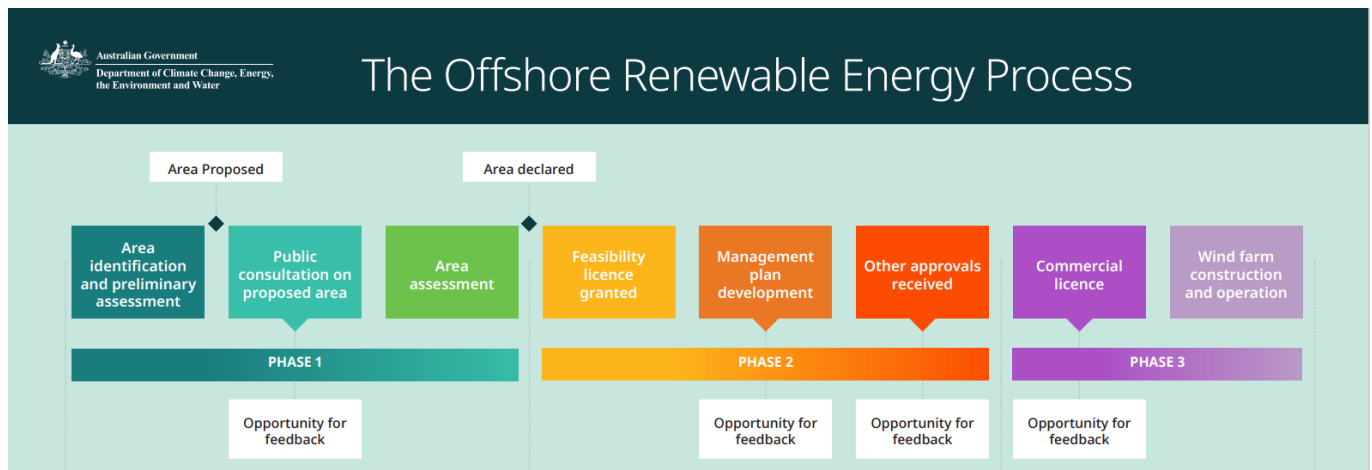
The current proposed offshore wind zone declaration is a first phase to seek public feedback on how communities and industry use coastal and ocean resources across the Illawarra region.

Offshore renewable energy projects can only be progressed in areas that have been declared by the Federal Minister. If the proposed area was declared, offshore renewable energy projects would be subject to separate application and approval process. The approval phase will provide an opportunity for further community consultation and feedback. Similarly, if the project was to receive approval, the proponent would apply for a commercial licence which would also be subject to community consultation providing a third opportunity for feedback. As the process takes place each phase provides an opportunity to provide more details and consider project specific impacts and proposed mitigations measures.

Before an offshore infrastructure activity can commence a licence holder will need to submit a management plan to the Offshore Infrastructure Regulator (the Regulator). The Regulator sits within the National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA). It oversees work health and safety, infrastructure integrity, environmental management and financial security for offshore infrastructure activities. Management plans will detail how offshore infrastructure activities are proposed to be carried out and plans will vary according to the licence and type of project. Proponents will need to seek all required approvals and licences under relevant Commonwealth and State legislation before any offshore infrastructure activities can occur. The specific size, amount, location and design of the wind turbines will not be known until proponents come forward with their proposals.

The Offshore Electricity Infrastructure Act (OEI Act) which come into force on 2 June 2022 sets out, in combination with supporting regulations, the requirements that apply to the construction, installation, commissioning, operation, maintenance and decommissioning of offshore renewable energy infrastructure and offshore electricity transmission infrastructure (offshore infrastructure).

Before an offshore infrastructure project can proceed, it must meet the requirements of the OEI Act and all relevant Commonwealth and State and Territory environmental requirements. Licences issued under the OEI Act are separate to approvals under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) and State and Territory requirements and approval under one Act does not guarantee approval under another. Details of the process can be found using the link - [Offshore Renewables Environmental Approvals.pdf \(nopsema.gov.au\)](https://www.nopsema.gov.au/Offshore-Renewables-Environmental-Approvals.pdf)



CONSULTATION AND COMMUNICATION

In defining the boundaries of the proposed area, the Australian Government has considered feedback received from Commonwealth and NSW Government agencies, as well as technical limitations identified in the Blue Economy CRC report into Offshore Wind in Australia. Further work is being done with the Australian Maritime Safety Authority (AMSA) and the Port Authority of New South Wales to understand the vessel traffic in the area, and any requirements for the safe management of shipping to and from Port Kembla.

The needs of existing recreational boating will also be considered in the consultation process, and if an area is declared, boating will need to be considered by individual developers during the licensing phase.

The proposed zoning for offshore wind in the Illawarra is on public exhibition from 14 August 2023 to 16 October 2023. The following Information sessions were organised by DCCEEW -

- Bulli, 4pm to 7pm, Monday 18 September 2023, Bulli Senior Citizens Centre
- Port Kembla, 10am to 12pm, Tuesday 19 September 2023, Port Kembla Senior Citizens Centre
- Wollongong, 4pm to 7pm, Tuesday 19 September 2023, Wollongong Art Gallery

A Councillors briefing session was also provided by DCCEEW on Monday 4 September 2023

It is understood from the feedback received by our community that they are most concerned with the visual and environmental impacts of this proposal.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong Our Future 2032 Community Strategic Plan: Goal 1 'We value and protect our environment' and Goal 2 'We have an innovative and sustainable economy'. It specifically delivers on the following –

Objective - We will work together to reduce emissions and the effects of a changing climate.

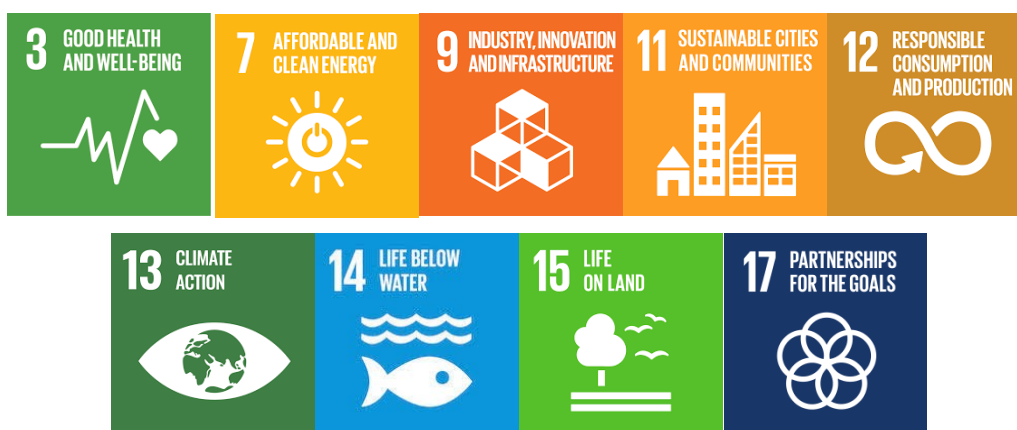
Objective - Development is well planned and sustainable and we protect our heritage.

Objective - The region's industry base continues to diversify and local employment opportunities increase.

Objective - We are leaders in innovative and sustainable and green industries.

| Community Strategic Plan 2032 | | Delivery Program 2022-2026 |
|-------------------------------|--|----------------------------|
| Strategy | | Service |
| 1.4 | Work together to achieve net zero carbon emissions and reduce waste going to landfill. | Land Use Planning |
| 1.3 | Increase our resilience to natural disasters and changing climate to protect life, property and the environment. | |
| 2.5 | Work with partners to facilitate sustainable and green industries. | |

Offshore wind farms with relevant environmental safeguards generally support the achievement of the following United Nations Sustainable Development Goals –



SUSTAINABILITY IMPLICATIONS

The impacts of climate change will significantly affect vulnerable communities, infrastructure and asset viability and management, biodiversity and water availability.

Offshore wind farming contributes to reducing emissions and contribute to avert and reduce the impacts of climate change.

The proposed area excludes areas with environmental significance including the marine parks (Royal National Park located north and the Jervis Bay Marine Park located south), Shelf Rocky Reef Key Ecological Feature (KEF) and Biologically Important Areas for breeding for the Little Penguin (*Eudyptula minor*). Key ecological features define areas of ecological importance in the Commonwealth marine environment that are of regional importance for either biodiversity or ecosystem function and integrity.

There are Matters of National Environmental Significance, under the EPBC Act, in and near the proposed area. These include biologically important areas for -

- Sea birds (Wedge Tailed Shearwater, White-Faced Storm-Petrel, Great Winged-Petrel, Northern Giant-Petrel, Albatross sp.)
- Cetaceans (whales and dolphins)
- Sharks, rays and turtles

Future offshore wind project proposals in Commonwealth waters must not be -

- Inconsistent with recovery plans for relevant Matters of National Environmental Significance
- Be likely to interfere with the long-term conservation of threatened or migratory seabird species
- Be inconsistent with the requirements of migratory species treaties

Future proposed offshore renewable energy infrastructure activities will be subject to requirements for environmental approval under environment legislation, including the EPBC Act administered by DCCEEW. An application under the EPBC requires an assessment of the relevant impacts and proposed avoidance, management, mitigation and, where appropriate, offset measures, to demonstrate appropriate environmental outcomes can be achieved.

RISK MANAGEMENT

Given the nature of the proposal relates to an offshore zone matter (generally associated with high level strategic assessments) and considering that the 'onshore' transmission connection approval pathway is largely governed by the NSW Government, the information package provided does not include details on a number of matters including -

- Waste/management of old blades and equipment.

There are concerns that there is currently no technology available in Australia to recycle old blades. However, it is noted that there is emerging recycling industry located overseas. As the demand to recycle old blades increase (as the wind farms are aging), there is likely to be a response from industry (as was the case for solar panels). It is also understood that the licensing requirements will require whole of life management with heavy recycling component. Of note is that the majority of wind farm structure is mainly made of steel and copper for which there are recycling options.

- Land based manufacturing requirements including any exclusion zones and compatibility with surrounding uses.
- Reticulation to the grid including impacts.

It is understood that there will be a requirement for additional substation(s) as well as increase into the transmission infrastructure so that the renewable energy produced can be transferred where the demand is. It is understood this is a matter that is under the purview of the State Government and Energy-Co. There is a lack of detail on this aspect and Council should be advocating for more information to be provided.

- Impact on shipping channels.
- Impact on recreational fishing.

It is understood that DCCEEW has consulted with the Ports Authority on potential impact on shipping channels. Considering the importance of the Ports to the Australian economy it can be expected that this matter will be appropriately considered. However, it would be prudent for DCCEEW and the Ports authority to confirm this.

- Impact on fauna and in particular marine life and migratory birds.

It is expected that there will be environmental impacts from wind farms. However, it is noted that not rapidly transitioning to renewable energy would also have significant environmental impacts. From overseas experience it is noted that offshore wind farm infrastructure can create new habitats (eg marine growth on the infrastructure), and offshore wind farms can co-exist with aquaculture farming.

Of interest is current research being undertaken by the Blue Economy CRC on how offshore wind farms could be associated to blue carbon sink. [Blue Economy CRC | Underpinning the Growth of the Blue Economy](#)

The Australian National Centre for Ocean Resources and Security (ANCORS) has compiled valuable research on environmental impacts of offshore wind farms and is planning to provide an FAQ prior to the end of the exhibition period.

Should the area be declared, it is recommended that Council continues to monitor and assess the next phases of this project and provide submissions to support positive short and long-term outcomes for the environment and Wollongong community.

FINANCIAL IMPLICATIONS

This proposal does not have direct impact on Council's budget. However, the potential benefits to our local economy and community are noted.

CONCLUSION

Offshore wind technology in Australia has the capacity to support our transition from coal to renewable energy.

Whilst other technologies such as onshore wind and solar are important and appropriate to address local energy demand, they generally generate less energy and are subject to elements such as variable winds and natural disasters. Extensive transmission infrastructure is also required.

Offshore wind farms have the advantage of reliable and consistent winds and can be located close to where most of the demand is generated along our coastline.

It is recommended that Council make a submission in response to the proposed offshore wind zone declaration and advocate for rigorous environmental assessment and local community benefit being relevant considerations for any future proposals.

ITEM 2 POST EXHIBITION - WOLLONGONG HERITAGE STRATEGY 2023 - 2027

On 26 June 2023, Council resolved to exhibit the draft Wollongong Heritage Strategy and Implementation Plan 2023-2027, which occurred from 29 June to 4 August 2023. This report details the outcomes of the exhibition process and recommends that Council adopt the Wollongong Heritage Strategy 2023-2027 and note the attached Implementation Plan.

RECOMMENDATION

- 1 The Wollongong Heritage Strategy 2023-2027 (Attachment 2) be adopted by Council.
- 2 The Wollongong Heritage Implementation Plan 2023-2027 (Attachment 3) be noted to support delivery of the Wollongong Heritage Strategy 2023-2027.

REPORT AUTHORISATIONS

Report of: Chris Stewart, Manager City Strategy
Authorised by: Mark Adamson, Director Planning + Environment - Future City + Neighbourhoods (Acting)

ATTACHMENTS

- 1 Engagement and Communications Summary Report & Summary of Submissions
- 2 Revised Wollongong Heritage Strategy
- 3 Updated Implementation Plan

BACKGROUND

The previous Wollongong Heritage Strategy (2019-2022) was adopted by Council on 28 October 2019. The Strategy document, and accompanying implementation plan, informs the work of the Wollongong Heritage Reference Group and Council staff in the conservation and management of the City's heritage. The Strategy is due for renewal.

During 2022-2023, Council staff have been working closely with the Wollongong Heritage Reference Group to review the existing Strategy and develop a draft Wollongong Heritage Strategy 2023-2027 (draft Strategy).

The 9 key strategies embedded in the previous strategy remain largely unchanged given they capture the key strategic aspirations of Council. The draft Strategy includes minor revisions for a stronger focus on Aboriginal heritage and the management of cultural landscapes. In addition, some amendments relating to Council's work around climate change and the management of the open coast have been made.

The accompanying Implementation Plan is intended to provide direction to the Wollongong Heritage Reference Group and Council staff, and to guide Council's heritage functions and service delivery. The Implementation Plan also details some aspirational projects (currently unfunded) to assist with making funding applications, and to prioritise available resources into the future.

On 26 June 2023, Council considered a report on the draft Strategy and resolved that -

- 1 *The draft Wollongong Heritage Strategy 2023-2027 be endorsed for exhibition for a minimum of 28 days.*
- 2 *The draft Implementation Plan be included as supporting exhibition material.*

The draft Strategy and the accompanying Implementation Plan were exhibited from 29 June to 4 August 2023. The details of the exhibition and submissions received are detailed in the 'Consultation and Communication' section of this report.

PROPOSAL

Implementation of Council's heritage program is important to ensure the ongoing conservation and increased community appreciation and awareness of our city's unique and valuable heritage. The draft Strategy and accompanying Implementation Plan, provides strategic framework for the ongoing

management and delivery of heritage actions and projects. The structure, format and timeframe of the draft Strategy is guided by the requirements of Heritage NSW. The adoption of the draft Strategy will support ongoing applications for funding from the NSW State Government Heritage Grant Program, toward Council's Heritage Program.

CONSULTATION AND COMMUNICATION

Following Council's resolution of 26 June 2023, the draft Strategy and the Implementation Plan were exhibited from 29 June to 4 August 2023.

The exhibition was advertised in local newspapers, via a press release and on Council's website and social media channels. Key stakeholders including the Illawarra Local Aboriginal Land Council, the Illawarra Historical Society, and the Illawarra Shoalhaven Branch of the National Trust along with relevant State agencies including Heritage NSW were invited to comment on the draft Strategy.

An Engagement and Communications Report and Summary of Submissions is provided as Attachment 1 to this report.

During the exhibition, the projects 'have your say' web page was viewed by 201 people in 279 visits, and a total of 207 documents were downloaded from the page. These are encouraging numbers that indicate the level of interest from the community in the management of the City's heritage remains high. Five people provided online comments in response to the exhibited documents via the online feedback tool and 2 additional community submissions were received.

Three agency submissions were also received from the NSW Heritage Council, Neighborhood Forum 5 and the National Trust of Australia (NSW).

The key issues raised in the submissions are detailed and addressed in the 'Summary of Submissions' within Attachment 1 to this report. The actions recommended by Council's Heritage staff with input from the Wollongong Heritage Reference Group to address each submission are also included in this document.

Key themes in the feedback received on the draft Strategy included comments on Council's management of heritage assets, Council's role and work in the museum sector and the need for proactive management responses. A number of submissions also highlighted the importance of Mount Kembla and Kembla Heights as a heritage precinct and suggested additional actions in that area. The submissions also encouraged the continued inclusion of the community in all areas of heritage management.

The draft Strategy document has not been amended in response to the feedback received through the public exhibition process. This is because the majority of commentary provided was supportive of the strategies and any suggested changes were more focused on ensuring delivery of the defined actions within the Implementation Plan. The Wollongong Heritage Strategy is provided as Attachment 2 to this report and is now recommended for adoption as a supporting document.

The Wollongong Heritage Implementation Plan 2023-2027 has been amended with some minor changes in response to the feedback provided within submissions and to correct some minor grammatical issues. The updated Implementation Plan is provided as Attachment 3 to this report. A specific update to the Implementation Plan has been made to introduce a new action in relation to Mount Kembla/Kembla Heights as follows:

6.3 Undertake a Community Visioning Project to develop a Vision and Plan for the future of Mount Kembla and Kembla Heights - Note: The project has commenced and is currently underway.

The Wollongong Heritage Reference Group had input into the review and drafting of the revised draft Strategy during 2022-2023. The Group received a report on the submissions at their meeting of 24 August 2023 and resolved to recommend that Council adopt the Wollongong Heritage Strategy 2023-2027.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong Our Future 2032 Community Strategic Plan - Goal 1 We value and protect our environment. It specifically delivers on core business activities, including 'promote and protect heritage', as detailed in the Land Use Planning service.

Further, this report directly responds to the previous Wollongong Heritage Strategy and Implementation Plan 2019-2022 which stated that Council 'actively involve the community in the management of Wollongong's heritage', as well as Action 1.4 to 'monitor the implementation of the Heritage Strategy 2019-2022 by undertaking reviews of performance against the strategy and implementation plan'.

SUSTAINABILITY IMPLICATIONS

The management of the City's heritage and the conservation of those places that hold significance to the city or its people represent an important aspect of sustainable environmental management. Council's heritage program aims to conserve those places of significance for future generations.

The draft Strategy sets out a framework for the sustainable management of Wollongong's natural, cultural, landscape and built heritage.

RISK MANAGEMENT

This report relates to the review and renewal of the Wollongong Heritage Strategy (2019-2022), an existing supporting document that provides Council staff and the Wollongong Heritage Reference Group with direction and focus in delivering on Council's heritage responsibilities and commitments. The adoption of a revised draft Strategy will ensure that Council's actions are contemporary in nature and respond to community interest on this issue.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with the adoption of the recommendations within this report. If adopted the draft Strategy will support Council in seeking continued financial support under the NSW Heritage Grant Fund for implementation of our Heritage Program.

The Implementation Plan that supports the draft Strategy acknowledges Council's ongoing core business in heritage management, as well as detailing Council's planned and resourced heritage projects and programs such as the Wollongong Local Heritage Grant Program. The draft Strategy also details aspirational projects which would be subject to either internal or external resourcing and funding. Planned projects and deliverables identified within the draft Implementation Plan are identified as being either resourced or unfunded to manage community and stakeholder expectations surrounding their progression. This approach, and the identification of these projects will assist with supporting future external grant funding applications as opportunities arise.

CONCLUSION

The adoption of the Wollongong Heritage Strategy 2023-2027 as a supporting document within Council's strategic management framework is a key step in ensuring the continued delivery of our heritage management program. The Wollongong Heritage Strategy 2023-2027, along with the accompanying Implementation Plan, will guide and give focus to the ongoing work of the Wollongong Heritage Reference Group, and Council staff, in the management and conservation of Wollongong's heritage. This will also support the ongoing allocation of funding from the NSW State Government Heritage toward Council's Heritage Program.

ATTACHMENT 1 - SUMMARY OF SUBMISSIONS, ENGAGEMENT AND COMMUNICATIONS REPORT DRAFT WOLLONGONG HERITAGE STRATEGY 2023-2027 AND DRAFT WOLLONGONG HERITAGE IMPLEMENTATION PLAN 2023-2027

INTRODUCTION

This document provides a summary of the submissions received during the exhibition of these draft Council documents. The exhibition was conducted from 29 June to 4 August 2023. Details relating to the exhibition and access to the exhibited documents is provided via the link below:

[Wollongong Heritage Strategy Update 2023-2027 | Our Wollongong \(nsw.gov.au\)](#)

The exhibition was advertised in local newspapers, via a press release and on Council's Website and social media channels. Key stakeholders including the Illawarra Local Aboriginal Land Council, the Illawarra Historical Society and the Illawarra Shoalhaven Branch of the National Trust along with relevant Agencies including Heritage NSW were invited to comment on the draft Strategy.

ENGAGEMENT OVERVIEW

During the exhibition, the projects 'have your say' web page was viewed by 201 people in 279 visits, and a total of 207 documents were downloaded from the page. These are encouraging numbers that indicate the level of interest from the Community in the management of the City's heritage remains high.

SUMMARY OF SUBMISSIONS

During the exhibition period a total of 10 submissions were received. These submissions included 3 Agency/Organisational submissions, 2 individual written submissions, and 5 comments provided via the 'have your say' comments tool on Council's project page. The details of these submissions, along with a brief Council staff response, are outlined within the tables below:

Agency/Organisational Submissions

| No | Submitter Details | Summary of submission/Key Points | Response |
|----|---|---|--|
| 1 | Heritage NSW as delegate for the NSW Heritage Council | Submission in support of the draft Strategy, commending Council on its continued commitment to updating the Strategy. Noted potential to apply for NSW Heritage Grant Program funding toward some of the planned actions | Support noted. |
| 2 | National Trust of Australia (NSW) | <p>Submission in support of the draft Strategy, commending Council on the continual update of the draft strategy and the involvement of the Heritage Reference Group in this process. Provided comments on:</p> <ul style="list-style-type: none"> - Broad support for the objectives of the Strategy, particularly noted support for objective 2, relating to the involvement of the Community. - Noted support for the nine Strategies identified. - Noted the importance of maintaining and updating accurate data in relation to heritage items as recently noted by the Auditor General. - Noted strong support for Strategy 6 but noted concern with the Management of “the rural landscape in West Dapto”. Stream Hill and its management was noted as a particular concern. - Noted support for the finalisation of the Heritage Asset Management Strategy to ensure improved management of Council’s Heritage Assets. - Noted the importance of funding and the need for “sufficient and targeted funding”. - Noted support for the continued role of the Heritage Advisor in providing advice to Council. - Noted support for the action relating to “explore funding opportunities to develop an Industrial Heritage Study to identify key industrial sites” and offered the support of the National Trusts Industrial Heritage Committee in completing this task. | <p>Support noted.</p> <p>Council’s Heritage Staff liaise regularly with local representatives of the National Trust Illawarra Shoalhaven Branch and two members of this Branch hold positions within the Wollongong Heritage Reference Group.</p> <p>This ongoing role will ensure opportunities for the National Trust to maintain vision and input to Council’s delivery of the Wollongong Heritage Strategy.</p> <p>The ongoing support and input of the National Trust is highly valued.</p> <p>On 29 August Council resolved to sell the ‘Streamhill’ property with a caveat for any future owner to undertake conservation works as part of future residential development. The link to the Council Report can be accessed via the following link: Agenda of Ordinary Meeting of Council - Monday, 29 August 2022 (nsw.gov.au)</p> |

| No | Submitter Details | Summary of submission/Key Points | Response |
|----|-----------------------|---|--|
| 3 | Neighbourhood Forum 5 | <p>Submission in support but noting the following issues:</p> <ul style="list-style-type: none"> - Noted support for initiatives that give greater focus to Aboriginal Heritage, management of Cultural Landscapes and capturing Council's work in Climate Change and Coastal Management Planning but questioned whether these items are clearly spelled out within the Strategy and action plan. - Supports the strategies and implementation proposals but noted concern that timing and resource allocations are not clear. - Noted concern that Council's ambition to identify and manage historic precincts and streetscapes is not fully addressed in the statutory policies governing development. - Noted criticism of Council's Character Statements for suburbs provided within the Wollongong DCP and noted this as a key heritage issue. - Noted that no new heritage items are identified in the Heritage Strategy. | <p>Support for the key strategies and implementation proposals is noted. Some minor amendments have been made to the exhibited versions to give greater clarity to the key focus areas.</p> <p>Timing and resource allocations are linked to Council's broader organisational planning and have been aligned with Council's standard approach for supporting documents.</p> <p>NF5's concerns relating to Character statements and issues of local character differentiation are noted and will be considered in an upcoming review of Council's suburb based character statements. This issue is largely separate to the Heritage Strategy.</p> <p>The progression of the review of the Wollongong Heritage Schedule within the Wollongong LEP and the addition of new items is a complex and ongoing project which is identified within the Implementation Plan. This project is ongoing. The addition of new Heritage Items to the Heritage Schedule is not something that can be progressed directly under the Strategy.</p> |

Individual Submissions

| No | Submitter Details | Summary of Submission/Key Points | Response |
|----|--|---|--|
| 4 | Resident – Wollongong 24351747 | <p>Comments specifically on Strategy 8 – “Implement best practice heritage asset management procedures as a positive example for the community”.</p> <p>Raises concern in relation to Council’s management and sale of the ‘Streamhill’ property in West Dapto, and the lack of care provided during Council ownership leading to the building’s poor condition.</p> <p>Raised concern that Council is not delivering on this Strategy.</p> | <p>Strategy 8 provides an important inclusion to the Wollongong Heritage Strategy as it acknowledges Council’s role in managing a broad range of Council owned Heritage Assets. The strategy and implementation plan provide commitments to achieving continued improvement in Heritage Asset Management.</p> <p>On 29 August Council resolved to sell the ‘Streamhill’ property with a caveat for any future owner to undertake conservation works as part of future residential development. The link to the Council Report can be accessed via the following link: Agenda of Ordinary Meeting of Council - Monday, 29 August 2022 (nsw.gov.au)</p> <p>This process of sale is currently being progressed in accordance with Council’s resolution.</p> <p>The comments are noted however no changes are considered necessary to the draft Strategy or Action Plan.</p> |
| 5 | Resident Have your say page comment | Strategies look robust and effective, thank you for your work. | Noted. |
| 6 | Resident Have your say page comment | How is "best practice" defined? What standard make a practice the "best" one? | “Best practice” is a term used to highlight Council’s ambition to manage its heritage assets in a planned, considered manner that keeps pace with current theory and practice. |
| 7 | Resident of Mount Kembla Have your say page comment | <p>Wollongong council says it is shaping heritage policy and legislation at all levels of government. Where are the documents to enact this?</p> <p>Kembla Heights Village residents are alarmed and distressed how that mine is not maintaining the heritage buildings and recently one of the oldest buildings in Windy Gully, next to the mass grave of Australia’s first Industrial disaster, has collapsed. The heritage is being lost from a lack of proactive measurements.</p> <p>How can council be more proactive to defend our</p> | <p>The Heritage Implementation Plan includes a range of specific actions aimed at delivering on the Heritage Strategy and outlines a realistic agenda for heritage achievements within the Strategy timeline and available resources.</p> <p>The maintenance of Heritage Assets by a private company is not within the remit of the Heritage Strategy but Council is actively working on developing a vision for Mount Kembla and Kembla Heights which will consider the future of these areas and how the Mine’s assets form part of this picture. Council’s Heritage Staff have recently met with and will continue to follow up with South 32 about their management of heritage assets. A range of positive steps are being taken by the Company to acknowledge and</p> |

| No | Submitter Details | Summary of Submission/Key Points | Response |
|----|--|---|---|
| | | <p>fading history? Providing advice is not actually a proactive measure. Proactive means council identify areas of concern and act to preserve our history. Please be truly proactive and act to protect the deterioration of heritage sites.</p> | <p>conserve the heritage significance of Kembla Heights.</p> <p>The Implementation Plan outlines a range of projects and activities to deliver on Council's Strategy including proactive projects aimed at identifying and planning for future management of heritage sites and assets.</p> <p>A new proposed action has been inserted into the Implementation Plan to acknowledge Council's work in developing a Vision for Mount Kembla and Kembla Heights to acknowledge Council's work in this space.</p> |
| 8 | <p>Resident of Mount Kembla Have your say page comment</p> | <p>Everything on Mt Kembla should stay heritage</p> | <p>Kembla Heights is identified as a Heritage Conservation Area under the Wollongong LEP as well as the range of local heritage listings within the area. The whole of Mount Kembla is also subject to a site specific Development Control Plan Chapter which sets out specific controls related to the unique character of Mount Kembla. These matters are key considerations in any DA process. Council is also in the process of undertaking community engagement process to inform visioning for the area and this has prompted a high level of interest in submissions to the Heritage Strategy.</p> <p>A new proposed action has been inserted into the draft Implementation Plan to acknowledge Council's work in developing a Vision for Mount Kembla and Kembla Heights to acknowledge Council's work in this space.</p> |
| 9 | <p>Resident of Mount Kembla Have your say page comment</p> | <p>I would like to see Mount Kembla added to the list of heritage areas in the Wollongong LGA (as well as Kembla Heights). This is because there are significant historical buildings such as the school and pub, also the cemetery. Mount Kembla is also one of the few remaining 'true' villages in the LGA - this needs to be preserved, as well as the historical significance.</p> <p>Also Environmental Zoning needs to be looked at in the context of supporting (and not thwarting) commercial initiatives that add value to the overall heritage of the area, village, e.g. by encouraging local tourists to explore and appreciate the area.</p> <p>Request a specific action to work with the relevant state dept to review and improve environmental zoning criteria.</p> | <p>Kembla Heights is already identified as a Heritage Conservation Area under the Wollongong LEP as well as the range of local heritage listings within the area. The whole of Mount Kembla is also subject to a site specific Development Control Plan Chapter which sets out specific controls related to the unique character of Mount Kembla. These matters are key considerations in any DA process. Council is also in the process of undertaking community engagement process to inform visioning for the area and this has prompted a high level of interest in submissions to the Heritage Strategy.</p> <p>A new proposed action has been inserted into the draft Implementation Plan to acknowledge Council's work in developing a Vision for Mount Kembla and Kembla Heights to acknowledge Council's work in this space.</p> |

| No | Submitter Details | Summary of Submission/Key Points | Response |
|----|--------------------------------|--|---|
| 10 | Resident – personal submission | <p>Q1: I believe the strategy has covered the necessary areas but is lacking in recognising and resourcing current museums and heritage organisations who carry out the research and uncover the hidden voices and stories of our rich and diverse culture. The focus is clearly on buildings and precincts and quite rightly, elevating indigenous history, but our city is embarrassingly devoid of a regional museum that uplifts the stories we have to tell.</p> <p>Q2: Please revise the resourcing to enable the employment of a fulltime museum development officer and grant funding to support the heritage sector outside of the built environment.</p> | <p>It is acknowledged that Council does not currently have a regional museum, nor does it have immediate plans for a regional museum. This suggestion and the resourcing of it have been discussed with Council's Cultural Services section and have been highlighted as a relevant consideration for the upcoming review of Council's Creative Wollongong Strategy, which is due for review in 2024.</p> <p>It is noted that the Heritage Implementation Plan does highlight the following key actions that are relevant to this submission -</p> <p><i>4.3 Develop a management policy for moveable heritage items and develop a list of significant moveable heritage within the City.</i></p> <p><i>4.5 Continue to work with our local museums to support the management of their historic collections (See item 3.4.3 of the Cultural Plan to be reviewed in 2024).</i></p> |

Minor changes to the strategy arriving out of the above exhibition input have been made and are discussed and outlined within the Council report.

