



**BUSINESS  
PAPER**

**ORDINARY MEETING OF COUNCIL**

To be held at 6.00 pm on

**Monday 22 June 2015**

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

**Order of Business**

- 1 Acknowledgement of Traditional Owners
- 2 Civic Prayer
- 3 Apologies
- 4 Disclosures of Pecuniary Interest
- 5 Petitions and Presentations
- 6 Confirmation of Minutes – Ordinary Council Meeting 9 June 2015
- 7 Confirmation of Minutes – Closed Council Session 9 June 2015
- 8 Public Access Forum
- 9 Call of the Agenda
- 10 Lord Mayoral Minute
- 11 Urgent Items
- 12 Agenda Items

**Members**

Lord Mayor –  
Councillor Gordon Bradbery OAM (Chair)  
Deputy Lord Mayor –  
Councillor Chris Connor  
Councillor Michelle Blicavs  
Councillor David Brown  
Councillor Leigh Colacino  
Councillor Bede Crasnich  
Councillor Vicki Curran  
Councillor John Dorahy  
Councillor Janice Kershaw  
Councillor Ann Martin  
Councillor Jill Merrin  
Councillor Greg Petty  
Councillor George Takacs

**QUORUM – 7 MEMBERS TO BE PRESENT**

# INDEX

	PAGE NO.
ITEM 1	Key Strategic Documents.....1
ITEM 2	Draft Annual Plan and Attachments 2015-16 - Feedback Following Exhibition.....5
ITEM 3	Fit for the Future Improvement Proposal.....21
ITEM 4	Wollongong Section 94A Development Contributions Plan - 2015 Update .....35
ITEM 5	Draft West Dapto Section 94 Development Contributions Plan (2015) - Interim Review .....40
ITEM 6	Restoration of Indexation for Financial Assistance Grants.....54
ITEM 7	Review of Corporate Governance Committee and Audit Committee Charters .....57
ITEM 8	Destination Wollongong - Future Funding Arrangements .....63
ITEM 9	Policy Review: Commercial Fitness Training Activities on Public Open Space .....69
ITEM 10	Managing Love Locks on Public Infrastructure .....73
ITEM 11	Extension of Funding Contracts – Community Services .....79
ITEM 12	Update on Illegal Dumping Deterrent Mound Issue .....84
ITEM 13	Draft Policy: Debt Recovery and Hardship Assistance .....88
ITEM 14	Policy Review: Gifts and Benefits .....93
ITEM 15	Policy Review: Financial Assistance.....95
ITEM 16	Continuing Engagement of Specialist Landfill Gas Contractor Services – Whytes Gully Waste and Resource Recovery Park .....104
ITEM 17	Tender T14/25 - Parking Meter Ticket Machine Maintenance and Ancillary Services.....108
ITEM 18	Tender T14/16 Provision of Design and Technical Services to Council.....111

PAGE NO.

ITEM 19	Interest Payable - Default by Lessees and Licensees - 2015-2016 Fees and Charges .....	117
ITEM 20	May 2015 Financials .....	119
ITEM 21	Statement of Investments - May 2015 .....	125

## ITEM 1 KEY STRATEGIC DOCUMENTS

On the Council Business Paper for this meeting are a number of important and interconnected items. This report introduces each of these reports and outlines their significance and interdependence.

### RECOMMENDATION

The report be noted.

### ATTACHMENTS

There are no attachments for this report.

### REPORT AUTHORISATIONS

Report of: David Farmer, General Manager

### BACKGROUND

The last meeting in June traditionally contains the Annual Plan adoption. However this year it is also accompanied by a number of other significant reports which together outline two of the most significant challenges Council has been dealing with in recent years and will continue to face going forward.

Council's Delivery Program identifies 5 key strategic priorities, and two of these are addressed within this suite of reports. The first is Financial Sustainability - which is the ability for Council to be able to maintain service standards through safe fit for purpose community assets, such as roads, parks, libraries and pools. The second is West Dapto - which is ensuring the successful roll out of development in the last large greenfield area of our city, ensuring good design, and the timely roll out of supporting assets without placing an undue burden on the balance of the ratepayers of the City of Wollongong.

### ANNUAL PLAN

This year's Annual Plan continues on with the last full year of the strategy outlined in Council's Delivery Program that will be delivered by the current Council. It continues to supply the key service needs of our community while progressing on the five key strategic priority change points identified in the Delivery Program. These are Financial Sustainability, West Dapto, Waste Management, City Centre Revitalisation and upgrades to our Walking and Cycling networks. The upcoming Annual Plan sets the annual deliverables budget and the next year's rates. It sees the second year of the approved three year special rate variation and a projected improved financial position.

In addition, internal progress on efficiencies and savings sees a significantly improved financial position from the plan advertised in May 2015. This is an improvement of \$1.1M (Surplus/Deficit [pre capital]) as well as an additional allocation of \$500,000 per annum to asset maintenance which is consistent with Council's overall financial sustainability priority.

### *FIT FOR THE FUTURE PROPOSAL*

'Fit for the Future' is a program designed by the NSW Government to ensure that Local Government is able to strategically meet the needs of its communities into the next generation and beyond. The first plank is to review Council's scale and capacity and determine whether there is merit in mergers to increase this. The Independent Local Government Review Panel undertook a large project to identify Council's which should consider this. Wollongong and our coastal neighbours have not been considered for this process and do not have to prepare a response to the Government on our scale and capacity.

This Council is required, however, to assess itself against a range of financial, efficiency and asset management benchmarks. Council's submission will then be assessed by Independent Pricing and Regulatory Tribunal (IPART) and if deemed as 'Fit for the Future' there are a number of benefits flowing including greater freedom in income setting, access to low cost borrowing and other enhanced autonomies. Additionally, it also removes any threat of potential government remedial action that may flow from being deemed 'not fit'.

The Fit for the Future template completed in this report is intrinsically linked to Council budget and financial forecasts outlined in the Annual Plan report discussed above. While only meeting two of the seven benchmarks in the preceding financial year, Council's progress on implementing its financial strategy means that we will meet six of the seven benchmarks and also meet the IPART threshold of improving the performance on the last. This strategy was developed following extensive work with the community in the 'Securing our Future' project.

Importantly the improved financial performance which is reflected in the revised budget forecasts in the Annual Plan flows directly onto strengthening our 'Fit for the Future' assessment.

### *RESTORATION OF INDEXATION FOR FINANCIAL ASSISTANCE GRANTS*

One of the head winds all councils are battling in order to reach their 'Fit for the Future' benchmarks is the freezing of indexation of Federal Financial Assistance Grants. The 2014 Federal Budget included a three year freeze on indexation of Federal Assistance Grants. The net effect on Council of this freeze accumulates to over \$1.3m lost per annum in the final year. This report requests support to State and National Bodies lobbying to have this freeze rescinded.

### *WOLLONGONG SECTION 94A DEVELOPMENT CONTRIBUTIONS PLAN*

A Section 94A plan is a percentage levy based contribution required by development with a value great than \$100,000 to reflect the need for enhanced services by a growing residential, worker and visitor population. It is commonly in place in established areas. Funds generated from the levy are allocated for new or enhanced infrastructure and are shown as a funding source in the capital budget outlined in the Annual Plan report discussed earlier. The Section 94A plan is updated annually to reflect the Capital Works Program, as the proposed works to be funded are required to be listed and mapped. As the allocation of funds to specific projects in the Capital Works Program has not been finalised, the majority of funding listed is as bulk votes. The report also makes some minor structural changes in the plan and requests that the draft Plan be exhibited. After public exhibition and comment this plan will be returned to Council for endorsement.

### *WEST DAPTO SECTION 94 DEVELOPMENT CONTRIBUTIONS PLAN – INTERIM REVIEW*

Unlike a Section 94A plan which is levied as a percentage rate on development, a Section 94 plan is a dollar figure placed on incremental development either per additional dwelling/lot or hectare of land developed. It is most commonly used in greenfield areas. The general philosophy is that the Section 94 plan together with developer donated assets provides the Council infrastructure required for a new release area and then rating income pays for maintenance and services. This has become complicated by State Government reforms in recent years which have capped Section 94 rates at \$30,000 and have created a process whereby any rate over this needs to be substantiated to IPART. Complicating this is that the fixed \$30,000 has been in place since 2010, however infrastructure construction costs have continued to escalate. This means that without an IPART review, once the cap is reached, over time the gap between the cost of infrastructure for a new release area and the income from levies will increase.

The Annual Plan to be considered at this meeting contains significant funds for a full review of West Dapto planning. This will provide a number of outputs to ensure a successful development of this major long term project. One of which will be a comprehensive review of the infrastructure plan and costings and subsequently an application to IPART to bridge the gap. However in the interim there are a number of changes which need to be made to ensure the effective operation of the plan.

Major changes include:

- Adding the Huntley development into the plan area.
- Lowering the cost per dwelling for medium density dwellings to encourage better use of the high cost infrastructure which will be developed.
- Recognising Council's commitment to the development of the Fowlers Road Bridge.
- Identifying known cost changes on infrastructure such as major scope changes to works at Wongawilli Road.

This has identified a widening gap between the cost of infrastructure and income provided via developer contributions. As discussed earlier, the major review of the West Dapto planning process commenced this year, and further funding in the Annual Plan will provide for the information required to make a submission to IPART. Under the current rules, if successful, this will see a greater contribution from developers and/or government toward this infrastructure. Under the current rules however, Council would then need to fund the non-land components of community and recreation facilities.

There is risk that this additional funding will not be forthcoming. This would place pressure both on general rate revenue and the speed of roll out of infrastructure to support the West Dapto development. It should be made clear that the West Dapto development is envisaged to roll out over 50+ years and there is likely to be a number of changes to Government infrastructure development policy over this time.

It should also be made clear that Council's projections in the Annual Plan and Fit for the Future submission assume a satisfactory solution to this issue. However a Strategic Projects reserve has been established to provide a buffer should there be a short term need to fund infrastructure in advance of the long term funding issues being resolved.

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the Goal "We are a connected and engaged community". It specifically addresses the Revised Delivery Program 2012-17 "4.4 Our Local Council has the trust of the community – 4.4.5 Finances are managed to ensure long term sustainability".

## RISK ASSESSMENT

This report ties together a number of other reports which are being presented to this meeting. They all relate to medium to long term planning around finances and Council infrastructure. As for all planning they are based on a range of assumptions and on known circumstances. As factors change so will these forecasts.

As discussed Council has a strong financial outlook, providing confidence it can adequately service its community in the long term. The major risk to this outlook is the current gap between funding models and infrastructure costs for the West Dapto Urban release area. A major piece of work has commenced to review planning of this area and to develop a submission to IPART to allow a correction of this gap.

## CONCLUSION

This report identifies the culmination of a great deal of work by many people – Councillors, staff and the community, to map out a path to financial sustainability for Council. It shows Council progress along this path and how continued focus and application over the coming years will see confidence that Government benchmarks can be met but, more importantly the community can enjoy reliable, safe fit for purpose services and assets into the future.

ITEM 2

DRAFT ANNUAL PLAN AND ATTACHMENTS 2015-16 - FEEDBACK  
FOLLOWING EXHIBITION

At its meeting on 30 March 2015 Council resolved to place on exhibition the draft Annual Plan 2015-2016 and attachments which deliver Council's responsibilities under the Local Government Amendment (Planning and Reporting) Act 2009. The draft Annual Plan is a sub-plan of the Revised Delivery Program 2012-17 (adopted 17 February 2014) outlining Council's response to Wollongong 2022, Community Strategic Plan. The draft Annual Plan includes service plans, operational budget, capital budget, revenue policy and fees and charges.

As part of the Securing our Future program undertaken since 2013, Council's aim has been to achieve financial sustainability where the current service and infrastructure levels can be maintained without unplanned increases to rates or disruptive cuts to the service. As a result of this program and other external impacts Council has seen significant positive improvements in its financials since the Draft Annual Plan was published. These improvements have instigated a key change in the plan and allowed the allocation of additional budget to address the reported shortfall in asset maintenance (operating expenditure) and capital renewal.

## RECOMMENDATION

- 1 Council incorporate the changes recommended in this report for the following documents and adopt the:
  - a Draft Annual Plan 2015-16;
  - b Draft budget 2015-16 and Capital Budget 2015-16; and
  - c Draft Revenue Policy, Fees and Charges 2015-16.
- 2 Council make its rates and charges for the period 1 July 2015 to 30 June 2016 outlined in the draft Revenue Policy 2015-16 as amended in this report including the Special Rate Variation comprising of 6.23% increase in General Revenue as determined by Independent Pricing and Regulatory Tribunal (IPART).
- 3 The General Manager be authorised to make any minor changes as requested by resolution of the Council.

## ATTACHMENTS

- 1 Summary of Submissions received during the exhibition of the draft Annual Plan and Recommended Changes
- 2 Summary of Internal Amendments
- 3 Summary of Submission received raising questions and non Annual Plan Issues.

## REPORT AUTHORISATIONS

Report of: Kerry Hunt, Executive Manager Strategy  
Authorised by: Greg Doyle, Director Corporate + Community Services – Creative, Engaged and Innovative City

## BACKGROUND

Council is required to annually review the Annual Plan, Budget, Capital Budget, Revenue Policy and Fees and Charges to meet its responsibilities under the Local Government Amendment (Planning and Reporting) Act 2009. The Annual Plan and attachments are a sub-plan of the Delivery Program 2012-17 and demonstrates Council's approach to achieve the five year actions from the Delivery Program.

The draft Annual Plan 2015-16 includes draft annual deliverables aligned to the five year actions from the Delivery Program 2012-17 and annual Service Plans for each of Council's 34 services. The Service Plans include the core business of the service, the major projects for the financial year, operating and capital budgets, workforce and performance measures which provide a more detailed picture of Council's operations. The Annual Plan demonstrates Council's response and commitment to the delivery of Wollongong 2022, the Wollongong Community Strategic Plan. As such the Plan is structured around the six community goals.

Supporting the Annual Plan is Attachment 1: Draft Budget 2015-16 and Capital Budget 2015-16. This document provides an overview of Council's financial estimates and program of Capital Works for the financial year. Both documents support Council to plan its annual activities based on community input and strategic directions identified in Wollongong 2022; currently agreed services; growth factors; Council's Asset Management Policy and strategies; past performance; and availability of funding.

Attachment 2: Draft Revenue Policy, Fees and Charges 2015-16 was also presented for exhibition. The Local Government Act provides the framework for setting fees.

The following is a summary of the feedback received via submissions and an internal staff review of the Draft documents on exhibition:

## Submissions

A total of 13 submissions and 4 late submissions (17 in total) were received from community members and organisations on the draft Annual Plan and attachments, these 17 issues contained 145 items.

There were two themes emerging from the submissions although not prominent they were:

- *Efficiency Target* (three items) one recommending a higher target, one about whether the current target will be achieved and one about the methodology chosen for efficiency target.

- *Rates* (six items) - Review of Business rates and CBD rate, align rates with CPI and a recommendation that Council should look into alternate sources of income.

Further to this a variety of topics were covered in the submissions including:

- Capital projects
- Land use planning issues
- Regulatory Control
- Waste
- West Dapto.

All submissions received during the public exhibition period have been reviewed and given due consideration. Based on this a number of changes have been recommended, as outlined in Attachment 1 of this report. All remaining issues have also been included in this Attachment and include commentary from all relevant Council Divisions.

### **Internal Staff Review**

Council staff also undertook a final review of the draft Annual Plan and attachments. This review considered emerging issues, recent Council resolutions, progress of 2014-15 projects and activities, and funding announcements by other government agencies impacting Council services and projects arising during the exhibition period. In addition minor amendments to language are proposed to provide greater clarity and removal of any duplication.

Attachment 2 of this report outlines the recommended changes to the draft plan based on the feedback received during the internal review process.

### **Other Issues Raised During Exhibition Period**

Also for Council's information is a summary of submissions received raising questions that do not impact the draft Plan, or alternatively raise issues that are not related to the draft Annual Plan. The items in this document were from one submission which directly referred to Council's Delivery Stream report.

### **PROPOSAL**

Council adopt the draft Annual Plan and Attachments as listed in Recommendation 1, incorporating the changes outlined in Attachments 1 and 2.

### **CONSULTATION AND COMMUNICATION**

The draft Annual Plan 2015-16 and Attachments were exhibited for 30 days from the 2 April to 1 May 2015. The exhibition was promoted via a media briefing, newspaper advertisements, on Council's website and via Council's libraries, Council's reference Groups and social media. Engagement activities were also undertaken to seek feedback from the community on the draft Plan and Attachments, this included attendance at all Neighbourhood Forums.

## PLANNING AND POLICY IMPACT

Council is required under the Local Government Amendment (Planning and Reporting) Act 2009 to take into consideration any submissions which have been made concerning the prepared and exhibited draft Annual Plan and Attachments 2015-16.

## RISK ASSESSMENT

By allocating resources to agreed priorities, Council's Strategic Management Cycle aims to minimise risk to people and property. Ongoing consideration to risk is also carried out at the project level.

## FINANCIAL IMPLICATIONS

Since the Draft Annual Plan was produced Council has seen some positive improvements in proposed budget. These improvements have allowed the allocation of additional budget to address the reported shortfall in asset maintenance (operating expenditure) and capital renewal. These adjustments have allowed response to the remaining gaps in Council's ability to meet the requirement of the Fit for the Future assessment criteria. Further details on this can be found below and also in the Fit for the Future Improvement Proposal Council Report 22 June.

The following information outlines the proposed changes to the financial projections and Revenue Policy that were contained within the draft Annual Plan 2015-16.

## Rates Fees and Charges

### *Rates*

As detailed in the draft Revenue Policy – Rates, Fees and Charges 2015-16 document (page i), the 'Rate Yields' and 'Cents in the dollar' used in determining the actual rates charged would be subject to slight variation due to changes in properties and valuations anticipated prior to finalisation of the Annual Plan 2015-16. The revised rates, base charges, minimums, and yields for 2015-16 including the General Income variation approved by IPART, and recommended in this report are shown below. The variances from the figures published reflect the property variations (numbers, valuations, and categorisation) that have been processed during the exhibition period.

The proposed rates reflect the IPART approved increase of 6.23% to the total General Income. Individual properties will increase on average by 6.63% for all categories and subcategories other than Business 3c Regional and Heavy 1 Activity 1 and the Special Rates that will increase by 3% in line with the approved Special Rate Variation.

The proposed rating structure and rates to be used in making the rate for 2015-16 are detailed below. This revised table will be included in the final Revenue Policy for 2015-16.

Rating Category	Name of sub-category	Number of Properties	Ad Valorem Rate	Minimum (M) or Base (B)		Notional Income Yield
				Amount \$	Percentage Total Rate	
Residential		75,438.76	0.293693	666.56(B)	50.00%	100,568,745
Farmland		185.00	0.226002	863.53(M)	3.24%	436,299
Business	Ordinary	273.00	0.379695			40,041
Business	Commercial	2,070.46	1.778785	863.53(M)	10.81%	17,384,376
Business	3c Regional Business	257.48	2.484983	800.49(M)	2.72%	6,139,226
Business	Light Industrial	930.30	1.449912	863.53(M)	11.30%	5,402,540
Business	Heavy Industrial	350.00	2.259164	863.53(M)	3.71%	6,057,760
Business	Heavy 1 Activity 1	38.00	3.388935	800.49(M)	2.63%	8,443,271
Mining		16.00	3.187594	863.53(M)	31.25%	1,006,595
Special Rates	Wollongong Mall Rate	72.00	0.9586			1,028,941
Special Rates	City Centre Rate	643.83	0.097169			399,306
<b>TOTAL</b>						<b>146,907,101</b>

The exhibited draft Revenue Policy included provisions for pensioner rebates for the first time to replace those currently included in the Pensioner Rate Policy. Adoption of the Revenue Policy 2015-16 will allow council to repeal the current Pensioner Rates Policy to simplify the rating provisions.

The current Rates Pensioner Policy also included provision for Council to waive interest charges for eligible pensioners who pay their rates and charges in full on or before 31 May of each financial year. It was argued in the deliberation of the proposed rates policies that this provision was not consistent with the principle of recovery of rates. Generally, the rates recovery policies aim to encourage regular payments of rates in line with the Legislative quarterly instalments or potentially in the future with more regular payment patterns. Should Council wish to continue with these or similar provisions they should be included in the Debt Recovery and Hardship Policy rather than a stand-alone pensioner policy, which would allow the appropriate repeal of the current Policy. The Debt Recovery and Hardship Policy is being discussed elsewhere on the agenda.

### *Fees and Charges*

The following amendments to the draft Fees and Charges document are proposed:

- i General Waste Bin size change Over Fees - Upsize of domestic waste 'Red Top bin' (page 6) to be reduced from \$62 to \$60 consistent with pricing advised in the draft Revenue Policy.
- ii In accordance with section 566(3) of the Act, the Minister for Local government has determined that the maximum rate of interest payable on overdue rates and charges for the 2015-16 year will be 8.5%.
- iii Inclusion of Annual License Fee for Commercial Surf Schools – Non Prime Sites. This fee was not included in the draft Fees and Charges and is currently on exhibition. It is proposed that pending the outcome of this, that the fee be include in the revised Fees and Charges 2015-16.

## Draft Budget 2015-16

Variations to the financial projections are made as part of the annual planning process based on external submissions during the exhibition period, variations to the underlying long term financial estimates that are identified through quarterly reviews processes, and additional information becoming available during the exhibition period.

### Financial Forecasts

The impact of the changes to the projected result for the first five years is shown in the following table:

**Table 2**

	2015/16	2016/17	2017/18	2018/19	2019/20
	\$M	\$M	\$M	\$M	\$M
<b>Draft Annual Plan</b>					
Net Surplus (Deficit) [Pre Capital]	(7.5)	(0.8)	3.8	4.0	4.2
Net Surplus (Deficit)	5.7	22.2	21.9	11.6	11.8
Total Funds Surplus/(Deficit)	(3.1)	(0.3)	2.6	2.5	0.3
<b>Draft Annual Plan including changes proposed during exhibition period</b>					
Net Surplus (Deficit) [Pre Capital]	(6.4)	2.2	7.0	7.7	9.5
Net Surplus (Deficit)	8.1	25.2	24.6	15.4	17.2
Total Funds Surplus/(Deficit)	(3.1)	(0.3)	2.6	2.5	0.3

The proposed revision to the draft Annual Plan includes changes that were identified through the March Quarterly review, additional information becoming available and review of longer term operating income and expenditure trends. There are some proposed changes in response to current positive performance that recognize that there is a level of underlying conservatism in a number of income and expenditure areas, particularly in the latter years of the financial projections. These improvements have allowed the allocation of additional budget to address the reported shortfall in asset maintenance (operating expenditure) and capital renewal. These adjustments have allowed response to the remaining gaps in Council's ability to meet the requirement of the Fit for the Future assessment criteria.