Heritage Strategy 2023-2027

Conserving and enhancing our city's rich Heritage

September 2023



Wollongong Heritage Strategy 2023-2027

Protecting and conserving
our city's rich Heritage

September 2023

*The Wollongong Heritage
Implementation Plan
(Attachment 1) is intended
to inform Council's Delivery
Program and Operational
Plan. It contains some items
that are subject to the
securing of funding and
grants and will be subject
to regular review and
evaluation based on available
resources, funding and other
operational requirements.*



Cintra, Austinmer

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Background

Development of a Wollongong Heritage Strategy

With the support of the Wollongong Heritage Reference Group, Wollongong City Council has adopted three previous versions of the Wollongong Heritage Strategy for the periods 2011-2014, 2014-2017 and 2019-2022.

The nine strategies outlined have strategic alignment with the NSW State Government requirements and priorities identified by Heritage NSW.

Updating the Heritage Strategy

The Wollongong Heritage Strategy 2023-2027, has been developed following a review of the 2019-2022 Strategy and Implementation Action Plan, with input from the Wollongong Heritage Reference Group, various Council divisions and following a public exhibition process.

This document provides continued direction and guidance to Council in relation to heritage outcomes for the strategy period.

Policy Statement

Wollongong City Council respects and acknowledges those who came before us, the Traditional Custodians of the land on which our City is built, and all of those who have contributed to the City of Wollongong.

We will do this by working with the community to:

- identify; acknowledge;
- conserve; protect;
- document; record;
- interpret; promote; and manage, the significant: places; objects; records; stories; and memorials, of our past, for the benefit, enjoyment, and appreciation of future generations.



Former Church, Scarborough

Council's Integrated Planning Process

Council has an integrated approach to cultural heritage management.

Council's Plans and Strategies work together to make Wollongong a liveable city for all people.

The Wollongong Heritage Strategy 2023-2027 expands on the Heritage aspects of our **Wollongong Community Strategic Plan - Our Wollongong Our Future 2032 (CSP)** and Goal 1 and 4.

Goal 1 - We Value and Protect our Environment

Goal 4 - There is greater awareness and understanding of Local Aboriginal and Torres Strait Islander culture, heritage and histories

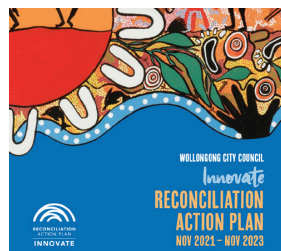
The Wollongong Heritage Strategy 2023-2027 is closely linked to the following supporting documents endorsed by Council, some of which include specific heritage actions:

- > Creative Wollongong Cultural Plan 2019-2024
- > Urban Greening Strategy 2019-2037
- > Reconciliation Action Plan 2021-2023
- > City Centre Urban Design Framework 2019
- > Sustainable Wollongong 2030: A Climate Healthy City Strategy
- > Wollongong Coastal Zone Management Program



Community Strategic Plan

A 10 year plan that identifies our community's priorities and vision for the future



Supporting Documents

A level of interconnected documents that provide further detail about how we are going to achieve positive outcomes for the community



Implementation and Action Plan

Sets out the key priorities for heritage management and includes our approach to implementation

Our Heritage

Wollongong's Heritage

Our History

The Traditional Custodians live and care for Country here in the Illawarra as they have done for thousands of years. In 1815 some of the Illawarra's Traditional Custodians led the first white settlers and their cattle down the escarpment. This marked a new chapter in the story of our area.

Today the knowledge, cultural traditions and dreamings of our Traditional Custodians has been layered with a rich history of timber-getting, farming, coal mining, railway and port building and burgeoning seaside village and holiday communities. All this has occurred in the setting of our beautiful beaches and the magnificent escarpment.

Our Shared Heritage

Wollongong's heritage places include historic buildings, industrial infrastructure, cemeteries, ocean pools and memorials. But our heritage is much more than just architectural forms. Rural lands, mining sites, cultural and natural landscapes of importance to the Aboriginal community are all entwined to form our shared heritage.

Our heritage is the product of thousands of years of Aboriginal custodianship, descendants of the first European settlers and generations of migrants and their families from across the world who moved to the Illawarra and made it their home. It is also continuously evolving as we welcome those drawn to the Illawarra's natural beauty and rich history. This living heritage is a vital part of the cultural fabric that makes up the Illawarra.

These places such as Hill 60 Reserve in Port Kembla, which is listed on the State Heritage Register are significant for their Aboriginal Heritage and shared values.

Our Heritage Places

At the time of adoption of this strategy Council has over 500 heritage sites and cultural landscapes listed in the Wollongong Local Environmental Plan 2009 and through State Environmental Planning Policies.

Of these items, 25 are listed on the NSW State Heritage Register as being items of significance to the state of New South Wales.

Heritage Conservation Areas

There are nine listed Heritage Conservation Areas in the Wollongong Local Government Area:

- Austinmer Conservation Area
- Brownsville Conservation Area
- Bulli Conservation Area
- Old Bulli Conservation Area
- Garrawarra Hospital Conservation Area
- Kembla Heights Mining Village
- Market Street Conservation Area
- North Beach Precinct and Belmore Basin
- Illawarra Escarpment Landscape Area

Declared Aboriginal Places

There are three declared Aboriginal Places under the NSW National Parks and Wildlife Act 1974 in the Wollongong Local Government Area. These places are Sandon Point Aboriginal Place, Bellambi Point Aboriginal Place and Dharawal Resting Place. Djeera (Mt Keera) and the Five Islands have also been proposed as Aboriginal Places. These Aboriginal Places hold great importance to the Aboriginal Community due to their cultural significance.

“Places of cultural significance enrich people’s lives, often providing deep and inspirational sense of connection to community and landscape, to the past and to lived experiences. They are historical records that are important expressions of Australian identity and experience.

These places reflect the diversity of our communities, telling us about who we are and the past that has formed us and the Australian Landscape. They are irreplaceable and precious.”

- The Burra Charter

Objectives

There are four key Objectives that this Strategy aims to achieve

- 1 Provide for the long term sustainable management of Wollongong's shared cultural heritage
- 2 Ensure that the Community, including the Wollongong Heritage Reference Group are actively engaged in the development and delivery of Council's heritage policies and priorities
- 3 Provide a formal mechanism for evaluating, and reporting on Council's performance in heritage management
- 4 Provide the supporting policy framework for delivery of the Wollongong's Heritage Implementation Plan 2023-2027



Our Heritage Strategies

Heritage Strategy

- Strategy 1:** Actively involve the community in the management of Wollongong's heritage;
- Strategy 2:** Maintain an up to date list of heritage items;
- Strategy 3:** Provide qualified and trained people to support the ongoing management of Wollongong's heritage and provide professional planning advice;
- Strategy 4:** Develop and implement programs and projects that aim to achieve proactive heritage management;
- Strategy 5:** Provide funding for heritage projects and programs;
- Strategy 6:** Identify and manage key heritage precincts, streetscapes, cultural and natural landscapes;
- Strategy 7:** Implement heritage education and promotion programs;
- Strategy 8:** Implement best practice heritage asset management procedures as a positive example for the community; and
- Strategy 9:** Promote sustainable development and Caring for Country as tools for heritage management.

Council will strive to achieve its Heritage Policy and Objectives by implementing nine key Heritage Strategies.

Each strategy is linked with a recommendation from the Heritage NSW publication 'Recommendations for Local Council Heritage Management'.



The Imperial Hotel, Clifton

Strategy 1

Actively involve the community in the management of Wollongong's heritage

Heritage NSW Recommendation 1 - 'Establish a Heritage Committee to deal with heritage matters in your local area'

Involving the community in the management of the city's heritage is an essential component of good heritage management. The Wollongong Heritage Reference Group has been convened in numerous formats for a number of decades. The purpose of the Reference Group is to provide community representation and advice in relation to Council's Heritage Management processes.

Council acknowledges that the Heritage Reference Group provides only one means for community involvement in heritage management and that Council must also engage with a diverse cross section of our community in relation to policy decisions that will impact on heritage outcomes.

Council also recognises the need to continually improve our engagement with the local Aboriginal community in relation to Council works projects as well as Council policy programs to build trust and meaningful relationships. Council

has recently developed an Aboriginal Engagement Framework, as part of Council's commitment to engage in a meaningful and consistent way. The Framework is underpinned by local Aboriginal culture, knowledge and heritage.

The Framework can be accessed on Council's website:

https://wollongong.nsw.gov.au/_data/assets/pdf_file/0027/133785/Aboriginal-Engagement-Framework-accessible.pdf

In recent years, there has been a significant trend within social media toward engagement around issues relating to the history and heritage of Wollongong. Social media provides an opportunity to engage with a broader and younger segment of the community in relation to heritage issues.



Strategy 2

Maintain an up to date list of heritage items

Council has a legislative responsibility to keep a list of its heritage items and places. Council is committed to the ongoing review and update of Schedule 5 of the Wollongong Local Environmental Plan and is focused on ensuring that the Schedule accurately represents those aspects of our City's heritage that are important to the community.

Council is also working to clearly identify and demonstrate the significance of all heritage items through ensuring that the information available on the NSW Heritage Database is accurate and up to date. This database is accessible online by the general public.

Council also acknowledges that there are many sites and places of significance to the local Aboriginal Community that are not listed on Schedule 5 of the Wollongong Local Environmental Plan. These sites fall under the NSW National Parks and Wildlife Act 1974 and are most appropriately managed by Heritage NSW through the Aboriginal Heritage Information Management Database.

**Heritage NSW
Recommendation
2 - Identify the
heritage items in
your area and list
them in your Local
Environmental Plan**



Sri Venkateswara Hindu Temple, Helensburgh

Strategy 3

Provide qualified and trained people to support the ongoing management of Wollongong's heritage and provide professional planning advice

Heritage NSW Recommendation 3 - Appoint a heritage advisor to assist the Council, the community and owners of listed heritage items

Council will continue to provide a range of heritage services to the community. These services include:

- Heritage planning advice to private heritage owners and general public;
- Advice relating to conservation and adaptive reuse projects;
- Heritage promotion and education programs;
- Providing internal advice on Council projects;
- Continue to grow and maintain the Wollongong Local Studies Library Collection.

Council recognises the importance of providing adequate resources to maintain and deliver these services. Council has two funded full time heritage staff, and continually applies for grant funding from the State Government to contribute to engaging an independent Heritage Advisor.

Council is also committed to the development and implementation of an internal staff training programs as well as the continued implementation of our Reconciliation Action Plan.



Gleniffer Brae, Keirville (SHR)

Strategy 4

Develop and implement programs and projects that aim to achieve proactive heritage management

Council recognises the importance of proactive heritage management in providing positive heritage outcomes and is committed to the implementation of projects and programs that encourage the active conservation of our City's heritage.

Council aims to achieve this by ensuring that heritage advice and guidance is readily available to the community. Council will continue to promote positive heritage projects through the use of the heritage incentive clauses in the Wollongong Local Environmental Plan.

Council also takes a proactive role in shaping heritage policy and legislation at all levels of government. Council is committed to ensuring that the views of the community, including the local Aboriginal community, are meaningfully represented as part of significant legislative reviews.

Council is committed to maintaining open and effective working relationships with other government agencies including the National Parks and Wildlife Service, Heritage NSW as well as community organisations such as the Illawarra Shoalhaven Branch of the National Trust, Illawarra Historical Society and the Illawarra Local Aboriginal Land Council and our Traditional Custodians to implement cross organisational projects.

**Heritage NSW
Recommendation
4 - Manage local
heritage in a
positive manner**



Strategy 5

Provide funding for heritage projects and programs

**Heritage NSW
Recommendation
5 - Introduce a
local heritage grant
fund to provide
small grants to
encourage local
heritage projects**

Council recognises the importance of funding to support community based and individual Heritage projects as well as to manage our own Heritage assets. Providing funding for a range of projects allows Council to achieve positive heritage outcomes that benefit the entire community. Council is committed to providing assistance to support the delivery of this Strategy and the associated Implementation Plan.

Council has run a successful local heritage grant program for the past 15 years and will continue to support local heritage owners to achieve positive conservation outcomes. Council will also continue to actively pursue available heritage funding from other levels of government, including Heritage NSW Local Government Heritage Grants program.



Coral Vale Dairy Building Adaptive Reuse, Smiths Lane Wongawilli

Strategy 6

Identify and manage key heritage precincts, streetscapes, cultural and natural landscapes

The identification and management of historic precincts and streetscapes is recognised by Council as an important component of heritage management, as well as being interlinked with principles of urban design and strategic planning.

Council also recognises that some of our valued rural landscapes such as the West Dapto Precinct and historic industrial sites including former Collieries and Coke Works are undergoing significant change. As Council delivers green and brownfield urban release areas it is important that heritage values be managed as part of new development.

Council is committed to managing our highly significant Aboriginal Places, cultural landscapes and environmental heritage. Council recognises the significance of both the tangible and intangible values associated with cultural landscapes such

as Sandon Point, Hill 60 and the Illawarra Escarpment that are entwined with the environmental values of these places. It is recognised that all of these places together form interconnected and layered cultural landscapes, which traverse suburb and Local Government Area boundaries and should be managed holistically.

Council is committed to ensuring heritage is a key consideration of town and village planning, neighbourhood planning, and master planning for public places and significant sites with recognised heritage values.

**Heritage NSW
Recommendation
6 - Run a heritage
main street
program**



View of the Illawarra Escarpment and West Dapto Urban Release Area

Strategy 7

Implement heritage education and promotion programs that celebrate our shared history and

Heritage NSW Recommendation 7 - Present educational and promotional programs

Council recognises that our heritage places and sites, particularly the Illawarra Escarpment, Wollongong Harbour Precinct and North Beach Precinct as well as a wide range of other significant places, are unique assets to the community that provide opportunities for education, cultural tourism and the ongoing economic development of the region.

Council recognises that educating and promoting our heritage to the community and visitors to our Local Government Area is an important part of proactive heritage management. For this reason Council has committed to the ongoing presentation of education and promotion programs for all ages, related to our shared heritage such as the National Trust Heritage Festival and World Environment Day events.

These programs include an ongoing education program for Council staff, a commitment to ongoing support for local heritage events and festivals, as well as history and heritage tours such as the Blue Mile Walking Tour developed in partnership with Destination Wollongong.

It is also recognised that Council should support the local Aboriginal community to develop and benefit from educational and tourism opportunities, where culturally appropriate, to ensure our rich Aboriginal heritage and culture is shared and celebrated.

It is important to acknowledge that increased tourism can have an impact on cultural values and sensitive ecological areas that must be appropriately managed.



Blue Mile Heritage Walking Tour, Wollongong (Image: Destination Wollongong)

Strategy 8

Implement best practice heritage asset management procedures as a positive example for the community

Council is responsible for the management of over 30 heritage listed buildings, more than 20 heritage listed parks and recreation areas, eight cemeteries, as well as many other heritage items including trees and landscapes, monuments/memorials, ocean pools, historic roads and rail alignments.

In addition to these, Council also maintains a number of assets that have cultural significance but may not be listed as heritage items on the Wollongong Local Environmental Plan 2009. These sites include a wide range of Aboriginal sites and places of cultural significance to the local Aboriginal community.

Additional heritage assets, including archaeological sites, trees and parks along with interpretive elements and places of Aboriginal Heritage significance are increasingly being dedicated to Council for management predominantly through greenfield development of the West Dapto Urban Release Area.

It is important that Council puts in place procedures and processes to ensure that it proactively manages our heritage assets. Best practice heritage management benefits our local community by ensuring our shared history, our iconic public buildings as well as our cultural landscapes are cared for into the future and are accessible for the community.

Heritage NSW Recommendation 8 - Set a good example to the community by properly managing heritage places owned or operated by the council



Glengarry, current used as Wollongong Council waste management centre

Strategy 9

Promote sustainable development and Caring for Country as tools for heritage management

Heritage NSW Recommendation 9 - Promote sustainable development as a tool for heritage management

Council acknowledges that Aboriginal Cultural Heritage is intrinsic to the Illawarra Landscape and our rich variety of flora and fauna. Involving our Aboriginal community in Caring for Country, through implementation of sustainable environmental management is essential to the ongoing management of our significant Cultural Landscapes.

Due to the unique topography of the Wollongong Local Government Area, we acknowledge that climate change poses a significant risk for many of our significance places, particularly those located along the coastline and in flood affected areas. Council is committed to science based planning for future impacts such as erosion of Aboriginal Cultural Heritage sites and inundation of built heritage in coastal areas in consultation with the community.

Council also recognises that the conservation of heritage sites supports the underlying principles of environmentally sustainable development (ESD). Council supports the principles of ESD through the Heritage Incentives clause in the Wollongong Local Environmental Plan that encourage adaptive re-use of heritage buildings and the waiver of development application fees where conservation outcomes are achieved.

Council also acknowledges that opportunities to allow heritage buildings to meet modern sustainability outcomes are increasing through the development of new technologies. These innovations can be balanced with the heritage significance of these sites through appropriate management and decision making, with support and guidance from Council.



Illawarra Local Aboriginal Land Council and WCC undertaking erosion protection works at Bellambi Harbour

Delivery of this Strategy

Implementation Plan

To ensure the successful delivery of the Wollongong Heritage Strategy 2023-2027 the following Implementation Plan has been developed. The Implementation Plan and associated actions are provided as Appendix 1 to the Strategy.

Under each Strategy Council undertakes a number of activities as part of its core business. These are identified in the Implementation Plan, however are not actions for completion.

The Implementation Plan are intended to guide Council in the delivery of the nine strategies detailed in this Policy

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The General Manager
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WOLLONGONG DC NSW 2500
Australia

Attachment 1: Implementation Plan

Strategy 1 - Actively Involved the community in the management of Wollongong’s heritage

Core Business

Hold bi-monthly meetings of the Aboriginal Reference Group and ensure key Aboriginal heritage policy issues are discussed.

Hold quarterly meetings of the Wollongong Heritage Reference Group.

Monitor the implementation of the Heritage Strategy 2023-2027 by undertaking annual reviews of performance against the strategy and implementation plan.

Continue to implement the Aboriginal Community Engagement Framework across Council Projects.

Continue to deliver Council’s Reconciliation Action Plan and acknowledge the important connections between reconciliation and the recognition of our Aboriginal Cultural Heritage.

| Strategy 1 - Implementation Actions | | | |
|-------------------------------------|--|--|-----------|
| | Action | Responsibility | Resourced |
| 1.1 | Explore potential procurement procedures to encourage engagement of Aboriginal contractors for works on key Aboriginal sites. | Heritage and Procurement Staff | Yes |
| 1.2 | Conduct reviews of the Wollongong Heritage Reference Group in accordance with the Reference Group Charter as required to ensure the purpose, membership and operation of the Reference Group is effective. | Heritage Staff | Yes |
| 1.3 | Explore funding opportunities to develop a Walking on Country pilot program. See Action 9.2 of the Reconciliation Action Plan | Heritage Staff & Community and Cultural Services | No |

Strategy 2 - Maintain an up to date list of heritage items

Core Business

Continue to acknowledge the Aboriginal Heritage Information Management System as the key register of Aboriginal Heritage places and sites.

Where sites are identified through planning processes, development applications or heritage studies as being of State Heritage significance, prepare State Heritage nominations for these sites.

Undertake bi-annual reviews to monitor and maintain the schedule of heritage items listed in Wollongong's planning instruments

Strategy 2 - Implementation Actions

| | Action | Responsibility | Resourced |
|-----|---|--------------------------------|-----------|
| 2.1 | Finalise Stage 2 of the Wollongong Heritage Schedule Review and update the State Heritage Inventory Database accordingly | Heritage and Procurement Staff | Yes |
| 2.2 | Explore funding opportunities with the Illawarra Local Aboriginal Land Council to develop a community led Strategic Aboriginal Cultural Heritage studies for the Wollongong Local Government Area to inform Aboriginal Cultural Heritage Assessment priorities and significant Cultural Heritage places and sites | Heritage Staff | No |

Strategy 3 - Provide qualified and trained people to support the ongoing management of Wollongong’s heritage and provide professional heritage planning advice

Core Business

Develop and implement regular in-house heritage training for Council staff, Councillors and Heritage Reference Group Members to encourage and facilitate a collaborative and cross division approach to heritage management.

Continue to grow, maintain and make accessible the Wollongong Local Studies Library Collection, including acquiring deposits of all complete heritage studies and report.

Prepare and assess Interim Heritage Order requests under delegation from the NSW Heritage Council in accordance with Council’s delegations.

Provide professional heritage referral advice in relation to development applications and engage with key community groups (including the ILALC, The Illawarra Historical Society, the Illawarra Shoalhaven Branch of the National Trust) and provide opportunity for their input into development applications with potential heritage impacts.

Identify, investigate and enforce compliance matters relating to illegal development involving heritage places.

| Strategy 3 - Implementation Actions | | | |
|-------------------------------------|--|--------------------------------|-----------|
| | Action | Responsibility | Resourced |
| 3.1 | Explore funding opportunities for the employment of an Aboriginal Heritage role within Council | Heritage and Procurement Staff | Yes |

Strategy 4 - Implement programs and projects that aim to achieve pro-active heritage management

Core Business

Continue to provide Heritage comments and input into the State Government’s Draft Aboriginal Heritage legislative Reforms.

Provide Conservation Incentives for appropriate development to heritage properties through the Conservation Incentives clause in the Wollongong Local Environmental Plan 2009

| Strategy 4 - Implementation Actions | | | |
|-------------------------------------|---|---|-----------|
| | Action | Responsibility | Resourced |
| 4.1 | Undertake a review of Chapter E11: Heritage Conservation of the Wollongong Development Control Plan 2009 | Heritage Staff | No |
| 4.2 | Review Chapter E10: Aboriginal Heritage of the Wollongong Development Control Plan 2009 | Heritage Staff | No |
| 4.3 | Develop a management policy for moveable heritage items and develop a list of significant moveable heritage within the city | Heritage Staff | No |
| 4.4 | Run a Local Heritage Grant program for local conservation projects | Heritage Staff | Yes |
| 4.5 | Continue to work with our local museums to support the management of their historic collections (See item 3.4.3 of the Cultural Plan to be reviewed in 2024). | Heritage Staff Community & Cultural Services | Yes |

Strategy 5 - Provide funding for heritage project and programs

Core Business

Provide a local heritage grant fund for local conservation projects.

Continue to fund a consultant Heritage Advisor to support the role of Council's Heritage staff.

Provide Conservation Incentives for appropriate development to heritage properties through the Conservation Incentives clause in the Wollongong Local Environmental Plan 2009.

Strategy 4 - Implementation Actions

| | Action | Responsibility | Resourced |
|-----|--|----------------|-----------|
| 5.1 | Continue to seek funding to support a Heritage Advisor position and Council's Local Heritage Grant program through the NSW Heritage fund | Heritage Staff | Yes |
| 5.2 | Actively pursue grant funding for heritage projects through available programs when they arise | Heritage Staff | Yes |

Strategy 6 - Identify and manage key heritage precincts, streetscape, cultural and natural landscapes

Core Business

Continue to acknowledge and identify Heritage Conservation Areas and key cultural, rural, industrial and natural landscapes as part of Council's Heritage Review and through town and village planning studies, planning proposals and other strategic planning processes

Strategy 6 - Implementation Actions

| | Action | Responsibility | Resourced |
|-----|--|----------------------------|-----------|
| 6.1 | Explore funding opportunities to develop an Archaeological Zoning Plan for the City (particularly the CBD) and implement procedures through appropriate development controls/mapping | Heritage Staff | Yes |
| 6.2 | Explore funding opportunities to develop an Industrial Heritage Study to identify key industrial sites | Heritage Staff | Yes |
| 6.3 | Undertake a Community Visioning Project to develop a Vision and Plan for the future of Mount Kembla and Kembla Heights | Community Engagement Staff | Yes |

Strategy 7 - Implement heritage education and promotion projects

Core Business

Support local events and festivals which celebrate aspects of Wollongong's Heritage.

Maintain a heritage section on Council's website and provide a user friendly resource of heritage information/guidelines and publications including through the use of social media.

| Strategy 7 - Implementation Actions | | | |
|-------------------------------------|---|-----------------------|-----------|
| | Action | Responsibility | Resourced |
| 7.1 | Seek funding to support the development and implementation of a signage strategy for the identification of Heritage Conservation Areas. | Heritage Staff | Yes |
| 7.2 | Implement the remaining recommended Heritage Interpretation Works contained within the Blue Mile Heritage Interpretation Strategy | Heritage Staff | Yes |
| 7.3 | Develop a Heritage Interpretation Strategy for the Grand Pacific Walk | Heritage Staff ISP | Yes |

Strategy 8 - Implement best practice heritage asset management procedures as a positive example for the community

Core Business

Incorporate Aboriginal and non-Aboriginal heritage considerations in the planning process for Council works projects and development of Council's Town and Village Planning studies.

Seek independent external heritage advice where appropriate.

| Strategy 8 - Implementation Actions | | | |
|-------------------------------------|---|-------------------------------------|-----------|
| | Action | Responsibility | Resourced |
| 8.1 | Finalise and Implement the Wollongong Heritage Asset Management Strategy for Council's Heritage Assets | Heritage Staff | Yes |
| 8.2 | Consider options for the use of the Bulli Miners Cottage property | Heritage Staff | No |
| 8.3 | Implement the outcomes of the Hill 60 Masterplan in accordance with the relevant approvals and in consultation with the local Aboriginal community and other stakeholders | Heritage Staff ISP Engagement | Yes |
| 8.4 | Prepare a conservation management plan for the Fortifications in the Wollongong Harbour State Heritage Precinct and explore options for their future activation. | Heritage Staff ISP | Yes |
| 8.5 | Implement the outcomes of the Sandon Point Aboriginal Place Plan of Management and AHIP in consultation with the local Aboriginal community and other stakeholders. | Heritage Staff ISP Engagement | Yes |

Strategy 9 - Promote sustainable development and Caring for Country as tools for heritage management

Core Business

Actively encourage the adaptive reuse of heritage sites and offer incentives to this end, including waiver of Development Application & Construction Certificate Fees and Section 94 Contributions and free pre lodgement advice for adaptive re-use projects.

Support Natural Area Management, including 'Bushcare' and similar programs that enhance, reinstate and support 'natural' heritage environments and Places of Aboriginal Heritage significance, and involve Aboriginal workers in these projects where possible.

Carefully consider the potential for Cultural Heritage impacts from climate change in the development and implementation of our coastal management plans and programs.

Strategy 9 - Implementation Actions

| | Action | Responsibility | Resourced |
|-----|---|----------------|-----------|
| 9.1 | Develop guidelines and policies related to the provision of solar panels, solar hot water systems, water tanks and other technologies aimed at improving sustainability of heritage buildings | Heritage Staff | Yes |

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ITEM 3 SPORTS GRANTS PROGRAM ASSESSMENT OUTCOME 2023-2024

Council's Sports Grants Program aims to provide local sporting clubs and associations with the opportunity to apply for financial assistance to improve their facilities. The 2023 Sports Grants Program opened on 1 July 2023. A total of 15 eligible applications were received, requesting a combined total of \$840,847 for works across the Wollongong Local Government Area (LGA). All applications were assessed by representatives of the Sports and Facilities Reference Group (SFRG) and ranked to determine the priority of each project.

RECOMMENDATION

- 1 Council endorse the allocated points, rankings, and recommendations of the Sports and Facilities Reference Group assessment panel.
- 2 A sum of \$400,000.00 from the Sports Reserve fund is allocated to fund 8 projects that have met the criteria as determined by Sports and Facilities Reference Group assessment panel.

REPORT AUTHORISATIONS

Report of: Lucielle Power, Director Community Services (Acting)
Authorised by: Kerry Hunt, General Manager (Acting)

ATTACHMENTS

- 1 2023-2024 Sports Grants Assessment Overview and Recommendations

BACKGROUND

Wollongong City Council's Sports Grants Program seeks to provide financial assistance to sporting clubs and associations that utilise Council sportsgrounds. Council funds approved projects, with clubs and associations able to apply for a minimum of \$5,000 up to a maximum of \$100,000 to improve their facilities.

The Sports Grants Program supports our Sportsgrounds and Sporting Facilities Strategy 2023-2027 by funding small and medium-sized projects that:

- Increase opportunities for people to participate in sport
- Increase sportsground capacity and allow sites to be used for multiple sports and groups
- Renew and enhance existing sporting infrastructure with a focus on gender equity, accessibility, and storage
- Invest in infrastructure to support and accommodate emerging sports and independent recreational pursuits.

The program is open to sporting clubs and associations that are:

- Incorporated
- Not for profit
- Based or operating within the Wollongong LGA on land categorised as 'sportsground' under Section 26 (4) of the Local Government Act (1993).

PROPOSAL

Representatives of the Sports Facility Reference Group (SFRG) met to discuss and score applications received through the Sports Grant Program. It is recommended Council endorse funding for the prioritised applications as follows:

| Organisation | Project Summary | Grant Funding |
|-------------------------------------|---|---------------------|
| Bulli Football Club (Soccer) | Installation of privacy screens to dressing rooms | \$17,930.00 |
| Figtree Football Club | Referee Changing Rooms Upgrade | \$15,000.00 |
| Coledale Waves Junior Football Club | Fencing, Irrigation & Storage | \$100,000.00 |
| Illawarra Basketball Association | Upgrade Mezzanine Handrails and Grandstand Repair | \$80,000.00 |
| Wollongong Vikings Rugby Union Club | Car park upgrades | \$80,000.00 |
| Illawarra Basketball Association | Court Resurfacing | \$21,500.00 |
| Wollongong Vikings Rugby Union Club | Security Fencing | \$45,541.00 |
| Port Kembla JRLFC | Various Projects - Park Facilities Upgrade | \$40,029.00 |
| Total | | \$400,000.00 |

CONSULTATION AND COMMUNICATION

Grant Assessment Process

The Sports Grants Program opened on 1 July 2023 and closed 31 July 2023. Details of the grants program were published on Council's website, social media, through the SFRG group and directly to Sporting clubs and associations. A self-service booking page was also set-up allowing sporting clubs to speak with staff from Council's Recreation Services team in relation to the funding program, process and projects.

Following the closure of applications, an internal review of applications was undertaken by staff from Council's Recreation Services, Open Space and Building and Facilities teams to review submissions for in-principal project support and/or alternative programming opportunities.

As part of the assessment process, expressions of interest were sought from members of Council's SFRG to participate in a sub-panel to review and assess grant submissions received. All applications were assessed by a sub-panel of Council's SFRG and ranked to determine the priority of each project. A further meeting occurred on 29 August 2023 to discuss the proposed projects for funding with the broader SFRG with the recommendations of the sub-panel unanimously supported by the group.

All successful applicants will be required to sign a funding agreement with Council and all successful projects must be completed in accordance with the funding agreement requirements including the need to be delivered within 12 months of the funding agreement being signed. At the conclusion and approval of this grant program, each applicant will be provided with an outcome and feedback will be provided to the clubs that were unsuccessful in funding within the 2023-2024 grant program.

Subject to the endorsement of Council, funding will be released to the clubs from November 2023 onwards.

Further Recommendations of SFRG

At its meeting of 29 August 2023, all grant submissions received under the 2023-2024 grants program were discussed by SFRG members present. In addition to the top 8 listed projects recommended for funding, several other submissions were deemed of merit for future capital funding consideration despite receiving a lower ranking and exceeding funding reserve allowance. The SFRG unanimously resolved to also include details of unfunded projects in the Council Report to highlight priority/need of projects, and to raise possibility of works being introduced as capital projects in next IDP allocations.

| Organisation | Project Summary | Requested Funding |
|-------------------------------------|---|-------------------|
| Russell Vale Junior Football Club | Lighting Upgrades | \$81,790 |
| Helensburgh Netball Club | Construction of a dual netball/basketball court | \$100,000 |
| Balgownie Junior Football Club | New portable goals* | \$27,000 |
| Coniston Football Club Incorporated | Fence Replacement | \$21,450 |
| Figtree Football Club | Water Refill Station | \$9,021 |
| Wollongong Wolves Football Club | Field Improvements | \$38,065 |
| Total | | \$277,236 |

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2032 Goal 5. It specifically delivers on the following:

| Community Strategic Plan 2032 | Delivery Program 2022-2026 |
|--|----------------------------|
| Strategy | Service |
| 5.7 Provide an appropriate range of active and passive open spaces and facilities to cater for traditional and emerging recreational pursuits. | Parks and Sportsgrounds |

FINANCIAL IMPLICATIONS

The Sports Grants Program is funded via Council's Sports Reserve fund which has sufficient funds available to support these grants at a total of \$400,000.00.

CONCLUSION

This report proposes that \$400,000.00 is allocated from Council's Sports Reserve fund to a total of 8 projects as identified in this report.

SPORTS GRANT PROJECT SUMMARY

This year a total of 22 applications were received.

- 15 were complete applications and eligible for funding through the Sports Priority Funding Program.
- 4 were incomplete/ineligible for funding and 2 were blank forms.
- Of the valid submissions a total \$840,847 in funding was sought to deliver approximately \$1.1m worth of works.

Eligible Assessed Applications

| | |
|-----------------------|---|
| Club Name | Bulli Football Club (Soccer) |
| Location | Balls Paddock, Woonona |
| Project | Installation of privacy screens to dressing rooms |
| Project value | \$35,860 |
| Funding sought | \$17,930 |
| Ranking & Score | 1st with a score of 119 |
| Comments | <i>Total funding towards one project. Straight forward upgrade</i> |
| Recommendation | Support the Ranking and points allocated and progress for funding consideration. |

| | |
|-----------------------|---|
| Club Name | Figtree Football Club |
| Location | Harry Graham Park, Figtree |
| Project | Referee Changing Rooms Upgrade |
| Project value | \$30,000 |
| Funding sought | \$15,000 |
| Ranking & Score | 2nd with a score of 87 |
| Comments | <i>Total funding towards one project. Straight forward upgrade</i> |
| Recommendation | Support the Ranking and points allocated and progress for funding consideration. |

| | |
|-----------------------|--|
| Club Name | Coledale Waves Junior Football Club |
| Location | St James Park, Coledale |
| Project | Fencing, Irrigation & Storage |
| Project value | \$100,000* |
| Funding sought | \$100,000 |
| Ranking & Score | 3rd with a score of 78 |
| Comments | <i>Club submitted application based on total project value of \$205k however this included a shed that has already been completed and as such was not assessed for co-contribution of this component. Funding towards Fencing, Irrigation & Storage Fence: \$61,138 Rainwater tanks supply: \$35,904 Storage: \$3750</i> |
| Recommendation | Support the Ranking and points allocated and progress for funding consideration. |

| | |
|-----------------------|---|
| Club Name | Illawarra Basketball Association |
| Location | Snakepit Basketball Stadium, Gwynneville |
| Project | Upgrade Mezzanine Handrails and Grandstand Repair |
| Project value | \$98,000 |
| Funding sought | \$80,000 |
| Ranking & Score | 4th with a score of 74 |
| Comments | <i>Funding towards two projects: Mezzanine Handrails: \$48,000 Grandstand Repairs: \$50,000</i> |
| Recommendation | Support the Ranking and points allocated and progress for funding consideration. |

| | |
|-----------------------|---|
| Club Name | Wollongong Vikings Rugby Union Club |
| Location | JJ Kelly Park, Wollongong |
| Project | Car park upgrades |
| Project value | \$89,879 |
| Funding sought | \$80,000 |
| Ranking & Score | 5th with a score of 71 |
| Comments | <i>Total funding towards one project.</i> |
| Recommendation | Support the Ranking and points allocated and progress for funding consideration. |

| | |
|-----------------------|---|
| Club Name | Illawarra Basketball Association |
| Location | Snakepit Basketball Stadium, Gwynneville |
| Project | Court Resurfacing |
| Project value | \$30,000 |
| Funding sought | \$21,500 |
| Ranking & Score | Joint 6th with a score of 68 |
| Comments | <i>Total funding towards Court Resurfacing</i> |
| Recommendation | Support the Ranking and points allocated and progress for funding consideration. |

| | |
|-----------------------|---|
| Club Name | Wollongong Vikings Rugby Union Club |
| Location | JJ Kelly Park, Wollongong |
| Project | Security Fencing |
| Project value | \$49,541 |
| Funding sought | \$45,541 |
| Ranking & Score | Joint 6th with a score of 68 |
| Comments | <i>Total funding towards fencing and access gates.</i> |
| Recommendation | Support the Ranking and points allocated and progress for funding consideration. |

| | |
|-----------------------|---|
| Club Name | Port Kembla JRLFC |
| Location | Darcy Wentworth Park, Warrawong |
| Project | Various Projects - Park Facilities Upgrade |
| Project value | \$100,000 |
| Funding sought | \$100,000 |
| Ranking & Score | 8th with a score of 66 |
| Comments | <i>Funding towards multiple projects: Minor refurbishment of amenities / change rooms - \$12,875 Storage facilities - \$5,200 Seating and portable grandstands - \$9,000 Painting - \$8,000 Sportsfield light globe / luminaire replacement and upgrade to LED - \$34,925 Aeration, top-dressing and turf improvements - \$30,000</i> |
| Recommendation | Support the Ranking and points allocated and progress for <u>partial</u> funding consideration. |

| | |
|-----------------------|--|
| Club Name | Russell Vale Junior Football Club |
| Location | Cawley Park, Russell Vale |
| Project | Lighting Upgrades |
| Project value | \$81,790 |
| Funding sought | \$81,790 |
| Ranking & Score | 9th with a score of 65 |
| Comments | <i>Total funding towards lighting project. It is noted this is a local/community level Sportsfield and that the proposed works are to provide <u>200lux lighting</u> which would require community consultation.</i> |
| Recommendation | Support the Ranking and points allocated - <u>not to proceed</u> |

| | |
|-----------------|--|
| Club Name | Helensburgh Netball Club |
| Location | Helensburgh |
| Project | Construction of a dual netball/basketball court |
| Project value | \$150,000 |
| Funding sought | \$100,000 |
| Ranking & Score | 10th with a score of 64 |
| Comments | <i>It was noted that the quotes provided were over 12 months old (2019 & 2021), requires re quoting to account for cost escalation and in line with Council's standards/specifications. High risk of failure due to insufficient funding and project maturity.</i> |
| Recommendation | Support the Ranking and points allocated - <u>not to proceed</u> <i>To be considered through future capital programming or grant funding.</i> |

| | |
|-----------------|---|
| Club Name | Balgownie Junior Football Club |
| Location | Judy Masters Oval, Balgownie |
| Project | New portable goals |
| Project value | \$37,155 |
| Funding sought | \$27,000 |
| Ranking & Score | 11th with a score of 63 |
| Comments | <i>Total funding towards purchase of 7 replacement goal posts</i> |
| Recommendation | Support the Ranking and points allocated - <u>not to proceed</u> |

| | |
|-----------------|---|
| Club Name | Coniston Football Club Incorporated |
| Location | JJ Kelly Park |
| Project | Fence Replacement |
| Project value | \$46,450 |
| Funding sought | \$21,450 |
| Ranking & Score | 12th with a score of 61 |
| Comments | <i>Total funding towards fence replacement</i> |
| Recommendation | Support the Ranking and points allocated - <u>not to proceed</u> |

| | |
|-----------------|--|
| Club Name | Figtree Football Club |
| Location | Harry Graham Park |
| Project | Water Refill Station |
| Project value | \$9,021 |
| Funding sought | \$9,021 |
| Ranking & Score | 13th with a score of 59 |
| Comments | <i>Total funding towards the installation of a water station</i> |
| Recommendation | Support the Ranking and points allocated - <u>not to proceed</u> <i>Note: To be considered through future capital programming or grant funding.</i> |

| | |
|-----------------|--|
| Club Name | Wollongong Wolves Football Club |
| Location | Thomas Dalton Park |
| Project | Field Improvements |
| Project value | \$38,065 |
| Funding sought | \$38,065 |
| Ranking & Score | 14th with a score of 43 |
| Comments | <i>Total funding towards the completion of field improvement works at the field.</i> |
| Recommendation | Support the Ranking and points allocated - <u>not to proceed</u> |

| Recommended Funding | Funding requested. | Recommend | Reserve balance |
|--|--------------------|--------------|-----------------|
| | | | \$400,000.00 |
| Bulli Football Club (Soccer) | \$17,930.00 | \$17,930.00 | \$382,070.00 |
| Figtree Football Club | \$15,000.00 | \$15,000.00 | \$367,070.00 |
| Coledale Waves Junior Football Club | \$100,000.00 | \$100,000.00 | \$267,070.00 |
| Illawarra Basketball Association | \$80,000.00 | \$80,000.00 | \$187,070.00 |
| Wollongong Vikings Rugby Union Club | \$80,000.00 | \$80,000.00 | \$107,070.00 |
| Illawarra Basketball Association | \$21,500.00 | \$21,500.00 | \$85,570.00 |
| Wollongong Vikings Rugby Union Club | \$45,541.00 | \$45,541.00 | \$40,029.00 |
| Port Kembla JRLFC | \$100,000.00 | \$40,029.00 | \$0.00 |

Eligible Assessed Application – To be progressed through other capital works.

| | |
|----------------------------|---|
| Club Name | The Disability Trust – Cyclability |
| Location | Criterion Track, Lindsay Mayne’s Park |
| Project | Storage for Cyclability Program |
| Project value | \$100,000 |
| Funding sought | \$100,000 |
| Ranking & Score | Not assessed as works will be provided as part of new amenities project. |
| Comments | <i>As part of the preliminary review by Council staff, it was identified that this project can be incorporated into the already programmed new amenities build at Lindsay Mayne’s Park/Criterion Track. Council will consult with organisation regarding plans/designs.</i> |

Ineligible /Non-assessed Application

| | |
|------------------------------|--|
| Club Name | Illawarra Sports Stadium |
| Location | Fred Finch Park, Berkeley |
| Project | Drainage and Spectator Seating |
| Project value/Funding | \$55,000 Project - \$50,000 Application |
| Comments | <i>Club did not provide supporting documentation after follow up. Recreation staff to log a request with Council’s civil team to review drainage issues on Hooka Creek Rd.</i> |

| | |
|------------------------------|--|
| Club Name | Keira Cricket Club |
| Location | Keira Village Park |
| Project | New Cricket Nets |
| Project value/Funding | \$35,300 Project - \$30,000 Application |
| Comments | <i>Club did not provide supporting documentation with submission and after following up.</i> |

| | |
|------------------------------|---|
| Club Name | Illawarra Basketball Stadium |
| Location | Snakepit Basketball Stadium |
| Project | Walking Basketball Program |
| Project value/Funding | \$11,360 Project - \$7,360 Application |
| Comments | <i>Not an infrastructure related project. Funding in relation to a programmed activity. Council’s recreation staff to liaise with the club in relation to other funding opportunities</i> |

| | |
|-----------------------|---|
| Club Name | Woonona Pony Club |
| Location | Alice St, Woonona |
| Project | Seating/ portable grandstands, fencing improvements, aeration, top-dressing and turf improvements, such as fertilising, spraying etc. |
| Project value/Funding | <i>\$17,602 Project - \$12,000 Application</i> |
| Comments | <i>Grant application submitted after close of applications. Land where proposed works will take place is not categorised as a sportsground as per grant eligibility criteria.</i> |

| | |
|-----------------------|--|
| Club Name | Port Kembla Sailing Club Cooperative Limited |
| Location | Berkeley Harbour |
| Project | Minor refurbishment of amenities/ change rooms focusing on gender equity and accessibility. |
| Project value/Funding | <i>\$104,000 Project - \$97,000 Application</i> |
| Comments | <i>Land where proposed works will take place is not categorised as a sportsground as per grant eligibility criteria.</i> |

ITEM 4

PUBLIC EXHIBITION: DEBT RECOVERY AND HARDSHIP ASSISTANCE COUNCIL POLICY

Council's Debt Recovery and Hardship Assistance Council Policy is to provide further guidance in relation to debt recovery functions and collections of debt. As part of the Policy review, consideration has been given to how Council can best meet the needs of our customers while being able to fund the services of Council which are reliant on rates. The Policy also considers the Debt Management and Hardship Guidelines released by the Office of Local Government in September 2018.

RECOMMENDATION

- 1 The draft Debt Recovery and Hardship Assistance Council Policy be placed on public exhibition for a period of 28 days.
- 2 A further report be provided to Council at the conclusion of the exhibition period.

REPORT AUTHORISATIONS

Report of: Daniel Pretzler, Chief Financial Officer [Acting]
Authorised by: Brian Jenkins, Director Corporate Services [Acting]

ATTACHMENTS

- 1 Draft Debt Recovery and Hardship Assistance Council Policy

BACKGROUND

Council's Debt Recovery and Hardship Assistance Council Policy was first adopted by Council on 22 June 2015 and has been reviewed on two previous occasions (3 April 2017 and 24 February 2020) with a view of continuous improvement of Council's debt management services. During these reviews, Council has considered best practice and how we can best meet our customer needs whilst still achieving appropriate recovery of rates and sundry debtor funds that are required to pay for Council's continuing services.

During COVID-19, Council ceased legal recovery and relaxed hardship assistance provisions. As part of this review, some of these measures have been considered in more detail and, in some instances, have now been included in the revised draft Debt Recovery and Hardship Assistance Council Policy.

PROPOSAL

The review of the Policy has identified some areas of improvement through procedural change or as a result of understanding of the practices in more depth which has resulted in the following amendments for consideration:

- It is proposed that accounts that are under a Financial Hardship Agreement and payments are maintained in line with the agreement, to waive the interest accrued during the period of the arrangement. This will further ease the burden on the ratepayers that have proven hardship and assist with the payment of outstanding debt.
- It is proposed to remove Sundry Debtor Statements and Tax Invoice/Statements and provide more personal interactions with phone calls, SMS and email follow ups for sundry debtor accounts, providing opportunity for debtors and Council staff to discuss payment options more frequently and build rapport.
- Hardship assistance is currently only open to ratepayers for their principal place of residence. During COVID-19, these provisions were widened to include business properties. It is proposed that the Policy be amended to include any owner/operator of a business property. This amendment supports owner operated businesses experiencing financial hardship by offering payment arrangements which allows them to continue their business operations as a primary income source.

- The current Policy allows Council to make a determination to grant an interest free moratorium for a period up to 90 days to groups/areas of ratepayers and sundry debtors that are affected by a natural disaster or significant event. This revision proposes to remove the 90 day restriction in the Policy and allow a specified period to be determined by Council.
- A new provision is included in the draft Policy to make reference on all Council rates and sundry debtor correspondence that ratepayers can contact the National Debt Helpline for assistance with a free financial counsellor. The National Debt Helpline website provides tools and information to assist our ratepayer/sundry debtors that will allow those that are not comfortable talking to Council staff other options to assist in managing the financial burden that they may be experiencing.
- Amend the title of clause 7 from 'Recovery Proceedings against Eligible Pensioners' to 'Pensioner Agreement to Defer Rates, Charges and Interest' to better reflect the option provided by the clause.
- It has been evident that some self-funded retiree ratepayers are having difficulty meeting their rate payments with regard to the current economic climate and the impact of revaluation of land. It is proposed consideration be given to opening the current Pensioner Agreement for Defer Rates, Charges and Interest scheme to self-funded retirees that hold a Commonwealth Seniors Health Card. Proposed eligibility criteria to enter the deferral scheme would include:
 - The applicant must hold a valid Commonwealth Seniors Health Card.
 - Reside within the Wollongong LGA for more than five years.
 - Confirm of eligibility each year.
 - Signed agreement.

Increase the Debt Recovery and Hardship Assistance Committee to include a representative from the Customer Service Unit.

CONSULTATION AND COMMUNICATION

- Legal Services
- Customer Experience Manager
- Debt Recovery and Hardship Assistance Committee
- A Councillor Briefing has been held to discuss the proposed changes to the Policy.
- The draft Policy will be placed on public exhibition for a period of 28 days to allow public comment.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2032 Goal 4 'We are a connected and Engaged Community.

It specifically delivers on core business activities as detailed in the Financial Services Support Services Plan.

CONCLUSION

The Debt Recovery and Hardship Assistance Council Policy be exhibited for 28 days after which time the Policy shall be reported back to Council for adoption with a summary of submissions received.



DEBT RECOVERY AND HARDSHIP ASSISTANCE COUNCIL POLICY

ADOPTED BY COUNCIL: [COUNCIL MEETING DATE]

PURPOSE

Council relies on Rates and Charges and fees to fund services and facilities for our community. This Policy sets out the approach that Council will take to recover unpaid monies and ensure the reasonable collection of debts.

POLICY INTENT

The main objectives of this Policy are:

- 1 Recover monies owing in a timely and effective manner to finance Council's operations and ensure effective cash flow management.
- 2 Provide for a process that is ethical, transparent, compliant with legal obligations, open and accountable.
- 3 To improve control over debts owed to Council, including overdue rates, fees, charges and interest and to establish a debt recovery approach for the efficient collection of receivables and management of outstanding debts, including alternative payment arrangements and deferrals.
- 4 To establish guidelines for recognising and assessing hardship applications by applying the principles of fairness, integrity, appropriate confidentiality and compliance to the relevant statutory requirements.
- 5 The key guidelines that will be utilised are:
 - a Council aims to collect all monies owed.
 - b Council will individually assess cases of financial hardship based on evidence.
 - c Council will not reduce rates or annual charges but will consider alternative available approaches.
 - d Council will consider arrangements for periodical payment outside the statutory due dates in cases of hardship, extenuating circumstances or other payment schemes implemented by Council.

WOLLONGONG 2032 OBJECTIVES

Council's resources are managed effectively to ensure long term financial sustainability.

POLICY

1 Recovery of Overdue Rates and Annual Charges

- Rates and Charges include all amounts charged in accordance with Section 546 of the Local Government Act, 1993 ("the LG Act").
- Rate notices must be issued prior to 31 July each year.
- Instalment notices must be issued to ratepayers paying by instalment one month prior to the instalment due dates, being 31 August, 30 November, 28 February and 31 May.
- Council rates and annual charges are due to be paid in full before 31 August, or by quarterly instalments due 31 August, 30 November, 28 February and 31 May each year, or on specific dates determined through an agreement approved by delegated Council officers.

DEBT RECOVERY AND HARDSHIP ASSISTANCE

COUNCIL POLICY

- Interest on overdue rates and annual charges will be charged daily in accordance with Council's Revenue Policy after the due date.
- Where payment is overdue and an appropriate payment arrangement has not been agreed, the following recovery actions will be followed:
 - Reminder Notice.
 - Letter of Demand from Council's Solicitor.
 - Where available and appropriate, additional channels of communication can be used to remind ratepayers of outstanding debts. This may include options such as SMS reminders, telephone calls and email communication.
- If those processes are not successful in securing payment, legal recovery action will commence. Legal recovery process may include the following:
 - Pre Statement of Claim phone call
 - Statement of Claim
 - Field Calls/Skip Tracing
 - Pre-Judgment notification letter
 - Judgment
 - Garnishee
 - Examination Notices/Summons
 - Writ of property
 - Bankruptcy
 - Late stage/intervention process
- Where legal recovery is unsuccessful, Council may use collection techniques outside of standard legal recovery where warranted on a case by case basis.
- Council retains the discretion to apply the provision of the LG Act relating to sale of land for unpaid rates, charges and interest as stated in Sections 713-726. Section 713 provides that Council, where rates and charges have been unpaid for more than five years, may sell the land to recover those outstanding amounts. Vacant land can be sold with only one year's rates and charges if it meets specific conditions in the LG Act 1993.
 - Council will only sell a ratepayers principal place of living after consideration and resolution of Council and only as a last resort.
 - Whilst the LG Act states Council can buy such land at public auction, any staff directly involved in the sale of land process will not be permitted to bid on behalf of Council at auction. This requirement will be reinforced via separate agreement with relevant staff.
 - Council will endeavour to achieve a fair market price through public auction after appropriate advertising.
 - The reserve price will be set at no less than 80% of the independent valuation attained through the sale of land process.
 - If the land fails to sell at Public auction, under the LG Act the General Manager or delegated officer is empowered to negotiate to sell the land by private treaty but the amount accepted for sale should be not lower than the highest (non-owner) bid at auction, or at best value where a bid is not offered through the auction.
 - Property will not be sold to employees by private treaty outside of auction.

DEBT RECOVERY AND HARDSHIP ASSISTANCE

COUNCIL POLICY

- In the case of corporate ratepayers, Council may commence legal recovery proceedings in the Federal Court of Australia.
- Where an account has incurred legal action and all debts subject to that claim have been paid in full, Council will set aside judgment.
- Legal Costs and expenses incurred in debt recovery actions will be charged against the property (including costs of tracing a person in accordance with section 605 of the LG Act).

2 Recovery of Outstanding Sundry Debts (other than Rates and Charges)

- Council will issue an Invoice.
- Where payment is overdue and an appropriate payment arrangement has not been agreed, the following recovery actions will be followed:
 - Reminder Letter
 - Where available and appropriate, additional channels of communication can be used to inform debtors of outstanding debts. This may include options such as SMS reminders, telephone calls and email communication.
 - Where available, suspension of credit and/or service.
- A Late Payment Fee will be charged in accordance with Council's Revenue Policy.
- If those processes are not successful, legal recovery action will commence. Legal recovery process may include the following:
 - Letter of Demand from Council's Solicitor
 - Tribunal orders for property leases (eg, Tourist Parks)
 - Statement of Claim
 - Field Calls/Skip Tracing
 - Judgment
 - Garnishee
 - Examination Notices/Summons
 - Writ on property
 - Bankruptcy
- Legal Costs and expenses incurred in debt recovery actions will be charged against the Sundry Debtor.

3 Hardship Assistance

- Council recognises that ratepayers and debtors may experience financial hardship in some circumstances in paying rates, annual charges and fees. A ratepayer may be eligible for consideration for hardship assistance in the payment of overdue rates, annual charges, interest and fees where:
 - The person is unable to pay rates, charges, fees or accrued interest when due and payable for reasons beyond the persons control; or
 - Payment, when due, would cause the person hardship.
- The LG Act permits Council to exercise the following assistance to ratepayers and debtors:
 - Periodical payment arrangements for overdue rates and charges under Section 564.

DEBT RECOVERY AND HARDSHIP ASSISTANCE

COUNCIL POLICY

- Writing off or reducing interest accrued on rates and/or charges under Sections 564 and 567.
- Waiving, reducing or deferring the payment of the increase in the amount of rate payable because of hardship resulting from a general revaluation of land in the local government area under Section 601.
- Waiving or reducing rates, charges and interest of eligible pensioners under Section 575 and 582.
- Applications under Section 601 of the LG Act because of hardship resulting from a general revaluation of land must be made during the first year a new land value is used for rating purposes. Where an application is made in the first year, an application can also be made in subsequent years of the valuation base date. While Council has the discretion to waive, reduce or defer, Council will only offer a revised payment schedule and interest free periods up to three years to ease the financial stress on the ratepayer.
- While Council has the discretion to waive or reduce rates, charges and interest of eligible pensioners, Council will only offer a revised payment schedule and defer any legal action to ease the financial stress on the pensioner ratepayer.
- To be eligible for consideration of hardship, a ratepayer must complete the Application for Hardship Form and return it promptly to Council with reasonable proof of financial hardship including details of assets, income, liabilities, expenses and such other information required for the Debt Recovery and Hardship Assistance Committee to make an informed decision.
- Each individual case will be considered on its merits. The criteria for assessment will include, but not be limited to, the following:
 - The amount of any rate increase when compared to the average rate increase for the rate category.
 - The amount of rates levied compared to the average rate of the rate category.
 - Income from all sources.
 - Assets owned.
 - Living expenses.
 - Reason for financial hardship.
 - Length of occupancy.
 - Principal place of living, or Owner/Operator of a business property.
- The assistance provided will be determined under the legal requirements of the LG Act. A Debt Recovery and Hardship Assistance Committee will review the application and recommend to the General Manager any offer of assistance having regard to the circumstances of the applicant.
- The General Manager can approve or not approve the Committee's recommendation.
- The ratepayer will be informed of a decision in writing and, if not satisfied with the outcome, can request the General Manager to reconsider its decision within 30 days.
- After the General Manager reconsiders the application and makes a decision, the ratepayer has no further right to appeal.
- Council can make a determination to grant an interest free moratorium for a specified period where a group/area of ratepayers and sundry debtors affected by a natural disaster or significant event. Applications for approval for this moratorium must be in writing.
- Council to make reference on correspondence to the ratepayer/debtor of the National Debt Helpline, where the applicant can make contact to free financial counselling services within NSW.

DEBT RECOVERY AND HARDSHIP ASSISTANCE

COUNCIL POLICY

4 Periodical Payment Arrangements

- Council may enter into a Payment Arrangement with any ratepayer in accordance with Section 564 of the LG Act.
- Council may grant requests for extensions of time to pay an overdue rate instalment in full provided the extension will not be greater than 30 days after the due date of the rate instalment.
- Council can accept over the telephone payment arrangements for weekly, fortnightly or monthly payments (whether overdue or not).
- Once legal proceedings have commenced against a debtor, only delegated Council officers can determine any payment agreement which must be formalised in writing, subject to the debtor entering into a direct debit arrangement with Council and the debtor agreeing to pay Council's up-to-date legal costs relating to the proceedings. If a debtor objects to the direct debit arrangement, the debtor must provide reasons for their objection in writing and propose an alternative payment method. Council will consider the alternative payment method and will advise the debtor whether it is accepted or rejected.
- Delegated person(s) may approve in writing a periodical payment arrangement for those that are within a 12 month timeframe with a maximum of two arrangements, any periodical payment arrangements greater than 12 months need to be approved by the Debt Recovery and Hardship Assistance Committee.
- Council may collect the following information during the arrangement process, with this information capable of being used for any debt recovery process:
 - Contact Numbers (Mobile, Work, Home)
 - Employment details
 - Email address

5 Default of Payment Arrangement

- Where a debtor is in default of a payment arrangement (that is, the debtor fails to meet the payments within the timetable agreed), a default letter will be sent to the ratepayer. The default letter will allow the debtor seven days to pay or re-negotiate the payment arrangement.
- Where the debtor fails to comply with the terms of the default letter, Council will commence or reinstate legal proceedings to recover the debt.
- Council will not enter into any further payment arrangements where a ratepayer is in default of a payment arrangement twice within a 12 month period.
- A debtor aggrieved by the above clause may appeal in writing to the Debt Recovery and Hardship Assistance Committee. The Committee must consider the appeal within 30 days of it being received by Council and notify the debtor of its decision.

6 Writing Off Outstanding Debt, Accrued Interest and Costs

- The General Manager is authorised to write off amounts due to Council through Council resolution.
- Council applies interest rates to the maximum allowable under Section 566 of the LG Act. However, Council may write off the accrued interest and costs on rates and charges payable by a person(s) under Section 567 of the LG Act and the Local Government (General) Regulation 2005 where:
 - The person(s) was unable to pay when the amount became due for reasons beyond the person(s) control; or

DEBT RECOVERY AND HARDSHIP ASSISTANCE

COUNCIL POLICY

- The person(s) is unable to pay accrued interest for reasons beyond the person(s) control; or
- The person(s) is under a current financial hardship arrangement and has maintained the payment arrangement, interest will be waived during the period of the arrangement; or
- Payment of accrued interest would cause the person(s) hardship.
- Upon notification of a ratepayer(s) death, Council will grant a 12 month interest free period to allow for probate or Letters of Administration to be processed. After the 12 month period ends or the property is transferred, whichever comes first, interest accrues at the prescribed rate.
- Council will apply a reduced interest rate equivalent to the IPART discounted interest rate to those eligible ratepayers who have entered into a formal Pensioner Agreement to Defer Rates, Charges and Interest.

7 Pensioner/Self-Funded Retiree Agreement to Defer Rates, Charges and Interest

- Council recognises the large number of pensioner/self-funded retiree ratepayers in the community and recognises the difficulties some eligible ratepayers have meeting their rates payments.
- Council has the discretion to accrue rates, charges and applicable interest against a pensioner's property. Written agreement is required from all owners. Where the eligible pensioner is willing to enter into agreement, Council will:
 - Provide a copy of the Pensioner Agreement Application to Defer Rates, Charges and Interest. The ratepayer must complete the application form in order to prevent legal action and it is in the best interest of the ratepayer to make small payments where possible.
 - Provide annual rates, instalment and reminder notices showing all outstanding rates, charges and interest.
 - Not commence recovery processes until there is a change in ownership of the property, all eligible ratepayers leave the property (except where the pensioner/s is in a care facility on a temporary basis being less than 12 months), or one or more become ineligible for a pensioner concession. Should any of these events occur, rates, charges and interest will become due and payable.
 - Where a pensioner does not enter into such agreement, Council will advise the pensioner of their right to negotiate a periodical payment arrangement. Where there is no periodical payment arrangement or agreement of deferral recovery action, Council may commence legal action.
 - Due to the constraints set out in accordance in Section 712 of LG Act, Council will communicate with the ratepayer before a debt is 20 years old prior to commencing legal recovery proceedings to secure the debt on the property beyond that point. The costs associated with the legal process will be recovered against the property.
- Council will offer the deferral scheme to any self-funded retiree who holds the Commonwealth Seniors Health Card. A written agreement is required from all owners of the property, Council will require:
 - To be provided with a copy of the Deferred Agreement application, the ratepayer must complete the form and Council's officer is to sight the Commonwealth Seniors Health Card. It is in the best interest of the ratepayer to make small payments where possible.
 - The ratepayer(s) should have resided at the property for more than five years.
 - Council will contact the ratepayer in June each year to confirm that eligibility is still valid.
 - Council to provide annual rates, instalment and reminder notices to show all outstanding rates, charges and interest, with all other actions relevant from pensioner deferral scheme.

DEBT RECOVERY AND HARDSHIP ASSISTANCE

COUNCIL POLICY

8 Debt Recovery/Hardship Committee

- The Committee will consist of a minimum of four Council officers and be represented from the following divisions:
 - Finance
 - General Counsel
 - Community Cultural and Economic Development and/or Library and Community Services
 - Customer Services
- The Committee will:
 - Determine the dollar amount in which Council will commence legal proceedings for recovery of debt annually.
 - Consider applications for waiving of interest and costs.
 - Consider hardship applications and make recommendations to the General Manager.
 - Consider applications from those ratepayers who have defaulted on two payment arrangements within a 12 month period.
 - Be consulted on changes to debt recovery processes and procedures.

LEGISLATIVE REQUIREMENTS

Local Government Act 1993

REVIEW

This Policy will be reviewed a minimum of once every term of Council, or more frequently as required

REPORTING

Council will lodge through the Online Court Registry

- Statement of Claims
- Judgement
- Notice of discontinuance (Update customers credit rating file)

External Party(s) are used for legal recovery where Council is unable to process through the online court registry. Council will review the actions that have taken place and roll forward into the next steps of the process.