The most material impacts on the Long Term Financial Plan Net Surplus (Deficit) [Pre Capital] (Operating Result) are as follows and are discussed in more detail later in this report:

- Improvements in waste facility operations.
- Increases in income in a range of areas that individually are relatively minor but together deliver a recurrent improvement in the vicinity of over \$0.5M pa.
- Annual reduction in key corporate expenditure items including legal costs (\$0.2M), workers' compensation related expenditures (\$0.3M) and statutory contributions

(\$0.3M). It is recognised that these are areas of high volatility; however, the proposed change is supported by trends over the past few years. There has also been a reduction in electricity expenditure forecasts (\$0.07M) that is partly due to removal of carbon tax and conclusion of increases associated with development of infrastructure.

- The securing of a favourable interest rate for a \$15M loan for West Dapto development (supported through the Local Infrastructure Renewal Scheme Round 3) has contributed to an improvement of \$0.2M over the life of the LTFP.
- Extension of library book retention periods from an average of 6 to 6.6 years resulting in a decrease in depreciation of \$0.1M pa. This reduction has been applied towards the achievement of service adjustment and efficiency savings and as such does not impact on the overall result.
- Reduction of contingency budgets. The Long Term Financial Plan contained a level of contingency budget held centrally for unplanned increases and also for growth in employee costs associated with performance increases and regrades that are of a compounding nature. These contingency budgets have been removed as it is considered these can be managed on an ongoing basis through management accountability within existing budgets. These amounts varied on an annual basis and are shown in Table 4.
- Increase in domestic waste management costs. The March Review identified an increase in the operating costs for the collection and disposal of domestic waste. These increases have been incorporated in the 2015-16 budgets and are reflected as deterioration in the Operating Result. These proposed changes are offset by a transfer from restricted cash held for pricing equalisation and as such does not impact on the Fund result.
- The revised projections also recognise the increase in employee costs associated with supporting the increased capital program. This does not impact on the operating result as the increased costs are offset by increased recovery from capital and to a lesser extent, a reduction in materials and contracts for the use of external consultants. These costs form part of the capital program.

### **Surplus / (Deficit) [pre capital]**

The projected Surplus/Deficit [pre capital] for 2015-16 has improved from a deficit of \$7.5M to a deficit of \$6.4M. The favourable variation is mainly due to increase in a range of income streams (\$0.8M) and reduction in expenditure (\$0.8M) that is partly offset by the allocation of additional budget (\$0.5M) for increased asset maintenance.

### **Net Surplus/Deficit**

The projected Net Surplus/Deficit for 2015-16 that includes capital income from grants and contributions has moved from a surplus of \$5.7M to a surplus of \$8.1M an improvement of \$2.4M. The variation includes the \$1.1M improvement in the [pre

capital] result discussed above, and the impact of revised timing for payments of a capital grant through the Restart Illawarra grants program (\$0.4M) and a contribution from Illawarra Coal (\$0.9M) for Cordeaux Road shared pathway.

### Total Fund Surplus/Deficit

The Total Funds Result for 2015-16 has remained unchanged as the variation in capital income does not impact on the Fund Result and the improvement in the operational result has been effectively offset by an increase in capital budget for renewal of assets (\$0.8M). The Fund result also includes an increase in employee termination payments \$1.0M that are offset by a transfer from restricted cash for increased domestic waste operations (\$0.8M) and for timing of funded projects (\$0.1M).

Table 3 provides a more detailed view of the changes that have impacted on the above three results for 2015-16.

**Table 3**

MAJOR VARIATIONS compared to Draft Budget \$'000s	Offsetting Items for Fund			Net by type
		Surplus	Deficit	
<b>REVENUES FROM ORDINARY ACTIVITIES</b>				
<b>Rates &amp; Annual Charges</b>				
Reduction in contingency for valuation & other appeals		132		132 *
<b>User Charges &amp; Fees</b>				
Development assessment	250			
Crematorium memorials		100		*
Property rentals (incl carparks)		40		*
Tourist park		35		*
Commercial Pool income		20		*
Planning certificates		20		*
Swimming pool inspections		20		*
Various other adjustments		4		489 *
<b>Interest and Investment Revenue</b>				
Local Infrastructure Renewal Scheme round 3	(69)		(5)	(74)
<b>Other Revenue</b>				
Parking infringements		140		*
Animal control penalties		59		*
Tree management penalties		10		*
Property lease income		29		*
Debt recovery costs partially offset by legal expenditure	(77)			*
Waste facility operations			(10)	*
Other		2		
Domestic Waste	(2)			151 *
<b>Grants &amp; contribution - Operating</b>				
Contribution Slack flats maintenance	20			
Community Services & other grants	99			119

MAJOR VARIATIONS compared to Draft Budget \$'000s	Offsetting Items for Fund	Surplus	Deficit	Net by type
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>				
<b>Employee Costs</b>				
Internal labour resources used to support capital program	(1,250)			*
Planning resources	(250)			*
Waste facilities operations	(118)		(2)	*
Change from materials & contracts	(237)			*
Funded projects	9			
Medical & related workers' compensation costs		324		*
Other			(25)	(1,549)
<b>Borrowing Costs</b>				
Local Infrastructure Renewal Scheme round 3	69			69
<b>Materials, Contracts &amp; Other Expenses</b>				
Domestic waste management collection costs	(788)			*
Change to employee costs	237			*
Reduction in external resources used to support capital program	210			*
Funded projects change in timing				
West Dapto review	(120)			
Community services	(43)			
Virtual Museum	(15)			
Climate change forum	(15)			
Waste related projects	217			
Other funded projects	63			
Return of contingency funds		680		*
Emergency services contributions		306		*
Waste Facility operations		260		*
Legal expenses	77	123		*
Electricity		67		*
Other		76		*
Additional asset maintenance			(500)	*
Projects deferred from 214/15			(65)	770
<b>Depreciation</b>				
Extension of library book retention period	100			*
Other	(4)			96
<b>Internal Charges</b>				
Recovery of Internal labour used to support capital program	1,040			*
Other			(22)	1,018
<b>Saving Target</b>				
Service adjustment for extended library book retention	(100)			(100)
<b>Operating Variation [pre capital]</b>	<b>(697)</b>	<b>2,447</b>	<b>(629)</b>	<b>1,121</b>
<b>Capital Grants &amp; Contributions</b>				
Illawarra Coal contribution to capital project	925			
Restart Illawarra	382			382
<b>Operating Variation [post capital]</b>	<b>610</b>	<b>2,447</b>	<b>(629)</b>	<b>2,428</b>

MAJOR VARIATIONS compared to Draft Budget \$'000s	Offsetting Items for Fund	Surplus	Deficit	Net by type
<b>FUNDING STATEMENT</b>				
<b>Non Cash Expenses</b>				
Non Cash Adjustments				
Employee costs	153			*
Depreciation	(96)			*
Other			(9)	48
<b>Restricted Cash Used for Operations</b>				
Funded projects & programs timing				
Domestic Waste	790			
Specific funded projects	22			812
<b>Income Transferred to Restricted Cash</b>				
Capital grants & contributions	(1,307)			
Operational grants & contributions	(119)	4		(1,422)
<b>Leave entitle</b>				
Termination payments	(153)		(1,003)	(1,156) *
<b>Borrowings &amp; Advances</b>				
Local Infrastructure Renewal Scheme round 3			(26)	(26) *
<b>OPERATIONAL FUNDS AVAILABLE FOR CAPITAL</b>	<b>(100)</b>	<b>2,451</b>	<b>(1,667)</b>	<b>684</b>
<b>CAPITAL BUDGET</b>				
Change in capital works program & timing			(3,577)	
Increase in associated funding		3,612		
Increase in capital renewal program from operational improvements			(819)	*
Reduction in book vote replacement	100			(684) *
<b>TOTAL FUNDS SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>6,063</b>	<b>(6,063)</b>	<b>-</b>
Recurrent where indicated *				

Table 4 provides a summary of the long term impacts of the changes discussed above.

**Table 4**

<b>PROPOSED VARIATIONS POST EXHIBITION ANNUAL PLAN 2015-16</b>									
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000
<b>OPERATING RESULT BEFORE CAPITAL</b>									
<b>March Quarterly Review</b>									
Waste operations	248	374	389	404	419	437	454	473	491
Domestic Waste	(790)								
	(542)	374	389	404	419	437	454	473	491
<b>External Impacts</b>									
LIRS 3 loan interest	(32)	(14)	35	49	42	34	26	17	8
Electricity	67	142	227	321	424	537	661	797	946
	35	128	262	370	466	571	687	814	954
<b>Income</b>									
Development Assessment	250								
Planning Certificates	20	21	21	22	22	23	23	24	25
Animal Control penalties	59	61	62	64	65	67	69	71	73
Parking Infringements	140	144	148	151	155	159	163	168	172
Tree Management penalties	10	10	11	11	11	11	12	12	12
Tourist Parks	35	36	37	38	40	41	42	43	44
Heated Pools	20	41	43	43	44	46	47	48	50
Crematorium memorials	100	100	100	100	101	101	101	101	104
Swimming Pool inspections	20	21	21	22	22	23	23	24	25
Property Leases & Licences	59	88	85	92	93	100	106	111	118
Rates - objections contingency	129	131	135	138	141	144	149	152	156
Debt Recovery income	(77)	(79)	(81)	(83)	(85)	(88)	(90)	(92)	(95)
	765	574	582	598	609	627	645	662	684
<b>Other Impacts</b>									
Legal	200	205	211	216	222	228	234	240	246
Workers Compensation	324	334	344	354	365	376	387	398	410
Emergency Services contributions	306	314	322	330	338	347	355	364	373
Contingency	679	1,644	1,661	2,099	3,563	4,051	4,807	5,086	5,024
Timing grant income & expenditure	66	(5)	(34)	(76)	(78)	(81)	(83)	(85)	(87)
Various other minor adjustments	39	26	24	6	13	5	5	4	27
	1,614	2,518	2,528	2,929	4,423	4,926	5,705	6,007	5,993
<b>Service Adjustments</b>									
Additional asset maintenance	(500)	(514)	(527)	(541)	(555)	(569)	(584)	(599)	(615)
Extend library book lives	100	100	100	100	100	100	100	100	100
Additional Resources Planning	(250)								
	(650)	(414)	(427)	(441)	(455)	(469)	(484)	(499)	(515)
<b>Offset to Improvement Targets</b>									
Service Adjustments	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)
Additional Income		(30)	(22)	(26)	(30)	(35)	(39)	(43)	(48)
	(100)	(130)	(122)	(126)	(130)	(135)	(139)	(143)	(148)
<b>Total Impact on Operating Result</b>	<b>1,122</b>	<b>3,050</b>	<b>3,212</b>	<b>3,734</b>	<b>5,332</b>	<b>5,957</b>	<b>6,868</b>	<b>7,314</b>	<b>7,459</b>

The net improvement in the Operating Result shown above has been offset by a number of Fund (cash) adjustments and the application of the net improvement to an increase in asset renewal as shown below:

<b>PROPOSED VARIATIONS POST EXHIBITION ANNUAL PLAN 2015-16</b>									
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000
<b>FUND RESULT</b>									
Net Operating Income changes	1,122	3,050	3,212	3,734	5,332	5,957	6,868	7,314	7,459
<b>Fund adjustments</b>									
Offset for DWM expenditure	790								
Increase termination payments	(1,002)	(1,160)	(1,321)	(1,171)	(1,005)	(826)	(988)	(1,159)	(1,342)
Timing impact of grants	(123)	(46)	(2)	57	56	58	61	62	60
Capital timing adjustments	32	(32)							
Restricted cash for MacCabe & Darcy Parks & Sports Priority							(300)	(300)	(338)
	(303)	(1,238)	(1,323)	(1,114)	(949)	(768)	(1,227)	(1,397)	(1,620)
<b>Proposed Additional capital renewal expenditure</b>	<b>(819)</b>	<b>(1,812)</b>	<b>(1,889)</b>	<b>(2,620)</b>	<b>(4,383)</b>	<b>(5,189)</b>	<b>(5,641)</b>	<b>(5,917)</b>	<b>(5,839)</b>
Proposed Change to Fund Result	0	0	0	0	0	0	0	0	0

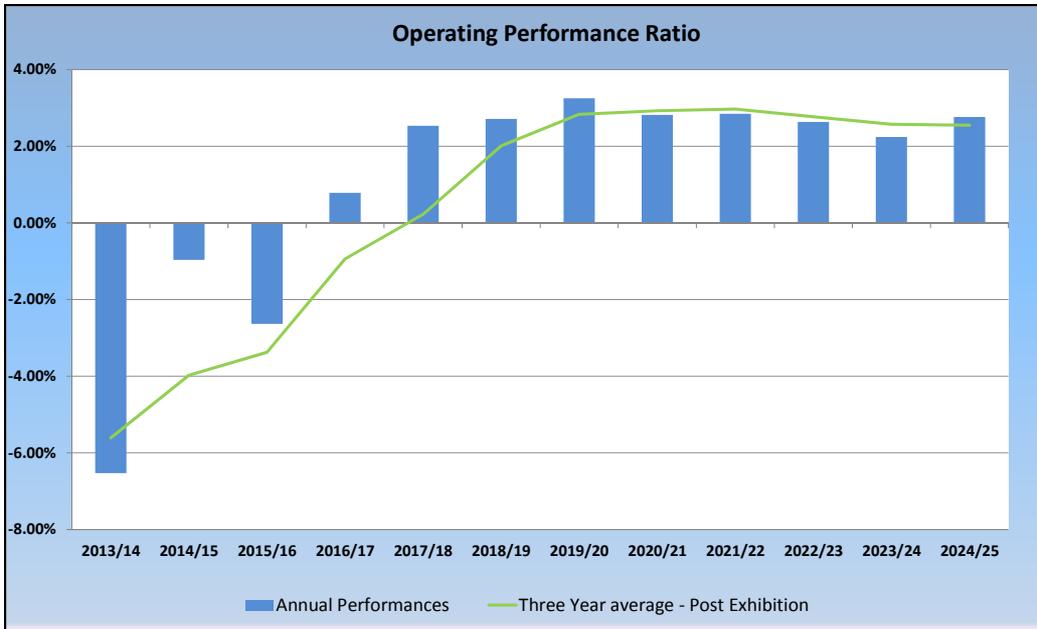
## Long Term Financial Projections

Key Performance Information shown below provides a comparison of the long term forecasts that supported the exhibited draft Annual Plan with the impact of changes that are now proposed. The revised projections reflect the ongoing adjustments identified and reported through the March Quarterly Review, additional information that has become available during the exhibition period and a review of longer term operating income and expenditure trends.

The revised trends are consistent with the Securing Our Future program that adopted minimum targets in efficiency and other revenue opportunities and recognised that there was potential for a further 'up-side'.

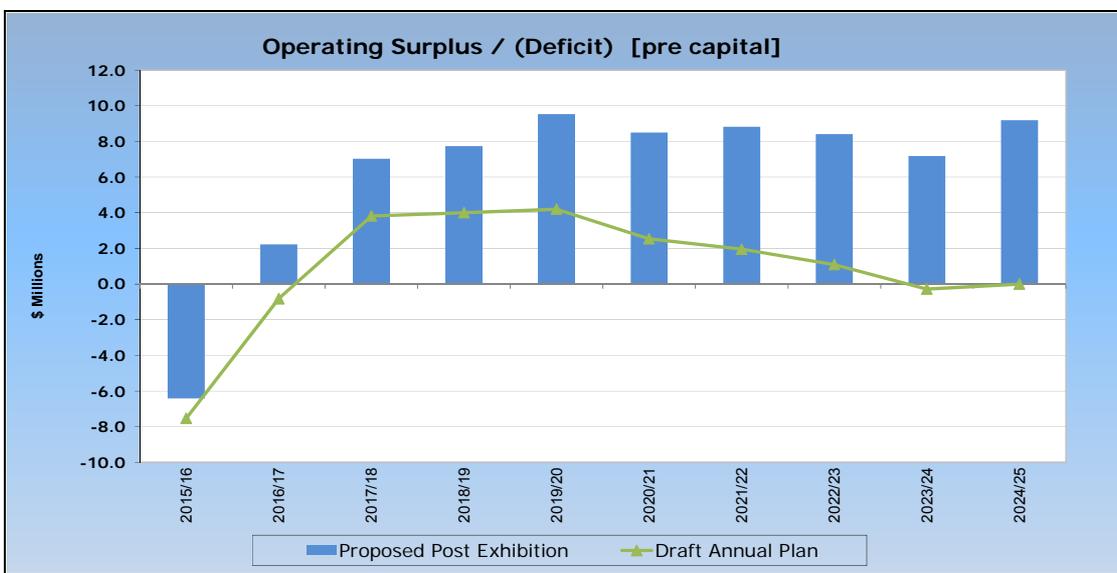
The proposed changes have allowed Council to improve progress on the Fit for the Future key performance indicators. These improvement trends are demonstrated in the majority of indicators, with the most significant being the Operating Performance, Building and Infrastructure Asset Renewal and Asset Maintenance Ratios. The improvement in operating performance has allowed an increased allocation to asset maintenance (operating) as well as increased capital renewal over the life of the plan.

The following graph demonstrates the Operating Performance Ratio after the proposed changes.



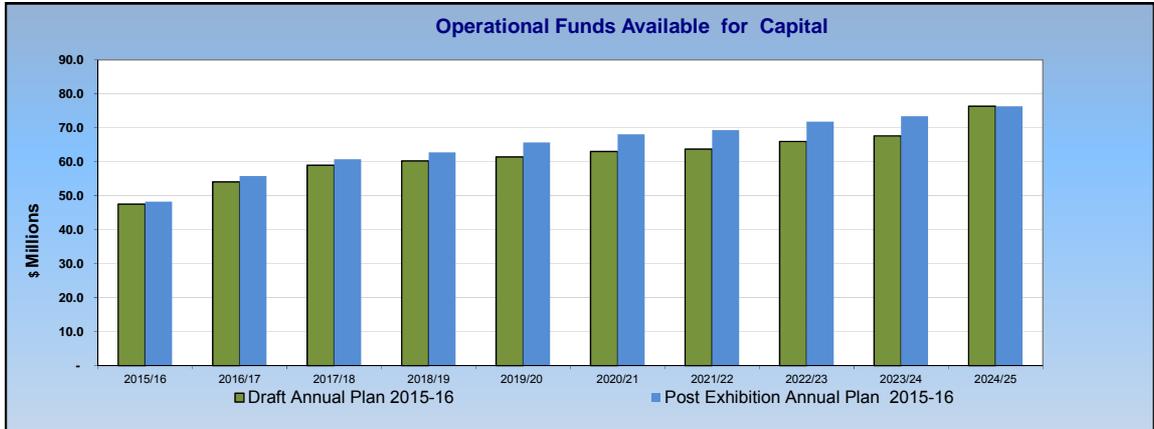
**Long Term Operating Surplus/ (Deficit) [pre capital]**

The revised projections include the proposed changes outlined in Table 4 above. It has been previously recognised that the downward trend in the operating results shown in the draft Annual Plan, particularly in the out years, needed to be reviewed in the context of the underlying assumptions and more detailed analysis. The proposed Annual Plan revision incorporates improvements in a range of income areas and organisational expenditures that are supported by recent trends, reduction in level of conservatism with the removal of centrally held contingencies and commitment to continued restraint in expenditure.



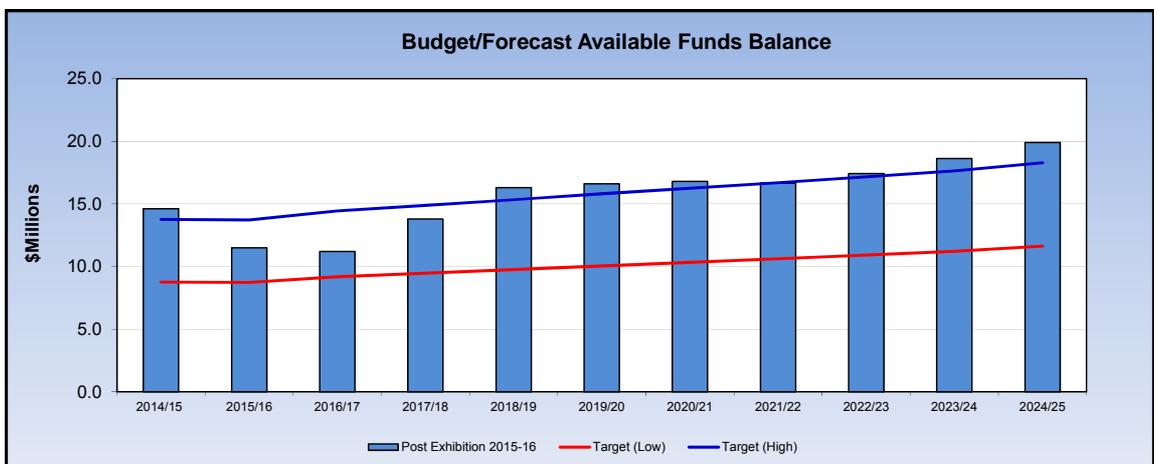
## Long Term Operational Funds Available for Capital

An increase in Operational Funds available for capital remains the primary objective of Council to provide for effective renewal of assets. The improvements in the operational result, after providing for an increase in employee terminations payments, have provided capacity to increase council's allocation for capital renewal.



## Available Funds

Available Funds are the uncommitted funds of an organisation that assist in meeting the short term cash requirements, provide contingency for unexpected costs or loss of revenue and provide flexibility to take advantage of opportunities that may arise from time to time. Council's Financial Strategy has a target to achieve and maintain an Available Funds position between 3.5% and 5.5% of operational revenue [pre capital]. The forecast for this indicator remains unchanged as improvements in operational funds available for capital achieved have been allocated to increased capital expenditure for renewal.



## CAPITAL BUDGET

The capital budget has been updated to reflect changes in delivery programs for works currently underway. Allow for increases in external funding, the redistribution of some internal revenue funding to align to the revised works program and re-phasing of major projects. The net impact of the changes is an increase in the 2015-16 expenditure budget of \$4.395M to \$86.25M and an increase in the funding by \$3.71M to \$34.9M. The changes to the 2015-16 – 2018-19 capital budget are set out in Table 5.