DEBT RECOVERY AND HARDSHIP ASSISTANCE

COUNCIL POLICY

ROLES AND RESPONSIBILITIES

| Name | Responsibilities |
|--------------------------------------|---|
| Team Leader – Billing & Recovery | <ul style="list-style-type: none"> • Billing – rates, instalments, reminders • Provision for doubtful debts/write offs • Billing & Recovery information management • Interest processing and management |
| Revenue Officer/Revenue Clerk | <ul style="list-style-type: none"> • Sundry debtor maintenance • Return mail management • Payment arrangement • Status management • Phone recovery • Legal recovery • Receipt allocation and monitoring • Adjustments/credit notes • Reconciliations • Credit facility management |
| Rates Manager | <ul style="list-style-type: none"> • Review and approve provision for doubtful debts and write offs • Review recommendations of the Debt Recovery and Hardship Committee prior to Chief Financial Officer |
| Debt Recovery and Hardship Committee | <ul style="list-style-type: none"> • Assess applications to committee • Provide recommendation to the General Manager • Determine legal threshold |
| Chief Financial Officer | <ul style="list-style-type: none"> • Approve recommendations of the Debt Recovery and Hardship Committee prior to General Manager sign off |
| General Manager | <ul style="list-style-type: none"> • Approve recommendations of the Debt Recovery and Hardship Committee • Approve write offs of up to \$10,000 |
| Councillors | <ul style="list-style-type: none"> • Approve write offs over \$10,000 |

RELATED STRATEGIES, POLICIES AND PROCEDURES

- Council Rating and Revenue Manual (2007) Office of Local Government
- Debt Management and Hardship Guidelines (2018) Office of Local Government
- Management Policy – Sundry Debt Management
- Management Policy – Rates Processing
- Revenue Policy, Fees and Charges
- Management Policy - Customer Feedback Handling
- Council Policy – Customer Service
- ACCC – Debt Collection guideline: for collectors and creditors

DEBT RECOVERY AND HARDSHIP ASSISTANCE

COUNCIL POLICY

| APPROVAL AND REVIEW | |
|------------------------------|--|
| Responsible Division | Finance |
| Date adopted by Council | [To be inserted by Governance] |
| Date/s of previous adoptions | 24/02/2020; 3/04/2017; 22/06/2015 |
| Date of next review | [Not more than four years from adoption] |

DRAFT

ITEM 5 POST EXHIBITION - DATA BREACH RESPONSE POLICY

Amendments to the Privacy and Personal Information Protection Act 1998 (PPIP Act) were passed in NSW Parliament in November 2022. The Mandatory Notification of Data Breaches Scheme, which forms part of the amendments requires Council to publish a Data Breach Response Policy.

RECOMMENDATION

The draft Data Breach Response Policy be approved by Council for adoption.

REPORT AUTHORISATIONS

Report of: Ingrid McAlpin, Chief Information Officer
Authorised by: Brian Jenkins, Director Corporate Services [Acting]

ATTACHMENTS

- 1 Data Breach Response Council Policy
- 2 Report from the Public Exhibition of the Data Breach Response Policy

BACKGROUND

Amendments to the Privacy and Personal Information Protection Act 1998 (PPIP Act) were passed in the NSW Parliament in November 2022.

The amendments to the PPIP Act aim to strengthen privacy legislation in NSW by:

- Creating a Mandatory Notification of Data Breaches (MNDB) Scheme which will require public sector agencies bound by the PPIP Act to notify the Privacy Commissioner and affected individuals of data breaches, involving personal or health information likely to result in serious harm
- Applying the PPIP Act to all NSW State-owned corporations that are not regulated by the Commonwealth *Privacy Act 1988*
- Repealing s117C of the *Fines Act 1996* to ensure that all NSW public sector agencies are regulated by the same mandatory notification scheme

The MNDB Scheme also requires Council to satisfy other data management requirements, including to maintain an internal data breach register, and have a publicly accessible data breach policy.

PROPOSAL

In response to the amendment to the PPIP Act Council has developed a draft Data Breach Response Policy (the Policy). It is proposed that Council approve the Policy.

CONSULTATION AND COMMUNICATION

The Policy has been internally reviewed by staff within the Information Management and Technology Division and the Governance and Information Division.

Public exhibition provided an opportunity for the community to review and provide input to the document. There were 45 visits to the site and the document was downloaded 11 times. No submissions on the document were received. Report is attached.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2032 Goal 4. It specifically delivers on the following:

| Community Strategic Plan 2032 | | Delivery Program 2022-2026 |
|-------------------------------|--|---------------------------------------|
| Strategy | | Service |
| 4.2 | Improve digital access and participation across communities | Information Management and Technology |
| 4.8 | Council's resources are managed effectively to ensure long term financial sustainability | Information Management and Technology |
| 4.12 | Technology is used to enhance urban planning and service provision for our community. | Information Management and Technology |

RISK MANAGEMENT

Council is strongly committed to enhancing and effectively managing cyber security and is constantly reviewing and responding to the evolving cyber security threat landscape, and the diverse needs of Council.

The creation of the Policy is in response to amendments to the Privacy and Personal Information Protection Act 1998 (PPIP Act) which will be enacted in November 2023.

FINANCIAL IMPLICATIONS

There are no financial implications in relation to the draft Data Breach Response Policy.

CONCLUSION

Changes to the PPIP Act requires local government agencies to provide a publicly accessible data breach policy. A draft Data Breach Response Policy has been developed and exhibited. It is now proposed to be endorsed by Council and will then be available on Council's website.



DATA BREACH RESPONSE COUNCIL POLICY

ADOPTED BY COUNCIL: [TO BE COMPLETED BY GOVERNANCE]

PURPOSE

To set out requirements of the mandatory notifiable data breaches scheme that applies under the *Privacy and Personal Information Protection Act 1998 (PPIP Act)*.

POLICY INTENT

The main objectives of this policy are to:

1. Provide guidance for responding to a breach of information held by Council
2. Provide considerations around notifying persons whose privacy may be affected by the breach
3. Assist Council in avoiding or reducing possible harm to both the affected individuals /organisations and Council and may prevent future breaches.

WOLLONGONG 2032 OBJECTIVES

This policy aligns to Goal 4 of our Community Strategic Plan, “We are a connected and engaged community. This policy relates to strategies, 4.2, Improve digital access and participation across communities, 4.8 Council’s resources are managed effectively to ensure long term financial sustainability and, 4.12 Technology is used to enhance urban planning and service provision for our community.

POLICY

The PPIP Act creates a Mandatory Notification of Data Breaches (MNDB) Scheme which requires public sector agencies, including councils, to notify the NSW Information and Privacy Commission (IPC) and affected individuals of data breaches involving personal or health information likely to result in serious harm

Not all data breaches are notifiable. If, after an initial investigation, the Privacy Officer suspects a notifiable data breach may have occurred, a reasonable and expeditious assessment must be undertaken to determine if the data breach is likely to result in serious harm to any individual affected.

Council’s Privacy Officer will seek information to assess the suspected breach. In assessing a suspected breach, the Privacy Officer may require assistance and information from other areas of the Council depending on the circumstances.

There will then be an evaluation of the scope and possible impact of the breach. The Privacy Officer will assess if a breach is likely to be notifiable and ensure appropriate actions including reporting to the IPC. An assessment of a known or suspected breach must be conducted expeditiously and where possible should be completed within 30 days.

In all cases the assessment will identify what actions must be taken. These will be documented and acted upon as soon as possible.

A breach which is assessed as likely to result in serious harm to individuals whose personal information is involved, is a notifiable data breach. Such data breaches must be notified to the affected individuals and the IPC. Notice will include information about the breach and the steps taken in response to the breach.

DATA BREACH RESPONSE

COUNCIL POLICY

If Council has responded quickly to the breach, and because of this action the data breach is not likely to result in serious harm, then the individuals and the IPC will not usually be contacted. However, Council staff may decide to advise the affected individuals about the incident for the sake of transparency.

The risk of serious harm will be assessed by considering both the *likelihood* of the harm occurring and the *consequences* of the harm. Some of the factors that will be considered are:

| Factors | Considerations |
|---|--|
| The type of personal information involved in the data breach. | <p>Some kinds of personal information are more sensitive than others and could lead to serious ramifications for individuals if accessed.</p> <p>Information about a person's health, documents commonly used for identity fraud (e.g. Medicare card, driver's licence) or financial information are examples of information that could be misused if the information falls into the wrong hands.</p> |
| Circumstances of the data breach | <p>The scale and size of the breach may be relevant in determining the likelihood of serious harm. The disclosure of information relating to a large number of individuals would normally lead to an overall increased risk of at least some of those people experiencing harm. The length of time that the information has been accessible is also relevant.</p> <p>Consideration must be given to who may have gained unauthorised access to information, and what their intention was (if any) in obtaining such access. It may be that there was a specific intention to use the information in a negative or malicious way.</p> |
| Nature of possible harm | <p>Consider the broad range of potential harm that could follow from a data breach including:</p> <ul style="list-style-type: none"> • identity theft • financial loss • threat to a person's safety • loss of business or employment opportunities and • damage to reputation (personal and professional). |

LEGISLATIVE REQUIREMENTS

Privacy and Personal Information Protection Act 1998

NSW Privacy and Personal Information Protection Regulation 2019

NSW Government Information Classification, Labelling and Handling Guidelines (July 2015)

DATA BREACH RESPONSE

COUNCIL POLICY

REVIEW

This Policy will be reviewed every two years from the date of each adoption of the policy, or more frequently as required.

REPORTING

Notification is only required under this policy in the event of a serious data breach. Notifications will follow any format and guidance issued by the NSW Information and Privacy Commission

ROLES AND RESPONSIBILITIES

Notification to the IPC and internally within Council is the responsibility of the Privacy Officer.

Notification to individuals may be undertaken by the Privacy Officer or a Council officer in the area in which the breach occurred after the Privacy Officer agrees to the action.

RELATED STRATEGIES, POLICIES AND PROCEDURES

Information Security Incident Response Management Policy

Cyber Security Incident Response Procedure

DEFINITIONS

Data breach means unauthorised access to, or unauthorised disclosure of, personal information or a loss of personal information. Examples of a data breach are when a device containing personal information is lost or stolen, an entity’s database containing personal information is hacked or an entity mistakenly provides personal information to the wrong person.

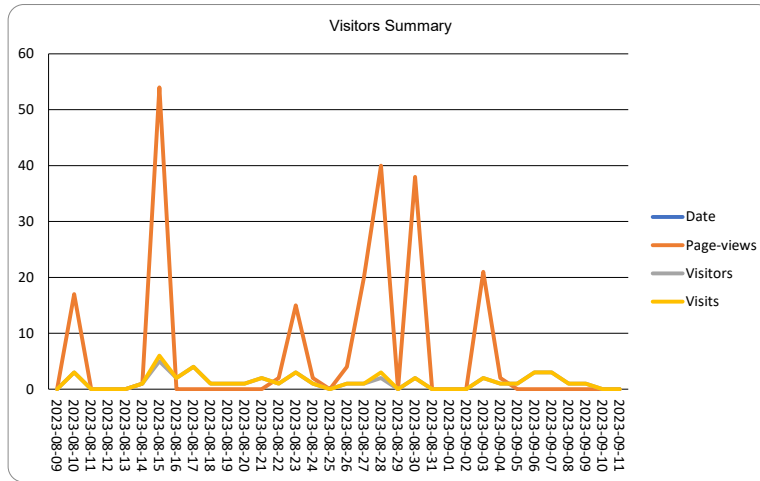
Notifiable data breach means a data breach that is likely to result in serious harm, which must be notified to affected individuals and the Australian Information Commissioner.

Personal information means information or an opinion about an individual who is identified, or who can reasonably be identified, from the information, whether or not the information or opinion is true or recorded in a material form, and includes sensitive information; and

Sensitive information means information or an opinion that is also personal information, about a person’s racial or ethnic origin, political opinions, memberships of political, professional and trade associations and unions, religious and philosophical beliefs, sexual orientation or practises, criminal history, health information, and genetic and biometric information.

| APPROVAL AND REVIEW | |
|------------------------------|--|
| Responsible Division | [Name of Division] |
| Date adopted by Council | [To be inserted by Corporate Governance] |
| Date/s of previous adoptions | [List previous adoption dates] |
| Date of next review | [Not more than two years from last adoption] |

Project Report: Data Breach Response Policy 08 August 2023 **to** 11 September 2023



Project Highlights

| | |
|--------------------|----|
| Total Visits | 45 |
| New Registrations | 0 |
| Video views | 0 |
| Photo Views | 0 |
| Document Downloads | 11 |

Admin Notes

| ENGAGED PARTICIPANTS | 0 | | |
|---------------------------|------------|------------|-----------|
| Engaged Actions Performed | Registered | Unverified | Anonymous |

| | | | |
|-----------------------------|---|---|---|
| Contributed on Forums | 0 | 0 | 0 |
| Participated in Surveys | 0 | 0 | 0 |
| Contributed to Newsfeeds | 0 | 0 | 0 |
| Participated in Quick Polls | 0 | 0 | 0 |
| Posted on Guestbooks | 0 | 0 | 0 |
| Contributed to Stories | 0 | 0 | 0 |

| INFORMED PARTICIPANTS | 10 |
|----------------------------|--------------|
| Informed Actions Performed | Participants |

| | |
|----------------------------|---|
| Viewed a video | 0 |
| Viewed a photo | 0 |
| Downloaded a document | 8 |
| Visited the Key Dates page | 0 |
| Visited an FAQ list Page | 3 |
| Visited Instagram Page | 0 |

| AWARE PARTICIPANTS | 40 |
|-------------------------|--------------|
| Aware Actions Performed | Participants |

Visited at least one Page 40

Asked Questions 0 0 0 Visited Multiple Project Pages 10
 Placed Pins on Places 0 0 0 Contributed to a tool (engaged) 0
 Contributed to Ideas 0 0 0

| ENGAGEMENT TOOLS SUMMARY | | | | | | | | | |
|--------------------------|----------|-------------|----------|----------------|----------|---------------------|----------|--------------|----------|
| Forum Topics | 0 | Guestbooks | 0 | Places | 0 | News Feeds | 0 | Ideas | 0 |
| Qandas | 0 | Quick Polls | 0 | Stories | 0 | Survey Tools | 1 | | |

| Tool Type | Engagement Tool Name | Tool Status | Visitors | Contributors | | |
|-------------|---|-------------|----------|--------------|------------|-----------|
| | | | | Registered | Unverified | Anonymous |
| SurveyTools | Feedback on the Data Breach Response Policy | Published | 1 | 0 | 0 | 0 |

| INFORMATION WIDGET SUMMARY | | | | | | | | | |
|----------------------------|----------|---------------|----------|---------------|----------|-------------|----------|------------------|----------|
| DOCUMENTS | 2 | PHOTOS | 0 | VIDEOS | 0 | FAQS | 1 | KEY DATES | 1 |

| Widget Type | Engagement Tool Name | Visitors | Downloads/Views |
|-------------|--|----------|-----------------|
| Document | Draft Data Breach Response Policy | 7 | 8 |
| Document | Council Business Paper - Draft Data Breach Response Policy | 3 | 3 |
| FAQ | faqs | 3 | 4 |
| Key Dates | Key Date | 0 | 0 |

ITEM 6 TENDER T1000109 - SPORT GROUND DRAINAGE AND IRRIGATION

The Sportsground and Sporting Facilities Strategy 2023-2027 was adopted by Council in March 2023. This strategy included a commitment to prioritise the funding of irrigation and / or drainage at highly utilised sportsgrounds. The associated Implementation Plan included the installation of drainage at Lakelands Oval, and Cawley Park and drainage and irrigation at Judy Masters Oval. These fields were significantly impacted by recent wet weather and were predominately unusable in previous sporting seasons.

This report recommends acceptance of a tender for the design and construction of sports field drainage and irrigation in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021.

The purpose of the works is to reduce the impact of inclement weather on the usability and availability of sporting fields within the Wollongong LGA.

RECOMMENDATION

- 1 In accordance with Section 178(1)(a) of the Local Government (General) Regulation 2021, Council accept the tender of The Green Horticultural Group Pty Ltd for the design and construction of sports field drainage (and irrigation), in the sum of \$1,547,167.60, including GST.
- 2 Council delegate to the General Manager the authority to finalise and execute the contract and any other documentation required to give effect to this resolution.
- 3 Council grant authority for the use of the Common Seal of Council on the contract and any other documentation, should it be required, to give effect to this resolution.

REPORT AUTHORISATIONS

Report of: Glenn Whittaker, Manager Project Delivery
Authorised by: Joanne Page, Director Infrastructure + Works

ATTACHMENTS

- 1 Lakelands Oval Locality Map
- 2 Cawley Park Locality Map
- 3 Judy Masters Oval Locality Map

BACKGROUND

Tenders were required to be invited for the design and construction of sportsfield drainage across various sporting fields in Wollongong City Council including:

- Lakelands Oval
- Cawley Park
- Judy Masters Oval

These fields had been significantly impacted by recent wet weather and were predominately unusable in previous sporting seasons. The key benefit of this project is to allow these fields to recover to an acceptable playing standard after wet weather events.

The scope of work also includes sportsfield irrigation for Judy Masters Oval (and King George V Oval Port Kembla if the provisional sum is exercised – refer to details later in the report). Sportsfield irrigation will also improve the playing conditions on these fields during prolonged dry periods.

Tenders were invited by the open tender method with a close of tenders of 10.00am on 31 August 2023.

Three tenders were received by the close of tenders and all tenders have been scrutinised and evaluated by a Tender Evaluation Panel constituted in accordance with Council's Procurement Policies and Procedures and comprising representatives of the Project Delivery, Infrastructure, Strategy and Planning, Governance and Customer Service Divisions.

The Tender Evaluation Panel evaluated all tenders in accordance with the following Evaluation criteria and weightings as set out in the formal tender documents:

Mandatory Criteria

- 1 Satisfactory references from referees for previous projects of similar size and scope
- 2 Financial evaluation acceptable to Council which demonstrates the tenderer’s financial capacity to undertake the works
- 3 Workplace Health and Safety Management System

Evaluation Criteria

- 1 Cost to Council – 40%
- 2 Appreciation of scope of works and construction methodology – 10%
- 3 Experience and satisfactory performance in undertaking projects of similar size, scope and risk profile, including staff qualifications and experience – 20%
- 4 Proposed sub-contractors – 5%
- 5 Project Schedule – 10%
- 6 Demonstrated strengthening of local economic capacity – 10%
- 7 Workplace health and safety management system and environmental management policies and procedures – 5%

The Tender Evaluation Panel utilised a weighted scoring method for the evaluation of tenders which allocates a numerical score out of 5 in relation to the level of compliance offered by the tenders to each of the evaluation criteria as specified in the tender documentation. The method then takes into account pre-determined weightings for each of the evaluation criteria which provides for a total score out of 5 to be calculated for each tender. The tender with the highest total score is considered to be the tender that best meets the requirements of the tender documentation in providing best value to Council. Table 1 below summarises the results of the tender evaluation and the ranking of tenders.

8 TABLE 1 – SUMMARY OF TENDER ASSESSMENT

| Name of Tenderer | Ranking |
|---------------------------------------|----------------|
| The Green Horticultural Group Pty Ltd | 1 |
| RN Paddison Pty Ltd | NON CONFORMING |
| Coal Coast Civil Pty Ltd | NON CONFORMING |

PROPOSAL

Council should authorise the engagement of The Green Horticultural Group Pty Ltd to carry out the design and construction of sports field drainage and irrigation in accordance with the scope of works and technical specifications developed for the project.

The recommended tenderer has satisfied the Tender Evaluation Panel that it is capable of undertaking the works to Council’s standards and in accordance with the technical specification.

An acceptable financial capability evaluation has been received in relation to the recommended tenderer.

Referees nominated by the recommended tenderer have been contacted by the Tender Evaluation Panel and expressed satisfaction with the standard of work and methods of operation undertaken on their behalf.

CONSULTATION AND COMMUNICATION

- 1 Members of the Tender Evaluation Panel
- 2 Nominated Referees

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2032 Goal 5 We have a healthy community in a liveable city. It specifically delivers on the following:

| Community Strategic Plan 2032 | | Delivery Program 2022-2026 |
|-------------------------------|--|----------------------------|
| Strategy | | Service |
| 5.4 | Provide a variety of quality and accessible public places and opportunities for sport, play, leisure, recreation, learning and cultural activities in the community. | Parks and Sport fields |

RISK ASSESSMENT

The risk in accepting the recommendation of this report is considered low on the basis that the tender process has fully complied with Council’s Procurement Policies and Procedures and the Local Government Act 1993.

The risk of the project works or services is considered Moderate based upon Council’s risk assessment matrix and appropriate risk management strategies will be implemented.

SUSTAINABILITY IMPLICATIONS

This project will maximise the use of our existing infrastructure.

FINANCIAL IMPLICATIONS

It is proposed that the total project be funded from the following source/s as identified in the Operational Plan –

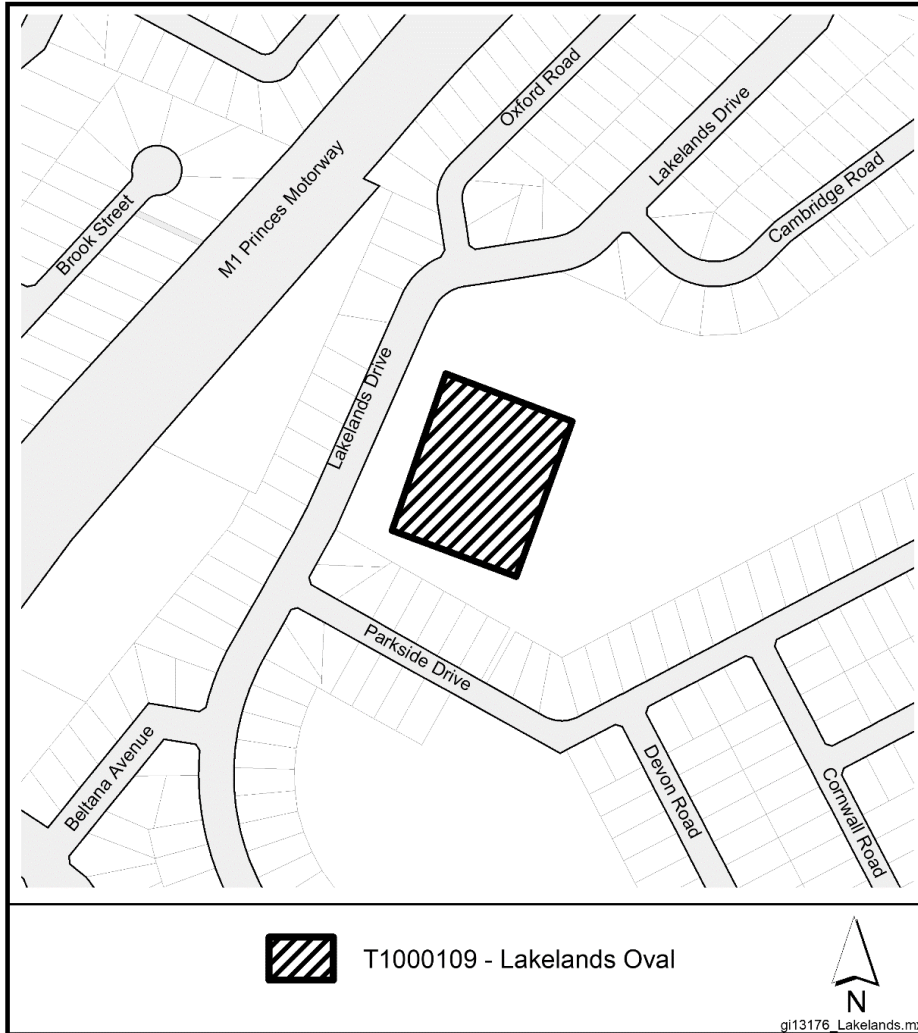
Capital Budget 2023/24 and 2024/25

The projects are supported by the following funding programmes as follows:

- Football Legacy Fund - \$200,305.60
- The tendered amount includes a provisional sum of \$424,171.00 for additional works at King George V Oval Port Kembla. This tendered provisional sum will only be exercised if Council reaches agreement regarding the application of funding obtained by Port Kembla Pumas Amateur Soccer Club under the Port Kembla Community Investment Fund.

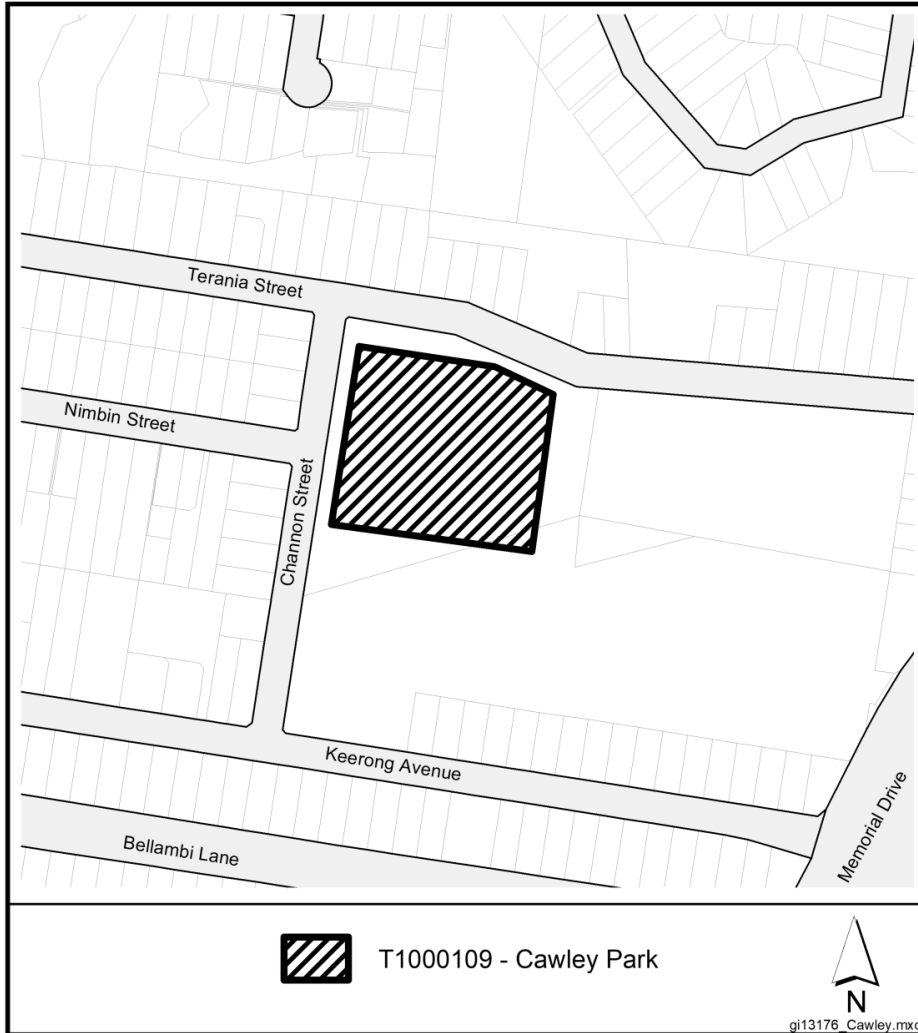
CONCLUSION

The Green Horticultural Group Pty Ltd have put forward a satisfactory submission and have demonstrated the capability to complete these works. Council should endorse the recommendations of this report.



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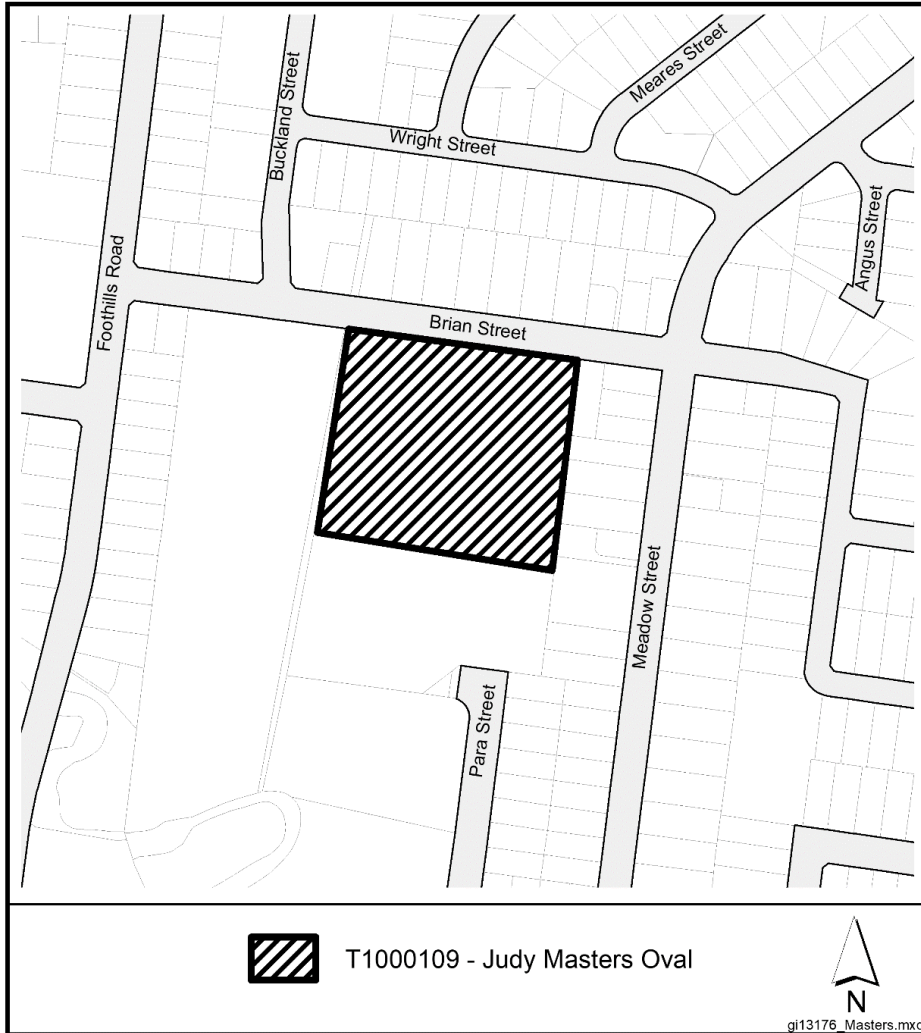




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ITEM 7

ANNUAL TABLING OF RETURNS OF DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS 2022-2023

The *Model Code of Conduct for Local Councils in NSW (the Model Code)* requires the General Manager to table all Annual Returns of Disclosure of Pecuniary Interests and Other Matters (the return) lodged by the prescribed due date of 30 September 2023 at the first Council meeting after that date.

RECOMMENDATION

Council note the tabling of Annual Returns of Disclosure of Pecuniary Interests and Other Matters as required by Clause 4.26 of the Model Code of Conduct for Local Councils in NSW.

REPORT AUTHORISATIONS

Report of: Todd Hopwood, Manager Governance and Customer Service
Authorised by: Renee Campbell, Director Corporate Services - Connected + Engaged City

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

Council Officers forwarded the Office of Local Government guidelines and designated forms for the completion of returns to all relevant Councillors, staff and designated persons outlining their responsibilities to complete the return for the period 1 July 2022 to 30 June 2023 in order to comply with the provisions of the *Model Code of Conduct*.

All designated persons must lodge their return with the General Manager by 30 September each year. Council has identified 110 designated persons and an electronic register of these returns will be tabled at the meeting in accordance with the Model Code of Conduct. As at the date of this report four (4) returns remains outstanding including a local planning panel member and 2 staff which are currently on leave. These returns will be tabled at a future Council meeting when they are received.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2032 goal "We are a connected and engaged community".

It specifically delivers on core business activities as detailed in the Governance and Customer Service Plan 2023-24.

ITEM 8 AUGUST 2023 FINANCIALS

The financial result for August 2023 compared to budget is unfavourable for the Operating Result [pre-capital] \$2.5M. Funds Available from Operations were favourable compared to budget \$1.1M and the Total Funds Result was favourable \$1.7M compared to budget.

The Statement of Financial Position at the end of the period indicates that there is sufficient cash to support external restrictions.

Council has expended \$7.6M on its capital works program representing 7.7% of the annual budget. The budget for the same period was \$8.7M.

RECOMMENDATIONS

- 1 The financials be received and noted.
- 2 Council approve the proposed changes to the Capital Budget for August 2023.

REPORT AUTHORISATIONS

Report of: Daniel Pretzler, Chief Financial Officer [Acting]
 Authorised by: Brian Jenkins, Director Corporate Services [Acting]

ATTACHMENTS

- 1 Financial Statements - August 2023
- 2 Capital Project Report – August 2023

BACKGROUND

This report presents the Financial Performance of the organisation for August 2023. The below table provides a summary of the organisation's overall financial results for the year.

| Wollongong City Council 25 August 2023 Forecast Position | Original Budget | Revised Budget | YTD Forecast | YTD Actual | Variation |
|---|----------------------------|---------------------------|-------------------------|-----------------------|------------------|
| | \$M | \$M | \$M | \$M | \$M |
| | 1-Jul | 25-Aug | 25-Aug | 25-Aug | |
| Operating Revenue | 319.0 | 319.0 | 48.2 | 50.3 | 2.1 |
| Operating Costs | (330.4) | (330.2) | (50.2) | (54.8) | (4.6) |
| Operating Result [Pre Capital] | (11.4) | (11.2) | (2.1) | (4.5) | (2.5) |
| Capital Grants & Contributions | 38.7 | 38.7 | 4.7 | 1.5 | (3.2) |
| Operating Result | 27.3 | 27.5 | 2.6 | (3.0) | (5.6) |
| Funds Available from Operations | 64.3 | 64.3 | 9.4 | 10.5 | 1.1 |
| Capital Works | 99.0 | 99.0 | 8.7 | 7.6 | 1.1 |
| Contributed Assets | 7.9 | 7.9 | (0.0) | - | (0.0) |
| Transfer to Restricted Cash | 11.0 | 11.0 | 1.7 | 1.7 | - |
| Borrowings Repaid | 2.6 | 2.6 | 0.5 | 0.5 | - |
| Funded from: | | | | | |
| - Operational Funds | 64.3 | 64.3 | 9.4 | 10.5 | 1.1 |
| - Other Funding | 56.1 | 58.4 | 3.7 | 3.2 | (0.5) |
| Total Funds Surplus/(Deficit) | (0.2) | 2.2 | 2.3 | 4.0 | 1.7 |

FINANCIAL PERFORMANCE

The August 2023 Operating Result [pre-capital] deficit of \$4.5M is an unfavourable variance compared to the budget deficit of \$2.1M.

The Operating Result deficit of \$3.0M is an unfavourable variance of \$5.6M compared to budget. Capital Grants and Contributions at \$1.5M were unfavourable to budget by \$3.2M.

The Funds Available from Operations result is favourable by \$1.1M compared to phased budget. This result excludes non-cash variations and transfers to and from Restricted Assets but includes the variation in cash payments for Employee Entitlements. This result best represents the operational budget variations that impact our funding position and current financial capacity.

The Total Funds result as at 25 August 2023 is a favourable variance of \$1.7M compared to phased budget.

At the end of August, the Capital Works Program had an expenditure of \$7.6M compared to a budget of \$8.7M.

FINANCIAL POSITION

Cash, Investments & Available Funds

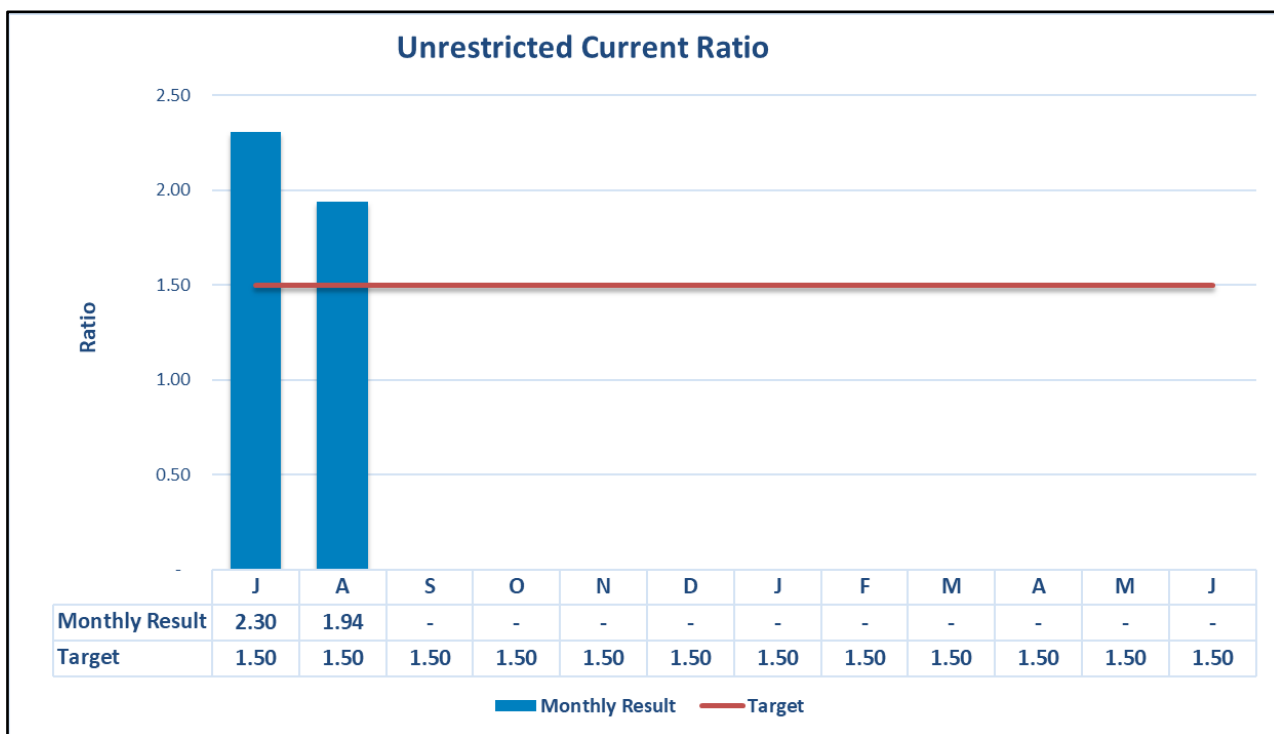
Council's cash and investments increased during August 2023 to holdings of \$179.5M compared to \$172.2M at the end of July 2023. A significant portion of these funds are subject to restriction meaning they can only be utilised for specific purposes. As a result, Council's true available cash position is more accurately depicted by considering available funds that are uncommitted and not subject to restriction.

| Wollongong City Council | | | | |
|--|-----------------------|--------------------------------|-------------------------------|--------------------------------|
| 25 August 2023 | | | | |
| Cash, Investments and Available Funds | | | | |
| | Actual 2022/23 | Original Budget 2023/24 | Current Budget 2023/24 | Actuals YTD August 2023 |
| | \$M | \$M | \$M | \$M |
| Total Cash and Investments | 176.8 | 133.3 | 133.3 | 179.5 |
| Less Restrictions: | | | | |
| External | 94.2 | 66.0 | 66.0 | 92.2 |
| Internal | 61.7 | 63.8 | 63.8 | 63.7 |
| CivicRisk Investment | 2.5 | | | 2.5 |
| Total Restrictions | 158.4 | 129.8 | 129.8 | 158.4 |
| Available Cash | 18.4 | 3.5 | 3.5 | 21.1 |
| Adjusted for : | | | | |
| Payables | (22.3) | (29.7) | (29.7) | (36.7) |
| Receivables | 35.2 | 27.9 | 27.9 | 40.2 |
| Other | 6.1 | 13.2 | 13.2 | 16.4 |
| Net Payables & Receivables | 19.0 | 11.4 | 11.4 | 19.9 |
| Available Funds | 37.4 | 14.9 | 14.9 | 41.0 |

External restrictions are funds that must be spent for a specific purpose and cannot be used by Council for general operations. Internal restrictions are funds that Council has determined will be used for a specific future purpose, although Council may vary that use by resolution of Council. Further details on the internal and external restrictions can be found in the Cash Flow Statement (Attachment 1).

The level of cash and investments in Council's available funds position is above the Financial Strategy target range of 3.5% to 5.5% of operational revenue (pre-capital). The increase in cash and investments is in line with anticipated cash flows.

The Unrestricted Current Ratio measures the Council’s liquidity position or ability to meet short term obligations as they fall due. The below graph reflects Council’s performance against the Local Government benchmark of greater than 1.5 times.



Borrowings

Council continues to have financial strength in its low level of borrowing. Council’s Financial Strategy includes provision for additional borrowing in the future and Council will consider borrowing opportunities from time to time to bring forward the completion of capital projects where immediate funding is not available.

Infrastructure, Property, Plant & Equipment

The Statement of Financial Position shows that \$3.67B of assets (written down value) are controlled and managed by Council for the community at 25 August 2023.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong Our Future 2032 Goal 4 “We are a connected and engaged community”. It specifically delivers on the following:

| Community Strategic Plan 2032 | | Delivery Program 2022-2026 |
|-------------------------------|---|----------------------------|
| Strategy | | Service |
| 4.8 | Council’s resources are managed effectively to ensure long term financial sustainability. | Financial Services |

CONCLUSION

The financial result impacted key financial indicators at the end of August through a favourable result for *Funds Available from Operations Budget versus Actual*, with an unfavourable variance in *Expenditure year to date verses Budget year to date*.

| Wollongong City Council 1 July 2023 to 25 August 2023 Income Statement | | | | | | |
|--|--------------------------------------|-------------------------------------|---------------------------------|---------------------------------|--------------------|--|
| | 2023/24 Original Budget \$'000 | 2023/24 Current Budget \$'000 | 2023/24 YTD Budget \$'000 | 2023/24 Actual YTD \$'000 | Variance \$'000 | |
| | 23GLBUD Period 0 | 23GLBUD Period 3 | 23GLPHAS | 23GLACT | | |
| Income From Continuing Operations | | | | | | |
| Revenue: | | | | | | |
| Rates and Annual Charges | 232,236 | 232,236 | 35,533 | 35,450 | (83) | |
| User Charges and Fees | 39,001 | 39,001 | 5,568 | 5,742 | 173 | |
| Interest and Investment Revenues | 5,693 | 5,693 | 939 | 1,207 | 268 | |
| Other Revenues | 6,199 | 6,199 | 1,036 | 1,125 | 89 | |
| Rental Income | 6,335 | 6,335 | 969 | 1,024 | 55 | |
| Grants & Contributions provided for Operating Purposes | 29,533 | 29,533 | 4,203 | 5,797 | 1,594 | |
| Grants & Contributions provided for Capital Purposes | 38,728 | 38,728 | 4,721 | 1,458 | (3,262) | |
| Other Income: | | | | | | |
| Profit/Loss on Disposal of Assets | 0 | 0 | 0 | 0 | 0 | |
| Total Income from Continuing Operations | 357,724 | 357,724 | 52,970 | 51,803 | (1,167) | |
| Expenses From Continuing Operations | | | | | | |
| Employee Costs | 154,642 | 154,393 | 23,637 | 23,079 | 559 | |
| Borrowing Costs | 548 | 548 | 84 | 100 | (16) | |
| Materials & Services | 94,923 | 94,975 | 14,337 | 15,208 | (872) | |
| Other Expenses | 24,537 | 24,537 | 3,734 | 3,613 | 122 | |
| Depreciation, Amortisation + Impairment | 79,116 | 79,116 | 12,105 | 15,487 | (3,382) | |
| Labour Internal Charges | (21,106) | (21,106) | (3,337) | (2,391) | (947) | |
| Non-Labour Internal Charges | (2,249) | (2,249) | (344) | (285) | (60) | |
| Total Expenses From Continuing Operations | 330,411 | 330,214 | 50,216 | 54,812 | (4,597) | |
| Operating Result | 27,314 | 27,510 | 2,754 | (3,009) | (5,763) | |
| Operating Result [pre capital] | (11,414) | (11,217) | (1,966) | (4,467) | (2,501) | |
| Funding Statement | | | | | | |
| Net Operating Result for the Year | 27,314 | 27,510 | 2,754 | (3,009) | (5,763) | |
| Add back : | | | | | | |
| - Non-cash Operating Transactions | 97,176 | 97,176 | 14,893 | 18,177 | 3,283 | |
| - Restricted cash used for operations | 14,690 | 14,522 | 2,192 | 4,290 | 2,098 | |
| - Income transferred to Restricted Cash | (59,505) | (59,533) | (7,828) | (5,884) | 1,943 | |
| Leases Repaid | (152) | (152) | (23) | (22) | 1 | |
| Payment of Employee Entitlements | (15,251) | (15,251) | (2,583) | (3,083) | (499) | |
| Funds Available from Operations | 64,272 | 64,272 | 9,405 | 10,468 | 1,063 | |
| Loans Repaid | (2,564) | (2,564) | (450) | (450) | 0 | |
| Advances (made by) / repaid to Council | 0 | 0 | 0 | 0 | 0 | |
| Operational Funds Available for Capital Budget | 61,708 | 61,708 | 8,955 | 10,018 | 1,063 | |
| Capital Budget Statement | | | | | | |
| Assets Acquired | (99,037) | (99,037) | (8,706) | (7,570) | 1,137 | |
| Contributed Assets | (7,876) | (7,876) | 0 | 0 | (0) | |
| Transfers to Restricted Cash | (11,046) | (11,046) | (1,690) | (1,690) | 0 | |
| Funded From :- | | | | | | |
| - Operational Funds | 61,708 | 61,708 | 8,955 | 10,018 | 1,063 | |
| - Sale of Assets | 1,728 | 1,728 | 100 | 0 | (100) | |
| - Internally Restricted Cash | 13,473 | 14,209 | 1,148 | 726 | (423) | |
| - Borrowings | 0 | 0 | 0 | 0 | 0 | |
| - Capital Grants | 22,548 | 23,392 | 1,482 | 1,055 | (427) | |
| - Developer Contributions (Section 94) | 9,021 | 9,281 | 642 | 1,430 | 788 | |
| - Other Externally Restricted Cash | 0 | 475 | 360 | 14 | (346) | |
| - Other Capital Contributions | 9,326 | 9,326 | (0) | 9 | 9 | |
| TOTAL FUNDS SURPLUS / (DEFICIT) | (156) | 2,159 | 2,290 | 3,992 | 1,702 | |

| WOLLONGONG CITY COUNCIL | | | |
|--|--|-------------------|----------------|
| Statement of Financial Position | | | |
| as at 25 August 2023 | | | |
| | | YTD Actual | Actual |
| | | 2023/24 | 2022/23 |
| | | \$'000 | \$'000 |
| Current Assets | | | |
| Cash Assets | | 43,746 | 44,371 |
| Investment Securities | | 102,749 | 99,424 |
| Receivables | | 40,166 | 33,100 |
| Inventories | | 565 | 514 |
| Current Contract Assets | | 5,415 | 5,554 |
| Other | | 12,458 | 6,351 |
| Assets classified as held for sale | | 65 | 65 |
| Total Current Assets | | 205,164 | 189,379 |
| Non-Current Assets | | | |
| Non Current Cash Assets | | 30,450 | 30,450 |
| Non Current Investment Securities | | 2,530 | 2,530 |
| Non-Current Inventories | | 5,972 | 5,972 |
| Property, Plant and Equipment | | 3,672,658 | 3,680,312 |
| Investment Properties | | 5,050 | 5,050 |
| Intangible Assets | | 0 | 0 |
| Right-Of-Use Assets | | 646 | 718 |
| Total Non-Current Assets | | 3,717,306 | 3,725,032 |
| TOTAL ASSETS | | 3,922,469 | 3,914,411 |
| Current Liabilities | | | |
| Current Payables | | 36,673 | 20,264 |
| Current Contract Liabilities | | 9,562 | 14,238 |
| Current Lease Liabilities | | 87 | 129 |
| Current Provisions payable < 12 months | | 16,233 | 16,748 |
| Current Provisions payable > 12 months | | 44,689 | 44,689 |
| Current Interest Bearing Liabilities | | 2,572 | 2,572 |
| Total Current Liabilities | | 109,817 | 98,640 |
| Non-Current Liabilities | | | |
| Non Current Interest Bearing Liabilities | | 207 | 657 |
| N/C Lease Liabilities | | 655 | 655 |
| Non Current Provisions | | 28,475 | 28,371 |
| Total Non-Current Liabilities | | 29,337 | 29,683 |
| TOTAL LIABILITIES | | 139,154 | 128,323 |
| NET ASSETS | | 3,783,316 | 3,786,088 |
| Equity | | | |
| Accumulated Surplus | | 1,486,367 | 1,489,431 |
| Asset Revaluation Reserve | | 2,149,061 | 2,149,062 |
| Restricted Assets | | 147,888 | 147,595 |
| TOTAL EQUITY | | 3,783,316 | 3,786,088 |

| WOLLONGONG CITY COUNCIL | | |
|---|----------------------------------|------------------------------|
| Cash Flows and Investments | | |
| as at 25 August 2023 | | |
| | YTD Actual 2023/24 \$ '000 | Actual 2022/23 \$ '000 |
| Cash Flows From Operating Activities | | |
| Receipts | | |
| Rates & Annual Charges | 44,195 | 215,632 |
| User Charges & Fees | 4,784 | 31,914 |
| Interest & Interest Received | 1,160 | 1,549 |
| Grants & Contributions | 7,262 | 64,618 |
| Bonds, deposits and retention amounts received | - | 1,201 |
| Other | 2,696 | 21,387 |
| Payments | | |
| Employee Benefits & On-costs | (21,277) | (131,464) |
| Materials & Contracts | (16,726) | (86,914) |
| Borrowing Costs | 3 | (442) |
| Bonds, deposits and retention amounts refunded | - | (755) |
| Other | (6,988) | (28,808) |
| Net Cash provided (or used in) Operating Activities | 15,109 | 87,918 |
| Cash Flows From Investing Activities | | |
| Receipts | | |
| Sale of Investments | 16 | 54,491 |
| Sale of Investment Property | - | - |
| Sale of Real Estate Assets | - | - |
| Sale of Infrastructure, Property, Plant & Equipment | - | 2,161 |
| Payments: | | |
| Purchase of Investments | (3,673) | (59,990) |
| Purchase of Investment Property | - | - |
| Purchase of Infrastructure, Property, Plant & Equipment | (11,585) | (96,906) |
| Net Cash provided (or used in) Investing Activities | (15,242) | (100,244) |
| Cash Flows From Financing Activities | | |
| Payments: | | |
| Repayment of Borrowings & Advances | (450) | (5,496) |
| Repayment of Finance Lease Liabilities | (41) | (380) |
| Net Cash Flow provided (used in) Financing Activities | (492) | (5,876) |
| Net Increase/(Decrease) in Cash & Cash Equivalents | (625) | (18,202) |
| plus: Cash & Cash Equivalents - beginning of year | 44,371 | 52,320 |
| plus: Investments on hand - end of year | 135,729 | 127,915 |
| Cash & Cash Equivalents and Investments - year to date | 179,474 | 162,033 |

| WOLLONGONG CITY COUNCIL | | |
|---|----------------------------------|------------------------------|
| Cash Flows and Investments | | |
| as at 25 August 2023 | | |
| | YTD Actual 2023/24 \$ '000 | Actual 2022/23 \$ '000 |
| Total Cash & Cash Equivalents and Investments - year to date | 179,474 | 162,033 |
| Attributable to: | | |
| External Restrictions (refer below) | 92,186 | 94,280 |
| Internal Restrictions (refer below) | 63,670 | 61,684 |
| Unrestricted | 23,618 | 16,228 |
| | 179,474 | 162,033 |
| External Restrictions | | |
| Developer Contributions | 44,620 | 45,109 |
| RMS Contributions | 2,158 | 2,158 |
| Specific Purpose Unexpended Grants | 18,443 | 20,299 |
| Special Rates Levy Wollongong Mall | 743 | 722 |
| Special Rates Levy Wollongong City Centre | 149 | 94 |
| Local Infrastructure Renewal Scheme | - | - |
| Unexpended Loans | 887 | 883 |
| Domestic Waste Management | 6,627 | 6,880 |
| Private Subsidies | 7,123 | 6,848 |
| Housing Affordability | 8,429 | 8,380 |
| Stormwater Management Service Charge | 3,007 | 2,907 |
| Total External Restrictions | 92,186 | 94,280 |
| Internal Restrictions | | |
| Property Investment Fund | 9,587 | 9,531 |
| Strategic Projects | 27,742 | 27,181 |
| Sports Priority Program | 942 | 893 |
| Car Parking Strategy | 1,529 | 1,348 |
| MacCabe Park Development | 1,913 | 1,890 |
| Darcy Wentworth Park | 18 | 18 |
| Garbage Disposal Facility | 10,908 | 10,083 |
| West Dapto Development Additional Rates | 10,365 | 10,062 |
| Natural Areas | 173 | 173 |
| Lake Illawarra Estuary Management Fund | 493 | 505 |
| Total Internal Restrictions | 63,670 | 61,684 |

Notes to the Financial Statements:

While reviewing the information presented through this report, it should be noted that Council has elected to process additional transactions that vary from the accounting standards applied to year end reports to ensure the information at monthly intervals provides support to the decision-making and monitoring process. These transactions are summarised below:

- Timing of the recognition of Rates income – under AASB 1058, the Rates income is required to be recognised when it is raised. Through the monthly financial reports, the income has been spread across the financial year.
- Timing of the recognition of Financial Assistance Grant – under AASB 1058, the Financial Assistance Grant is required to be recognised on receipt. Through these financial reports, the income is spread across the financial year.

Commentary on August 2023 Capital Budget Report

On 26 June 2023, Council approved a capital budget for 2023-2024 of \$99.04M. In August 2023, the budget was further adjusted to add and remove various amounts and types of external funding. The total of these funding adjustments resulted in an increase of \$0.611M of external funding. The amount of Council revenue in the capital budget was reduced by the same amount (ie, \$0.611M) to ensure the total of the capital budget did not vary from the originally approved amount of \$99.04M.

The significant funding adjustments in August 2023 were:

- Introduction of LR&CI Phase 4 for multiple existing road reconstruction projects.
- Rephase Federal Government Disaster Recovery (AGRN1012 and AGRN1049) funding for multiple projects.
- Introduction of Federal Government Roads to Recovery funding for an existing road reconstruction project.

Council achieved expenditure at the end of August 2023 of \$7.55M which is 82% of the adjusted phased budget for August 2023 of \$9.21M.

Listed below is a summary of the reasons for budget changes for August which resulted in changes to the 2023-2024 capital budget.

| Program | Commentary on Significant Variations |
|-------------------------------|---|
| Roadworks | <p>Introduce Local Roads and community Infrastructure Phase 4 funding for multiple existing projects.</p> <p>Introduction of additional Federal Government Roads to Recovery funding to West Dapto Road (Wyllie Road to Reddalls Road).</p> <p>Rephase Federal Government Disaster Recovery (AGRN1012) for 16 Tunnel Road, Helensburgh.</p> |
| Bridges, Boardwalks & Jetties | <p>Introduce additional Federal Government Disaster Recovery (AGRN1049) funding for the reconstruction of Otford Road/Hacking River causeway.</p> |
| Footpaths | <p>Rephase Federal Government Disaster Recovery (AGRN1049 and AGRN1012) for multiple existing projects.</p> <p>Introduce additional Strategic Projects funding for existing projects - new footpaths in St John Avenue, Mangerton and The Ridge in Helensburgh.</p> |
| Stormwater Management | <p>Rephase Federal Government Disaster Recovery (AGRN1012) for multiple existing projects.</p> |
| Community Buildings | <p>Introduce NSW Department of Sport - Female Friendly Community Sport Facilities and Lighting Upgrade Program.</p> |
| Public Facilities | <p>Reallocate budget from Capita Project Contingency to Public Facilities Program.</p> <p>Reallocate budget from Recreation Facilities Program to Public Facilities Program.</p> |
| Recreation Facilities | <p>Reallocate budget from Recreation Facilities Program to Community Buildings Program.</p> |
| Sporting Facilities | <p>Introduce Regional Sport Facility funds for existing project for Guest Park sportsfield drainage.</p> <p>Reallocate budget from Capital Budget Contingency to Sporting Facilities Program.</p> |

| Program | Commentary on Significant Variations |
|-----------------------------|---|
| Capital Project Contingency | Reallocate budget to Sporting Facilities Program and Public Facilities Program. |

| CAPITAL PROJECT REPORT | | | | | | | |
|--|----------------|-----------------|----------------|-----------------|-----------------|--------------|----------------|
| as at the period ended 25 August 2023 | | | | | | | |
| ASSET CLASS PROGRAMME | \$'000 | | \$'000 | | YTD EXPENDITURE | \$'000 | |
| | CURRENT BUDGET | | WORKING BUDGET | | | VARIATION | |
| | EXPENDITURE | OTHER FUNDING | EXPENDITURE | OTHER FUNDING | | EXPENDITURE | OTHER FUNDING |
| Roads And Related Assets | | | | | | | |
| Traffic Facilities | 3,340 | (2,313) | 3,342 | (2,314) | 166 | 1 | (1) |
| Public Transport Facilities | 563 | (273) | 563 | (273) | 266 | (0) | 0 |
| Roadworks | 11,525 | (2,398) | 12,773 | (3,645) | 683 | 1,247 | (1,247) |
| Bridges, Boardwalks and Jetties | 1,795 | (1,125) | 1,867 | (1,197) | 268 | 72 | (72) |
| TOTAL Roads And Related Assets | 17,223 | (6,108) | 18,544 | (7,429) | 1,382 | 1,321 | (1,321) |
| West Dapto | | | | | | | |
| West Dapto Infrastructure Expansion | 8,635 | (8,560) | 8,635 | (8,560) | 253 | (0) | (0) |
| TOTAL West Dapto | 8,635 | (8,560) | 8,635 | (8,560) | 253 | (0) | (0) |
| Footpaths And Cycleways | | | | | | | |
| Footpaths | 4,775 | (3,017) | 4,237 | (2,480) | 1,143 | (538) | 538 |
| Cycle/Shared Paths | 6,165 | (1,400) | 6,165 | (1,400) | 1,002 | (0) | (0) |
| Commercial Centre Upgrades - Footpaths and Cyclewa | 2,087 | (142) | 2,087 | (142) | 714 | (0) | 0 |
| TOTAL Footpaths And Cycleways | 13,027 | (4,560) | 12,490 | (4,022) | 2,859 | (538) | 538 |
| Carparks | | | | | | | |
| Carpark Construction/Formalising | 250 | 0 | 250 | 0 | 5 | (0) | 0 |
| Carpark Reconstruction or Upgrading | 655 | 0 | 655 | 0 | 73 | (0) | 0 |
| TOTAL Carparks | 905 | 0 | 905 | 0 | 78 | (0) | 0 |
| Stormwater And Floodplain Management | | | | | | | |
| Floodplain Management | 3,670 | (3,082) | 3,670 | (3,082) | 288 | 0 | 0 |
| Stormwater Management | 6,830 | (1,795) | 5,929 | (894) | 152 | (901) | 901 |
| Stormwater Treatment Devices | 60 | 0 | 60 | 0 | 2 | 0 | 0 |
| TOTAL Stormwater And Floodplain Mar | 10,560 | (4,877) | 9,659 | (3,976) | 443 | (901) | 901 |
| Buildings | | | | | | | |
| Cultural Centres (IPAC, Gallery, Townhall) | 80 | 0 | 80 | 0 | 18 | (0) | 0 |
| Administration Buildings | 530 | 0 | 530 | 0 | 9 | (0) | 0 |
| Community Buildings | 7,555 | (1,250) | 8,055 | (1,750) | 740 | 500 | (500) |
| Public Facilities (Shelters, Toilets etc.) | 0 | 0 | 95 | 0 | 1 | 95 | 0 |
| TOTAL Buildings | 8,165 | (1,250) | 8,760 | (1,750) | 768 | 595 | (500) |
| Commercial Operations | | | | | | | |
| Tourist Park - Upgrades and Renewal | 565 | 0 | 565 | 0 | 28 | 0 | 0 |
| Crematorium/Cemetery - Upgrades and Renewal | 285 | 0 | 285 | 0 | 4 | (0) | 0 |
| Leisure Centres & RVGC | 50 | 0 | 50 | 0 | 47 | 0 | 0 |
| TOTAL Commercial Operations | 900 | 0 | 900 | 0 | 79 | (0) | 0 |
| Parks Gardens And Sportfields | | | | | | | |
| Play Facilities | 3,348 | (1,763) | 3,348 | (1,763) | 117 | (0) | (0) |
| Recreation Facilities | 1,815 | (1,520) | 1,770 | (1,520) | 66 | (45) | 0 |
| Sporting Facilities | 16,640 | (8,201) | 17,244 | (8,430) | 713 | 604 | (229) |
| TOTAL Parks Gardens And Sportfields | 21,803 | (11,484) | 22,362 | (11,713) | 897 | 559 | (229) |
| Beaches And Pools | | | | | | | |
| Beach Facilities | (0) | 0 | (0) | 0 | 59 | 0 | 0 |
| Treated Water Pools | 120 | (50) | 120 | (50) | 17 | (0) | (0) |
| TOTAL Beaches And Pools | 120 | (50) | 120 | (50) | 76 | (0) | (0) |
| Waste Facilities | | | | | | | |
| Whyles Gully New Cells | 9,105 | (9,105) | 9,105 | (9,105) | 108 | 0 | 0 |
| TOTAL Waste Facilities | 9,105 | (9,105) | 9,105 | (9,105) | 108 | 0 | 0 |

| CAPITAL PROJECT REPORT | | | | | | | |
|---------------------------------------|----------------|-----------------|----------------|-----------------|-----------------|----------------|---------------|
| as at the period ended 25 August 2023 | | | | | | | |
| ASSET CLASS PROGRAMME | \$'000 | | \$'000 | | YTD EXPENDITURE | \$'000 | |
| | CURRENT BUDGET | | WORKING BUDGET | | | VARIATION | |
| | EXPENDITURE | OTHER FUNDING | EXPENDITURE | OTHER FUNDING | | EXPENDITURE | OTHER FUNDING |
| Fleet | | | | | | | |
| Motor Vehicles | 1,800 | (949) | 1,800 | (949) | 38 | (0) | 0 |
| TOTAL Fleet | 1,800 | (949) | 1,800 | (949) | 38 | (0) | 0 |
| Plant And Equipment | | | | | | | |
| Mobile Plant (trucks, backhoes etc.) | 3,295 | (779) | 3,295 | (779) | 166 | (0) | 0 |
| TOTAL Plant And Equipment | 3,295 | (779) | 3,295 | (779) | 166 | (0) | 0 |
| Information Technology | | | | | | | |
| Information Technology | 1,600 | 0 | 1,600 | 0 | 141 | 0 | 0 |
| TOTAL Information Technology | 1,600 | 0 | 1,600 | 0 | 141 | 0 | 0 |
| Library Books | | | | | | | |
| Library Books | 1,340 | 0 | 1,340 | 0 | 280 | (0) | 0 |
| TOTAL Library Books | 1,340 | 0 | 1,340 | 0 | 280 | (0) | 0 |
| Public Art | | | | | | | |
| Art Gallery Acquisitions | 100 | 0 | 100 | 0 | 8 | 0 | 0 |
| TOTAL Public Art | 100 | 0 | 100 | 0 | 8 | 0 | 0 |
| Land Acquisitions | | | | | | | |
| Land Acquisitions | 250 | (250) | 250 | (250) | (7) | 0 | 0 |
| TOTAL Land Acquisitions | 250 | (250) | 250 | (250) | (7) | 0 | 0 |
| Non-Project Allocations | | | | | | | |
| Capital Project Contingency | 209 | 0 | (827) | 0 | 0 | (1,036) | 0 |
| TOTAL Non-Project Allocations | 209 | 0 | (827) | 0 | 0 | (1,036) | 0 |
| GRAND TOTAL | 99,037 | (47,971) | 99,037 | (48,582) | 7,569 | (0) | (611) |

ITEM 9 STATEMENT OF INVESTMENT - AUGUST 2023

This report provides an overview of Council's investment portfolio performance for the reporting period August 2023.