Table 5

Asset Class	Program Area	Description	2015/16		2016/17		2017/18		2018/19	
			Budget ('000)	Funding ('000)	Budget ('000)	Funding ('000)	Budget ('000)	Funding ('000)	Budget ('000)	Funding ('000)
Roads & Related Assets	Traffic facilities	Reduction in budget 2016/17 and 2017/18 to increase renewal works					-\$300		-\$300	
	Roadworks	Reduction in funding 2015/16 required to balance the increase in 2014/15. Increase in budget for renewal works	-\$761	\$0			\$300		\$300	
	Roadworks	Bringing forward funding to 2015/16 from 2016/17 for Cordeaux Rd	\$800	-\$800	-\$800	\$800				
West Dapto	West Dapto	Fowlers Rd extension to Fairwater Drive. Reduction in expected expenditure 2016/17, matched increase 2018/19			-\$15,000	\$15,000			\$15,000	-\$15,000
Footpaths & Shared Paths	Cycle/ shared paths	Introduce funding for completion of Cordeaux Rd project in 2015/16	\$3,309	-\$3,309						
Stormwater & Floodplain Management	Floodplain management	Reduction in budget 2016/17 and 2017/18 to increase renewal works					-\$700		-\$700	
	Stormwater Management	Increase in renewal of assets 2016/17 and 2017/18 to balance decrease in new					\$700		\$700	
Buildings	Community Buildings	1.) Increase in renewal funding 2015/16 required to balance reduction in 2014/15. 2.) Introduce Bulli SLSC from Non-project allocations Asset Class	\$1,361	-\$600	\$462	-\$398				
Library Books	Library Books	Reduction in capital replacement due to increase in expected life	-\$100		-\$100		-\$100		-\$100	
Non-project allocations	Capital Project Contingency	Introduce funding from operational savings. To be allocated to renewal.	\$817		\$1,812		\$1,889		\$2,620	
Non-project allocations	Capital Project Contingency	Relocation of funds to projects in buildings asset class both 2015/16 and	-\$1,031	\$998	-\$33					
Total Change			\$4,395	-\$3,711	-\$13,659	\$15,402	\$1,789	\$0	\$17,520	-\$15,000
<b>TOTAL BUDGET</b>			<b>\$86,255</b>	<b>-\$34,917</b>	<b>\$96,664</b>	<b>-\$40,550</b>	<b>\$100,937</b>	<b>-\$42,781</b>	<b>\$96,487</b>	<b>-\$34,705</b>
Draft budget exhibited in April			\$81,860	-\$31,206	\$110,323	-\$55,953	\$99,148	-\$42,781	\$78,968	-\$19,705

## CONCLUSION

The draft Annual Plan 2015-16 delivers Council's responsibilities under the Local Government Amendment (Planning and Reporting) Act 2009. It sets a clear policy and planning direction for Council in response to the community's vision outlined in Wollongong 2022 Community Strategic Plan. These documents have been prepared following extensive research, engagement and data analysis.

## ITEM 3 FIT FOR THE FUTURE IMPROVEMENT PROPOSAL

Fit for the Future is the NSW Government's response to the Independent Local Government Review Panel's final report on local government reform. The Fit for the Future program includes proposals for councils across NSW to be:

- Sustainable
- Efficient
- Effectively able to manage infrastructure and deliver services for communities
- Have the scale and capacity to engage effectively across community industry and government (via mergers or joint organisations).

As part of the process, councils were required to review their current performance against criteria, and using this information, prepare an improvement proposal demonstrating on how they will move toward becoming Fit for the Future.

Attached to this report is Council's draft Fit for the Future Improvement Proposal. The draft Proposal reflects Council's adopted Financial Sustainability Program developed through 2013-14 as part of 'Securing Our Future'.

The Improvement Proposal demonstrates Council is in a strong financial position moving forward into the future as a result of the Securing our Future Program and the resultant strategies that continue to be implemented through Council's Annual Plan and Budget.

This report seeks Council's endorsement to submit the attached Improvement Proposal to the NSW Government.

### RECOMMENDATION

The Fit for the Future Improvement Proposal (Attachment 1) be endorsed for submission to the NSW Independent Pricing and Regulatory Tribunal for assessment.

### ATTACHMENTS

- 1 Fit for the Future Improvement Proposal
- 2 Financial Benchmark Worksheet

### REPORT AUTHORISATIONS

Report of: Kerry Hunt, Executive Manager Strategy  
Authorised by: David Farmer, General Manager

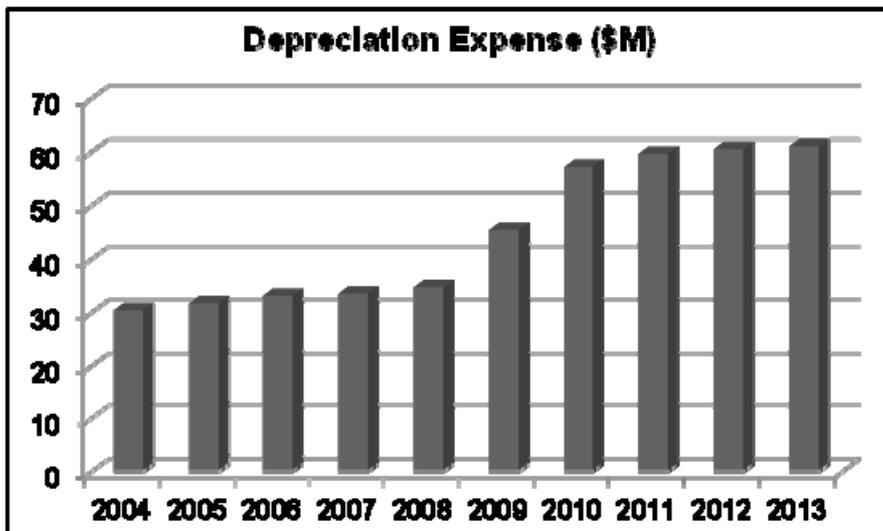
## BACKGROUND

### Accounting Changes

NSW councils have been discussing their financial future for a number of years now, including the age of their infrastructure and the condition of their assets. This is partly due to changes in local government accounting methods required under the Local Government Act 1993 and locally - the assets constructed during the post-World War II boom beginning to reach their use by date and in some cases failing.

Until 1993, councils in NSW used fund accounting where roads, bridges and storm water were not recognised as assets which deteriorated over time. Construction and replacement of these assets was treated as part of the annual expenditure and their future replacement was not considered in long term planning. Nationally it was apparent that this treatment was not encouraging prudent management and accounting standards were reviewed. The changes in accounting standards meant that between 1993 and 1997 these assets were brought to account and annually depreciated based on historical cost.

In more recent times “fair value accounting” was introduced which ensures the value of assets is based on current replacement costs and depreciation reflects the current value of consumption of the asset. This change in accounting method showed clearly the increasing dilemma councils faced with asset renewal. The graph below shows the increase in depreciation expense at this Council as fair value accounting was phased in.



## The Percy Allen Report

Off the back of the Independent Inquiry into the Financial Sustainability of Local Government (2006), Council in 2007 commissioned a Financial Sustainability Review by Professor Percy Allan that concluded Council had a substantial infrastructure renewal backlog and that this would continue to deteriorate if nothing changed.

The review recommended that Council should address its backlog by generating additional funding through increasing rates, fees and charges, reducing expenditure, reducing services, increasing developer charges and introducing loan borrowings.

Soon after the report was received the Council was placed in Administration. The incoming Administration took an approach that before going to the community to discuss service changes and increases in rates it should look to tackle the problem internally by:

- Reducing internal costs through operational efficiencies;
- Allocating a greater portion of its internal capital funding to asset renewals rather than new assets and,
- Seeking additional external funding for new assets.

## Financial Sustainability Program

Over the last six years, the organisation has developed and implemented a number of initiatives to harvest operational improvements and make the savings available for capital expenditure on asset renewal. Approximately \$20M per annum in operational budget improvements had been achieved to 2014. This has been essentially delivered via internal efficiency strategies including reductions in costs to deliver services. During this time additional and increased services have also been delivered, including Thirroul District Library and Community Centre, Southern Gateway, regulatory and ranger services, development assessment services and extended pool and library opening hours.

The improvements are reflected in the funds available for capital graph shown below. Funds available for capital is a key measure of a council's ability to generate funds to replace and renew assets.



This increase in funding has led to a steep increase in the amount of capital works Council has been undertaking. For example five years of capital expenditure between 2008-09 to 2012-13 (when the savings program was initiated) totalling \$390M which is 110% higher than the previous five years, 2003-04 to 2006-07 (totalling \$186M).

In June 2009 Council adopted a Financial Strategy to provide directions and context for decision making in the allocation, management and use of Council's financial resources. The strategy set the parameters within which Council would operate to ensure that it remained financially stable. It did not directly set targets to achieve financial sustainability. The Strategy acknowledged that the operating result (pre capital) is one of the main indicators of the long term financial viability. In broad terms, a deficit from operations indicated that Council was not earning sufficient revenue to fund its ongoing operations (services) and continue to renew its assets that are an integral part of that service. The Strategy aimed to ensure in the short term that the annual deficit was not increased, while stating the need to develop actions in consultation with its community to move towards surplus budgets.

The continuation of a savings program was built into Council's 10 year Resourcing Wollongong 2022 Strategy. At the time of adoption (2012), the Resourcing Strategy required an operational improvement of \$3.3M in 2012-13 and an annual savings totalling \$12.4M by 2022. As at June 2013, the target was \$10.5M in savings. Achievement of the savings target stabilised Council's operating deficit, though would not have achieved an operating surplus. The outcome of the plan at that stage is depicted in the following graph.



## The TCorp Review

In 2012, the NSW Government commissioned NSW Treasury Corporation (TCorp) to undertake an analysis of the financial sustainability of each of the 152 Councils in NSW. It found *“the majority of councils are reporting operating deficits and a continuation of this trend is unsustainable”* (TCorp, April 2013).

In terms of the individual assessment of Wollongong City Council, TCorp found the short to medium term financial capacity of Council as being sound, however the longer term outlook was not considered positive. TCorp identified that Council’s deteriorating operating results are *“primarily due to increasing depreciation and amortisation expenses”*, and that *“this is a significant issue that could impact the long term financial sustainability of the Council”* (TCorp, October 2012).

Further ongoing cost controls or securing new or additional revenue in future years was recommended by TCorp to address the longer term negative operating position of the Council.

The Division of Local Government (DLG) [as it was at that time], which had an oversight and monitoring responsibility for local government performance in NSW, has also indicated that Council needs to *“demonstrate how it intends to achieve financial sustainability over the longer term through its Long Term Financial Plan”* (DLG, February 2013). Council’s existing Resourcing Strategy recognised the asset dilemma faced and that the challenge would require us to either increase our revenue or make concessions on our services or levels of service. The Long Term Financial Plan included a baseline plan that reflected existing policy and service levels. The Plan identified that:

*“Council will move forward with the baseline scenario, then will engage the community to explore the dilemma faced by the organisation with regard to its assets and review the options available into the future” (pg.13).*

## The Independent Local Government Review Panel

In April 2013, the Independent Local Government Review Panel released its report *Future Directions for NSW Local Government: Twenty Essential Steps*. The Panel identified the financial base of the local government sector is “*in urgent need of repair*” and that “*many councils face serious problems that threaten their sustainability*” (ILGRP, 2013).

It commented:

*“addressing the issues will be uncomfortable for all concerned: politicians, senior managers, staff and ratepayers... The Panel believes that this will need to combine fiscal discipline with improved financial and asset planning, accelerated increases in rates and charges where required... and improved efficiency and productivity” (ibid).*

On 24 June 2013 Council adopted its Annual Plan 2013-2014 and called for a report on the options for a citizens jury to discuss components of the budget. In August 2013 a report was put to Council that highlighted the need to address financial sustainability, in particular the need to address Council’s funds available for asset renewal.

## Securing our Future

In 2013-14 Council undertook a significant community engagement process as part of a ‘*Securing our Future*’ program. The program focused on the long term financial sustainability of the organisation, with an emphasis on the need to renew a substantial asset portfolio of \$4.05B (replacement cost), and address a \$21M operating gap. Part of the process included a review of the Council’s Resource Strategy and Delivery Program and led to the adoption of a revised scenario including a combination of efficiency, minor adjustments to service levels, increased fees and charges and a special rate variation.

A Revised Resourcing Strategy and Delivery Plan was adopted in February 2014 and included the ‘*Securing Our Future*’ outcomes that would facilitate a \$21M per annum improvement that was intended to be delivered by:

- An Efficiency Program to be implemented over three years that would reduce expenditure requirements by a minimum of \$4.5 million without material impact on service levels.
- A minor change to some service levels that would reduce cost by \$1.5 million over a four year period. This adjustment included a change to the life of footpaths that would reduce the renewal requirement by approximately \$1 million per annum.
- An increase in annual revenue from fees and charges of \$0.5 million over three years.
- A rate increase that will build to an additional \$14.5 million per annum over three years.

Shortly after this, the Independent Pricing and Regulatory Tribunal gave approval for Council to apply a special variation in rates of 6.13% in 2014-15, 6.23% in 2015-16 and 6.24% in 2016-17, with additional funds to be directed toward asset renewal.

## **Fit for the Future**

The Fit for the Future Program was announced by the NSW State Government in September 2014 following the Independent Local Government Review Panel's Final Report. The Program is part of a wider reform package, which includes:

- A new Local Government Act
- Reductions in regulation and red tape
- Greater transparency and performance improvements
- Access to cheaper finance for community infrastructure
- New joint organisations to support regional growth
- More help for smaller rural councils
- Support for structural change in Sydney and regional councils.

The Fit for the Future Program aims to ensure NSW councils have the strategic capacity to govern effectively and partner with industry and State Government to deliver key priorities. A Fit for the Future Council is financially sound, operating efficiently and in a strong position to guide community growth and deliver quality services.

One of the core philosophies behind Fit for the Future is the ability for councils to have the appropriate scale and capacity to meet future challenges. The program takes on board the recommendations put forward by the Independent Local Government Review Panel for individual councils regarding scale and capacity. Council mergers have been proposed for a number of councils – none for the Illawarra Region. Joint Organisations are also being proposed across the State, and in November 2014, Wollongong City Council, together with Shellharbour, Shoalhaven and Kiama Councils were successful in their application to be part of a pilot program.

The State Government identifies three mandatory core functions for Joint Organisation - regional strategic planning, collaboration with State Government, regional leadership and advocacy. A board for the Illawarra Pilot Joint Organisation has been elected and regional priorities and a strategic plan are currently being determined.

Meanwhile, all NSW councils are being asked to prepare a proposal to indicate to its community how it intends on becoming Fit for the Future. Councils have been asked to review their current situation (including starting with whether their council has appropriate scale and capacity or if a merger is proposed), prepare their Fit for the Future Improvement Proposal and then make the transition to the new structure (if a merger is appropriate) by September 2016, or implement an improvement proposal.

Key milestones for this process are as follows:

- Councils (excluding those in the Far West) to submit their Fit for the Future proposals to an independent panel of experts by June 2015.

- Councils are to benchmark themselves against a number of criteria about sustainability, efficiency, effectiveness and most importantly, scale and capacity (October 2014).
- Preparation of a Proposal to demonstrate how they will move towards becoming Fit for the Future (30 June 2015).
- Assessment of proposals and implementation commencing in October 2015; and,
- Councils begin to implement their proposals in March 2016 and mergers/Joint Organisations are expected to be complete by September 2016.

The NSW Government has recently announced the appointment of the Independent Pricing and Regulatory Tribunal (IPART) as the Expert Panel which will undertake assessments of the proposals. John Comrie, a Local Government expert from South Australia has been added as a temporary Tribunal member for the assessment.

Council is well positioned in preparing its Fit for the Future Proposal. Having recently completed the Securing our Future Program and applying for a special rate variation through the Independent Pricing and Regulatory Tribunal in 2014, Council and the community have already systematically and critically considered options for improving Council's financial sustainability. As a result, Council's revised Resourcing Strategy 2012-22 is underpinned by a more sustainable bottom line and includes strategies to achieve internal efficiency gains, increase revenue and to a lesser extent, be smarter about our expenditure on services. The revision saw an improved financial performance built in over original forecasts.

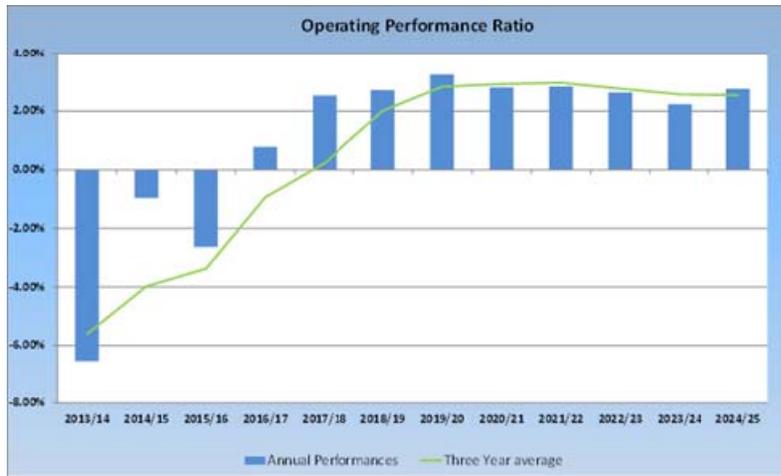
The Fit for the Future program also recommends that 105 of NSW's 152 councils consider merging and the number of Sydney councils be dramatically reduced. The Independent Local Government Review Panel did not recommend a merger for Wollongong City Council, therefore Council is required to prepare a Council Improvement Proposal or 'template 2'.

## PROPOSAL

The Improvement Proposal includes 7 benchmark criteria set by the Office of Local Government for which councils need to review current performance and forecast future performance. The benchmarks are based on the TCorp benchmarks applied in their review of the financial sustainability of NSW Local Government undertaken in 2013. The benchmarks are based on three domain areas of:

- 1 Sustainability - operating performance ratio, own source revenue ratio, building and asset renewal ratio;
- 2 Infrastructure and Service Management - infrastructure backlog ratio, asset maintenance ratio and debt service ratio; and,
- 3 Efficiency - real operating expenditure.

Below is a graph indicating Council's performance for the operating performance ratio, with the benchmark being greater than or equal to break-even, average over three years by 2020.



Council’s Improvement Proposal indicates that Council met 2 of the 7 benchmarks in 2013-14. Looking forward it is projected that Council will fully meet 6 of the 7 benchmarks by 2020.

The improvement proposal provides justification as to why we will not meet the one benchmark, being the infrastructure backlog ratio. The improvement proposal also demonstrates a continuous improvement trajectory for this benchmark (and others) into the future. Further, IPART have indicated in their *Methodology for Assessment of Council Fit for the Future Proposals* that indications of improvement are favourable and will impact their determination of whether a Council is deemed “fit”. The following table is taken from the Improvement Proposal document highlighting Councils improving performance against benchmarks.

**Table 1: Council's Projected Performance against the Fit for the Future Benchmarks (June 2015)**

Measure/Benchmark	2015-16	2016-17	2017-18	2018-19	2019-20	Achieves FFTF benchmark?
Operating Performance Ratio (Greater than or equal to break-even average over 3 years)	-3.38%	-0.94%	0.23%	2.01%	2.83%	Yes
Own Source Revenue Ratio (Greater than 60% average over 3 years)	81.20%	81.92%	83.11%	84.30%	86.13%	Yes
Building and Infrastructure Asset Renewal Ratio (Greater than 100% average over 3 years)	78.55%	95.09%	97.65%	99.52%	100.12%	Yes
Infrastructure Backlog Ratio (Less than 2%)	6.49%	6.43%	6.42%	5.53%	4.87%	No*
Asset Maintenance Ratio (Greater than 100% average over 3 years)	91.8%	98.3%	99.4%	99.6%	100.3%	Yes
Debt Service Ratio (Greater than 0% and less than or equal to 20% average over 3 years)	2.79%	2.96%	3.07%	2.98%	2.89%	Yes
Real Operating Expenditure per capita (A decrease in Real Operating Expenditure per capita over time)	1.01	1.00	0.99	0.98	0.97	Yes

Figures are based on a three year average as required by OLG.

\*Whilst Council does not achieve this benchmark by 2020, IPART have indicated in its document *Methodology for Assessment of Council Fit for the Future Proposals* that Councils should "meet or show improvement within 5 years". Therefore, IPART would deem Council as "fit" under this criterion.

The Improvement Proposal includes Strategies, Outcomes and Actions moving forward from 2016-17 to 2019-20. The actions are directly in line with Council's Resourcing Strategy 2012-22, Delivery Program 2012-17 and Draft Annual Plan 2015-16. A summary of some of the actions are included below:

- Maintain available funds between 3.5% and 5.5%.
- Council will apply at least 85% of operational funds available for capital to the renewal of existing assets.
- Implement Council's Resourcing Strategy which includes a strategy to include a \$21M per annum improvement on Council's operating result through efficiency improvements, minor changes to some service levels, increase in revenue (\$0.5M) and applying the final year of the special rate variation.
- Continue to improve Council's financial and asset management capacity within Council to realise 'core' maturity for asset management planning.

- Maintain an ongoing review of Council services to better define service requirements, refine delivery methods and balance aims against affordability.
- Collaborate with other councils to explore shared resourcing opportunities, such as supply management.

Overall, Council continues to implement the outcomes of the Securing our Future program, and is in a strengthening financial position, with good long term prospects.

## CONSULTATION AND COMMUNICATION

Since early 2015, a regional networking group across the four Illawarra Pilot Joint Organisation Councils has been meeting to identify a coordinated approach to preparing the Implementation Proposals and to discuss regional collaboration opportunities. This group has made representations to the Illawarra Joint Organisation Pilot, and also the NSW Office of Local Government (OLG) to gain greater clarity on the process and provide feedback on the benchmarks.

During 2013 and 2014, Council undertook a significant community engagement exercise as part of the Securing our Future project, to seek community input into the solution to best improve Council's financial sustainability. As a result of that project, Council revised its Resourcing Strategy and Delivery Program to reflect a number of new measures to achieve \$21M in annual savings to improve Council's bottom line over the next three years.

Based on the size and scale of the engagement process undertaken above and the inclusion of strategies and actions previously exhibited to the community via the revised Resource Strategy, revised Delivery Program and again through the Annual Plan 2014-15, Council meets the requirements of the community consultation expectations of the Fit for the Future Program. This has been confirmed by the Office of Local Government and as a result Council is not required to undertake additional engagement on this matter.

## PLANNING AND POLICY IMPACT

The Fit for the Future Improvement Proposal incorporates actions that are already adopted through Council's existing Integrated Planning and Reporting documents and are reflected in Council's Financial Strategy.

It is worth noting, however, there may be a more significant change to Special Schedule 7 of the Annual Financial Statements for the following reason.