Council had an average weighted return for August 2023 of 0.24% which was below the benchmark return of 0.37%. This result was due to the mixed results, with positive valuations of the consolidated Floating Rate Notes and negative valuations on NSW TCorp investments and Mortgage-Backed Securities. The performance was impacted by some of the long-term deposits purchased at comparatively lower rates over the previous three financial years. The remainder of Council's portfolio continues to provide a high degree of credit quality and liquidity.

RECOMMENDATION

Council receive the Statement of Investment for August 2023.

REPORT AUTHORISATIONS

Report of: Daniel Pretzler, Chief Financial Officer [Acting]
Authorised by: Brian Jenkins, Director Corporate Services [Acting]

ATTACHMENTS

- 1 Statement of Investment - August 2023
- 2 Investment Income Compared to Budget 2023-2024

BACKGROUND

Council is mandated to invest surplus funds in accordance with the Ministerial Investment Order and Office of Local Government guidelines. The Order reflects a conservative approach and restricts the investment types available to Council. In compliance with the Order and Office of Local Government guidelines, Council adopted an Investment Policy on 12 December 2022. The Investment Policy provides a framework for Council to manage investment credit quality, institutional diversification and maturity constraints. Council's investment portfolio was controlled by Council's Finance Division during the period to ensure compliance with the Investment Policy. Council's Audit, Risk and Improvement Committee's (ARIC) provides oversight of the review of Council's Investment Policy and the Management Investment Strategy.

Council's Responsible Accounting Officer is required to sign the complying Statement of Investment contained within the report, certifying that all investments were made in accordance with the Local Government Act 1993 and the Local Government Regulation 2005.

Council's investment holdings at 25 August 2023 were \$178,730,631 (Statement of Investment attached) [29 August 2022 \$151,790,940] and include Council's interest in CivicRisk Mutual Ltd recognised at fair value as at 30 June 2023.

Council had an average weighted return for August 2023 of 0.24% which was below the benchmark return of 0.37%. This result was due to the mixed results, with positive valuations of the consolidated Floating Rate Notes and the negative valuations on NSW TCorp investments and Mortgage-Backed Securities. The performance was also impacted by some of the long-term deposits being purchased at comparatively lower rates. The remainder of Council's portfolio continues to provide a high degree of credit quality and liquidity. The global markets are still experiencing high levels of instability and the heightened volatility in interest rates, driven by the persistent ongoing inflation issues, is providing levels uncertainty in rates of return for the foreseeable future.

At 25 August 2023 year to date interest and investment revenue of \$1,014,886 was recognised compared to the year to date budget of \$827,232.

Council's 17 floating rate notes had a net increase in value of \$69,607 for August 2023.

Council holds two Mortgaged Backed Securities (MBS) that recorded a net decrease in value of \$15,977 for August 2023. The market value of this security takes into account the extended term of the security along with the limited liquidity and the coupon margin reflects pre-Global Financial Crisis (GFC) pricing.

While the maturity dates are outside Council’s control, the investment advisors had previously indicated capital is not at risk at that stage and recommended a hold strategy due to the illiquid nature of the investment.

Council holds two investments within the NSW TCorp Hour Glass Facility; Long-Term Growth Fund and Medium-Term Growth Fund. The Long-Term Growth recorded a net decrease in value of \$13,451 and the Medium-Term Growth Fund recorded a net increase in value of \$7,885 in August 2023. The fluctuations in both the Long-Term Growth and Medium-Term Growth Funds are a reflection of the current share market volatility both domestically and internationally and is diversified across a number of different asset classes that have differing risk and return characteristics.

At their September 2023 meeting, the Reserve Bank of Australia (RBA) decided to hold the official cash rate at 4.10%. The RBA remains resolute in its determination to return inflation to target of 2–3% and continues to monitor uncertainties regarding the global economy, adjust policy as determined by the RBA and determine the timing and extent of future interest rate increases.

The current Investment Policy sets a 40% maximum exposure limit to individual institutions within the AAA category. This limit is currently considered to include funds held within the Commonwealth Bank (CBA), savings account which holds Council’s operating cash balances. Through the banking services contract with the CBA, that includes a fixed margin over the current cash rate, Council’s savings account provides a higher return than alternate short- to medium-term investments available to Council. At the end of August 2023, the exposure to CBA was 26.02%, which is marginally above the 25% target set in the Investment Strategy.

The current investment portfolio complies with Council’s Investment Policy which was endorsed by Council on 12 December 2022. Council’s Responsible Accounting Officer has signed the Statement of Investment contained within the report, certifying all investments were made in accordance with the Local Government Act 1993 and the Local Government Regulation 2005.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong Our Future 2032 Goal 4 “We are a connected and engaged community”. It specifically delivers on the following:

| Community Strategic Plan 2032 | | Delivery Program 2022-2026 |
|-------------------------------|---|----------------------------|
| Strategy | | Service |
| 4.8 | Council’s resources are managed effectively to ensure long term financial sustainability. | Financial Services |

CONCLUSION

The investments for August 2023 recorded an average weighted return that was below the AusBondBank Bill Index Benchmark and performed favourably when compared to the year-to-date budget.

| WOLLONGONG CITY COUNCIL STATEMENT OF INVESTMENT 25 August 2023 | | | | | | | |
|--|---------------|-------------------|--------------------------|-------------|---------------|---------------|------------------------|
| DIRECT INVESTMENTS | | | | | | | |
| Investment Body | Rating | Purchase Price \$ | Fair Value of Holding \$ | Security | Purchase Date | Maturity Date | Interest / Coupon Rate |
| CBA Business Online Saver | A1+ | - | 40,295,635 | BOS A/c | 25/08/2023 | 25/08/2023 | 4.35% |
| CBA General Fund A/c | A1+ | - | 2,053,084 | General A/c | 25/08/2023 | 25/08/2023 | |
| NAB General Fund A/c | A1+ | - | 661,204 | General A/c | 25/08/2023 | 25/08/2023 | |
| Westpac Banking Corporation Ltd | S&P ST A1+ | 2,000,000 | 2,000,000 | T/Deposit | 16/09/2022 | 15/09/2023 | 4.30% |
| Judo Bank | S&P BBB- | 2,000,000 | 2,000,000 | T/Deposit | 17/09/2021 | 18/09/2023 | 0.95% |
| Westpac Banking Corporation Ltd | S&P AA- | 5,000,000 | 5,000,000 | T/Deposit | 20/10/2021 | 20/10/2023 | 0.87% |
| Commonwealth Bank of Australia Ltd | S&P AA- | 5,000,000 | 5,000,000 | T/Deposit | 20/10/2021 | 20/10/2023 | 0.84% |
| Bank of Queensland Ltd | Moodys A3 | 2,000,000 | 2,000,000 | T/Deposit | 25/11/2021 | 27/11/2023 | 1.15% |
| Westpac Banking Corporation Ltd | S&P AA- | 5,000,000 | 5,000,000 | T/Deposit | 2/12/2021 | 4/12/2023 | 1.21% |
| Bank of Sydney Ltd | Unrated ST UR | 250,000 | 250,000 | T/Deposit | 16/03/2023 | 11/12/2023 | 4.75% |
| Westpac Banking Corporation Ltd | S&P AA- | 5,000,000 | 5,000,000 | T/Deposit | 23/12/2020 | 22/12/2023 | 0.60% |
| Bendigo & Adelaide Bank Ltd | Moodys ST P-2 | 3,000,000 | 3,000,000 | T/Deposit | 16/03/2023 | 16/01/2024 | 4.50% |
| Australian Unity Bank (BPS520) | S&P ST A2 | 3,000,000 | 3,000,000 | T/Deposit | 16/03/2023 | 16/02/2024 | 4.50% |
| Westpac Banking Corporation Ltd | S&P AA- | 2,000,000 | 2,000,000 | T/Deposit | 6/03/2019 | 6/03/2024 | 5.05% |
| Bendigo & Adelaide Bank Ltd | Moodys ST P-2 | 3,000,000 | 3,000,000 | T/Deposit | 16/03/2023 | 15/03/2024 | 4.50% |
| IMB Ltd | Moodys Baa1 | 3,000,000 | 3,000,000 | T/Deposit | 28/03/2023 | 26/04/2024 | 4.51% |
| Bank of Queensland Ltd | Moodys A3 | 2,000,000 | 2,000,000 | T/Deposit | 23/05/2023 | 24/06/2024 | 5.11% |
| Australian Unity Bank (BPS520) | S&P ST A2 | 750,000 | 750,000 | T/Deposit | 10/07/2023 | 9/07/2024 | 5.75% |
| Bank of Queensland Ltd | Moodys A3 | 3,000,000 | 3,000,000 | T/Deposit | 16/08/2023 | 16/08/2024 | 5.05% |
| Judo Bank | S&P BBB- | 2,000,000 | 2,000,000 | T/Deposit | 17/09/2021 | 17/09/2024 | 1.20% |
| Bank of Queensland Ltd | Moodys A3 | 2,000,000 | 2,000,000 | T/Deposit | 9/06/2023 | 11/11/2024 | 5.50% |
| Westpac Banking Corporation Ltd | S&P AA- | 2,000,000 | 2,000,000 | T/Deposit | 2/12/2021 | 2/12/2024 | 1.63% |
| Bank of Queensland Ltd | Moodys A3 | 4,000,000 | 4,000,000 | T/Deposit | 2/06/2023 | 2/12/2024 | 5.25% |
| Coastline Credit Union Ltd | Moodys Baa3 | 250,000 | 250,000 | T/Deposit | 5/06/2023 | 5/12/2024 | 5.25% |
| Judo Bank | S&P BBB- | 2,200,000 | 2,200,000 | T/Deposit | 7/03/2022 | 11/03/2025 | 2.30% |
| Westpac Banking Corporation Ltd | S&P AA- | 5,000,000 | 5,000,000 | T/Deposit | 7/03/2022 | 13/03/2025 | 2.03% |
| Bendigo & Adelaide Bank Ltd | Moodys A3 | 2,000,000 | 2,000,000 | T/Deposit | 9/06/2023 | 9/05/2025 | 5.45% |
| Bank of Queensland Ltd | Moodys A3 | 2,000,000 | 2,000,000 | T/Deposit | 30/06/2023 | 30/06/2025 | 5.50% |
| Westpac Banking Corporation Ltd | S&P AA- | 2,000,000 | 2,000,000 | T/Deposit | 30/06/2023 | 30/06/2025 | 5.35% |
| Westpac Banking Corporation Ltd | S&P AA- | 3,000,000 | 3,000,000 | T/Deposit | 25/11/2022 | 25/11/2025 | 4.59% |
| Westpac Banking Corporation Ltd | S&P AA- | 2,000,000 | 2,000,000 | T/Deposit | 30/06/2023 | 30/06/2026 | 5.19% |
| Westpac Banking Corporation Ltd | S&P AA- | 2,000,000 | 2,000,000 | T/Deposit | 30/06/2023 | 30/06/2027 | 5.09% |
| Total | | | 119,459,923 | | | | |

| WOLLONGONG CITY COUNCIL STATEMENT OF INVESTMENT 25 August 2023 continued | | | | | | | |
|--|-------------|-------------------|--------------------------|----------|---------------|---------------|------------------------|
| Bond and Floating Rate Note Securities | | | | | | | |
| DIRECT INVESTMENTS | | | | | | | |
| Investment Body | Rating | Purchase Price \$ | Fair Value of Holding \$ | Security | Purchase Date | Maturity Date | Interest / Coupon Rate |
| National Australia Bank Ltd | S&P AA- | 3,000,000 | 3,028,110 | FRN | 26/09/2018 | 26/09/2023 | 5.25% |
| Westpac Banking Corporation Ltd | S&P AA- | 1,500,000 | 1,504,095 | FRN | 16/11/2018 | 16/11/2023 | 5.10% |
| ANZ Banking Group Ltd | S&P AA- | 2,000,000 | 2,026,180 | FRN | 6/12/2018 | 6/12/2023 | 5.08% |
| National Australia Bank Ltd | S&P AA- | 2,000,000 | 2,027,820 | FRN | 19/06/2019 | 19/06/2024 | 5.24% |
| Auswide Bank Limited | Moodys Baa2 | 3,000,000 | 3,001,320 | FRN | 22/08/2023 | 23/08/2024 | 5.09% |
| Macquarie Bank | S&P A+ | 2,000,000 | 2,007,700 | FRN | 12/02/2020 | 12/02/2025 | 5.01% |
| Bendigo & Adelaide Bank Ltd | Moodys A3 | 1,700,000 | 1,701,020 | FRN | 2/12/2020 | 2/12/2025 | 4.54% |
| Macquarie Bank | Moodys A2 | 6,500,000 | 6,523,855 | FRN | 11/03/2022 | 9/12/2025 | 4.69% |
| Suncorp-Metway Ltd | S&P A+ | 2,100,000 | 2,079,672 | FRN | 24/02/2021 | 24/02/2026 | 4.59% |
| Newcastle Greater Mutual Group Ltd | S&P BBB | 5,000,000 | 4,965,350 | FRN | 4/03/2021 | 4/03/2026 | 4.70% |
| ANZ Banking Group Ltd | Moodys Aa3 | 2,500,000 | 2,529,575 | FRN | 31/03/2023 | 31/03/2026 | 5.18% |
| Teachers Mutual Bank Ltd | Moodys Baa1 | 1,100,000 | 1,088,714 | FRN | 16/06/2021 | 16/06/2026 | 4.98% |
| Suncorp-Metway Ltd | S&P A+ | 3,750,000 | 3,736,088 | FRN | 15/09/2021 | 15/09/2026 | 4.72% |
| Suncorp-Metway Ltd | S&P A+ | 1,500,000 | 1,497,795 | FRN | 11/03/2022 | 25/01/2027 | 5.13% |
| ANZ Banking Group Ltd | Moodys Aa3 | 3,500,000 | 3,525,830 | FRN | 12/05/2022 | 12/05/2027 | 5.14% |
| Cooperative Rabobank U.A Australia Branch | S&P A+ | 2,500,000 | 2,537,000 | FRN | 19/01/2023 | 19/01/2028 | 5.46% |
| ANZ Banking Group Ltd | Moodys Aa3 | 2,500,000 | 2,540,700 | FRN | 31/03/2023 | 31/03/2028 | 5.41% |
| Emerald Reverse Mortgage Trust | S&P A | 407,654 | 326,327 | MBS | 17/07/2006 | 21/08/2051 | 4.59% |
| Emerald Reverse Mortgage Trust | Unrated UR | 2,000,000 | 1,301,080 | MBS | 17/07/2006 | 21/08/2056 | 4.89% |
| Total | | | 47,948,231 | | | | |

Managed Funds & Other

| MANAGED FUNDS | | | | | | |
|--|--------|-------------------|--------------------------|---------------|---------|---------------|
| Investment Body | Rating | Purchase Price \$ | Fair Value of Holding \$ | Purchase Date | Monthly | FYTD (Actual) |
| Tcorp Long Term Growth Facility Fund | N/A | | 3,844,556 | 13/06/2007 | -0.28% | 1.48% |
| Tcorp Medium Term Growth Facility Fund | N/A | | 4,947,922 | 14/06/2007 | 0.32% | 1.26% |
| Total | | | 8,792,477 | | | |

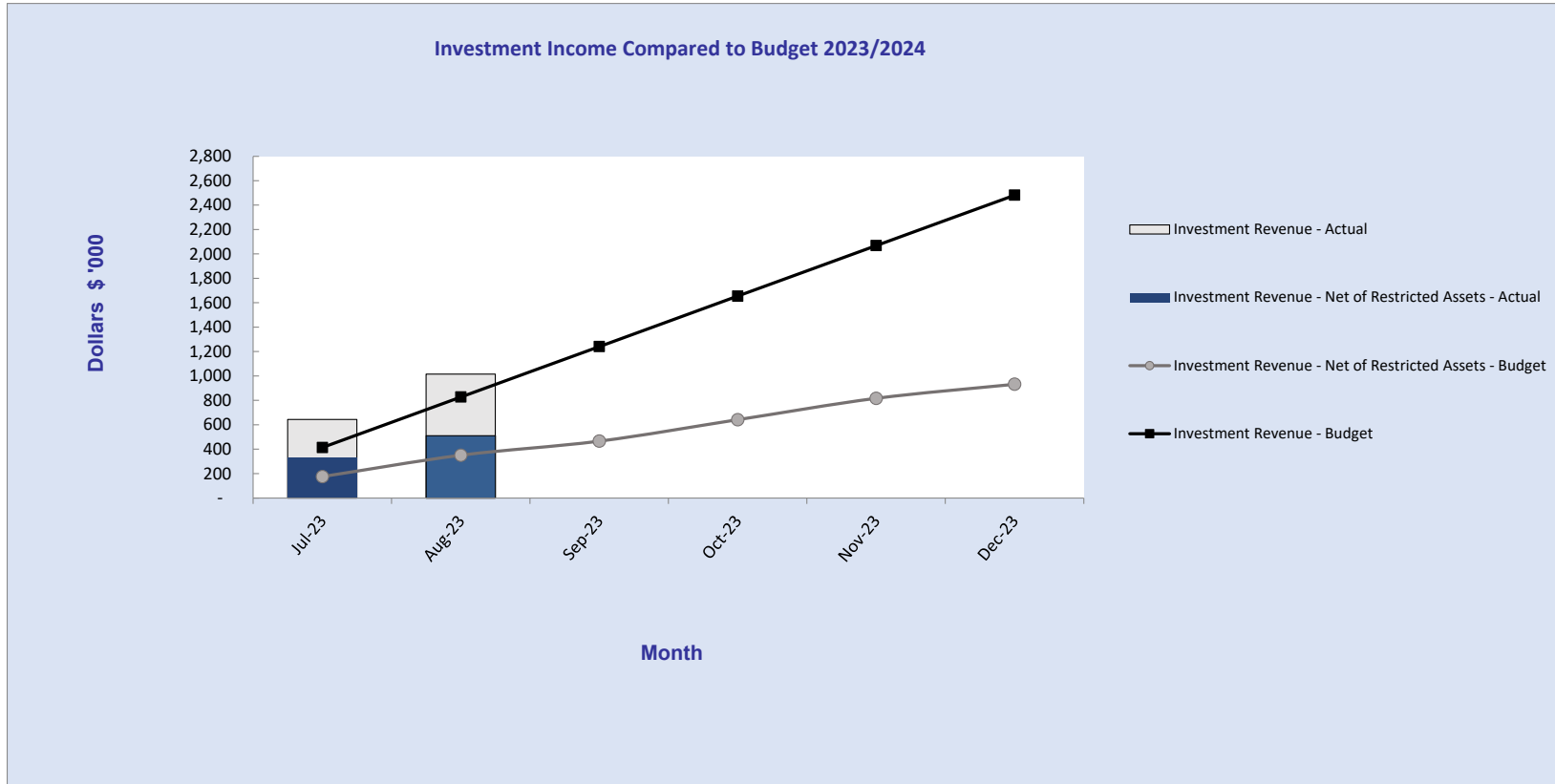
| Membership interest in Investment Body | Fair Value of Holding \$ |
|--|--------------------------|
| CivicRisk Mutual Limited | 2,530,000 |

TOTAL INVESTMENTS \$ **178,730,631**

* The maturity date provided is the weighted-average life of the security. This is the average amount of time that will elapse from the date of security's issuance until each dollar is repaid based on an actuarial assessment. Assessments are carried out on a regular basis which can potentially extend the life of the investment. Current assessments anticipate an extension of life of the investment.

This is to certify that all of the above investments have been placed in accordance with the Act, the regulations and Council's Investment Policies.

Brian Jenkins
RESPONSIBLE ACCOUNTING OFFICER



ITEM 10 CITY OF WOLLONGONG TRAFFIC COMMITTEE MINUTES OF MEETING HELD 12 SEPTEMBER 2023

The City of Wollongong Traffic Committee meeting has been held on 12 September 2023. The recommendations listed in item 3 of the Traffic Committee Minutes, relating to temporary road closures, are referred to Council for Consideration. Temporary road closures, in accordance with the Regulations on public roads for works or events by independent parties, must be considered by Council. Road closures are not considered under the delegated authority of the General Manager.

The items in Section 2 and 4 to 5 of Local Traffic Committee Minutes are endorsed under delegated authority of the General Manager and do not require referral to Council. Items that appear in Sections 2 and 4 to 5 of previous Wollongong Traffic Committee will form part of the published minutes.

RECOMMENDATION

In accordance with the delegated authority to Council, the Minutes and Recommendations of the Wollongong Traffic Committee held on 12 September 2023 in relation to Regulation of Traffic as outlined within this report, be adopted.

REPORT AUTHORISATIONS

Report of: Nathan McBriarty, Manager Infrastructure Strategy + Planning (Acting)
Authorised by: Joanne Page, Director Infrastructure + Works

ATTACHMENTS

- 1 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 1
- 2 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 2
- 3 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 3
- 4 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 4
- 5 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 5
- 6 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 6
- 7 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 7
- 8 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 8
- 9 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 9
- 10 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 10
- 11 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 11
- 12 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 12
- 13 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 13
- 14 Council - 12 September 2023 - Wollongong, UOW, Yours and Owls Festival 14
- 15 Council - 12 September 2023 - Keiraville, Crane Lift
- 16 Council - 12 September 2023 - MS Ride the Gong 1
- 17 Council - 12 September 2023 - MS Ride the Gong 2
- 18 Council - 12 September 2023 - MS Ride the Gong 3

1. OTFORD TO WOLLONGONG, VARIOUS LOCATIONS – WARD 1 AND 2 – HEATHCOTE, KEIRA AND WOLLONGONG ELECTORATE – MS GONG RIDE (CLASS 1)

BACKGROUND

The MS Gong Ride (Sydney to Gong) is a large cycling event fundraiser for Multiple Sclerosis (MS), the event impacts multiple Councils has been supported by the community, TfNSW and NSW Police for many years.

The event is to be held on Sunday 5 November 2023 and riders can choose the 54km or 82km ride. The ride starts in two possible Sydney locations and will finish at Lang Park in Wollongong. For most of the event, riders are expected to travel along local roads and mix with traffic. Drivers are expected to adapt to the changed travel conditions and slow down or use an alternate route. Participants must follow all traffic and road laws including directions from Police, State Road Authority, MS Event Traffic Management company, event staff and volunteers.

It is estimated that the event can attract up to 10,000 attendees although reported numbers are down this year. The road closures and traffic control will be from Sydney through Royal National Park along Lawrence Hargrave Drive to Wollongong. Participants will then have the option to ride along Burelli Street and then catch a train back home, most attendees will either start from Sydney and travel by train back if required.

A significant portion of the event is on state roads, however local roads are impacted but are generally not closed and local residents must follow the instructions of Traffic Control and Police where required.

Note: TGS 83 and 84 (currently marked as draft) have been updated as riders are now required to turn right at Kulgoa Road to Park Road as the drink station has been removed.

PROPOSAL

The road closures be approved subject to the submitted Traffic Control Plans and [Council's Standard Conditions for Road Closures](#) subject to:

1. The provision of additional warning signage at key intersections where the race route intersections with a collector road, currently there are several intersections without proposed signage.
2. The event organiser to consider the reduction in speed limit to 60km/h on Pioneer Road to improve safety for cyclists.
3. Applicant to install VMS signs for notification prior to (at least 14 days) and during the event at key intersections:
 - a. Applicant to install VMS at key locations where higher traffic flow is expected, including on Burelli Street when riders are travelling home.
 - b. Applicant to install VMS at the finish line.
4. The event organiser is to liaise with TfNSW to discuss traffic management near Wollongong Train Station following concerns raised by the bus operator.

CONSULTATION AND COMMUNICATION

Consultation is organised by the applicant directly with affected Councils, Police and Transport for NSW, as well as local public transport companies. Regular meetings have been taking place prior to the event to address any concerns in the lead up. It is expected that any issues are raised at these forums prior to Traffic Committee.

All impacted residents will be notified of the event through a letter box drop at least two weeks prior to the event.

2. KEIRAVILLE, GOOYONG STREET – WARD 2 – KEIRA ELECTORATE – CRANE INSTALLATION AND POOL LIFT

BACKGROUND

Stop Slow Traffic Control has requested a full road closure on Wednesday, 25 October 2023 from 7am to 12pm for set up and pack up of a crane to be used to lift a pool at 4 Gooyong Street Keiraville. Full closure is required as the street is not wide enough and is on the crest of a hill. For the lift to take place Stop Slow Traffic will need to use a 120-tonne crane for the reach. Due to this the outriggers and weights do not leave enough room for a lane of 3m clearance so a detour route via Nioka Street, Robson Road and Bulwarra Street has been proposed.

PROPOSAL

The road closures be approved subject to the submitted Traffic Control Plans and [Council's Standard Conditions for Road Closures](#) subject to:

1. Continued consultation with impacted residents regarding access provisions to their property and alternate arrangements organised by Traffic Management.

CONSULTATION AND COMMUNICATION

The residents which will be directly impacted have already been contacted by the property owner. A letterbox drop to residents will be completed the week before.

3. WOLLONGONG, UOW – WARD 2 - WOLLONGONG ELECTORATE – YOURS AND OWLS FESTIVAL (CLASS 2) BACKGROUND

Yours and Owls Festival is an annual music two-day festival for music enthusiasts, featuring over 90 acts across multiple stages. This event has been lodged under DA-2023/461. The Event is proposed to be held Saturday, 14 October 2023, 12pm to 11pm and Sunday, and 15 October 2023 from 12pm to 10pm, with an estimated attendance of 25,000. Bump in will be from 6am to 6pm from 6 October 2023 to 13 October 2023 with bump out occurring from 6pm to 6pm on 16 October 2023 to 20 October 2023.

No road closures are proposed for bump in and bump out. On the event day there will be a closure of Northfields Avenue between Robsons Road and Ring Road West and Madeline Street between Irvine Street and Hoskins Street. Traffic on Porter Street will be diverted to Railway Crescent for Bus/Train shuttle operation at North Wollongong Station. Access to the University will be restricted on the day as detailed in the Traffic Management Plan on page 16.

Public Transport which operates on Northfields Avenue will be impacted and details of the impacted services are provided in the Traffic Management Plan, alternate arrangements are being negotiated with bus operators currently. During Bump in and out most public transport buses will operate as normal with exception of the route 9 bus which will be re-routed to stay on Northfields Avenue.

An event shuttle bus will be implemented throughout the event to facilitate transportation between North Wollongong Station and the University of Wollongong. Event Parking will be provided, which includes the use of the TAFE carpark. Pedestrians will be managed by traffic control and fencing/ barriers will be implemented along with designated entry and exit points clearly marked. A Taxi/Uber zone and Pick up and Drop off location will be set up in the existing bus bay location.

PROPOSAL

The road closures be approved subject to the submitted Traffic Control Plans and [Council's Standard Conditions for Road Closures](#) subject to:

1. Finalisation of discussion with bus operators and the application regarding the bus services which are impacted.
2. Applicant to install VMS signs for notification prior to (at least 14 days) and during the event at key intersections.
3. Residents which are impacted by the event are notified (at least 14 days) or as per the DA conditions. Any feedback from residents should be considered by the applicant if suitable.
4. TfNSW (Regional Events) to review the latest plan and provide endorsement. If any changes are requested the applicant is to provide a new version of the TMP to the Committee.
5. NSW Police has requested that the Hostile Vehicle Mitigation plan be finalised and forwarded to them. This must be accepted by NSW Police.
6. A note to be added to TGS plans regarding bus turnaround at Porter Street which should read "Maintain Bus access at Porter St turnaround at all times". Plan to be updated by Traffic Plan Professionals.

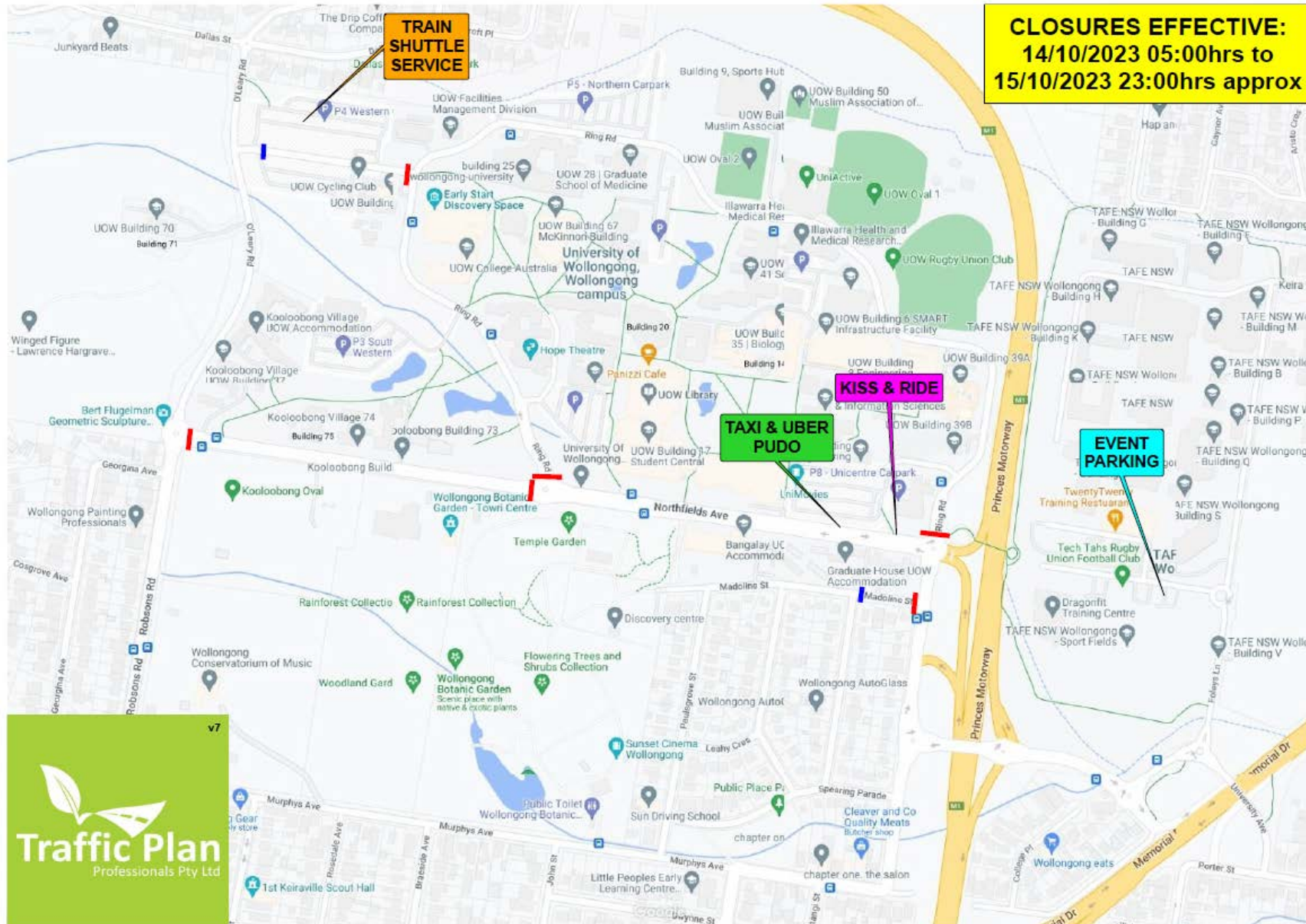
CONSULTATION AND COMMUNICATION

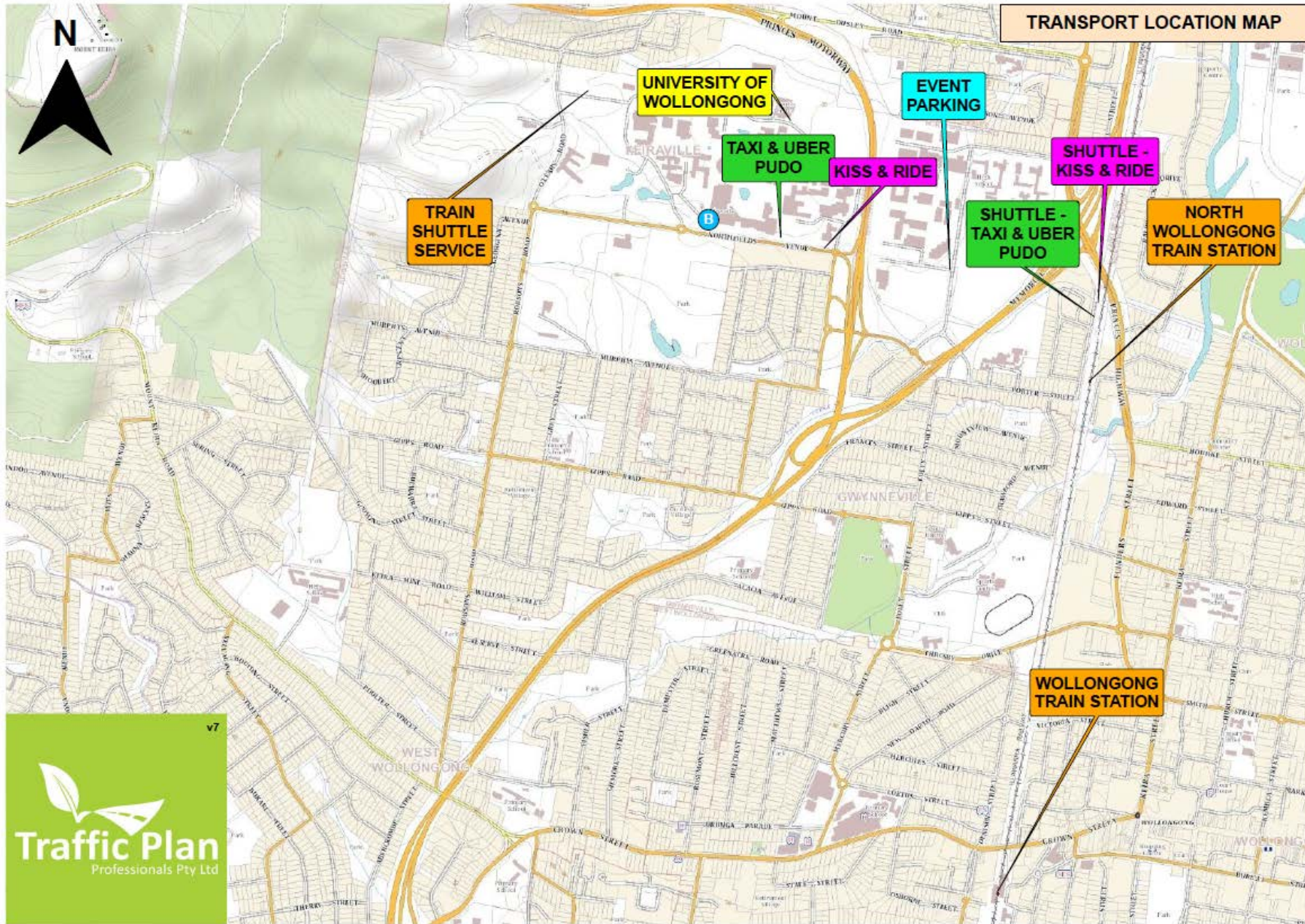
Residents will be notified via letterbox drop as per the DA requirements.