Across the sector, there is strong recognition of the limitations with some of the criteria set by OLG for Fit for the Future, in particular the Infrastructure Backlog Ratio. These are largely based on a lack of available standards for the definition of what is considered to be "satisfactory" condition, therefore affecting the "cost to bring assets to satisfactory" measure. Recent advice received from Council's previous auditors has suggested that Council currently estimates this cost at the cost to *renew* the item (as it is not in the practice to simply bringing the asset to satisfactory), and that using this figure would

overstate the costs that should be disclosed. Council has therefore reworked its model to consider assets in Condition Four and Five to be brought to Condition Two, rather than Condition One, as they had been previously for some asset classes. This excludes the condition of footpaths in the Local Government Area, which have been reset to Condition 3, based on the detailed discussions with the community as part of the Secure our Future program and the subsequent adoption of the strategy to extend the average lives of footpaths to 80 years (from a previous 60 years) to create a \$1M saving in depreciation annually.

The recalculation of the backlog ratio using a standard of Condition 2 for ‘satisfactory’ (condition 3 for footpaths) resulted in the backlog cost as at 2014-15 being reduced from \$129M to \$93M, based on the reworked model.

It should be noted that this estimation of the cost to bring these assets to a satisfactory condition is a theoretical calculation. Infrastructure backlog is not a measure or indicator that Council uses in its long term financial planning and financial reporting (aside from the requirements of Special Schedule 7). Council has also not been in the practice of referring to this measure given its limitations. Council staff also raised this issue with IPART in a submission made in May 2015 on their Draft Methodology for Assessment of Council Fit for the Future Proposals.

This report contributes to the delivery of Wollongong 2022 Goal “*We are a connected and engaged community*”. It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-17	Annual Plan 2014-15
Strategy	5 Year Action	Annual Deliverables
4.4.1 Positive leadership and governance, values and culture are built upon	4.4.4.1 Ensure appropriate strategies and systems are in place, monitored and reviewed	Determine Council’s response to local government reform proposals and coordinate any resulting change

## RISK ASSESSMENT

There are risks and uncertainties pertaining to the outcome of The Fit for the Future assessment.

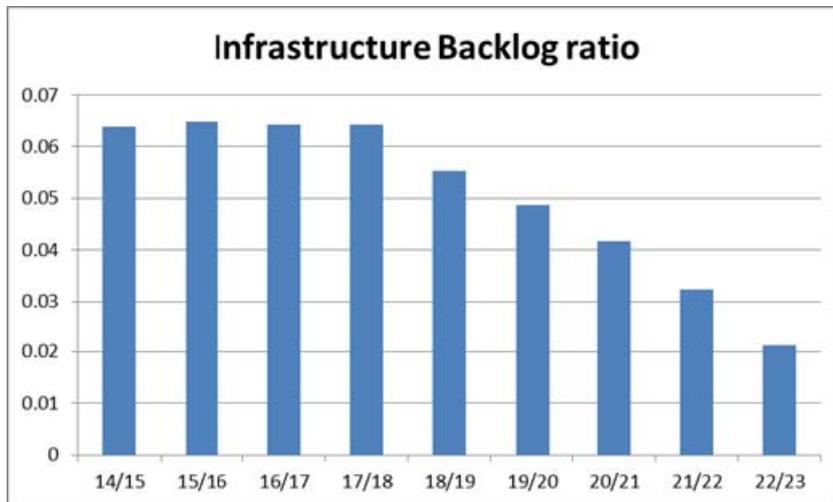
### Council is Not Deemed Fit for the Future

This report notes that Council will move from meeting 2 of the 7 Fit for the Future criteria, to meeting 6 by 2019-20. It is important to note that being “Fit for the Future” is not solely based on the ability of councils to fully meet the 7 criteria by 2020. *The Fit for the Future Guidelines* (OLG) and *Methodology for Assessment of Council Fit for the Future Proposals* (IPART) clearly identify the assessment process will consider demonstrated improvement over time, especially for the infrastructure related benchmarks. Council’s Improvement Proposal demonstrates improvement against the

criteria and provides a rationale for variation against hitting the backlog target - applying discipline in capital and asset spending allocation and making a small surplus has enabled us to show significant improvements by 2020. Council’s Asset Management Plans combined provide a projected asset renewal profile which provides an average required expenditure of \$49m per year to ensure assets remain in satisfactory standard. Council’s Long Term Financial Plan is committed to increasing forward capital works budget renewal allocations above this amount to reduce the calculated infrastructure backlog over time.

If Council were also to calculate backlog using current replacement cost as the dominator instead of written down value (an arguably more accurate means to determine backlog) Council would come significantly closer to achieving the benchmark by 2020 (2.01%).

For these reasons it is considered the risk of IPART determining Council as being “unfit” is low.



Importantly IPART’s methodology notes with regard to the Infrastructure and Service Management Measures, to which the Backlog Ratio belongs:

*“We (IPART) will be assessing these performance measures for infrastructure performance and debt in a holistic manner in the context of the council’s overall capital sustainability as reflected by its Asset Management Plan. In addition, we consider there may be a data consistency issue that may need to be taken into account when interpreting a council’s reported asset renewal backlog and maintenance performance...”* (page 43).

**Methodology Applied to Infrastructure Measures**

With some uncertainty regarding Special Schedule 7, it is important to note that OLG have advised the industry consultation will be undertaken in July this year regarding information and guidelines for the methodology for Special Schedule 7. This is to support a move towards Special Schedule 7 becoming an auditable schedule in 2016-17.

## **Level of Community Consultation - Community Engagement**

With extensive engagement undertaken as part of the Secure Our Future Program and the special rate variation process; and the subsequent inclusion of adopted strategies within this Improvement Plan, Council is not required to duplicate engagement efforts. This has been confirmed with the Office of Local Government.

## **FINANCIAL IMPLICATIONS**

The Fit for the Future Improvement Proposal is largely in line with Council's Resourcing Strategy.

The change in methodology to achieve the Infrastructure Backlog Ratio does not affect Council's financial position and how we report it. It will now meet the requirements for Special Schedule 7 as indicated by our previous auditors.

## **CONCLUSION**

The core objectives of the NSW Government's Fit for the Future Program largely aligns with Council's Strategic Programs and Resourcing Strategy. Council is already on its way to becoming Fit for the Future following the Securing our Future program, which commenced in 2013. We have now improved our financial performance and forecasts to meet the financial benchmarks. This means that on current knowledge our plans will ensure, we have the resources to care for our assets into the future.

While our current asset measures and medium term forecasts fall short of one of the Fit for the Future benchmarks, further analysis is required to determine the overall trajectory of asset condition and serviceability. Supported by a strong financial position, as we progress further on the path of asset management we will be able to adjust our maintenance and renewal settings to maximise the life and serviceability of community assets.

ITEM 4

WOLLONGONG SECTION 94A DEVELOPMENT CONTRIBUTIONS PLAN - 2015 UPDATE

On 14 June 2006 the Wollongong City Council Section 94A Development Contributions Plan came into force. The Section 94A Plan is linked to the Wollongong 2022 Community Strategic Plan. The Works Schedule included in the Section 94A Plan is updated annually and forms a subset of the works program expressed in the adopted Capital Budget Delivery Program 2012-2017. As a consequence of the annual update of the Delivery Program, it is necessary to update the Section 94A Plan for consistency.

It is recommended that the draft Section 94A Plan be exhibited for community comment.

### RECOMMENDATION

- 1 The draft Wollongong Section 94A Development Contributions Plan (2015) incorporate the following amendments:
  - a Remove Huntley from “Figure 1: Wollongong Section 94A Contributions Plan” for inclusion in the West Dapto Section 94 Contribution Plan;
  - b Update of the Works Program and maps to reflect the 2015-16 Capital Budget Delivery Program; and
  - c Include other minor changes as listed in this report.
- 2 The draft Wollongong Section 94A Development Contributions Plan (2015) (Attachment 1) be exhibited for a minimum period of 28 days.

### ATTACHMENT

Draft Wollongong Section 94A Development Contributions Plan (2015)

### REPORT AUTHORISATIONS

Report of: Renee Campbell, Manager Environmental Strategy and Planning  
Authorised by: Andrew Garfield, Director Planning and Environment – Future City and Neighbourhoods

### BACKGROUND

Section 94A of the Environmental Planning and Assessment Act 1979 enables Council to apply a percentage levy on the cost of development within a specific area. These funds are then applied to new or augmented works within the collection area. A plan of works to expend these funds must be publicly exhibited and adopted. Section 94A Plans are generally used in developed areas where increased development creates a general increase in demand for services and facilities.

The City-Wide Section 94A Contribution Plan came into force on 14 June 2006. This Section 94A Plan repealed the previous 12 Section 94 Plans. In January 2007 it was

amended to include an additional levy for the Wollongong City Centre and renamed, 'Combined City Wide and City Centre Section 94A Development Contributions Plan'. In July 2009 it was amended by further combining Part A – City Wide and Part B – City Centre and renamed 'Wollongong Section 94A Development Contributions Plan'. The current Section 94A Plan applies to the whole LGA, except stages 1 and 2 of the West Dapto Release Area where the West Dapto Section 94 Development Contribution Plan applies.

The Section 94A Plan requires the payment of contributions based on the value of development as follows:

- Up to \$100,000 – Nil;
- 0.5% for developments with a cost of between \$100,001 to \$200,000;
- 1% for developments with a cost of more than \$200,000; and
- 2% for developments within the B3 Commercial Core zone in the City Centre with a cost of more than \$250,000 and that increases the gross floor area.

The Section 94A Plan is linked to the Wollongong 2022 Community Strategic Plan, in particular the five year Delivery Program, so that there is a single process and a single works schedule that governs Council's infrastructure provision and activities. The Delivery Program is the document which provides the community with an overview of the major projects and activities proposed by Council for the next five years, including the capital budget. The Delivery Program is reviewed on an annual basis and the major capital projects and activities are reviewed and amended accordingly. The Section 94A Plan needs to be updated annually to remain consistent with the Capital Delivery Program. Council endorsed the exhibition of the draft 2015-16 Annual Plan on 30 March 2015 and the detailed Capital Delivery Program for 2015-16 will be finalised soon after the endorsement of the Annual Plan.

Council endorsed the current Wollongong Section 94A Development Contribution Plan (2014) on 24 November 2014.

## PROPOSAL

This report proposes that the Section 94A Plan be updated to reflect the amended plan area and the Works Program in Council's 2012-2017 Delivery Program and 2015-16 Annual Plan as well as associated minor administrative amendments.

### 1 Amendment of plan area

On 12 December 2011 Council resolved to include the Huntley development area in the West Dapto Section 94 Plan as a part of its review process. This area needs to be excluded from the Wollongong Section 94A Contributions Plan (2015) map and included in the West Dapto Section 94 Plan map to collect Section 94 contributions from this precinct. A separate report has been prepared on the West Dapto Section 94 Plan.

## **2 Works Program 2014-15**

Council at its meeting on 23 June 2014 adopted the Annual Plan 2014-15 and Capital Works Program. This provided for \$83 million of total expenditure, for which approximately 5% or \$4.2 million of funding was met by Section 94A funds.

Some of the projects being delivered during 2014-15 utilising Section 94A funding include:

- Stuart Park, Wollongong playground upgrade and foot bridge;
- Holborn Park, Berkeley – new skate park;
- Cordeaux Road, Mt Kembla (west of Williams James Drive) reconstruction;
- Princes Highway, Point Street to Black Diamond Place, Bulli – footpath;
- Walker Street, Helensburgh – Culvert replacement;
- Unanderra CBD Upgrade – Footpath upgrading;
- Lake Avenue, Cringila – Flagstaff Road to Gorrell Street, Traffic Facilities;
- Keira Street, Wollongong – Footpath;
- Point Street, Bulli Footpath – North side;
- Railway Street, Thirroul – Footpath; and
- Cirrus Avenue, Dapto – Footpath.

Schedule 4 within the draft Wollongong Section 94A Development Contributions Plan 2015 (Attachment 1) provides a more detailed list of projects partially or fully funded with Section 94A income since 2011-12.

## **3 Works Program 2015-16**

As noted, it is necessary to review and update the Section 94A Plan annually to reflect the current Works Program contained within the draft Annual Plan 2015-16. The items listed for completion in the previous year remain listed in Schedule 4, to provide a historic record of completed projects, plus some projects have carried over to the current year.

The Section 94A Plan is a legislative document which is governed by the Environmental Planning and Assessment Act 1979 and Environmental Planning and Assessment Regulation 2000. One of the requirements for a contributions plan under Regulation 27(1)(h) is that a contributions plan must include a 'map showing the specific public amenities and services proposed to be provided by the Council, supported by a works schedule that contains an estimate of their cost and staging (whether by reference to dates or thresholds)'.

In order to comply with Section 94A legislation, the items within the Delivery Program for 2012-2017 which rely on Section 94A funding have been incorporated into the Detailed Works Schedule and associated Maps contained in the draft Section 94A Plan attached to this report (see Attachment 1). It is noted that at this stage the majority of the funding is listed as bulk allocations, as the source of funds for the detail Capital Works Program

has not been finalised. Following the exhibition, the schedule and maps will be updated to reflect the adopted program.

#### **4 Section 94A Plan Review – minor changes**

As part of each annual review of the Section 94A Plan other aspects may be identified that can be improved.

There are only very minor changes proposed for the 2015 draft Plan. The following amendments are proposed:

- 1 Renaming of the Plan to ‘Wollongong Section 94A Development Contributions Plan (2015)’.
- 2 Replacement of the imagery on the cover page to assist in distinguishing the 2015 draft Plan from the current 2014 version.
- 3 Amend Clause (8) by adding 2014 version of Plan repealed by the incoming 2015 version.
- 4 Update Schedule 2 – Works Schedule Summary to reflect new works Schedule.
- 5 Amend clause (10) to rectify the clause reference to clause 11.
- 6 Amend clause 13 exemptions by:
  - i including an exemption for development in the Port Kembla Lease Area, consistent with the Ministerial Direction issued on 6 December 2013.
  - ii re-ordering the list of other exemptions (full or partial) so the ones that require a comprehensive submission appear at the end of the list. This change should reduce the potential confusion over when a comprehensive submission is required.
- 7 Work Schedule Maps in Schedule 5 are amended to reflect the updated plan title and newly added work items.

The title, table of contents and formatting of the document has also been updated.

#### **CONSULTATION AND COMMUNICATION**

If Council endorses the revised draft Wollongong Section 94A Development Contributions Plan (2015) it will be publicly exhibited for a minimum period of 28 days. Copies will be available on Council’s website and at Council libraries.

Following the exhibition period, a report on submissions will be prepared for Council’s consideration.

## PLANNING AND POLICY IMPACT

This report contributes to a number of Wollongong 2022 objectives as the Section 94A Plan is aligned with the Capital Works Program, and contributes to the funding required to meet the Delivery Program.

It specifically delivers on core business activities as detailed in the *Land Use Planning Service Plan 2014-15*.

## FINANCIAL IMPLICATIONS

At 1 July 2014 the balance of Section 94A Contributions held was \$1.328 million and to date during 2014-15 some \$6.4 million has been received and \$2.8 million expended. The income received for 2014-15 was substantially higher than the annual average of \$1.2 million due to the completion of some significant developments, including GPT's West Keira Street retail development. The forecast income for 2015-16 is approximately \$1.23 million.

The proposed Works Schedule for 2015-16 has an estimated value of \$74.01 million (excluding West Dapto) of which \$2.536 million will be funded from Section 94A funds. The Section 94A Plan includes a total contribution of \$3.286 million which also includes funding for Land Acquisition and Administration.

Most of the Section 94A available funds for 2015-16 will be utilised in this year if all 2015-16 proposed projects are to be completed and the actual income matches forecast income. This will be monitored as the delivery program is finalised and projects are scheduled to commence.

The 2015-19 forecast capital works will continue to be reviewed in future years, in order to match available Section 94A funding.

## CONCLUSION

The Wollongong Section 94A Plan is an important mechanism to assist with funding community infrastructure within the City. This report recommends that the existing Plan be updated to reflect changes in the plan area because of the proposed draft West Dapto Section 94 Plan 2015 and proposed Council's draft Annual Plan 2015-16 as well as associated minor administrative amendments.

It is recommended that the amended draft Plan (Attachment 1) be exhibited for community comment.

ITEM 5

DRAFT WEST DAPTO SECTION 94 DEVELOPMENT CONTRIBUTIONS PLAN (2015) - INTERIM REVIEW

On 23 December 2010 the West Dapto Section 94 Development Contributions Plan came into force. The Section 94 Plan is an important mechanism to have in place to assist in funding infrastructure, required as a consequence of new development in the West Dapto Urban Release Area.

The current Plan was adopted on 12 December 2011. This report addresses a number of Council resolutions that affect the Plan and recommends that Council resolve to exhibit an amended draft West Dapto Section 94 Development Contributions Plan (2015). A major review of the Plan has commenced and will occur over the next two years.

## RECOMMENDATION

- 1 The following amendments be incorporated into the draft West Dapto Section 94 Development Contributions Plan (2015):
  - a Figure 1.1 Land to which the Plan applies be amended to include Huntley – that was rezoned as part of Wollongong Local Environmental Plan 2009 (Amendment 12) on 6 July 2012;
  - b Figure 4.2.1 Existing and Proposed Open Space be amended by:
    - i Increasing the size of “Ridge Park” on Lot 202 DP 1192033 from 3 hectares to 10 hectares to reflect the adopted Darkes Road South West Neighbourhood Plan;
    - ii Amending the location of parks 3 and 4 to parks 3a, 3b and 4 on Lot 401 DP 1110562 and Lot 47 DP 751278 to reflect the adopted Sheaffes Road North Neighbourhood Plan;
    - iii Including the four reserves dedicated to Council as part of the Brooks Reach subdivision, as existing open space areas.
  - c Figure 4.2.2 and 4.3.8 Proposed Cycleway network be updated to reflect the minor amendment made to the cycleway network as part of the adopted Darkes Road South West Neighbourhood Plan and to include the Princes Highway/Fowlers Road – Fairwater Drive link.
  - d Figure 4.3.1 Existing Road network be amended to indicate that it reflects the road network as it was in 2010.
  - e Figures 4.3.3 Proposed Road network, 4.3.4 Proposed Road Types, 4.3.7 Proposed intersection treatments, 4.3.9 Proposed roads to be funded through Section 94 and 4.3.10 Proposed Flood Access network be amended by:
    - i Including the Princes Highway/Fowlers Road – Fairwater Drive link;

- ii Amending the location of the collector road as adopted as part of the Darkes Road South West Neighbourhood Plan;
  - iii Extending the colouring of Marshall Mount Road to Marshall Mount Creek.
- f Figure 4.3.5 Proposed Collector Road type Cross Section to include the updated road cross sections.
- g Table 4.3.6 New Road Requirements and Table 4.3.7 Works Program, include the Princes Highway/Fowlers Road – Fairwater Drive link.
- h Updating the list of possible exemptions in clause 2.2.1 to include Residential Care Facilities and Industrial Training Facilities and to reflect the Wollongong Section 94A Development Contributions Plan (2014).
- i To encourage additional affordable housing, introduce a reduced contribution rate for:
- dual occupancy of \$20,000 for the additional dwelling (less than 125m<sup>2</sup>);
  - multi-dwelling housing, residential flat buildings, seniors living, shop-top housing (residential component), of \$15,000 per dwelling (less than 125m<sup>2</sup>) for up to five additional dwellings and \$10,000 per dwelling (less than 125m<sup>2</sup>) for more than five additional dwellings;
  - subdivisions of more than 50 lots levy at a rate of 13 lots per hectare (\$390,000) if 15 or more lots per hectare is approved, based on the net residential density of the land zoned for residential use;
  - The reduced contribution rates be reviewed after two years, or as part of the completion of the West Dapto Review.
- j Other minor amendments as highlighted in the draft Plan.
- 2 A corresponding amendment be made to the Wollongong Section 94A Development Contributions Plan (2014) to remove Huntley (as identified in recommendation 1a), from 'Figure 1 Wollongong Section 94A Contribution Area'.
- 3 The draft West Dapto Section 94 Development Contributions Plan (2015) and draft Wollongong Section 94A Development Contributions Plan (2015) be exhibited for community input for a minimum period 28 days.
- 4 Following the exhibition period, a report on submissions be presented to Council.

## ATTACHMENTS

Draft West Dapto Section 94 Development Contribution Plan (2015)

## REPORT AUTHORISATIONS

Report of: Renee Campbell, Manager Environment Strategy and Planning  
Authorised by: Andrew Carfield, Director Planning and Environment – Future, City and Neighbourhoods

## BACKGROUND

The West Dapto Release Area covers an area of approximately 4,700 hectares and is proposed to provide an additional 17,000 dwellings and 183 hectares of employment land when fully developed.

The Wollongong Local Environmental Plan (West Dapto) 2010 was notified on 5 May 2010 which permits urban development in Stages 1 and 2, allowing for the development of some 6,676 dwellings. On 6 June 2014, the West Dapto LEP was repealed and the provisions incorporated into the Wollongong LEP 2009.

To date, seven Neighbourhood Plans have been adopted enabling development applications for 2,253 residential lots and 75 hectares of industrial land to be lodged. Another three draft neighbourhood plans have been exhibited, for an additional 1,480 lots.

To date, nine Development Applications for residential subdivisions have been approved within the release area with a total of 837 lots. Of these lots, 387 have been released and a further 253 lots are under construction. Another two development applications for a total of 207 lots are currently under assessment. Additionally, a number of pre-lodgement meetings are occurring for other planned subdivisions.

### Section 94 Plan History

On 27 April 2010, Council endorsed a revised draft West Dapto Section 94 Development Contribution Plan for exhibition. It proposed a local infrastructure cost of \$756 million and a \$41,471 per lot/dwelling contribution.

On 4 June 2010 the Minister of Planning issued a Direction requiring that Section 94 Plans be capped at \$20,000 per lot and on 31 August 2010 increased the cap to \$30,000 per lot in Greenfield areas.

On 26 October 2010, Council endorsed a further draft West Dapto Section 94 Development Contribution Plan for exhibition. It proposed a local infrastructure cost of \$580 million and a \$29,255 per lot/dwelling contribution (under the cap) and \$37,351 per hectare for employment land.

On 14 December 2010 Council adopted the original West Dapto Release Area – Section 94 Development Contributions Plan (2010) with a residential rate of \$29,205 per lot/dwelling rate and an employment land rate of \$37,351 per hectare and requested that the NSW Department of Planning and Infrastructure identify West Dapto as an urban release area to allow the \$30,000 Section 94 Greenfield cap to apply. On

4 March 2011 the West Dapto Release Area was granted Greenfield area status, for the \$30,000 cap to apply.

When the plan was indexed in 2011 the residential rate reached the \$30,000 cap and has remained at that value. The employment land is not capped and has increased to \$40,321 per hectare. The effect of the cap is discussed in the Financial Implications section of the report.

Council at its meeting on 12 December 2011 adopted the current West Dapto Release Area – Section 94 Development Contributions Plan (2011) following a minor review of the Plan which incorporated amendments to achieve compliance with the Independent Commission Against Corruption’s ‘Development Assessment Internal Audit Tool’ (2010).

A Section 94 Plan is a key document that assists in the provision of local infrastructure for the future population and requires regular review. The West Dapto Section 94 Plan currently applies to Stages 1 and 2 of the West Dapto Release Area. The local infrastructure requirement for West Dapto as contained within the current adopted Plan is estimated to be \$565 million (2010 value).

Council has made a number of resolutions which affect the Plan:

- On 12 December 2011 Council resolved to include the Huntley development area in the Plan as part of the next review. To collect Section 94 contributions from this precinct, it needs to be included in the West Dapto Section 94 map and excluded from the Wollongong Section 94A Contributions Plan (2014) map.
- On 25 March 2013 Council resolved to progress the Princes Highway/ Fowlers Road – Fairwater Drive link, and on 24 March 2014 Council endorsed the inclusion of the link in the Wollongong DCP 2009 – Chapter D16 West Dapto Release Area master plan and road network plan. A similar amendment should be included in the West Dapto Section 94 Plan.
- On 27 May 2013 Council endorsed the Sheaffes Road North Neighbourhood Plan which amended proposed open space locations.
- On 24 March 2014 Council endorsed the Darkes Road South East Neighbourhood Plan which increased the size of a proposed open space area from 3ha to 10ha.
- On 24 November 2014 Council endorsed an amendment to the Wollongong Section 94A Development Contributions Plan to enable exemptions requests to be considered for ‘residential care facilities’ and ‘industrial training facilities’. A similar amendment could be included in the West Dapto Section 94 Plan.

### **Section 94 Status Update**

When the West Dapto Section 94 Plan was adopted in 2010, \$3.8 million was transferred from the repealed Horsley Section 94 Plan. Since 2010, Council has collected \$15.49 million in Section 94 contributions from West Dapto, comprising:

- \$13.89 million from residential development (463 lots);
- \$90,932 from employment lands; and
- \$1.5 million in interest.

Council has also received:

- A loan of \$26.05 million from the NSW Government towards the cost of the initial access strategy (of which \$11.6 million has been repaid and the balance will be repaid over the next five years);
- A reduced interest loan from the NSW Government of \$15 million towards the cost of the Fowlers Road – Fairwater Drive link.
- A grant of \$600,000 from the NSW Government towards the design of the Fowlers Road – Fairwater Drive link;
- \$23 million allocation (not yet received) from the Restart NSW – Illawarra Infrastructure Fund towards the cost of construction of the Fowlers Road to Fairwater Drive link from the lease of Port Kembla; and
- \$13.9 million from the Federal Government through the Building Better Regional Cities Program, \$9.2 million of which is to be used for the Home Deposit Assistance Program and the balance towards the initial access strategy.

Since 2010, Council has spent some \$39.7 million on the West Dapto Initial Access Strategy, to improve access. The projects being funded from the loans, grants, Section 94 and general revenue. The projects include:

- Fairwater Drive west (extension to Bong Bong Road) \$2.1 million;
- Fairwater Drive east connection with Cleveland Road \$10.5 million;
- Cleveland Road upgrade and Mullet Creek bridge \$6.7 million;
- Fowlers Road extension from Princes Highway to Marshall Street \$1.4 million;
- Princes Highway – West Dapto Road intersection, Kembla Grange \$3.4 million;
- Shone Avenue Stage 1 \$6.7 million; and
- Shone Avenue Stage 2 \$5.2 million (not full cost as only recently completed).

Council's access strategy is currently focused on the design of West Dapto Road/Wongawilli Road and the design of the Fowlers Road to Fairwater Drive link.

In addition, developers are assisting with improvements to the local road network, with upgrades to Bong Bong Road (south west of Shone Avenue), Smiths Lane (under construction) and the southern part of Shone Avenue, through Planning Agreements.

In addition, three open space areas and one bushland reserve within the Brooks Reach subdivision, including Emu Park, have been transferred to Council.

A Councillor briefing on the proposed amendments occurred on 25 May 2015.

## PROPOSAL

The West Dapto Section 94 Development Contributions Plan (2011) has been reviewed to address the existing Council resolutions (listed above), as well as a number of other issues that have been identified.

The West Dapto Section 94 Development Contributions Plan identifies that a review is scheduled to occur five years after commencement (ie 2015). This review is an interim review while work on a major review is underway. It is envisaged that the major review will recommend that Council submit the revised Section 94 Plan to the Independent Pricing and Review Tribunal (IPART) to enable a development contribution above the \$30,000 cap that reflects the true value of local infrastructure. The major review will also review the vision, master plan, dwelling yield and proposed infrastructure.

### 1 Land to Which the Plan Applies – Map Amendments

On 12 December 2011 Council resolved to include the Huntley development area in the Plan. The land was subsequently rezoned as part of Wollongong LEP 2009 (Amendment 12) on 6 July 2012.

This area need to be transferred from being subject to the provisions of the Wollongong Section 94A Development Contribution Plan to the West Dapto Section 94 Development Contribution Plan. This can be achieved by amending the 'land to which this plan applies' map in both plans. The \$30,000 greenfield cap applies to land identified in the West Dapto Section 94 Development Contributions Plan, so it is important to update the map to enable Huntley to be levied under the Plan.

Figure 1.1 in the draft West Dapto Section 94 Development Contributions Plan (Attachment 1) and Figure 1 in the draft Wollongong Section 94A Development Contributions Plan (2015) (Attachment 2 – map only) have been updated to reflect these changes. It will be necessary to exhibit both contributions plans. A separate report on the Wollongong Section 94A Plan will be considered by Council which also includes a recommendation to update the map.

It is noted that Council has exhibited a draft Planning Proposal for Yallah – Marshall Mount and resolved to prepare a draft Planning Proposal for part of Stage 3, between Bong Bong Road and Cleveland Road. Once finalised these areas will also need to be transferred from the Wollongong Section 94A Plan to the West Dapto Section 94 Plan.

### 2 Open Space Amendments

- On 27 May 2013 Council endorsed the Sheaffes Road, North Neighbourhood Plan and draft Planning Proposal. The draft Planning Proposal has been exhibited and is being reported to Council separately.

The precinct was originally proposed to include a small B1 Neighbourhood shopping area of 0.7ha. Council on 26 November 2012 resolved to rezone

the B1 zoning to R2 Low Density Residential and this took effect on 21 June 2013. This had the effect of increasing the development yield by some 0.7ha or 8-12 lots which equates to \$0.24 million in Section 94 income.

The neighbourhood was also originally proposed to include a new Neighbourhood Park (4ha – Park 4) and a further local park (2ha – Park 3) was planned adjoining the southern side of Sheaffes Road. Both parks are designated as being split evenly between active and passive recreation.

The revised and adopted Neighbourhood Plan (27 May 2013) replaced these two parks with three parks that would enable multiple objectives to be achieved relating to environmental conservation, drainage, heritage, power easement and recreation issues:

- Park 3a is approximately 2ha in size and is designated to provide a formal active recreation area which is sufficiently sized to accommodate a future sporting field. The layout and proposed use of this area provides for the curtilage for the ‘Stan Dyke’ homestead. The Park is proposed to be zoned RE1 Public Recreation.
- Park 3b is approximately 3.23ha in size and is designated to contain a stormwater detention basin, the retained Illawarra Lowlands Grassy Woodland (ILGW) Endangered Ecological Community (EEC) vegetation, the existing riparian corridor and watercourse as well as providing passive and informal active recreation opportunities. The Park is proposed to be zoned E3 Environmental Management.
- Park 4 is approximately 1.6ha in size and is designated to contain a stormwater detention basin and the retained Illawarra Lowlands Grassy Woodland (ILGW) EEC vegetation as well as providing passive and informal active recreation opportunities. The Park is proposed to be zoned RE1 Public Recreation.

The total size of open space areas proposed is 6.8ha consisting of 2ha of formal active and 4.8ha of passive and informal active recreation (an increase of 0.8ha). This reduction in residential land is off-set by the neighbourhood centre being rezoned to R2 Low Density Residential.

Therefore the changes have a minimal effect on dwelling numbers, Section 94 income and facility costs.

The following amendments have been incorporated into the draft Section 94 Plan:

- Update Figure 4.2.1 Existing and Proposed Open Space to replace the two parks with three parks, as resolved by Council on 27 May 2013.
- On 24 March 2014 Council endorsed the Darkes Road South West Neighbourhood Plan and draft Planning Proposal. The draft Planning Proposal has been exhibited and will be reported to Council separately.

The neighbourhood was originally proposed to include a 2.75ha new park referred to as 'Ridge Park' and designated for passive recreation. During the preparation of the Neighbourhood Plan it became apparent that to conserve an endangered ecological community (EEC), the boundaries for 'Ridge Park' needed to be revised to enable the objectives relating to environment and recreation to be achieved.

The revised 'Ridge Park' is approximately 10.32 ha in size and is designated to contain the EEC vegetation, as well as providing passive and informal active recreation opportunities. Whilst conserving the EEC, the increase in Park size has reduced the development yield by some 70 lots (resulting in a \$2.1 million reduction in Section 94 income) and increases the land acquisition cost by \$3.78 million to \$5.16 million (at \$500,000/ha). This information was included in the report to Council.

The following amendments have been incorporated into the draft Section 94 Plan:

- Update Figure 4.2.1 Existing and Proposed Open Space to reflect the larger park;
- Reduce the development yield by 70 lots, which will reduce the anticipated income by \$2.1 million;
- Increase the cost of the Ridge Park to \$5.8 million (land acquisition plus embellishment) to reflect the increased area to be acquired and at a residential value.

○ Reed Park south

Since the preparation of the West Dapto Section 94 Development Contribution Plan, the Council land north and south of Cleveland Road, between the high school and Fairwater Drive, has been identified as the location of a future football (soccer) complex. It is proposed that the plans be updated to identify the nominated use.

○ Brooks Reach

As part of the Brooks Reach subdivision, three open spaces have been dedicated to Council including Emu Park. It is proposed that the plan be updated to show these new open space facilities. This has no cost implications for the Section 94 Plan.

### 3 Road Network Amendments

○ Princes Highway/Fowlers Road to Fairwater Drive link

Council at its meeting on 25 March 2013 resolved (in part) that:

- 1 *Council adopt the route from the intersection of the Princes Highway and Fowlers Road to the new roundabout on Fairwater Drive, to be known as*

*the “West Dapto Access – Princes Highway to Fairwater Drive” as the optimum transport access route over the South Coast Railway Line.*

On 24 March 2014 Council endorsed the inclusion of the link in the Wollongong DCP 2009 – Chapter D16 West Dapto Release Area Master Plan and road network plans. A similar amendment is required to be included in the West Dapto Section 94 Plan.

On 24 March 2014 Council also endorsed a tender for the design of the Princes Highway to Fairwater Drive link, and the design has been in preparation over the recent months. While the design has not been finalised the construction cost is currently estimated to be \$93.5 million, due to the increased cost of bridging the rail line and Mullet Creek. It is noted that the draft Annual Plan capital budget includes an allocation of \$62.7 million over the next four years which will be reviewed once the design is finalised.

The draft Section 94 Plan has been amended to include the Princes Highway/ Fowlers Road to Fairwater Drive link at a value of \$93.5 million.

- Wongawilli Road – West Dapto Road

Consultants for Council have also been working on the design of the Wongawilli Road/West Dapto Road area. The design work has identified that the area is subject to flooding and is looking at design solutions to reduce the risk to existing dwelling houses. It is likely that the cost of the project will increase from the existing \$3.2 million currently identified in the Plan to \$28 million for the entire project, which will include staged delivery of land acquisition and extensive drainage works (rather than only reconstructing the road).

The draft Section 94 Plan has been updated to include the Wongawilli – West Dapto Road works at \$28 million.

- Yallah Marshall Mount Infrastructure

The West Dapto Section 94 Plan currently includes the upgrading of Yallah Road and Marshall Mount Road to both widen the road to cater for increased traffic volumes, and the construction of Road 8. The current plan does not include flood access requirements, as the Duck Creek Flood Study was completed after the preparation of the Plan. As part of the Yallah-Marshall Mount Structure Plan and draft Planning Proposal the access arrangements to Yallah – Marshall Mount are being reviewed. The access arrangements are being affected by the Duck Creek Flood Study, Floodplain Risk Management Study and Plan, Calderwood Urban Release Area and Albion Park Bypass investigations.

On 9 March 2015 Council resolved to undertake additional work to refine the infrastructure costs. Until the costs are refined no amendment to the Section 94 Plan is proposed.

## 4 Exemption list

On 24 November 2014 Council adopted amendments to the Wollongong Section 94A Development Contributions Plan (2014) to expand the list of developments that may be exempt from paying a development contribution to include 'residential care facilities' and 'industrial training facilities'.

The exemptions lists in both Plans have been reviewed to ensure consistency. As the two Plans were prepared separately the exemption lists are consistent but worded slightly differently. To provide consistency with the Wollongong Section 94A Development Contributions Plan (2014) it is proposed to include the same exemption list in clause 2.2.1 of the West Dapto Section 94 Development Contributions Plan.

## 5 Density review

Within Stages 1 and 2 of West Dapto, Council has adopted seven Neighbourhood Plans covering 2,253 lots. Council has also approved nine Development Applications for 837 residential lots, and another two development applications are currently being assessed (207 lots). It is timely to review the residential density and yield being achieved. The infrastructure demand and the Section 94 Plan income is based on an expected yield. If this yield is not being achieved, the Section 94 income will be lower than anticipated.

The following table summarises the net residential density being achieved in Stages 1 and 2 at West Dapto. The table incorporates information from approved, under assessment and proposed development applications, so the numbers are slightly different to the above data. The net developable land is based on the R2 Low Density Residential land and includes roads, electricity easements and other constraints.

<b>Estate</b>	<b>Site area (ha)</b>	<b>Net Developable area (ha)</b>	<b>No of dwellings</b>	<b>Density (dwellings/ha)</b>
Brooks Reach (south) (released lots)	37.81	28.00	362	12.93
Brooks Reach – Hayes Lane east (under construction)	7.62	5.31	66	12.42
Brooks Reach – Hayes Lane west (under assessment)	15.42	12.83	152	11.85
Alkira Estate (under construction)	8.61	8.61	117	13.59
Vista Park (E4 lots – under construction)	19.43	16.60	70	4.22
Vista Park (R2 lots approved)	7.95	7.95	111	13.97
Lynwood (stage 1 – under construction)	8.22	6.24	84	13.45
Sheaffes Road North (Neighbourhood Plan)	44.78	25.63	310	12.09
<b>Totals</b>	<b>149.84</b>	<b>111.17</b>	<b>1272</b>	
Average (excludes Vista Park E4 large lots)				12.90

The table indicates an average net residential density of 12.90 dwellings per hectare is being achieved on the R2 Low Density Residential zoned land. This is slightly less than the expected 13 dwellings per hectare expected for the initial developments. It was anticipated that density would increase to 15 dwellings per hectare, as development momentum in West Dapto increased.

It has become apparent that the fixed contribution of \$30,000 per lot or dwelling, is a disincentive for more intensive forms of residential accommodation, which are permissible in the area, (eg dual occupancy, multi-dwelling development, residential flat buildings, shop top housing, or seniors housing) as the contribution is payable for each dwelling. One dual occupancy development has been approved in Brooks Reach.

The \$30,000 per dwelling contribution will become more of an issue in the business zones, where shop top housing and mixed use development is permitted and will be encouraged. The low number of dual occupancy and smaller lot housing is also affecting the availability of a diverse range of housing options including housing that can be assisted through the West Dapto Home Deposit Scheme.

Council has reduced the minimum lot size from 450m<sup>2</sup> to 300m<sup>2</sup> surrounding the larger town centres. However, it appears that to increase the residential density some further incentive is required.

To improve housing affordability, provide a mix of dwelling types and provide some incentive for dual occupancy, multi-housing development, residential flat buildings, shop top housing or seniors housing it is proposed that a reduced contribution rate be introduced. This would require an amendment to the West Dapto Section 94 Contribution Plan.

Two options are proposed as amendments to the Section 94 Plan:

- 1 A per hectare contribution, where the \$390,000 (13 dwellings/ha) is divided against the additional development. This would be applicable at the subdivision stage, based on the net residential density. If 15 dwellings per hectare was achieved, the contribution would be \$26,000 per dwelling (\$390,000/15 dwellings). It is proposed that this variation only apply to larger subdivisions of more than 50 lots which can be master planned. It would not be appropriate to apply this equation to the intensification of development on an individual site, through dual occupancy or multi-dwelling housing where 'site' density is considered.

A per hectare site density calculation would result in a significantly higher density. For example, a 500m<sup>2</sup> lot within a net 13 dwellings per hectare precinct would have an individual site density of 20 dwellings per hectare.

- 2 A reduced contribution rate for each additional residential development.

The creation of lots and the erection of a dwelling house on a lot would still be subject to the \$30,000 cap.

It is recommended that to encourage additional affordable housing, a reduced contribution rate be introduced for:

- dual occupancy of \$20,000 for the additional dwelling (less than 125m<sup>2</sup>);
- multi-dwelling housing, residential flat buildings, seniors living, shop-top housing (residential component), of \$15,000 per dwelling (less than 125m<sup>2</sup>) for up to five additional dwellings and \$10,000 per dwelling (less than 125m<sup>2</sup>) for more than five additional dwellings; and
- subdivision of more than 50 lots where a rate of \$390,000 per hectare will be levied based on the net residential density of the land zoned for residential.

The reduced contribution rate is proposed to be reviewed after two years, or the completion of the West Dapto Review. It is noted that if the density and dwelling yield increase dramatically beyond what is anticipated, the demand for Council services and facilities and traffic generation will also increase. This could result in the need to provide more services and facilities or wider roads, increasing the cost of local infrastructure. The take-up of the proposed changes will be monitored.

The West Dapto Review will also consider whether changes to the Wollongong LEP 2009 are also required, such as rezoning, reducing minimum lot size requirements or incentive provisions. These types of changes will require the preparation, endorsement and exhibition of a draft Planning Proposal.

## PLANNING AND POLICY IMPACT

### **Illawarra Regional Strategy and Draft Illawarra Regional Group and Infrastructure Plan (2014)**

The West Dapto Release Area is identified in the Illawarra Regional Strategy (2007) as a regionally significant urban release area.

### **Wollongong Community Strategic Plan 2022**

This report contributes to a number of Wollongong 2022 objectives as the West Dapto Section 94 plan is aligned with the Capital Works Program, which contributes to the funding required to meet the Delivery Program.

It specifically delivers on core business activities as detailed in the Land Use Planning Service Plan 2014-15.

## FINANCIAL IMPLICATIONS

To date development in the release area has resulted in \$15.49 million worth of Section 94 income and interest, which includes \$13.89 million from residential development (463 lots) and \$90,932 from employment land. Initial lot production has been quicker than

anticipated, as a result of the release of the Brooks Reach development. Lot production has slowed this year but will pick up next financial year with the release of Brooks Reach (north), Alkira Estate, Vista Park and Lynden View which are under construction.

Council has expended some \$9.2 million of Section 94 contributions, principally repaying the NSW Government \$26.05 million loan. Council has expended \$39.7 million on the Initial Access Strategy which has largely been funded from State and Federal loans and grants.

The estimated West Dapto lot yield has remained unchanged at approximately 17,000 dwellings as a result of decisions and revisions that have both increased and decreased yield, including:

- Increased open space and environmental protection areas resulting in a reduction of 70 lots/dwellings;
- Decreasing the Minimum Lot Size from 450m<sup>2</sup> to 300m<sup>2</sup> around the two larger town centres which has increased the permissible density around town centres;
- Including an additional 490 dwellings at Huntley;
- Endeavour Energy purchasing a 0.72ha site zoned R3 Medium Density Residential near the Darkes Road Town Centre resulting in a reduction of 18 lots/dwellings; and
- Removing electricity easements from Stage 1 and 2 – which can be included in lots but not built upon. Additional changes will need to be made to Stages 3, 4 and 5.

The lot yield will be further reviewed when Yallah-Marshall Mount and Stockland Stage 3 Planning Proposals and any other Planning Proposals are finalised.

The local infrastructure costs have increased from \$565 million to \$817 million largely as a result of:

- Including the Princes Highway/Fowlers Road to Fairwater Drive link \$93.5 million;
- Wongawilli Road additional drainage and land acquisition requirements has increased the forecast cost to \$28 million;
- A larger open space area in the Darkes Road South West precinct now costed at \$5.16 million for land acquisition.
- Indexing the 2010 costs by Consumer Price Index (CPI) to 2015 (some \$62 million). Future indexing will continue to increase the costs.

The increased costs create a \$209.6 million gap between the costs and estimated Section 94 income. This gap would be closed if Council was able to increase the residential contribution by \$12,937 per lot/dwelling above the \$30,000 cap. This issue will be reviewed by the Major Review and may lead to an IPART application. As a consequence of the increased costs, the employment land levy has increased from \$40,321 per hectare to \$42,848 per hectare.

The expenditure side or cost of local infrastructure is increasing by CPI; however the income side is limited by the cap. The price of land has also increased which increases the cost of land that Council is required to acquire, and increased the viability of development.

The cap is contributing to a contribution deficit. A major review of the West Dapto vision, master plan and Section 94 Development Contribution Plan has commenced. However, the current plan needs to be updated now to reflect Council resolutions and current projects.

## CONCLUSION

The West Dapto Release Area is complex due to its physical constraints and relatively low development yield. Significant road and drainage infrastructure is required to service the future residents of the release area.

The infrastructure costs will continue to be reviewed as updated road infrastructure cost rates are generated from current Initial Access Strategy public tendering and actual costs of current projects.

It is recommended that the amended draft West Dapto Section 94 Development Contributions Plan (2015) (Attachment 1 – with changes highlighted) and draft Wollongong Section 94A Development Contributions Plan – Figure 1 Wollongong Section 94A Contribution Area (2014) (Attachment 2) be exhibited.

ITEM 6

RESTORATION OF INDEXATION FOR FINANCIAL ASSISTANCE GRANTS

The 2014 Federal Government Budget included a pause in indexation for Financial Assistance Grants provided to local councils for three years commencing in 2014-15 that resulted in a significant reduction to Council's future income projections. The Australian Local Government Association (ALGA) and the Local Government Managers' Australia (LGMA) have initiated an advocacy campaign to lobby the Federal Government to restore indexation on the Grants a year earlier than planned. This report seeks Council's support of the campaign by requesting a resolution be passed to acknowledge the importance of Financial Assistance Grants.