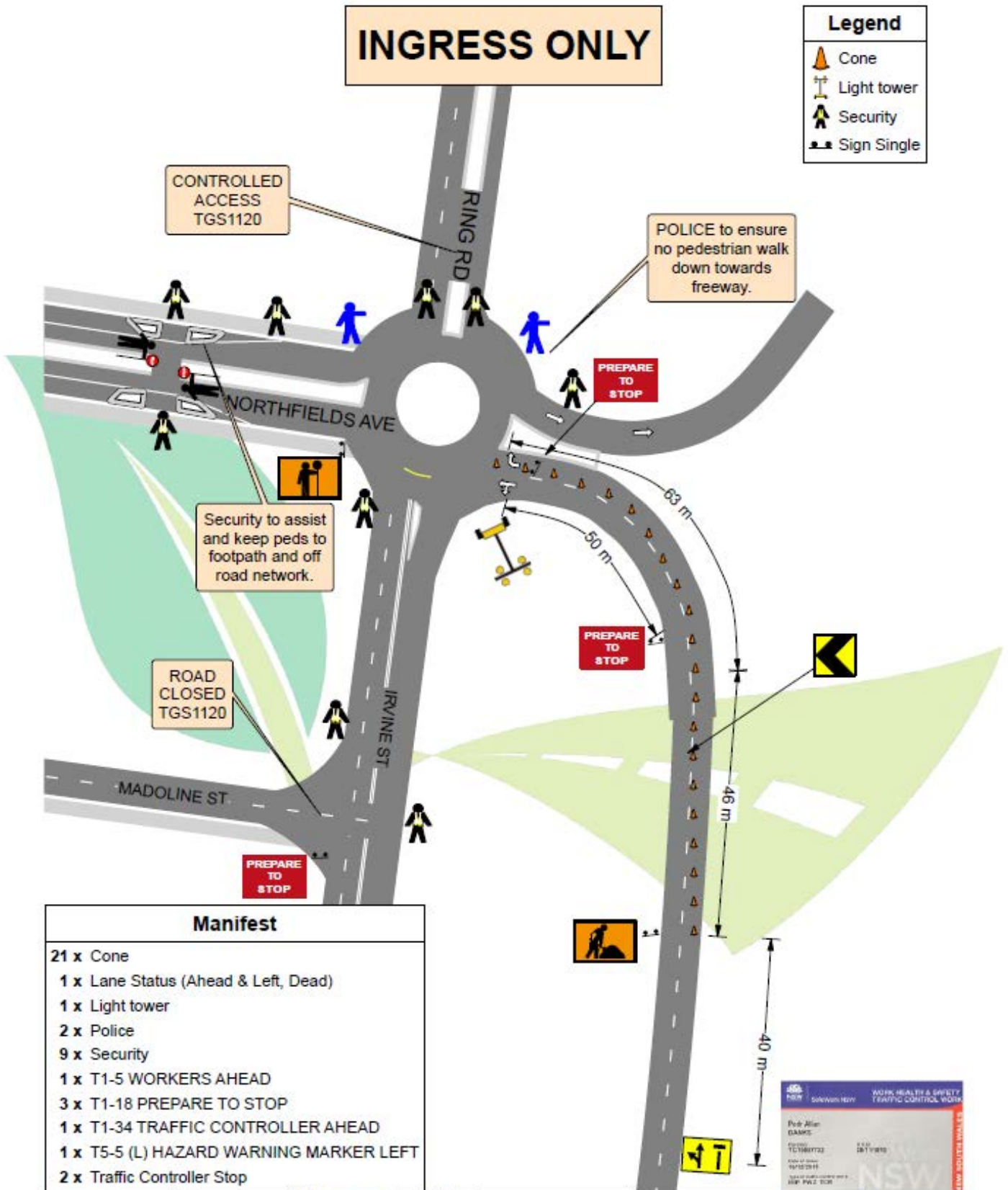
Yours and Owls Event traffic management consultant has reached out to Bus Operators and is awaiting a response. Several bus routes are impacted, the event organiser has stated that they will liaise with Bus Operators to work out alternate stops/routes for their service on the two event dates.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2032 Goal “We have affordable and accessible transport”. It specifically delivers on the core business activities as detailed in the Transport Services.



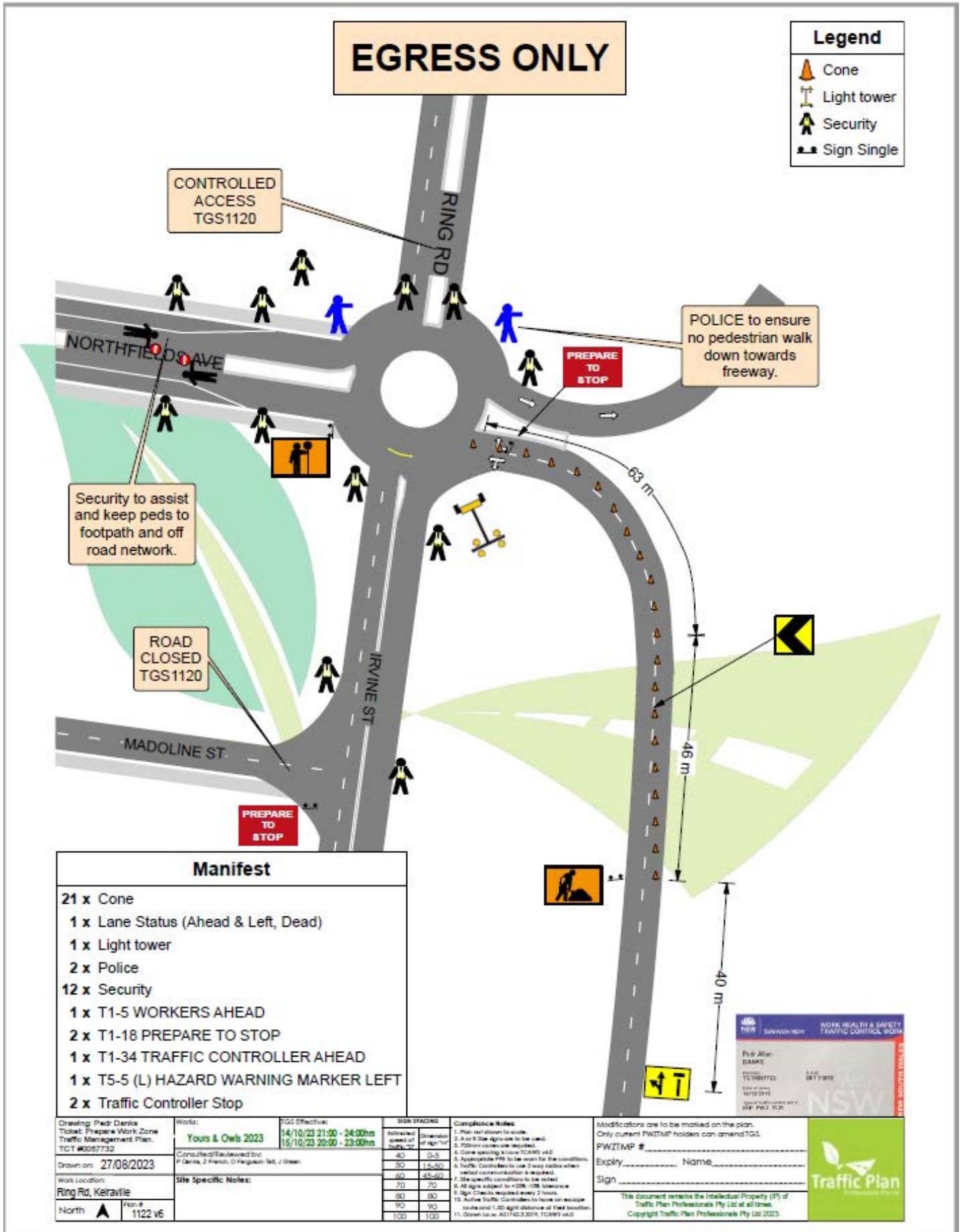




| Manifest | |
|---|--|
| 21 x Cone | |
| 1 x Lane Status (Ahead & Left, Dead) | |
| 1 x Light tower | |
| 2 x Police | |
| 9 x Security | |
| 1 x T1-5 WORKERS AHEAD | |
| 3 x T1-18 PREPARE TO STOP | |
| 1 x T1-34 TRAFFIC CONTROLLER AHEAD | |
| 1 x T5-5 (L) HAZARD WARNING MARKER LEFT | |
| 2 x Traffic Controller Stop | |

| | | | | | |
|--|--|--|---|---|---|
| Drawing: Pedr Denis Ticket: Prepare Work Zone Traffic Management Plan: TCT #0057732 | Work: Yours & Owls 2023 | TGS Effective: 14/10/23 12:00 - 16:00hrs 15/10/23 12:00 - 16:00hrs | DSR SPACING | Compliance Notes: 1. Plan not drawn to scale. 2. A set of 8 Size 30 signs to be used. 3. 700mm cones are required. 4. Cone spacing is 1.5m TCAMS v4.0 5. Appropriate PPS to be used for the conditions. 6. Traffic Controller to use 2-way radio when verbal communication is required. 7. Site specific conditions to be noted. 8. All signs subject to NSW 108 Reference. 9. Sign Chain is required every 2 hours. 10. Active Traffic Controller to have an escape route and 1.00 sign distance at their location. 11. Green (L) - A01743.3 2019, TCAMS v4.0 | Modifications are to be marked on the plan. Only current PWITMP holders can amend TGS. PWITMP # _____ Expiry _____ Name _____ Sign _____ |
| Drawn on: 27/08/2023 | Consulted/Reviewed by: P Denis, J Hain, G Ferguson, J et, J Green | Site Specific Notes: | 40 50 60 70 80 90 100 | | |
| Work Location: Ring Rd, Keirville | | | | | |
| North ▲ | Plan # 1121 v6 | | | | |





| Legend | |
|--------|-------------|
| | Cone |
| | Light tower |
| | Security |
| | Sign Single |

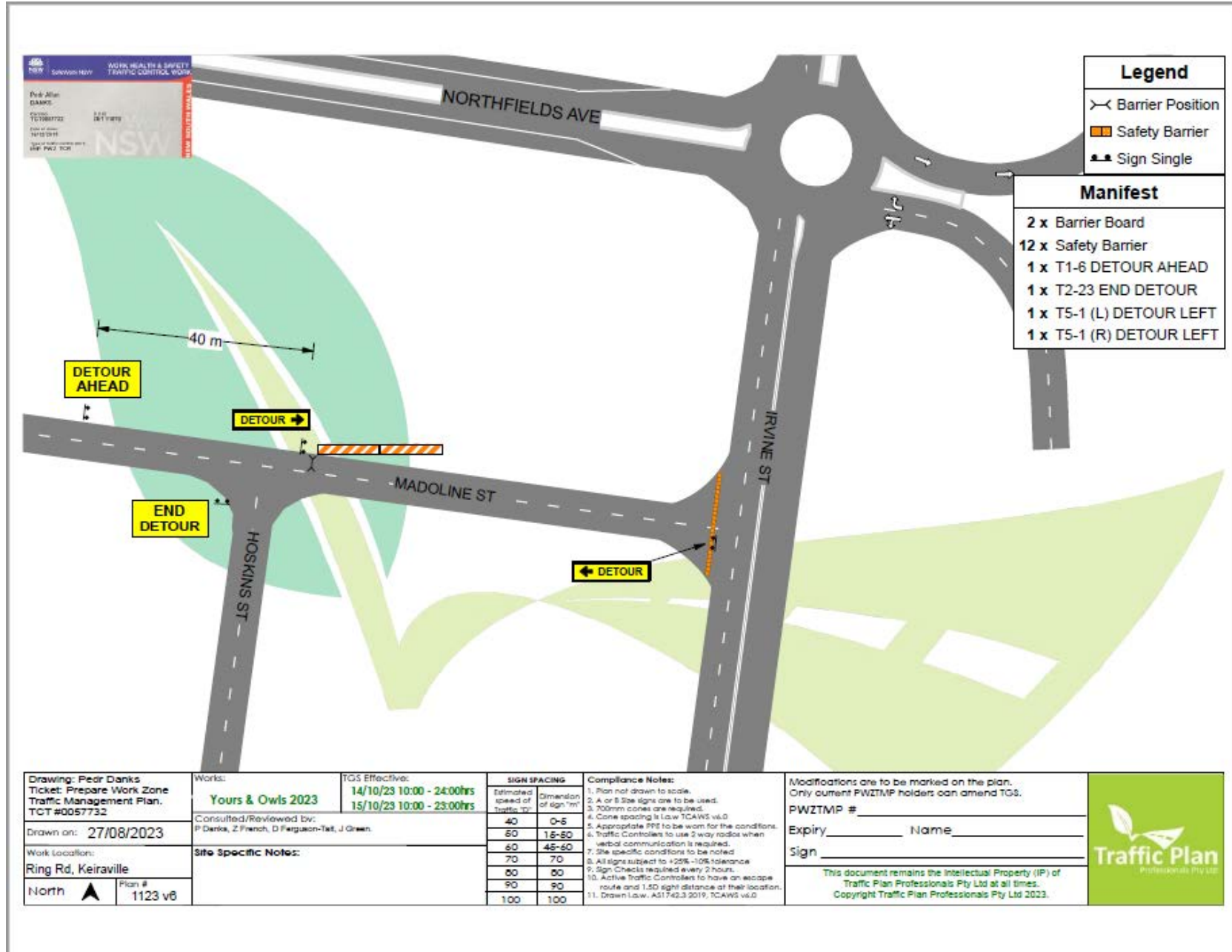
| Manifest | |
|----------|-------------------------------------|
| 21 x | Cone |
| 1 x | Lane Status (Ahead & Left, Dead) |
| 1 x | Light tower |
| 2 x | Police |
| 12 x | Security |
| 1 x | T1-5 WORKERS AHEAD |
| 2 x | T1-18 PREPARE TO STOP |
| 1 x | T1-34 TRAFFIC CONTROLLER AHEAD |
| 1 x | T5-5 (L) HAZARD WARNING MARKER LEFT |
| 2 x | Traffic Controller Stop |

| | | |
|---|--|--|
| Drawing: Peidr Denice Ticket: Prepare Work Zone Traffic Management Plan TCT #0057732 | Works: Yours & Owls 2023 | TGS Effective: 14/10/23 21:00 - 24:00hrs 15/10/23 20:00 - 23:00hrs |
| Drawn on: 27/08/2023 | Consulted/Reviewed by: P Denice, J Ferson, O Ferguson-List, J Green | |
| Work location: Ring Rd, Keraville | Site Specific Notes: | |
| North | Plan # 1122 v6 | |

| DSB SPACING | Direction of Approach | Compliance Notes |
|---------------------------|-----------------------|--|
| Retrieved speed of 20km/h | 40 0-5 | 1. Plan not shown to scale. |
| 50 14-50 | 60 45-60 | 2. A or B Sign signs to be used. |
| 70 70 | 90 90 | 3. Position as per sign required. |
| 100 100 | 100 100 | 4. Cone spacing & Lane TCAMS v4.0 |
| | | 5. Appropriate PPS to be used for the conditions. |
| | | 6. Traffic Controller to use 2 way radios when verbal communication is required. |
| | | 7. Site specific conditions to be noted. |
| | | 8. All signs subject to +20% -10% tolerance |
| | | 9. Sign Clashes required every 2 hours. |
| | | 10. Active traffic Controller to mark on escape route and 1.50 sight distance of the location. |
| | | 11. Drawn to AS 1743.2019, TCAMP v4.0 |

| | |
|---|--|
| Modifications are to be marked on the plan. Only current PWZIMP holders can amend TGS. PWZIMP # _____ Expiry: _____ Name: _____ Sign: _____ | |
|---|--|

| |
|--|
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|--|



Drawing: Pear Danks
Ticket: Prepare Work Zone
Traffic Management Plan.
TCT #0057732

Drawn on: 27/08/2023

Work Location:
Ring Rd, Keiraville

North Plan # 1123 v6

Works:
Yours & Owls 2023

Consulted/Reviewed by:
P Derks, Z French, D Ferguson-Tait, J Green.

Site Specific Notes:

TGS Effective:
14/10/23 10:00 - 24:00hrs
15/10/23 10:00 - 23:00hrs

| SIGN SPACING | |
|-----------------------------------|-----------------------|
| Estimated speed of traffic (km/h) | Dimension of sign (m) |
| 40 | 0-6 |
| 50 | 18-60 |
| 60 | 45-60 |
| 70 | 70 |
| 80 | 80 |
| 90 | 90 |
| 100 | 100 |

Compliance Notes:

- Plan not drawn to scale.
- A or B size signs are to be used.
- 700mm cones are required.
- Cone spacing is Law TCAWS v6.0
- Appropriate PPE to be worn for the conditions.
- Traffic Controller to use 2 way radios when verbal communication is required.
- Site specific conditions to be noted
- All signs subject to +25% -10% tolerance
- Sign Checks required every 2 hours.
- Active Traffic Controller to have an escape route and 1.5D sight distance at their location.
- Drawn Law: A51742.3 2019, TCAWS v6.0

Modifications are to be marked on the plan. Only current PWZTMP holders can amend TGS.

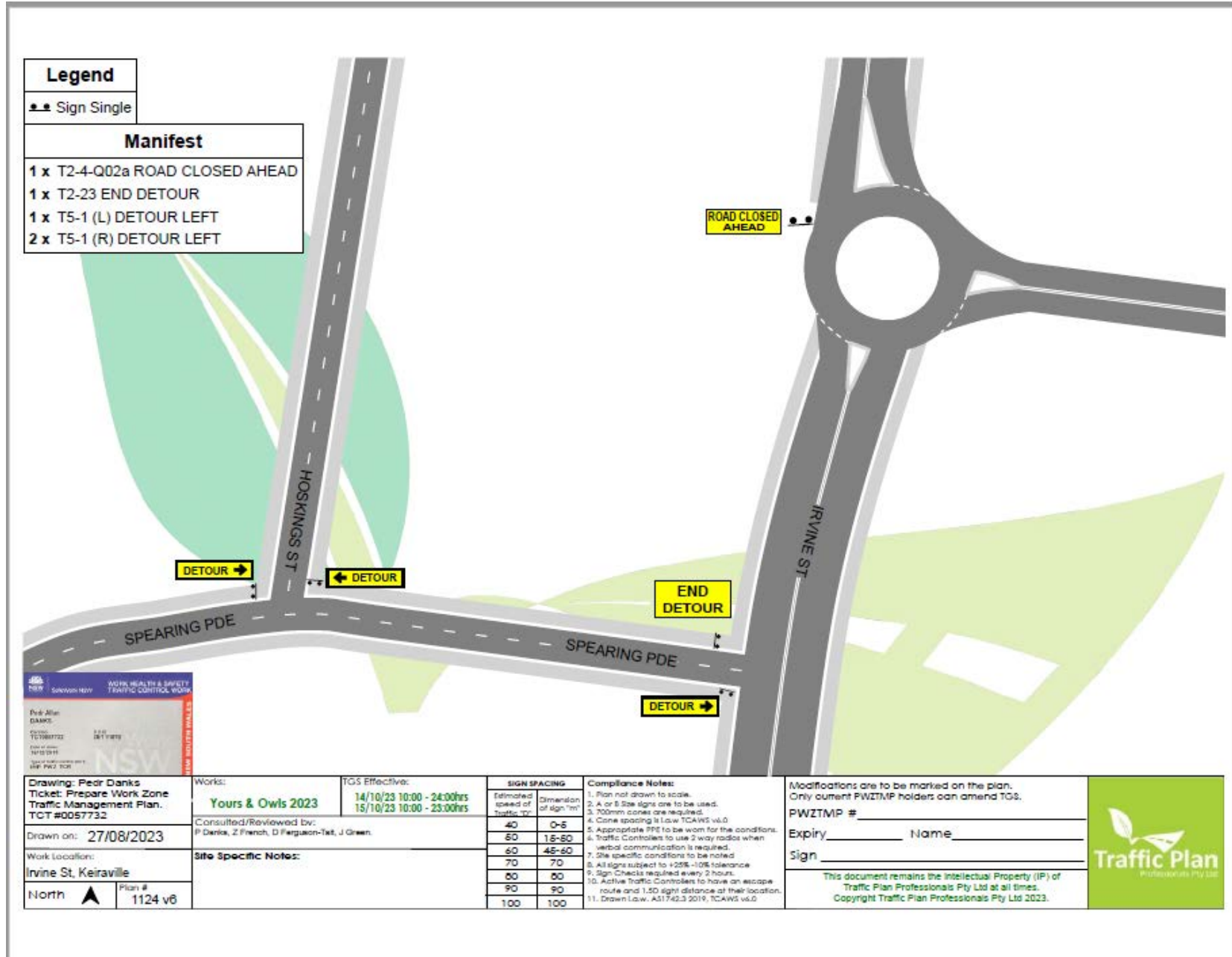
PWZTMP # _____

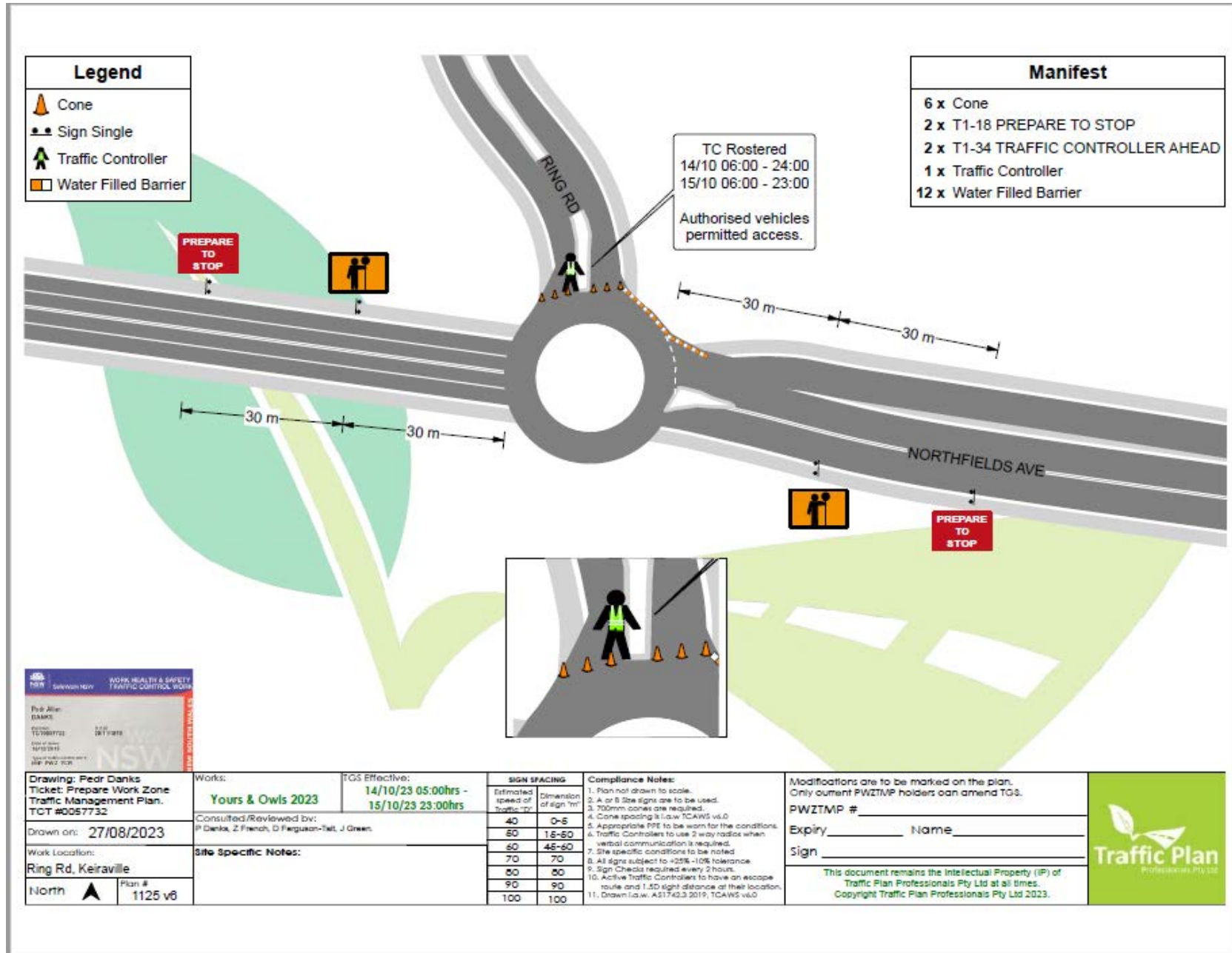
Expiry _____ Name _____

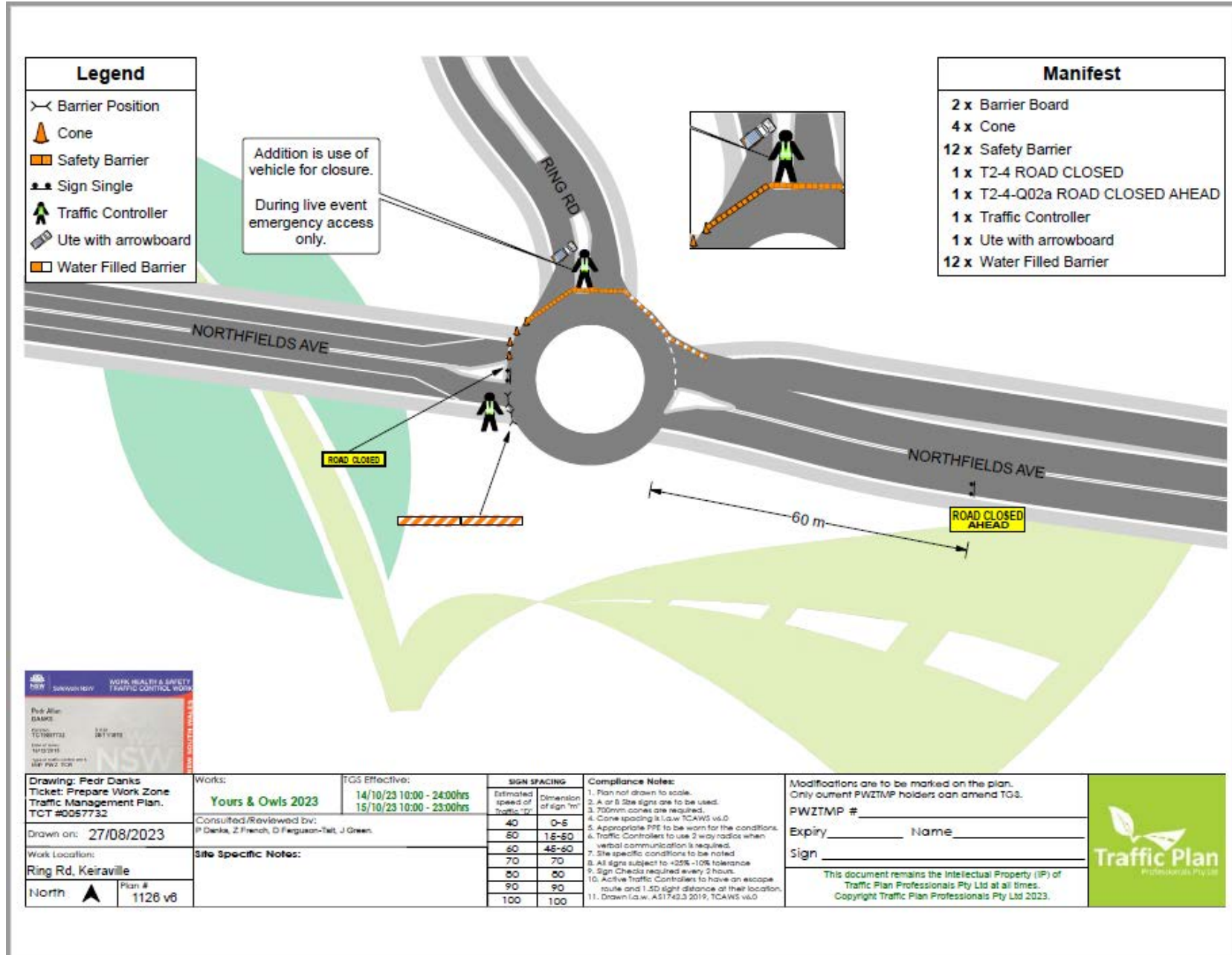
Sign _____

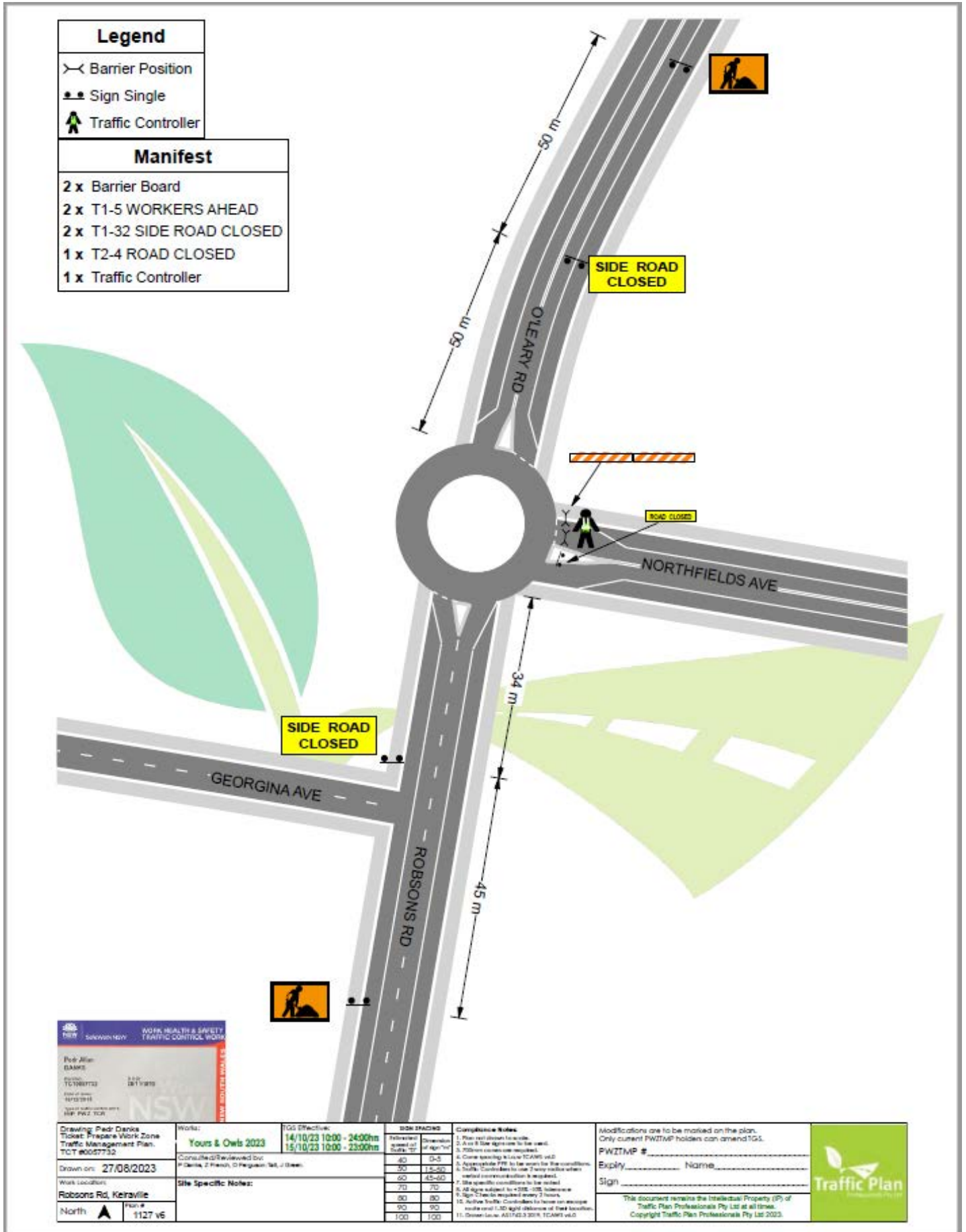
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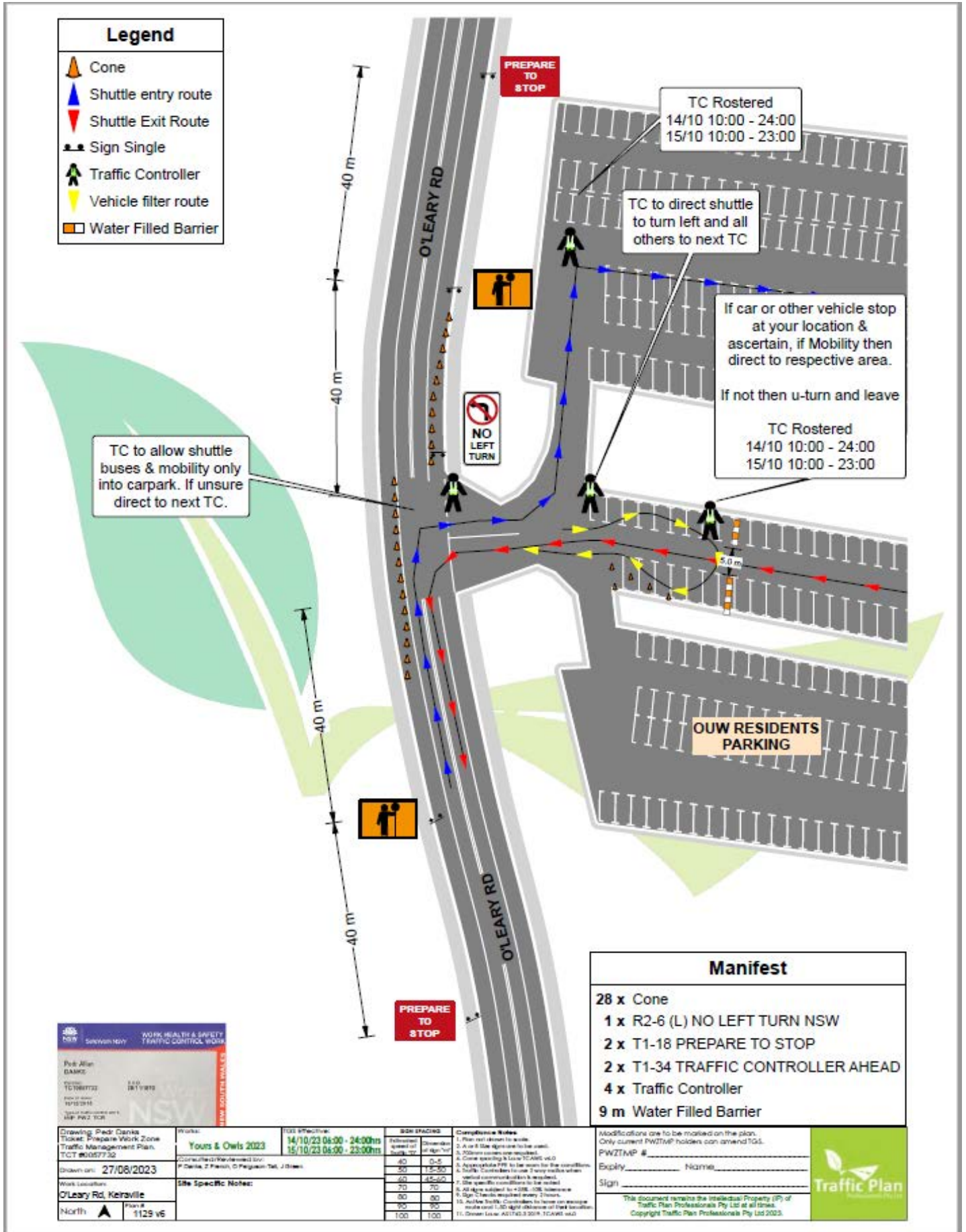


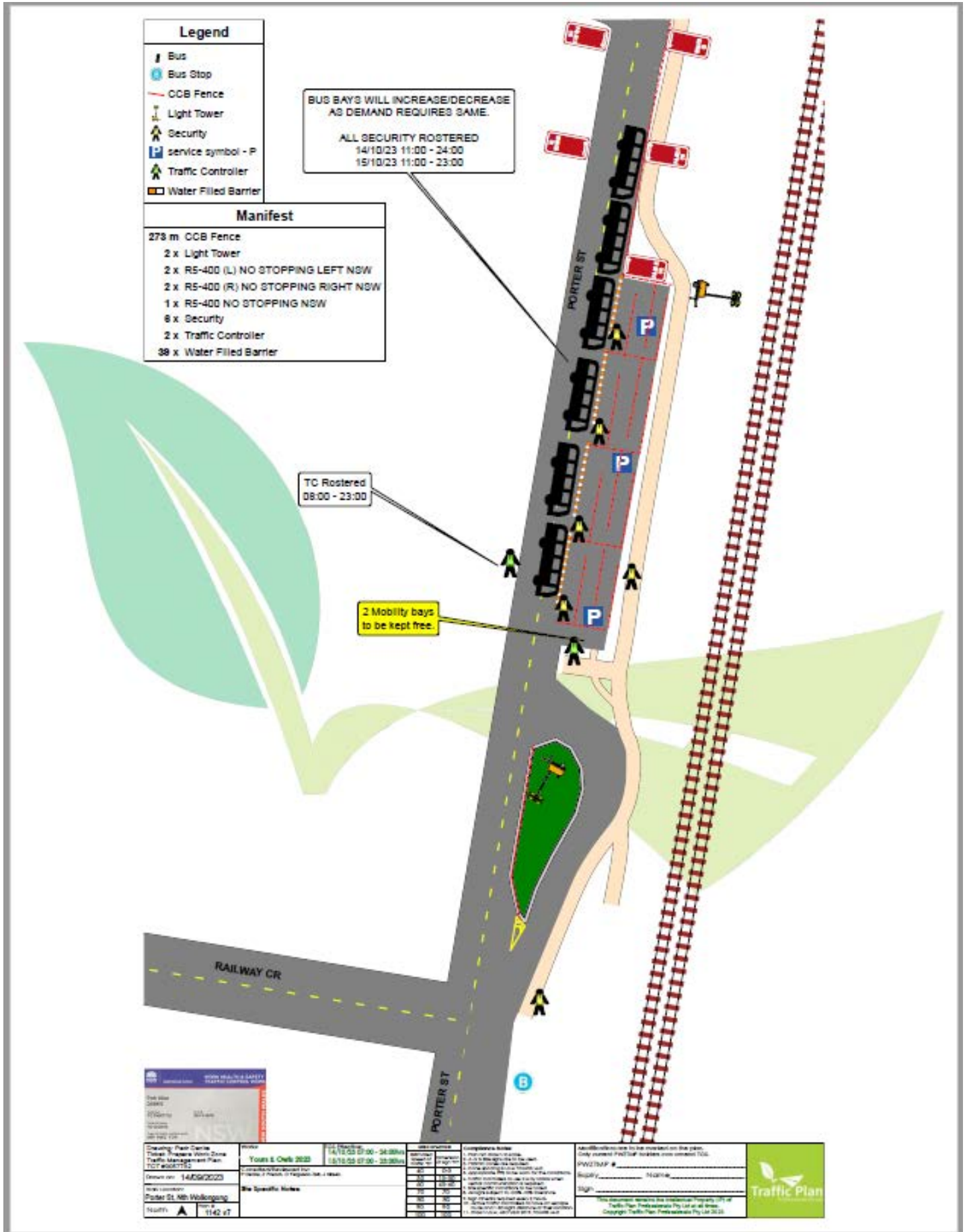


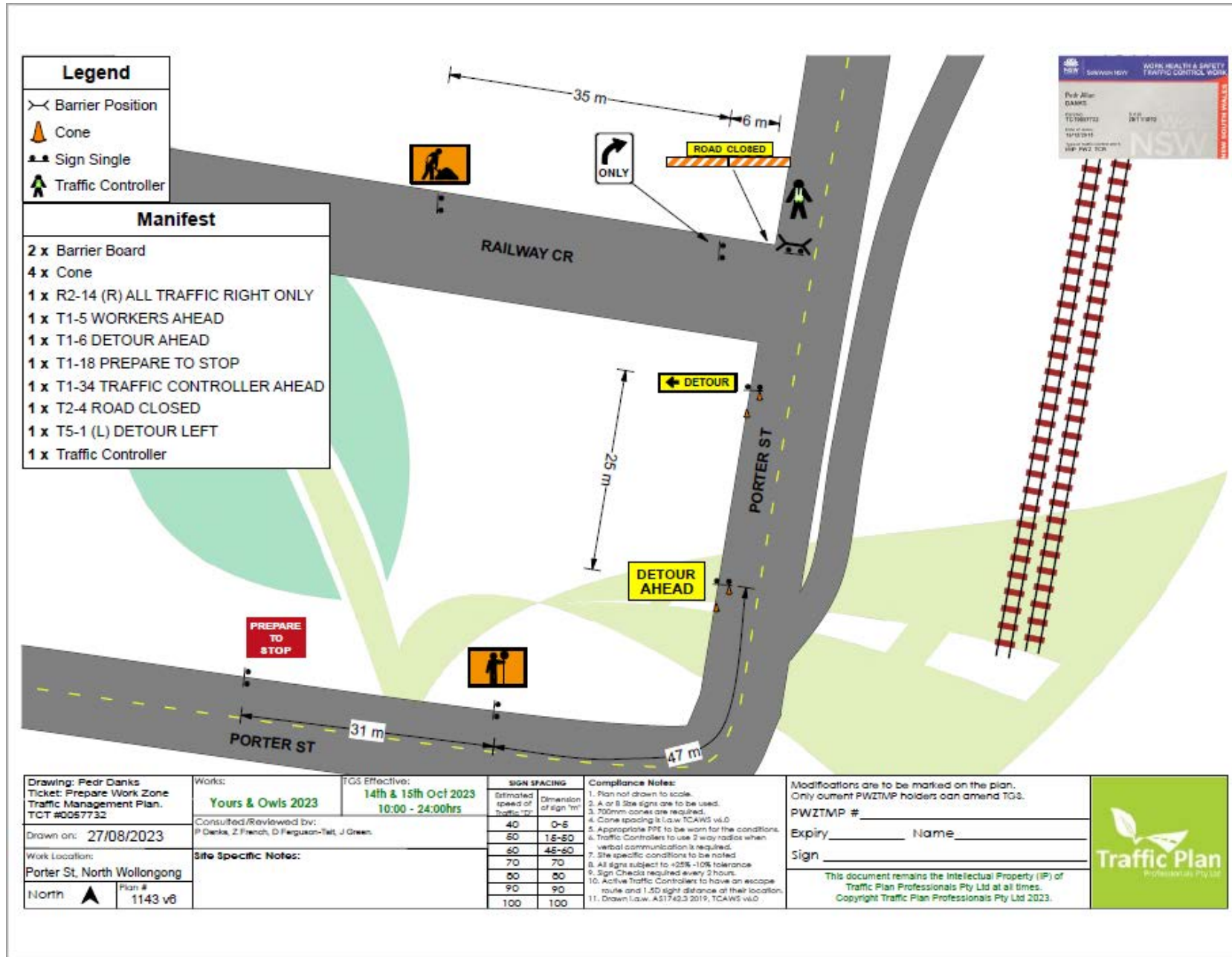




| <p>Legend</p> <p>👤 Security</p> <p>👤 Traffic Controller</p> | | | | | | | | | | | | | | | | | | | |
|---|-----------------------|--|--|--------------------------------|-----------------------|----|-----|----|-------|----|-------|----|----|----|----|----|----|-----|-----|
| <p>Manifest</p> <p>2 x Security</p> <p>3 x Traffic Controller</p> | | | | | | | | | | | | | | | | | | | |
| <p>NSW SafeWork NSW WORK HEALTH & SAFETY TRAFFIC CONTROL WORK</p> <p>Pedri Allan DANKS Duty No: TCT10087722 S-PTV1878 Date of Issue: 16/12/2015 Type of Work: Control of Work IMP PWZ TOR</p> | | <p>Compliance Notes:</p> <ol style="list-style-type: none"> Plan not drawn to scale. A or B size signs are to be used. 700mm cones are required. Cone spacing is i.a.w TCAWS v6.0 Appropriate PPE to be worn for the conditions. Traffic Controllers to use 2 way radios when verbal communication is required. Site specific conditions to be noted All signs subject to +25% -10% tolerance Sign Checks required every 2 hours. Active Traffic Controllers to have an escape route and 1.8D sight distance at their location. Drawn i.a.w. AS1742.3 2019, TCAWS v6.0 | | | | | | | | | | | | | | | | | |
| <p>Drawing: Pedr Danks Ticket: Prepare Work Zone Traffic Management Plan. TCT #0057732</p> | | <p>Works: Yours & Owls 2023</p> <p>TGS Effective: 14/10/23 11:00 - 24:00hrs 15/10/23 11:00 - 23:00hrs</p> | | | | | | | | | | | | | | | | | |
| <p>Drawn on: 08/09/2023</p> <p>Work Location: Northfields Ave, Keiraville</p> <p>North Plan # 1128 v7</p> | | <p>Site Specific Notes:</p> <table border="1"> <thead> <tr> <th>Estimated speed of Traffic 'm'</th> <th>Dimension of sign 'm'</th> </tr> </thead> <tbody> <tr><td>40</td><td>0-5</td></tr> <tr><td>50</td><td>15-50</td></tr> <tr><td>60</td><td>45-60</td></tr> <tr><td>70</td><td>70</td></tr> <tr><td>80</td><td>80</td></tr> <tr><td>90</td><td>90</td></tr> <tr><td>100</td><td>100</td></tr> </tbody> </table> | | Estimated speed of Traffic 'm' | Dimension of sign 'm' | 40 | 0-5 | 50 | 15-50 | 60 | 45-60 | 70 | 70 | 80 | 80 | 90 | 90 | 100 | 100 |
| Estimated speed of Traffic 'm' | Dimension of sign 'm' | | | | | | | | | | | | | | | | | | |
| 40 | 0-5 | | | | | | | | | | | | | | | | | | |
| 50 | 15-50 | | | | | | | | | | | | | | | | | | |
| 60 | 45-60 | | | | | | | | | | | | | | | | | | |
| 70 | 70 | | | | | | | | | | | | | | | | | | |
| 80 | 80 | | | | | | | | | | | | | | | | | | |
| 90 | 90 | | | | | | | | | | | | | | | | | | |
| 100 | 100 | | | | | | | | | | | | | | | | | | |
| <p>NSW SOUTH WALES</p> | | <p>Modifications are to be marked on the plan. Only current PWZTMP holders can amend TGS.</p> <p>PWZTMP # _____ Expiry _____ Name _____ Sign _____</p> <p>This document remains the Intellectual Property (IP) of Traffic Plan Professionals Pty Ltd at all times. Copyright Traffic Plan Professionals Pty Ltd 2023.</p> | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |







Drawing: Peat Danks
Ticket: Prepare Work Zone
Traffic Management Plan.
TCT #0057732

Drawn on: 27/08/2023

Work Location:
Porter St, North Wollongong

North Plan # 1143 v6

Works:
Yours & Owls 2023

Consulted/Reviewed by:
P Danks, Z French, D Ferguson-Tait, J Green

Site Specific Notes:

TGS Effective:
14th & 15th Oct 2023
10:00 - 24:00hrs

| Estimated speed of traffic (km/h) | Dimension of sign (m) |
|-----------------------------------|-----------------------|
| 40 | 0-5 |
| 50 | 15-50 |
| 60 | 45-60 |
| 70 | 70 |
| 80 | 80 |
| 90 | 90 |
| 100 | 100 |

Modifications are to be marked on the plan. Only current PWZTMP holders can amend TGS.

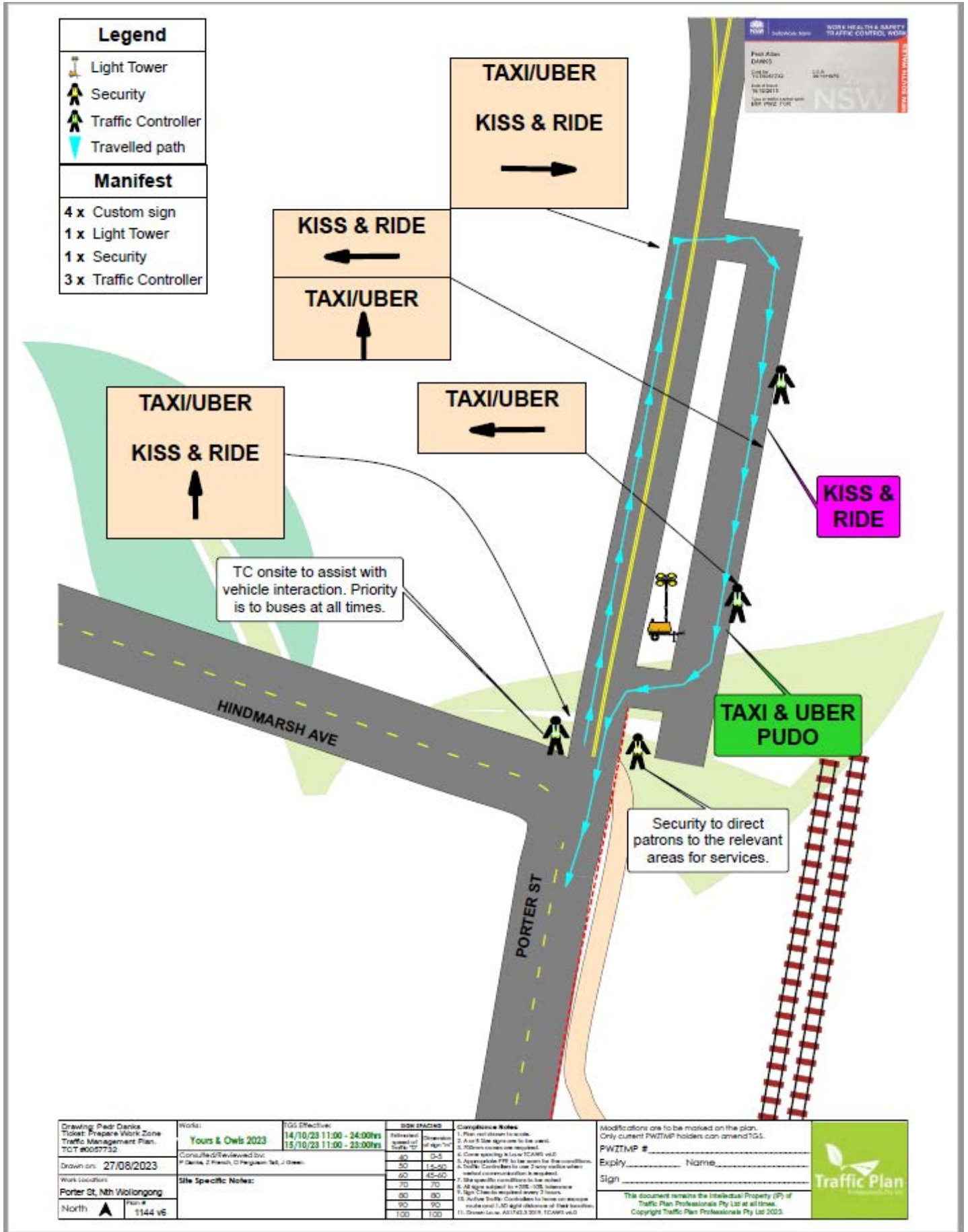
PWZTMP # _____

Expiry _____ Name _____

Sign _____

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| Legend | |
|----------|--------------------|
| | Light Tower |
| | Security |
| | Traffic Controller |
| | Travelled path |
| Manifest | |
| 4 x | Custom sign |
| 1 x | Light Tower |
| 1 x | Security |
| 3 x | Traffic Controller |

TC onsite to assist with vehicle interaction. Priority is to buses at all times.

Security to direct patrons to the relevant areas for services.

| | | | | | | |
|---|---|--|---|----------------------|--|--|
| Drawing: Peadr Danica Ticket: Prepare Work Zone Traffic Management Plan TOT #0057732 | Works: Yours & Owls 2023 | TGS Effective: 14/10/23 11:00 - 24:00hrs 15/10/23 11:00 - 23:00hrs | BSK SPACES | | Compliance Notes: 1. Plan not shown to scale. 2. A set B sign required to be used. 3. 700mm cones are required. 4. Cones spacing at base (CAS) is 0.5. 5. Appropriate PPE to be worn for the conditions. 6. Traffic Controller to use 2 way radio when verbal communication is required. 7. Site specific conditions to be noted. 8. All signs subject to WSH - 100 minimum w. 9. Sign 'C' to be required every 3 hours. 10. Yellow flags. Controller to have an orange rucksack and 1.00 light obstruction of their boundaries. 11. Green Lane: A51743.3 2019, TCAMS v4.0 | Modifications are to be marked on the plan. Only current PWZTMP holders can amend TGS. PWZTMP # _____ Expiry _____ Name _____ Sign _____ |
| | | | Consulted/Reviewed By: P Danica, Z Pagan, C Pagan, M, J Green | Site Specific Notes: | | |
| Drawn on: 27/06/2023 | Work location: Porter St, Nth Wollongong | North 1144 v6 | This document remains the Intellectual Property (IP) of Traffic Plan Professionals Pty Ltd at all times. Copyright Traffic Plan Professionals Pty Ltd 2023. | | | |



Implemented By: _____
Amended By: _____
Ticket #: _____
Date: _____
Signature: _____

Note 1:
Traffic control signage and devices shall be installed by suitably qualified and ticketed, RMS authorised personnel only. All signs and equipment shall COMPLY Australian Standard AS1742.3:2019 Manual of Uniform Traffic Control Devices Part 3: Traffic Control for Works on Roads.

Pedestrian Management must be used if works encroach on footways do not direct pedestrians onto roadway unless proper measures are in place to conform with RMS Worksite Manual V6.1 and AS 1742.3

This plan shall be setup in accordance with AS 1742.3-2019 and Traffic Control Devices at Worksites The RMS "Traffic Control at Worksites Manual V6.1 STOP SLOW TRAFFIC CONTROL takes no responsibility for the implementation of this TGS when not directly involved in carrying out the subject works Sign locations may differ to what is represented on this Traffic Plan due to Bus Stops, Driveways & other various permanent fixtures Consider Pedestrian Management if works encroach on footways, do not direct pedestrians onto roadway unless proper measures are in place to conform with RMS Worksite Manual V6.1 & AS 1742.3

| | | | | | | | | |
|--|-------------------|---------------------------|--|---------------|---------|--------------------------|--|--|
| | TGS#: SM240823-02 | Client: ANDY NEWMAN | Description of the works ROAD CLOSURE FOR CRANE LIFT 4 GOOYONG STREET KEIRAVILLE | Date: 24/0823 | Rev: 01 | Comments: Initial Design | Drawn By: Steve Murray TCT 0070603 | |
| | | Road Name: GOOYONG STREET | | REVISIONS | 00 | | Checked By: Allan Smith TCT 0003407 | |
| | | Suburb: KEIRAVILLE | | | 02 | | | |

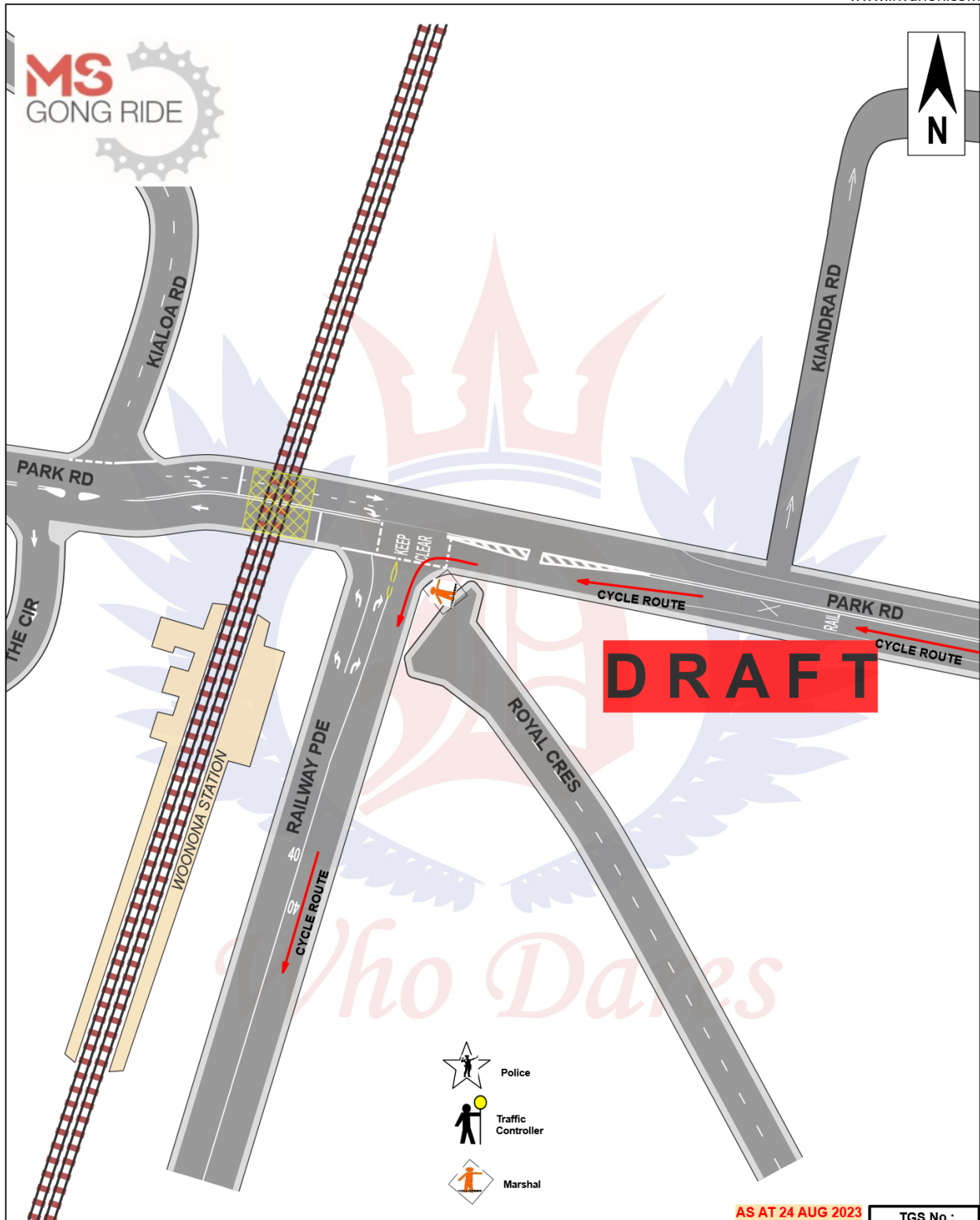


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|-------------|-------------|---------|-----------|-----------------|
| BIKE REPAIR | INFORMATION | TOILETS | FIRST AID | SCENIC LOCATION |
| FRUIT | MUFFINS | LUNCH | WATER | TEA / COFFEE |



| MS Sydney to the Gong Bike Ride Carrington St & Park Rd WOONONA | | | | | Sector: F | TGS No.: 83 |
|--|--|---------------------------------------|---------------|-------------|-----------|----------------------------------|
| AGENCY | PRIMARY TASK | SECONDARY TASK | STAFF ON-SITE | TIMES | TCS: | N/A |
| TfNSW | Supply & set up traffic control devices | | | 0600 - 1445 | Date: | Sun 5 Nov 23 |
| POLICE | Monitor Roundabout - Stop Cyclists if traffic builds up on Park Rd | Enforce cut off to bike path at 14:15 | 2 | 0700 - 1445 | Scale: | Not to Scale |
| MARSHAL | Monitor Cyclists | | 1 | 0700 - 1445 | Drawn By: | Greg Mooney PWZ Cert. 0027718 |

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AS AT 24 AUG 2023

TGS No.:

84

MS Sydney to the Gong Bike Ride Park Rd & Railway Pde WOONONA

Sector: F

| AGENCY | PRIMARY TASK | SECONDARY TASK | STAFF ON-SITE | TIMES | TCS: |
|----------------|------------------|----------------|---------------|--------------------|---|
| TfNSW | | | | | Date: Sun 5 Nov 23 |
| POLICE | | | | | Scale: Not to Scale |
| MARSHAL | Monitor Cyclists | | 1 | 0700 - 1430 | Drawn By: Greg Mooney PWZ Cert. 0027718 |

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