### RECOMMENDATION

- 1 Council acknowledges the importance of the Financial Assistance Grant in assisting Council to provide important community infrastructure and delivery of services.
- 2 Council support the Australian Local Government Association and Local Government Managers' Australia advocacy campaign for restoration of indexation of the Federal Assistance Grants for 2016-17.

### ATTACHMENT

Letter received from LGMA and ALGA dated 29 May 2015 – Financial Assistance Grants to Local Government

### REPORT AUTHORISATIONS

Report of: Brian Jenkins, Manager Finance  
Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

### BACKGROUND

Financial Assistance Grants are an important untied payment to councils from the Australian Government that is invested in essential community infrastructure and services ranging from local roads and parks to swimming pools and libraries. Although the Grant has two components, general purpose and roads component, it is an unconditional Grant. The Grant represents a significant portion of Council's revenue base. Between 2009-10 and 2013-14, Council received \$75.8M in Financial Assistance Grant. This represents approximately 6% of total income from continuing operations during the five year period. During the current financial year, Council received \$17.4M in Financial Assistance Grant.

The general purpose component distributed is based on population and needs assessment whilst the road component is distributed based on road infrastructure

maintained and the Grant has traditionally been subject to indexation. The 2014 Federal Government Budget included a pause in indexation until 2017-18. At the time, the impact of this was estimated to be in the vicinity of \$14M over the next 10 years. Early resumption of indexation will mitigate some of this deterioration in income.

Nationally, the pause of indexation is estimated to result in a permanent reduction in the Financial Assistance Grant base by 13%.

In May 2015, the ALGA and LGMA wrote to Council to enlist support for the advocacy campaign being led to restore indexation of the Grant by the Federal Government a year earlier. Council can demonstrate such support by formally acknowledging the importance of the Grant by passing a Council resolution to this effect.

## PROPOSAL

- 1 Council acknowledges the importance of the Financial Assistance Grant in assisting Council to provide important community infrastructure and delivery of services.
- 2 Council support the ALGA and LGMA advocacy campaign for restoration of indexation of the Federal Assistance Grant.

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective our *local council has the trust of the community* under the Community Goal *we are connected and engaged community*.

It specifically addresses the Annual Plan 2014-15 Key Deliverable *Lobby Government for financial assistance to redress the current infrastructure backlog and provide funding for key regional projects* which forms part of the Five Year Action *to pursue alternative funding options to deliver Council services and facilities* contained within the Revised Delivery Program 2012-17.

## FINANCIAL IMPLICATIONS

If the campaign led by the ALGA and LGMA is successful and indexation recommences for the 2016-17 year instead of 2017-18, this will result in a potential improvement in income of \$435K in 2016-17 based on current estimates. This is a recurrent improvement. The table below demonstrates the impact over the next 10 years, assumes a CPI of 2.5% and that there is no change in the way the Grant is allocated to councils.

Financial Assistance Grant											
	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Current											
projections	17,391	17,391	17,391	17,826	18,271	18,728	19,196	19,676	20,168	20,672	186,711
Impact of early resumption of indexation	17,391	17,391	17,826	18,271	18,728	19,196	19,676	20,168	20,672	21,189	190,509
<b>Improvement</b>	<b>0</b>	<b>0</b>	<b>435</b>	<b>446</b>	<b>457</b>	<b>468</b>	<b>480</b>	<b>492</b>	<b>504</b>	<b>517</b>	<b>3,798</b>

## CONCLUSION

The Financial Assistance Grant represents a significant portion of Council's income and early resumption of indexation on future payments would be of substantial benefit. It is proposed Council support the ALGA and LGMA in an advocacy campaign to lobby the Federal Government to end the freeze in 2016-17 and mitigate some of the lost income.

ITEM 7

REVIEW OF CORPORATE GOVERNANCE COMMITTEE AND  
AUDIT COMMITTEE CHARTERS

The Audit and Corporate Governance Committee Charters have been reviewed following consultation with Committee members. The following report outlines the draft amendments to each of the Charters.

## RECOMMENDATION

The draft revised Audit Committee and Corporate Governance Committee Charters be adopted.

## ATTACHMENTS

- 1 Draft Audit Committee Charter
- 2 Draft Corporate Governance Committee Charter

## REPORT AUTHORISATIONS

Report of: Lyn Kofod, Manager Governance and Information  
Authorised by: Greg Doyle, Director Corporate and Community Services, Creative Engaged and Innovative City

## BACKGROUND

### Advisory Committees

Council has two Advisory Committees that were created to help Council in making informed decisions on a range of matters. The Audit and Corporate Governance Committees are advisory only and do not have decision-making powers.

The Audit Committee serves as an independent and objective party to assist Council in determining whether management complies with relevant laws and standards, including policy directions of the Office of Local Government in relation to audit standards.

The role of the Corporate Governance Committee is to serve as an independent and objective party to help Council fulfil its responsibilities in relation to corporate governance, management of its financial affairs, compliance with laws, ethical behaviour and risk management.

Each of the two Committees has five members comprising three independent members, one of whom is the Chairperson, and two Councillors.

### Review of Charters

A review of the Audit and Corporate Governance Committee Charters was undertaken in consultation with the Chairperson of each Committee and endorsed by Committee members for report to Council.

Both Committees' Charters are very similar, with specific Committee roles and responsibilities being the primary differences.

Following is a summary of recommended key changes to both the Audit Committee and Corporate Governance Committee Charters:

Current Charter Requirements	Proposed amendment
<b>5. COMPOSITION OF THE COMMITTEE</b>	
<p>The Corporate Governance Committee is to be made up of five (5) persons, comprising:</p> <ul style="list-style-type: none"> <li>□ Two Councillors – appointed annually by Council or as otherwise determined by Council.</li> <li>□ Three independent members – to be appointed by Council.</li> </ul>	<p>The Corporate Governance Committee is to be made up of five (5) persons, comprising:</p> <ul style="list-style-type: none"> <li>□ Two Councillors – appointed annually by Council or as otherwise determined by Council.</li> <li>□ Three independent members – to be appointed by Council.</li> </ul>
<p>The independent members of the Committee are to be appointed by the Council.</p>	<p>The independent members of the Committee are to be appointed by the Council.</p>
<p>The Chairperson will be appointed by Council from the independent representatives.</p>	<p>The Chairperson will be appointed by Council from the independent representatives.</p>
<p>A vacancy for an independent member of the Committee may occur upon the resignation of the member, death of the member, failure to attend without cause.</p>	<p>A vacancy for an independent member of the Committee may occur upon the resignation of the member, <u>expiry of a term of appointment as outlined in Part 6 of this Charter</u>, death of the member, failure to attend without cause three consecutive meetings, or by removal by resolution of the Council.</p>
<p>Vacancies for independent members on the Audit / Corporate Governance Committee will be filled following public advertisement inviting Expressions of Interest. A selection panel will be formed comprising the Audit / Corporate Governance Committee Chairperson and/or nominated independent representative and a Councillor representative of the Corporate Governance Committee. The selection panel will submit a recommendation to a Council meeting for determination.</p>	<p><u>In accordance with the Recruitment of External Members to Committees Policy, a selection panel will be formed and</u> vacancies for independent members on the Audit / Corporate Governance Committee will be filled following public advertisement inviting Expressions of Interest. The selection panel will submit a recommendation to a Council meeting for determination.</p> <p><u>Former Wollongong City Council staff and Councillors may be eligible for appointment as an independent member to the Committee following a five year 'break-from-service'.</u></p> <p><u>Committee members must decline any request to act as referee to applicants for vacant positions on the Committee.</u></p>

## Current Charter Requirements

## Proposed amendment

*Comment: Council adopted the Recruitment of External Members to Committees Policy on 15 December 2014 and this amendment brings the Committee Charters into line with Council policy.*

*Clarification was included to determine an appropriate timeframe between a former Wollongong City Council staff member or councillor leaving Council and being eligible to be considered for independent membership to the Committees in order to avoid perceptions of a conflict of interest.*

*Clarification that Committee members must decline any requests to act as referees to applicants for vacant positions on the Committee was included for the same reason.*

## 6. TERM OF APPOINTMENT

The independent members of the Committee will be appointed for a term of three years and are eligible for reappointment for an additional term of three years, subject to approval by the General Manager following consultation with the Committee Chairperson and/or Councillor members on the Committee. Thereafter Expressions of Interest will be invited and the outgoing representative will be eligible to reapply.

In order to retain experience and knowledge, there will be an opportunity for annual incremental renewal of independent members.

The independent members of the Committee will be appointed for a term of three years and are eligible for reappointment for an additional term of three years, subject to approval by the General Manager following consultation with the Committee Chairperson and/or Councillor members on the Committee. Thereafter Expressions of Interest will be invited and the outgoing representative will be eligible to reapply.

In order to retain experience and knowledge, there will be an opportunity for annual incremental renewal of independent members. Such renewal is subject to approval by the General Manager following consultation with the Committee Chairperson and/or Councillor members on the Committee.

The removal or suspension of a Councillor or Independent Member where he/she is found by the appropriate investigative body to have behaved inappropriately (eg found to have breached disclosure of interests requirements under the Local Government Act) and/or breached Council's Codes of Conduct, following a Code of Conduct Investigation requires a resolution of Council. Formal removal or suspension of a member by Order of the NSW Civil and Administrative Tribunal (NCAT) or by the Office of Local Government is not subject to the approval of Council.

*Comment: Clarification on the manner of approval of incremental renewal of membership has been included. The manner of approval is consistent with other membership renewal processes*

**Current Charter Requirements**

**Proposed amendment**

*in the Charter.*

*The removal or suspension of a member by Council was considered following the annual self-assessments by the Corporate Governance and Audit Committees of their operations and concerns raised that the Charters may not adequately reflect how a member may be removed if shown to have behaved inappropriately by the appropriate investigative body. Council already has the ability to remove members from Committees that they have previously appointed by resolution of Council and this inclusion is for clarification purposes only.*

**10. MEETINGS**

A Committee member must be physically present at the meeting in order to participate in the meeting.

Committee members who cannot attend a meeting in person have an option to attend by "remote" means" through tele/video conference (or similar), if the need arises, subject to the following conditions:

- Members may attend by remote means at a maximum of two meetings per year;
- The Chairperson must be physically present at the meeting in order to Chair the meeting;
- Meetings must have at least three members physically present in order to proceed;
- Members who attend by remote means, subject to the above conditions, will have it noted in the Minutes that attendance was via tele/video conference;
- Council staff cannot provide support services to non-Council equipment used by members during any tele/video conference.

*Comment: At the request of Committee members the requirement for physical attendance was reviewed. With technology available that may assist improve the participation of members, recommendations to allow at least a portion of the quarterly meetings to be attended by teleconference or similar means was included.*

The quorum for meetings of the Corporate Governance Committee will be three members.

The quorum for meetings of the Corporate Governance Committee will be three members, with a minimum of two independent members and one councillor member. Where the quorum is affected by the vacancies of two independent member positions, meeting quorum may be considered to be one independent member and two Councillors on

**Current Charter Requirements**

**Proposed amendment**

these occasions only. Where the quorum is affected by the vacancy of all three independent member positions, the Committee will be considered to have no quorum.

*Comment: By outlining the minimum number of independent and councillor members as a quorum, the Charters reflect the membership of Audit Committees expressed in the Office of Local Government's "Sample Audit Committee Charter", contained within the Internal Audit Guidelines released in September 2010 under Section 23A of the Local Government Act 1993.*

**14. EVALUATION AND EXPENSES**

The Corporate Governance Committee and the Audit Committee as a joint exercise will, in December of each year, evaluate the assessments undertaken and determine the adequacy of the Charter for each Committee.

The Corporate Governance Committee and the Audit Committee as a joint exercise will, in July of each year, evaluate the assessments undertaken and determine the adequacy of the Charter for each Committee.

The Corporate Governance Committee Charter should be fully reviewed and adopted at least once by each term of Council at an open meeting of the Council. Administrative and minor changes to the Charter at other times may be adopted by the Committee. Significant changes to the Charter must be referred to an open meeting of Council for adoption, following endorsement by the Committee.

*Comment: Chairpersons recommended the change in timing of annual self-assessments to better coincide with financial year activities and reviews.*

*The requirement for a full review of the Charter and its adoption at least once by each term of Council was included to ensure a regular review was undertaken by the elected Council. This also clarifies the ability of the Committee to review the Charter at other times and to either adopt non-significant changes or to endorse more significant changes for report to Council.*

**15. REMUNERATION AND REVIEW**

The independent members of the Corporate Governance Committee will be entitled to remuneration on the basis of a Committee meeting fee as determined by the Council. The meeting fee is for the period 1 July to 30 June and will include all expenses incurred by the independent members in relation to their responsibilities as members of the Committee. The fee will be subject to annual review in accordance with the percentage increase in the fee payable to the Councillors as

The independent members of the Corporate Governance Committee will be entitled to remuneration on the basis of a Committee meeting fee as determined annually by the Council. The meeting fee is for the period 1 July to 30 June and will include all expenses incurred by the independent members in relation to their responsibilities as members of the Committee. The fee will be subject to annual review in accordance with the percentage increase in the fee payable to the

### Current Charter Requirements

### Proposed amendment

determined by the Local Government Remuneration Tribunal.

Councillors as determined by the Local Government Remuneration Tribunal.

*COMMENT: An annual determination at an open Council meeting of the fees paid to members will ensure high levels of accountability and transparency are maintained in operation of the Committees.*

## CONSULTATION AND COMMUNICATION

Audit Committee and Corporate Governance Committee Chairpersons were consulted throughout the review process and draft Charters were endorsed by Committees for report to Council at the following meetings:

Corporate Governance Committee – 12 May 2015

Audit Committee – 2 June 2015

## PLANNING AND POLICY IMPACT

This report relates to the commitments of Council as contained within the Strategic Management Plans:

Wollongong 2022 Community Goal and Objective – This report contributes to the Wollongong 2022 objective *‘our local Council has the trust of the community’* under the Community Goal *‘we are a connected and engaged community’*.

It specifically addresses the Annual Plan 2014-2015 Key Deliverables *‘support the effective operation of the Audit and Corporate Governance Committees’* which forms part of the Five Year Action *‘ensure policies and procedures are regularly reviewed, updated and promoted’* contained within the Delivery Program 2012-17.

## ITEM 8 DESTINATION WOLLONGONG - FUTURE FUNDING ARRANGEMENTS

Council has acknowledged the importance of tourism to Wollongong by providing support and funding for related activities for over 35 years. Council's tourism functions have been delivered by Destination Wollongong (present trading name) since 1979.

This report proposes Council continues to provide funding and support to Destination Wollongong for five years commencing 1 July 2016 to deliver Council's tourism related functions.

This report seeks a resolution of Council regarding tendering provisions and to delegate the General Manager to proceed with negotiations and finalisation of the Funding and Performance Agreement with Destination Wollongong. Funding for this program was included in the Annual Plan, which was recently exhibited.

### RECOMMENDATION

- 1 Council resolve under Section 55(3) of the Local Government Act 1993 to enter into a Funding Agreement with Wollongong City of Innovation Ltd (trading as Destination Wollongong) without the inviting of tenders due to extenuating circumstances, unavailability of competitive and reliable tenderers and otherwise for the reasons set out in this report.
- 2 Council proceed with finalising the Funding and Performance Agreement (2016-2021) with Wollongong City of Innovation Ltd (trading as Destination Wollongong) to deliver destination marketing, major events, business events and conferences and visitor information services.
- 3 Council delegate finalisation of the Funding and Performance Agreement with this organisation to the General Manager, subject to the funding agreement not exceeding the adopted budget.

### ATTACHMENTS

There are no attachments for this report.

### REPORT AUTHORISATIONS

Report of: Sue Savage, Manager Community, Cultural and Economic Development (Acting)  
Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

### BACKGROUND

Wollongong City of Innovation (trading as Destination Wollongong) is a membership based organisation that has delivered Council's Tourism program directly since 1979. Wollongong City Council has provided financial assistance for tourism services, both in

the form of direct monetary assistance as well as in-kind assistance, including ICT and use of Council accommodation/facilities. Over time, a series of different funding agreements have been in place between Council and Destination Wollongong. The current funding agreement covers the period 2011-2016 and expires on 30 June 2016. It sets out the funding, the terms of funding and performance measures.

As a result of a comprehensive review of arrangements between organisations over the past seven years, Council and Destination Wollongong have focused considerable energy and resources on aligning the two organisations both strategically and operationally. Destination Wollongong has established a reputation as an effective and productive affiliate of Council and importantly is now viewed by many from within and outside the tourism sector as a leader in destination marketing. Over the past 18 months, Council has worked with Destination Wollongong to further align the organisations including a focus on enhancing their Constitution to further reflect Council's significant and ongoing interest in the organisation.

There have been significant changes made to the Destination Wollongong Constitution that reflects Council's interest in the organisation.

The existing funding agreement (2011-2016) includes a range of enhancements relating to governance, performance and alignment to Wollongong 2022. Destination Wollongong has agreed to these changes and has responded positively. The organisation has delivered each of the program functions of Destination Marketing, Events, Conferences, Visitor Services and City Centre Marketing and Promotion successfully and met the key performance indicators (KPIs) and associated objectives.

## PROPOSAL

### **The Destination Wollongong Constitution: Update on process to date**

Following a presentation by Council Officers to the Destination Wollongong Board meeting on 29 April 2015, both parties have agreed to changes to the Destination Wollongong Constitution.

The Board has formally considered and accepted a number of significant changes to the Constitution which will now be considered by the members of Destination Wollongong.

### **Changes to the Constitution**

The changes to the Destination Wollongong Constitution that were developed by the working party and accepted by the Board are outlined below.

#### ***Current Purpose of the Company***

The purpose of the Company has been changed from:

- promoting and marketing local business;
- development of tourist attractions and facilities;
- operating visitors centre;
- attracting conferences;

- attracting major events; and
- city centre marketing,

and updated to:

*The purpose of the Company is to contribute to the sustainable growth of a diverse and vibrant economy, including through:*

- *growing Wollongong and the region's visitor economy;*
- *promoting and marketing Wollongong and the region, and*
- *supporting the attraction of new investment and business into Wollongong and the region.*

### **The Board**

The proposed number of Directors will reduce from the current 11 Directors to nine Directors. The Board will be composed of:

- two Council appointed officer Directors;
- three Council appointed independent Directors, and
- four member Directors.

Council will now appoint the majority of the Board.

### **Quorum for Board Meetings**

A quorum of five Directors will now be required for a Board meeting. This includes at least one Council appointed officer Director, one Council appointed Director (independent) and one Member Director.

### **Funding Agreement**

Council prefers to provide 12 months' notice to affiliates of its intention. This also presents the opportunity to negotiate the terms of a new agreement within Council's allocated Budget.

As part of the formulation of the funding agreement, a range of performance measures for Destination Wollongong have been developed, including outputs and key performance indicators (KPIs).

Council has worked collaboratively with Destination Wollongong to strengthen governance arrangements. Under Section 55(3) of the Local Government Act 1993, it is proposed that because of extenuating circumstances relating to the current arrangements Council has in place with Destination Wollongong, a satisfactory result would not be achieved by inviting tenders, including the following:

- Agreed changes to the Destination Wollongong Constitution confirm Council's interest in Destination Wollongong.
- Destination Wollongong is an existing not for profit Council funded organisation with a tourism and marketing objective and is the only substantial local member based tourism organisation with marketing capability.

- Destination Wollongong has aligned its planning, delivery and reporting to Council's Wollongong 2022.
- Destination Wollongong has made substantial improvements to its governance and operations including a clear strategic direction.
- Destination Wollongong has a diverse existing member base.
- Council has given consideration of other competitive processes, which might be appropriate in the circumstances, and has satisfied itself that any probity concerns have been addressed and that the entry into the Funding Agreement with Destination Wollongong represents the best value outcome for Council.
- The proposed contribution to Destination Wollongong has been exhibited as part of Council's Draft Annual Plan 2015-16 (long term modelling).

To meet Council's obligations under Section 55(3) of the Local Government Act 1993, an public notice outlining Council's intent to enter into a funding agreement without inviting tenders was featured in the Mercury on Friday, 12 June 2015.

Destination Wollongong would continue to deliver a number of benefits to Council that are unable to be delivered by other competitors. These include: in-kind services provided, alignment to the Economic Development Program, co-location of our offices, shared planning, delivery and reporting on projects, and the knowledge and expertise of Destination Wollongong employees (including its Board members).

This report proposes that Council delegate finalisation of the funding agreement to the General Manager, subject to funding arrangements not exceeding the adopted budget.

The key objectives of the proposed changes to the Constitution and funding agreement are to:

- 1 Improve alignment with Wollongong 2022.
- 2 Improve integration with Council's Economic Development program.
- 3 Further confirm Council's interest in Wollongong City of Innovation (trading as Destination Wollongong).
- 4 Updated KPIs, acknowledging Council's return on investment (performance based).

The funding agreement will specify the activities to be delivered by Destination Wollongong, as well as clarifying funding provided, performance measures and reporting requirements. In terms of broad areas that Destination Wollongong will continue to deliver for Council, these are proposed to include:

- Destination Marketing;
- Major Events;
- Business Events and Conference, and
- Visitor Information Services.

It is envisaged that the City Centre Marketing element currently delivered by Destination Wollongong will be delivered directly by Council as part of the City Centre Management

function. Destination Wollongong's Audit and Risk Committee will also include Council's Manager Finance as a member.

Destination Wollongong will participate in Council's Annual Planning process (as a part of the Economic Development Program), report quarterly in Council's Quarterly Review and feature in Council's Annual Plan reporting.

Upon finalisation of the funding agreement between both parties, a report will be prepared for Council informing of the outcome of negotiations.

## CONSULTATION AND COMMUNICATION

- Councillors
- Destination Wollongong (including officers, Board and members) has been consulted within the development of the timeframes outlined in this brief and the changes to the Constitution.
- General Counsel
- Director Corporate and Community Services
- Manager Community, Cultural and Economic Development (Acting)
- Economic Development Manager
- Senior Economic Development Officer

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective *The Profile of Wollongong as the regional city of the Illawarra is expanded and improved* under Community Goal 2 We have an innovative and sustainable economy.

It specifically delivers on core business activities as detailed in the Economic Development Service Plan 2014-15.

## RISK ASSESSMENT

Tourism related functions are an important element of the achievement of the objectives contained within Wollongong 2022. Specifically, Council's Economic Development Program is playing a key role in supporting investment, jobs growth and activation within Wollongong. The delivery of the tourism related functions by an organisation with a proven track record in achieving results, industry acknowledgement as a leader and clear operational alignment to Wollongong City Council is critical to its success. This proposal to directly negotiate with Destination Wollongong is a sound mitigation strategy.

## FINANCIAL IMPLICATIONS

Any future funding agreement will be within Council's existing and proposed budget program.

The following table shows the financial assistance to be provided to Destination Wollongong over the life of the next funding agreement to deliver the functions listed in this report on Council's behalf.

<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
\$1,284,495	\$1,315,817	\$1,347,999	\$1,381,065	\$1,391,536

Destination Wollongong currently delivers two Visitor Centres on Council's behalf. These and their office are accommodated within two of Council's buildings.

## CONCLUSION

Wollongong City Council has an existing five year funding agreement with Destination Wollongong which expires on 30 June 2016. Council prefers to provide 12 months' notice to affiliates of its intention. This also presents the opportunity to negotiate the terms of a new agreement within the allocated program budget. Officers from Council and Destination Wollongong have been working collaboratively on a revised Constitution and deliverables and targets that will be the basis for a new Funding Agreement (2016-2021).

ITEM 9

POLICY REVIEW: COMMERCIAL FITNESS TRAINING ACTIVITIES ON PUBLIC OPEN SPACE

In October 2009 Council adopted the Commercial Fitness Training Activities on Public Open Space Policy. The policy outlines the requirements for commercial fitness training activities on public open space to ensure that they are delivered in a manner which protects public infrastructure, minimises disturbance to surrounding residents and addresses public risk concerns.

As part of the 2012-2015 Policy Register review, Council's policy for Commercial Fitness Training Activities on Public Open Space (2009) has been reviewed. It is proposed that the policy be retained with minor amendments, noting community requests since the implementation of the policy, commercial fitness trainer feedback and reference to current fitness industry guidelines.

### RECOMMENDATION

The reviewed Commercial Fitness Training Activities on Public Open Space Policy be adopted.

### ATTACHMENTS

- 1 Draft reviewed Commercial Fitness Training Activities on Public Open Space Council Policy
- 2 Schedule of minor amendments with supporting rationale
- 3 Summary of submissions received during consultation phase

### REPORT AUTHORISATIONS

Report of: Peter Coyte, Manager Property and Recreation  
Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

### BACKGROUND

Council's existing Commercial Fitness Training Activities on Public Open Space Policy was first adopted by Council on 27 October 2009 and this is the inaugural review of the policy. This policy outlines the requirements for commercial fitness training on public open space and the provisions that commercial fitness trainers are to operate under.

The intent of the existing policy is to ensure the sustainable use of public open space while providing equitable access for general community use and commercial fitness training activities, whilst encouraging and supporting the utilisation of public open space for health and recreational pursuits.

The existing policy outlines the process and requirements in relation to:

- Approval Process
- Exclusion Zones
- Activities for which the policy applies
- Prohibited Activities
- Exempt Activities/Groups
- Term of Licence
- Security Deposit
- Fees
- Industry Compliance
- Site Capacity
- Hours of Operation
- Qualifications
- Storage
- Sale of Merchandise
- Car Parking
- Waste
- Environment
- Risk Management
- Insurance
- Business interruption
- Noise/Disturbance
- Penalties for Acting Contrary to Notices
- Other General Conditions

The purpose of these provisions is to provide for the effective management of commercial fitness training activities occurring on public open space to ensure that they are conducted in a way that protects public infrastructure, minimises disturbance to surrounding residents and addresses public risk concerns.

Since the adoption of the Commercial Fitness Training Activities on Public Open Space Policy, Council has managed the commercial activities through licence agreements. Throughout the duration of these licence agreements Council has received regular feedback from the community on the impact of the activities, and suggestions for improvements to the policy. A number of these suggestions have been incorporated in the reviewed policy.

Since 2009, the lead industry body Fitness Australia has provided publications relating to outdoor fitness training in public areas. These include but are not limited to: 'Outdoor Training Guidelines', 'Fitness Australia Recommendations for the Provision of Commercial Fitness Services in Public Areas' and 'Guideline for Local Government Issues'.

These documents were referenced to inform the draft reviewed Commercial Fitness Training Activities on Public Open Space Policy.

## PROPOSAL

The existing Commercial Fitness Training Activities on Public Open Space Policy remains relevant to the effective management, licensing and operations of commercial fitness training on public land. It is therefore proposed that the reviewed policy with its minor amendments be adopted by Council.

The minor amendments in question comprise the following:

- changes to the definition of Mobile Licence Permit;
- clarification regarding applicable legislation and other Council policies;
- clarification and additions to exclusion zones and prohibited activities;
- clarification regarding qualifications of subordinate trainers;
- minor corrections with regard to naming of referenced policies and legislation; and
- formatting and heading changes.

## CONSULTATION AND COMMUNICATION

Since the original adoption of the policy on 27 October 2009, Council has received ongoing submissions and feedback from the community, commercial fitness trainers, and Council officers on the implementation of the policy. This feedback has been collated and utilised as a reference point in informing the proposed amendments to this policy.

Following Executive Management Committee's endorsement of the draft reviewed policy, the draft amended policy was provided to the current commercial fitness training licence holders (including mobile licence holders) for their review and comment. During this targeted consultation with current licence holders between 21 April to 8 May 2015, only one submission was received (Refer Attachment 3).

A two hour information session was also conducted on Friday, 1 May 2015, with no licence holders attending this session.

This targeted engagement with the licenced operators was pursued noting::

- The proposed changes are minor in nature and only serve to aid in the implementation of the policy and further reduce the impact of commercial fitness training on public spaces and the users of this space.
- The proposed changes would not impact on the community or passive users of public space.
- The proposed amendments will have the greatest effect on the day to day operation of licenced trainers and it was imperative that Council consult with this group to gauge their response to the changes.

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective 5.5: *Participation in recreational and lifestyle activities is increased* and the Community Goal: *We are a Healthy Community in a Liveable City*.

It specifically addresses the Five Year Action “ 5.1.6.2 *Provide an appropriate and sustainable range of quality passive and active open spaces and facilities*” and “5.1.6.3 *Policies and plans are developed, reviewed and implemented to encourage physical activity*” contained within Council’s Delivery Program 2012-17.

## FINANCIAL IMPLICATIONS

The proposed amendments will not introduce any additional financial expenditure requirements to Council. It is acknowledged that in implementing the reviewed policy that Council will again be required to pursue the formal licencing of Commercial Operators in accordance with State Legislative requirements.

## CONCLUSION

Council’s existing Commercial Fitness Training Activities on Public Open Space Policy was first adopted by Council on 27 October 2009 and outlined the requirements for engaging in a licence for commercial fitness training on public land the general provisions that trainers are to operate under.

Given that the existing policy remains relevant to current operations, it is recommended that this policy be retained subject to the inclusion of several minor amendments which are considered to be of a minor nature.

These amendments are proposed in order to align to current Council policies and industry practice and with consideration of on-going feedback from the wider community, commercial fitness trainers and Council officers.

## ITEM 10 MANAGING LOVE LOCKS ON PUBLIC INFRASTRUCTURE

Council in November 2012 considered a report on the impact of love locks which were being installed across the City causing damage to handrails and other structures. This report provides an update on the investigations to date and the options going forward.

### RECOMMENDATION

Council -

- 1 Develop and implement a program for the installation of love lock chains (similar to that recently installed at Sublime Point, Bulli Tops) at sites throughout the City where love locks have been placed.
- 2 Make representations to the Minister for Roads, Maritime and Freight, The Hon. Duncan John Gay, MLC to fund the love lock artwork at Sea Cliff Bridge.

### ATTACHMENTS

- 1 Site Plan - Proposed Location of Love Lock Artwork at Flagstaff Hill
- 2 Photomontage and Concept Design of Proposed Love Lock Artwork at Flagstaff Hill
- 3 Photomontage of Proposed Love Lock Artwork at Sea Cliff Bridge
- 4 Love Lock Chain at Sublime Point

### REPORT AUTHORISATIONS

Report of: Glenn Whittaker, Manager Project Delivery  
Authorised by: Mike Hyde, Director Infrastructure and Works – Connectivity, Assets and Liveable City

### BACKGROUND

Following a notice of motion in June 2012, Council on 12 November 2012 considered a report which provided a number of options to manage the ongoing issue of attaching love locks to handrails within the City, particularly at prominent tourist sites. Council resolved as follows (Minute No. 298):

- 1 *“Following a suitable notification period; “love locks” be removed from all public infrastructure under Council’s control as a part of operational maintenance.*
- 2 *Notices be erected adjacent to affected infrastructure to prohibit the fixing of “love locks”.*
- 3a *Following an appropriate selection process an artist be engaged to design and install the structure at Mt Keira Summit Park. The commissioning fee and budget be estimated following a report to Council on the proposed design chosen and associated fabrication and installation costs.*

- 3b *This report also provide information following the investigation on corporate partnerships for the construction of this and other “love lock” structures in the Local Government Area.*
- 4 *A selection panel be formed comprising three Councillors and two members of staff.*
- 5 *Consultation with Roads and Maritime Services be undertaken to identify a suitable location for a “love lock” structure near the Sea Cliff Bridge.”*

*Nominations were received for Councillors Colacino, Martin and Connor and there being no further nominations, Councillors Colacino, Martin and Connor were appointed to the Selection Panel.”*

Parts 1 and 2 of the resolution were implemented where love locks had been inappropriately placed such as Mt Keira and Sublime Point. This is an ongoing matter as love locks can appear at many sites within the City from time to time.

Following this immediate action, Council called an Expression of Interest (EOI) and the selection panel subsequently chose an artist, including an artwork proposal for the Mt Keira Summit Park. The EOI included a license to reproduce the work at other sites within the City.

Later investigations revealed that the Mt Keira site was unsuitable for a non-site specific artwork, and the panel directed that another suitable location be selected on The Blue Mile. A number of locations on The Blue Mile were assessed and ranked, with a site adjacent to the lower car park on the south side of the headland of Flagstaff Hill being selected as most suitable (refer Attachment 1). The artist was requested to provide a photomontage and amended design suitable for this site (refer Attachment 2). The preliminary order of cost estimate for this design including landscaping is \$130,000 (excl. GST).

Prior to further consideration by Council, the selection panel thought it prudent to formally seek approval for this site as it is within a State Heritage Precinct and consequently lodged an application to the Heritage Branch of the Office of Environment and Heritage NSW for an exemption for these works.

As part of the approval process, the proposal was also included on the agenda of the Wollongong Heritage Advisory Committee (WHAC) on 10 September 2014. The WHAC did not support the proposal as it was considered to be an unnecessary addition of ‘clutter’ that would impact negatively on the heritage significance of the Flagstaff Hill site.

The WHAC resolved on 10 September 2014 as follows:

*“LOVE LOCK STRUCTURE/PROPOSAL – FLAGSTAFF HILL*

*The Wollongong Heritage Advisory Committee note their objection to the proposed works and request that Wollongong City Council look for an alternate site other than Flagstaff Hill for the location of the Love lock structure because of the State heritage significance of the site.”*

Following receipt of the approval of the NSW State Heritage Office the matter was referred back to the WHAC on 12 November 2014. The WHAC resolved on 12 November 2014 as follows:

*“c Love lock Structure: It was noted that since the Committee discussed this item at its September meeting, the NSW Heritage Branch have approved a minor works exemption in relation to the proposed love lock structure.*

*Discussion occurred in relation to this and the Committee resolved to:*

- 1 Restate its previous resolution.*
- 2 Recommend that Council adopt a clear strategy for the management of ‘ad hoc’ memorials, art works and installations on Flagstaff Hill, to avoid cluttering of the State Heritage Precinct.*

*It was noted that this is already supported by the Conservation Plan for the area and Council’s Blue Mile Heritage Interpretation Strategy.*

*Two members of the Committee disagreed with this resolution on the premise that the structure is minor works.”*

The Conservation Plan (Conservation Study for Belmore Basin Conservation Area Wollongong NSW June 1997 M Hutton) recommends the Flagstaff Hill headland area should remain as a remote, exposed headland. The Blue Mile Heritage Interpretation Strategy December 2010 makes reference to the clutter and visual confusion of the multitude of war memorials, interpretative signage and plaques particularly atop the hill.

Council’s submission to the Heritage Branch of the Office of Environment and Heritage NSW addressed this issue in terms of the following:

- The location selected is sufficiently removed from the significant heritage features and is of an appropriate human scale.
- The location does not impede on the important views to, or within the site.
- The location has recently been the subject of recent landscape works and the structure uses materials consistent with the nearby landscape features.

The Heritage Branch assessed the proposal in the light of the state heritage listing of Flagstaff Hill and considered that it was of a minor nature of little adverse heritage impact on the site and on 27 October 2014 issued endorsement of an exemption from the need for a Section 60 approval for the proposal.

The outcomes of the WHAC referrals and applications to the Heritage Branch were reported to the Council appointed selection panel who indicated this matter should be referred to Council for resolution.

### **Consultation with Roads and Maritime Services (RMS) – Sea Cliff Bridge**

Negotiations also proceeded with the RMS who committed funding assistance to prepare concept designs for the installation of a love lock structure adjacent to the southern abutment of Sea Cliff Bridge. Council has completed this concept design for a new deck and love lock sculpture (refer Attachment 3) and has submitted this to RMS for their consideration of future funding. Follow up contacts with RMS have indicated that this proposal is still under consideration.

### **Love lock Chain**

While completing the renewal of the safety fence at Sublime Point, Council trialled the installation of an alternative structure for the fixing of love locks – a ‘Love Lock Chain’. This design was completed and installed in January 2015 and has proven effective for that site (refer Attachment 4). This option offers a cheaper alternative to treat the issue of inappropriate placement of love locks and can be retrofitted to many of the safety fences which Council has installed at prominent tourist sites. The installation can also be scaled to suit the extent of the issue at each site and costs approximately \$2,000 (excl.GST) for four panels approximately six metres long.

### **Corporate Partnership Opportunities**

There has been no corporate partnerships sought at this time as an approved site has not been identified within the City.

## **PROPOSAL**

Council has a number of options available to treat the issue of inappropriate fixing of love locks to Council’s infrastructure as follows:

- 1 Proceed with the direction to install the preferred Love lock sculpture at the nominated Flagstaff Hill site utilizing the NSW State Heritage Office approval. The initial phase of this would be to commence a community engagement process to assess the community opinion regarding the proposal to install the love lock artwork on Flagstaff Hill at the location shown in Attachment 1. If accepted, Council would need to allocate sufficient funds to allow the project to proceed. If the installation is successful, it may prove to be a tourist attraction which adds to the cultural diversity of the City.
- 2 Investigate another location/site for the installation of the preferred Love lock sculpture. Council has investigated a number of sites for this artwork and the Flagstaff Hill site ranked highest against a range of selection criteria. A key criteria which will determine the success or otherwise of this proposal is the photographic backdrop and amenity of the area.

- 3 Continue to work with RMS to seek a commitment to fund the artwork structure at this site which offers a spectacular backdrop and will add to the marketing and tourist potential of the Grand Pacific Walk.
- 4 Develop and implement a program for the installation of love lock chains (similar to that recently installed at Sublime Point, Bulli Tops) at sites throughout the City where love locks have been placed. The love lock chain concept can be progressively and economically installed throughout the City as the need arises requiring modest allocations in the budget.
- 5 Do nothing - Council could continue to remove the love locks following the installation of signage and manage the issue in this manner. This may prove difficult in the long term as love locks can appear at many sites throughout the City in a random fashion and may commence the corrosion process prior to being found and removed.

## CONSULTATION AND COMMUNICATION

Council has sought approval from the Heritage Branch of the Office of Environment and Heritage NSW and the Wollongong Heritage Advisory Committee as discussed above. Once a direction on this matter is determined, a community engagement plan can be implemented to seek the inputs from the wider community and any identified stakeholders.

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective - The visibility of our cultural diversity is increased Community Goal - Wollongong is a creative and vibrant City).

It specifically addresses the Annual Plan 2014-15 Key Deliverables - Encourage the integration of urban design and public art which forms part of the Five Year Action - Encourage the integration of urban design and public art contained within the Revised Delivery Program 2012-17.

## RISK ASSESSMENT

As outlined in previous reports to Council, the inappropriate application of love locks has the potential to impact on the long term durability of Council's infrastructure at many prominent tourist sites. This report canvasses a range of options which could mitigate much of the risk to Council's infrastructure.

Project risk will be assessed and managed in accordance with Council's normal practices once a direction is determined.

## FINANCIAL IMPLICATIONS

There is currently no allocation in the Draft 2015/16 Capital Budget for any of the available options.

## CONCLUSION

Following the successful trial of the love lock chain installed at Sublime Point, and the economical nature of the installation, it would appear that the love lock chain could resolve the issue of damage caused to Council's infrastructure. This solution can be progressively implemented with little impact on Council's budget at a large number of prominent sites but does not offer the focal point of the love lock artwork at Flagstaff Hill or Sea Cliff Bridge.

## ITEM 11 EXTENSION OF FUNDING CONTRACTS – COMMUNITY SERVICES

Council has been considering the impact of Commonwealth and NSW government reform of the aged and disability support system since proposed changes to the system were first outlined in the Commonwealth White Paper “*Key Directions for the Commonwealth Home Support Programme*”, in May 2014.

Since the release of the White Paper, the policy direction at Commonwealth and State level has continued to evolve. Recent advice from funding agencies indicates an intention in the short-term to extend or renew existing funding contracts to current providers, rather than to introduce some of the more transformative changes to the system that were initially proposed.

This report provides Council with advice on an offer of funding contract extensions for disability, volunteer sector training and community transport services and seeks Council endorsement for acceptance of these contract extensions.

### RECOMMENDATION

Council accept –

- 1 The contract offered by the NSW Department of Family and Community Services, for funding for a period of three years, from 1 July 2015, with provision for the contract to be reviewed by 30 June 2017.
- 2 The extension to the contract offered by Transport for NSW, for a period of one year, from 1 July 2015.
- 3 The contract offered by the Department of Social Services for ongoing funding of the Volunteering Illawarra program, for a period of one year from 1 July 2015.

### ATTACHMENTS

There are no attachments for this report

### REPORT AUTHORISATIONS

Report of: Jenny Thompson, Manager Library and Community Services  
Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

### BACKGROUND

Wollongong City Council has directly delivered a range of care and support services to people in the community who are older and/or live with a disability for more than 20 years. These services have been funded by grants from the Commonwealth and the NSW Government.

The Council of Australian Government embarked on a long-term program for reform of Aged Services in 2012, while the National Disability Insurance Scheme (NDIS) commenced implementation in 2013. These new policy directions will have minimal impact on funding levels and service delivery requirements in the immediate and short-term, however, it is anticipated that in the longer-term, there will be significant changes to these funding programs.

Council is currently engaged in a change strategy in relation to future service delivery. A Council report for decision on future directions for Council's aged and disability services programs will be presented to Council as soon as formal advice regarding funding offers and contractual obligations of Council, is received from the respective funding bodies. It was intended that the report would address all service areas and all of the funding programs that support them, in one package, however the timing between Commonwealth and NSW Government departments is not aligned.

In the meantime, Council has received three offers to effectively roll over existing service provision:

- A funding contract has been offered to Council by the NSW Department of Family and Community Services (FACS) for continued delivery of existing disability support programs and capacity building activities, until 30 June 2018. The timeframe for termination of the contract can be negotiated so that it is consistent with any future Council decision regarding direct delivery of aged and disability services. The new contract is identical to Council's existing contract with FACS for delivery of these services. The offer of this funding contract must be accepted by Council prior to 30 June 2015.
- A letter of offer for extension of the current funding contract for community transport services, until 30 June 2016 has been received from Transport for NSW. The extended contract is identical to Council's existing contract with TfNSW for delivery of community transport. This offer must also be accepted prior to 30 June 2015.
- A funding contract has been received from the Department of Social Services for the ongoing delivery of volunteer recruitment, referral and support services through Council's Volunteering Illawarra unit. This contract is for the period 1 July 2015 to 30 June 2016.

An overview of the funding programs and timeframes for renewal or extension of contracts is provided in Table 1 below:

Table 1 Funding Contract Extension & Renewal – Aged, Disability and Volunteering Services			
Funding contract/agency (WCC service)	Contract period		
	2015/2016	2016/2017	2017/2018
*Department of Social Services (Volunteering Illawarra)			
Department of Social Services (Volunteering Illawarra - Training)			
* NSW Family and Community Services (Volunteering Illawarra - Training)			
* NSW Family and Community Services (Disability Support Services)			
* NSW Family and Community Services (Aged and Disability Worker)			
* Transport for NSW (Community Transport)			
Department of Social Services (Social Support and Respite Services)			

**Key:**

Confirmed Offer of Contract:



Contract Pending Confirmation:



\* Contract offers for which this report is seeking endorsement

**PROPOSAL**

It is proposed that Council endorses acceptance of the contract offered by the NSW Department of Family and Community Services for funding for a period of three years from 1 July 2015, with the proviso that the contract could be terminated prior to 30 June 2018, subject to Council’s decision regarding future delivery of aged and disability services or to the Commonwealth introduction of the NDIS.

It is proposed that Council endorses acceptance of the extension of the contract offered by Transport for NSW for a period of one year from 1 July 2015.

It is proposed that Council endorses acceptance of the contract offered by the Department of Social Services for ongoing funding of the Volunteering Illawarra program, for a period of one year from 1 July 2015.

Acceptance of these offers at this point in time will allow Council to continue to deliver services to the community, while finalising its policy position and change management strategy in relation to future delivery of aged and disability services.

## PLANNING AND POLICY IMPACT

This report relates to the commitments of Council as contained within Wollongong 2022 Community Strategic Plan:

- **Community Goal 5: We are a healthy community in a liveable city:**
  - Objective 5.1: There is an increase in the physical fitness, mental health and wellbeing of all our residents.
  - Objective 5.5: Participation in recreational and lifestyle activities is increased.
- **Community Goal 6: We have sustainable, affordable and accessible transport:**
  - Objective 6.3: Transport disadvantaged communities have increased access to services.

## RISK ASSESSMENT

The offers of funding that have been received are effectively a continuation of existing funding contracts. Council has not received formal advice, or offers of funding beyond the confirmed contracts and timeframes outlined in Table 1 above. Additional offers of funding for these Council services, including those for which a confirmed offer is pending, will be subject to a further report to Council that will consider Council's future involvement in the direct delivery of aged and disability services.

## FINANCIAL IMPLICATIONS

The contracts offered to Council for delivery of disability, volunteering and community transport services are the same, in terms of the quantum of funding and expected outputs, as existing contracts. Both community transport and disability programs are delivered on a cost neutral basis to Council. There will be no financial implications should the contract and letter of offer be accepted.

The quantum of funding on offer for each of the FACS, Department of Social Services and Transport for NSW contracts is in Table 2 below:

<b>Table 2: Funding contract/agency (WCC service)</b>	<b>Value of Contract</b>
NSW Family and Community Services (Volunteering Illawarra - Training)	\$20,975
NSW Family and Community Services (Disability Support Services)	\$161,770
NSW Family and Community Services (Aged and Disability Worker)	\$11,120
Department of Social Services (Volunteering Illawarra)	\$100,000
Transport for NSW (Community Transport)	\$3,010,000

## CONCLUSION

The services provided by Council to people in the community who are older and/or who have a disability are critical to enabling these citizens to maintain well-being and to participate in community life. Volunteering, sector development and training services for community based organisations are equally critical to building community capacity. Endorsement of contracts will enable ongoing provision of these services pending Council's decision regarding direct delivery of these services into the future.

## ITEM 12 UPDATE ON ILLEGAL DUMPING DETERRENT MOUND ISSUE

Council used grant funding under the EPA's Waste Less Recycle More program to construct a number of mounds on roadsides to deter illegal dumping in known hotspots. Following media concern it was identified that a number of these mounds contained a small amount of bonded asbestos (fibro) and that two Council jobsites that the material was sourced from also were found to have a small number of fragments present.

Following this, at the 18 May 2015 Council Meeting, Council resolved:

- 1 *The General Manager engage the services of the Internal Audit Bureau to provide an independent review of –
  - a *the procedures and systems that led to the failure of oversight and the circumstances resulting in bonded asbestos contamination in mound barriers on the Old Princes Highway, between Waterfall and Sublime Point; and,*
  - b *the sourcing of soil or fill for any Council projects and the methods used to assess levels of contamination to avoid similar occurrences and address the level of future risk.**
- 2 *A review be undertaken of processes whereby illegal contamination and security of Council lands and materials can be further safeguarded from sabotage and illegal dumping.*
- 3 *Remediation be immediately undertaken to standards approved by the Environmental Protection Authority and other agencies.*
- 4 *A report addressing the above be brought back to Council by 22 June 2015.*
- 5 *A further report be submitted to Council on possible sources of bonded asbestos (eg fibro) contamination and the historic use of such material across the Wollongong Local Government Area.*

This report provides an update to Council on the progress toward the implementation of this resolution.

### RECOMMENDATION

Council -

- 1 Note the progress of the implementation of the Council resolution of 18 May 2015.
- 2 Note that the IAB review will not be complete until July 2015 and the anticipated presentation date to Council is 3 August 2015.
- 3 Resolve, in accordance with Section 55(3) (i) of the Local Government Act 1993, that because of the extenuating circumstances brought about by the Environment Protection Authority (EPA) requesting Council to remove the barriers on Old Princes Highway between Waterfall and Bulli Tops as a matter of priority, tenders were not invited for the works.

- 4 Endorse the engagement of Affective Services to remove material placed along the Old Princes Highway between Sublime Point and Waterfall.
- 5 Resolve, in accordance with Section 55(3) (i) of the Local Government Act 1993, that because of the extenuating circumstances brought about by the expectation that the EPA will request Council to remove the barriers at Wyllie Road, Kembla Grange, (and any other site where contamination has been identified) as a matter of priority, tenders not be invited for the works, however a quotation process be conducted generally in accordance with Council's procurement process.
- 6 Delegate to the General Manager the authority to finalise and execute the contract and any other documentation required to give effect to this resolution.
- 7 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.

## ATTACHMENT

Progress Report on the Review of Procedures and Systems for Mound Barriers – Letter from IAB – 9 June 2015

## REPORT AUTHORISATIONS

Report of: David Farmer, General Manager

## BACKGROUND

Council has used the construction of barriers to reduce the incidence of illegal dumping occurring in hot spots across the city. The most recent barriers were being constructed along the Old Princes Highway between Waterfall and Bulli Tops (Site 1) and along Wyllie Road, Kembla Grange (Site 2).

On 11 May 2015 it became clear that there were issues relating to the contamination of these mounds and that there may have been issues in approach and systems that led to this outcome. In consultation with the Lord Mayor, an external review of this matter was considered and preliminary approaches were made to IAB to determine their ability to undertake such work. On 18 May 2015 Council resolved the above motion including formalizing the scope of the review. On 19 May 2015 the IAB Reviewer undertook initial site inspections and met with the General Manager and the acting Chair of Council's Corporate Governance Committee. On 22 May 2015 IAB were formally engaged and their review commenced soon after.

While the review has progressed well, as at the date of this report two key staff had been unable to be interviewed due to absence from the region. IAB have advised (attached) that they are unable to conclude this report until after the final staff member returns from overseas in early July 2015. That will mean that the review is anticipated to be reported to Council at the 3 August 2015 meeting.

In relation to point 2 of the resolution of 18 May 2015, work is progressing on this matter with the intention that an update will be presented to Council concurrent with the IAB review.

Point 3 of the Council resolution of 18 May 2015 required the immediate remediation of the sites. Council engaged a specialist hygienist contractor to classify the material and develop appropriate removal and remediation plans. Following a quotation process, Council engaged Affective Services to undertake the removal process for this site. Work is now complete and clearance certificates have been issued for this site.

As a result of the issues around the Maddens Plains mounds (Site 1) other similar mounds which have been constructed in recent years were tested. Site 2 (Wyllie Road, Kembla Grange) was tested and also found to contain low levels of bonded asbestos. The preparation of the removal and remediation plan at Site 2 has commenced and will be completed as soon as is practicable. Once this is complete and the plan has been approved by the EPA, it is expected that the EPA will require Council to remove these barriers at Site 2 as a matter of priority. Following the endorsement of the remediation plan, it is intended to undertake a quotation process in accordance with Council's normal procurement process in lieu of a formal tender process to engage a suitably qualified contractor to remove the barriers. This action will still obtain competitive prices for the work but will expedite the cleanup and mitigate any risk to the public.

Testing of the material at other sites where barriers have been installed in the City (Mt Keira, Mt Kembla, Fred Finch Park Berkeley) indicates no presence of asbestos contaminated material and further testing is now underway to determine suitability of the barriers to remain on-site. Council is also undertaking a further regime of testing across all sites under its control to classify material. If further testing at any of these sites indicates material requiring removal, it is proposed to follow the same procurement process to expedite the cleanup and reduce risks.

Point 5 of the Council resolution of 18 May 2015 requests a report on potential sources of bonded asbestos contamination throughout the city. It is anticipated that this would be submitted in a separate report to the same 3 August 2015 meeting that the IAB report will be presented to.

## PROPOSAL

This report is:

- 1 To advise on the progress of the implementation of the Council Resolution of 18 May 2015.
- 2 To advise that the IAB report will be unable to be submitted to the 22 June 2015 Council Meeting as resolved.
- 3 To seek endorsement of the procurement process used to enact the immediate remediation of the site.
- 4 To seek endorsement of extenuating circumstances to procure services to clean up the Wyllie Road, Kembla Grange, site mounds and other existing illegal

dumping sites and residue in the vicinity. This procurement methodology would involve a competitive quotation system.

- 5 To use this endorsement under same contract to clean up any yet to be identified contamination at other sites throughout the city.

## CONSULTATION AND COMMUNICATION

The EPA approved the Asbestos Removal Scope of Works which was used to inform the quotation process for the engagement of the specialist removal contractor. The acting Chair of Council's Corporate Governance Committee was involved in confirmation of scope and briefing IAB on their review.

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective 5.3 'The public domain is maintained to a high standard' under Community Goal 5 - 'We are a healthy community in a liveable city.'

## RISK ASSESSMENT

The material identified within the current reports is bonded asbestos containing material (ie. fibro) which presents a low risk to the public and workers. Regardless of this, Council must act to mitigate this risk and must dispose of this material in accordance with the EPA directions to suitably licenced landfills.

## FINANCIAL IMPLICATIONS

The costs of the cleanup process will be allocated between a number of accounts based on each circumstance:

- To the applicable capital project where the contaminated excavated material originated.
- To the illegal dumping clean up account when it has been assessed the material removed is existing in situ illegal dumping.
- To an account to reflect the additional cost relating to double handing, additional carting and contamination of clean material by mixing with other contaminated material.

## CONCLUSION

Progress is being made on the implementation of Council's Resolution of 18 May 2015. This report updates on progress, notes the delay in the completion of the review and seeks endorsement of procurement approaches to achieve immediate clean up the sites.

## ITEM 13 DRAFT POLICY: DEBT RECOVERY AND HARDSHIP ASSISTANCE

Council's Debt Recovery and Rate Hardship Policies were scheduled to be reviewed this year. It is proposed to merge the Hardship Policy provisions into a single Debt Recovery and Hardship Assistance Policy as this is in effect part of the debt recovery process and the amalgamation should assist in improved awareness, consistency and application of the provisions.

It was also identified that there was opportunity to include sundry debtor's recovery requirements, which had not previously been included, to ensure greater consistency between rates and sundry debtor debt recovery.

### RECOMMENDATION

Council -

- 1 Adopt the Debt Recovery and Hardship Assistance Policy.
- 2 Repeal the Debt Recovery Policy.
- 3 Repeal the Rate Hardship Policy.
- 4 Repeal the Pensioner Rates Policy.

### ATTACHMENTS

- 1 Draft Debt Recovery and Hardship Assistance Council Policy
- 2 Debt Recovery Council Policy
- 3 Rate Hardship Council Policy
- 4 Pensioner Rates Council Policy

### REPORT AUTHORISATIONS

Report of: Brian Jenkins, Manager Finance  
Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

### BACKGROUND

Council has a Debt Recovery Policy that was adopted in May 2011. This Policy only applies to Rates and Charges Recovery.

The objective of this Policy is to:

- Provide a comprehensive and standardised practice for Council to recover unpaid Rates and Charges;
- Assist ratepayers suffering genuine financial hardship to apply to Council for assistance;

- Ensure Council recovers Rates and Charges, including costs, interest and expenses in a cost-effective and timely manner, and
- Fulfil the requirements of the Local Government Act 1993 and other relevant legislation.

The Policy includes procedures for:

- The issue of rate notices and instalments.
- The issue of reminder and final notices.
- Legal debt recovery processes.
- Acceptance and default of payment arrangements.
- Interest charges and recovery of costs.
- Dealing with requests to set aside judgements.
- Confirmation of charging of interest rates for pensions.
- The role of the Debt Recovery Committee.

Currently, legal recovery is commenced on outstanding amounts above an amount determined by the Debt Recovery Committee. Pensioners are excluded from the legal recovery process, although interest applies to the outstanding amounts unless a hardship approval for exemption is granted. The current Policy does not require reminder notices to be issued to pensioners.

In August 2002, Council adopted a Rate Hardship Policy to assist ratepayers that experienced substantial financial hardship. An application is received from the ratepayer advising Council the reasons behind their financial hardship, providing proof of income and expenditure in order for the Hardship Committee to recommend a payment plan to the General Manager.

Currently within the Debtor Management Policy that was adopted by EMC in March 2013, it states that the Debt Collection Policy would provide guidance on how to manage collection of outstanding debts. This Policy does not currently exist and is intended to be included in the single Policy subject to this report.

The current recovery process Council use for a Sundry Debtor is as follows:

- An invoice with payment required in 30 days is issued.
- If payment is not received by the end of the month, a Statement is produced and issued to the debtor.
- For those accounts that have non-payment at 45 days, a seven day letter is generated and mailed.
- A follow up phone call is intended to be made at 60 days for those accounts that remain unpaid (it is often difficult to contact sundry debtors through this process).

- If payment is not received, the account is considered for legal recovery which includes another follow up telephone call or letter and then potentially to external solicitors if amount is financially viable for recovery and proof of debt is defensible. The other Policy that currently has an impact on rates recovery process is the Rates Pensioner Policy that is being considered for repeal through the Annual Plan report elsewhere in the Council's agenda. The current Rates Pensioner Policy, which was primarily established to define pensioner rebates, also includes provision for Council to waive interest charges on current year instalment for eligible pensioners who pay their rates and charges in full on or before 31 May each year.

It was argued in the deliberation of the proposed rates policies that this provision was not consistent with the principles of good debt recovery and it was not therefore incorporated into the proposed Debt Recovery and Hardship Policy where it would apply if required. Generally, the Rates Recovery Policy aims to encourage regular payments of rates in line with the legislative quarterly instalments or potentially in the future with more regular payment patterns. It is considered that large one-off payments have greater possibility of causing payment hardship at a point in time and could lead to higher levels of pensioner deferrals.

Should Council wish to continue with the current or similar provisions it should be included in this Debt Recovery and Hardship Policy rather than a stand-alone pensioner policy. The current Policy provides "Council will waive interest charges for eligible pensioners who pay their rates and charges in full on or before 31 May of each financial year".

## PROPOSAL

The proposed approach is to have a single Debt Recovery and Hardship Assistance Policy that will provide a consistent and transparent approach when dealing with ratepayers and sundry debtors to provide guidance for management procedures. The proposed Debt Recovery and Hardship Assistance Policy incorporates a more consistent approach in both Rates and Sundry Debtors recovery, arrangements, hardship guidelines and debt write off.

The variations to the Policy are significant and tracking of changes has not been practical. The proposed changes include:

- Allowing for payment plans outside quarterly instalments. By allowing the capability to include more frequent payments it offers greater options to spread the timing of financial commitments for Council's ratepayers.
- The introduction of more appropriate options of communication to inform ratepayers of outstanding debts. This may include options such as SMS reminders and telephone calls. SMS technology will need to be considered as part of future ICT proposals.
- The current Debt Recovery Policy has allocated timeframes that are proposed to be removed. By removing these timeframes it will enable Council flexibility to look

at patterns of payments and amend the process for recovery to further enhance recovery prior to legal action.

- Earlier involvement of Council's Solicitor for rates and sundry debtors to add weight by issuing a letter of demand in lieu of a Final Notice.
- Including an option for a Late Payment Fee to be charged for Sundry Debtors that currently do not incur any costs for late payment of debt. It is intended if such a charge was to be included in future periods it would be introduced through Council's Fees and Charges with consultation through the Annual Planning process.
- Definition of legal options that may be used, eg Field Calls/Skip Tracing, garnishee, bankruptcy etc.
- Option to use the legal recovery process applied to personal debt for corporate debt, where beneficial, while retaining the current ability to use the Federal Court approach.
- Where an account has incurred legal action and all debts subject to that claim have been paid in full, Council will forward notification to Credit Reporting Agencies in Australia accordingly. Previously, ratepayers would need to attend Council for a Notice of Discontinuance and take to the court to have the matter set aside.
- Collection of personal data during payment arrangement process to better enable possible alternatives such as garnishee in the future recovery processes.
- Improved arrangement terms in line with current requests from customers to improve recovery outcomes, customer relations, and allow arrangements past this period to be approved by the Debt Recovery/Hardship Committee.
- The combining of the Hardship Committee and the Debt Recovery Committee into one committee. This will enhance the approach in considering defaulted arrangements and applications for hardship.
- Council has the discretion to accrue rates, charges and applicable interest against a pensioner's property. This proposal introduces the requirement to have a written agreement from the pensioner ratepayer in line with OLG guidelines.
- No recovery processes will be taken against pensioners who have opted in unless there is a change in ownership of the property, one or more 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.
- Council will advise the pensioner of their right to negotiate a periodical payment arrangement.
- Section 712 of Local Government Act states that "proceedings for the recovery of a rate or charge may be commenced at any time within 20 years from the date when the rate or charge became due and payable". Due to this constraint, it is proposed

Council will introduce a legal recovery process before a debt is 20 years old to secure the debt on the property beyond that point. The costs associated with the legal process will be recovered against the property. This process will be advised at the point pensioners enter into agreement to defer debts and prior to it being actioned.

- Confirmation of charging of interest rates and inclusion into the reminder notice process for pensioners.
- Introduction of an option for Council to make a determination to grant a moratorium up to 90 days for a group/area of ratepayers that are affected by a natural disaster or significant event. Applications for deferral of payments under this moratorium would be required in writing.

## CONSULTATION AND COMMUNICATION

Legal Services

Community and Cultural Development

Customer Service

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective our *local council has the trust of the community* under the Community Goal *we are connected and engaged community*.

It specifically addresses the Annual Plan 2014-15 Key Deliverables as detailed in the Financial Services Plan which forms part of the Five Year Action contained within the Revised Delivery Program 2012-17.

## CONCLUSION

Council has been working to improve its rates recovery over a period of time. It is considered that the adoption of this Policy will provide a clear framework for a fair and equitable approach to debt recovery that provides appropriate consideration for ratepayers who find difficulty in paying their rates as they fall due.

## ITEM 14 POLICY REVIEW: GIFTS AND BENEFITS

The Gifts and Benefits Policy has been reviewed and minor amendments are recommended in order to ensure the Policy is easy to read, gives clear direction on managing gifts and benefits and is consistent with Council's Codes of Conduct.

### RECOMMENDATION

The Draft Revised Gifts and Benefits Policy be adopted.

### ATTACHMENTS

- 1 Draft Revised Gifts and Benefits Policy (with tracked changes)
- 2 Draft Revised Gifts and Benefits Policy (final version without tracked changes)

### REPORT AUTHORISATIONS

Report of: Lyn Kofod, Manager Governance and Information  
Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

### BACKGROUND

The Gifts and Benefits Policy is required to be reviewed every two years, last being reviewed and adopted by Council in May 2013.

Disclosures made in the Gifts and Benefits Register are reviewed, analysed and reported to both EMC and the Corporate Governance Committee on a six-monthly basis, in February and August of each year.

The majority of recommended changes to the Policy in this review are administrative. This includes re-wording of provisions already included in the Policy for clarity, ensuring consistency with the actions required to be taken in managing gifts and benefits in the Council's Codes of Conduct and the inclusion of additional definitions.

One non-administrative amendment has been recommended, to remove the provision for the acceptance of cash 'tips' for staff involved in hospitality. This is consistent with the Office of Local Government's Model Code of Conduct and Council's own Codes of Conduct where cash gifts are to be refused. The acceptance of cash tips does not appear to be a practice engaged in by Council staff involved in hospitality and there is awareness that cash or cash-like gifts of any nature should not be accepted in such circumstances.

The summary of procedures table has been expanded to include Council Officials other than staff or Councillors along with the inclusion of Appendix D, being a flowchart for such Council Officials to assist in managing offers of gifts and benefits.

## CONSULTATION AND COMMUNICATION

Executive Management Committee

Commercial Business Manager

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective *Our local Council has the trust of the community, Strategy Policies and procedures are simplified to ensure transparency and efficiency* Community Goal *We are a connected and engaged community.*

It specifically delivers on core business activities as detailed in the Governance and Administration Service Plan 2014-15.

**ITEM 15** POLICY REVIEW: FINANCIAL ASSISTANCE

The Financial Assistance Policy proposed changes are centred around process improvements, clarity of criteria and efficiency in program delivery to bring the policy up to date.

**RECOMMENDATION**

Council approve the proposed changes to the Financial Assistance Policy.

**ATTACHMENT**

Draft Council Policy – Financial Assistance

**REPORT AUTHORISATIONS**

Report of: Sue Savage, Manager Community, Cultural and Economic Development (Acting)  
 Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

**BACKGROUND**

The Financial Assistance Policy aims to provide financial assistance across a range of programs in a consistent, equitable and transparent manner that meets the requirements of the Local Government Act 1993.

This policy was developed in 2008 giving transparency to the way in which Council provides financial assistance to events and activities across our community.

The policy was reviewed in 2011 and again in 2013.

An overview of the proposed changes follow:

**Part A – Wollongong Heritage Fund**

The proposed changes to this program have been motivated by the recommendations of the Wollongong Heritage Advisory Committee.

Current Wording	Proposed Wording
1. ELIGIBILITY Conservation Management Plans or technical reports which will lead to conservation work.	<b>1. ELIGIBILITY</b> <b>Preparation of Conservation Management Plans or technical reports which lead to conservation work.</b>

Current Wording	Proposed Wording
<p>2. PROJECTS NOT FUNDED Where assistance is reasonably available from another source;</p>	<p><b>2. PROJECTS NOT FUNDED</b> <b>Where assistance is reasonably available from another source; (including, but not limited to, where the works relate to a large strata titled subdivision, or are subject to, or have been the subject of, a recent development approval process that could reasonably be expected to finance the conservation/maintenance works);</b></p>
<p>Where the applicant has yet to complete other assisted projects.</p>	<p><b>Remove this item</b></p>
<p>Purchase of a building, site or movable item;</p>	<p><b>Purchase of a heritage building, site or movable item.</b></p>
<p>Work on government-owned building.</p>	<p><b>Work on government-owned buildings or sites (with the exception of grave conservation works to significant graves within cemeteries, and similar scenarios);</b></p>
<p><i>Insert new item</i></p>	<p><b>Where the project has already been completed (except where works have been pre-approved by Council's Heritage Officer as urgent, and written confirmation that the project will still be considered for funding is provided)</b></p>
<p>3. ASSESSMENT CRITERIA Does the project demonstrate good conservation practice?</p>	<p><b>3. ASSESSMENT CRITERIA</b> <b>Does the project provide significant conservation outcomes, and demonstrate good conservation practice?</b></p>
<p>Does the project contribute to broader conservation objectives? For example, is it in a conservation area or part of a group or heritage item?</p>	<p><b>Does the project contribute to broader conservation objectives? For example, is the item in a conservation area or part of a group of heritage items and/or is the project likely to encourage conservation of other heritage items?</b></p>
<p>Is the project likely to encourage conservation of other heritage items?</p>	<p><b>Remove this item</b></p>
<p><i>Insert new item</i></p>	<p><b>Will the project provide employment opportunities and heritage experience for local trades people?</b></p>

## Part B – Small Cultural Grants Program

The proposed changes in the program bring Category 1 funding in line with Category 2a and 2b in relation to the funding amount available.

Current Wording	Proposed Wording
<p>3. ASSESSMENT CRITERIA <i>Insert new item</i></p>	<p><b>3. ASSESSMENT CRITERIA</b> The assessment committee reserves the right to consider an application under a different category to that selected/nominated by the applicant, should it be determined appropriate to do so.</p>
<p>4. LEVEL OF FUNDING AVAILABLE Category 1 – Community Cultural Development Projects</p> <p>This category supports local arts-based Community Cultural Development projects and events created by individual artists and communities in the City of Wollongong.</p> <p>Applicants can request up to \$2,000.</p>	<p><b>4. LEVEL OF FUNDING AVAILABLE</b> Category 1 – Community Cultural Development Projects</p> <p><b>This category supports local arts-based Community Cultural Development projects and events created by individual artists and communities in the City of Wollongong.</b></p> <p><b>Applicants can request up to \$4,000.</b></p>
<p>6. PROCEDURE</p> <p>Applications must be received by the advertised closing date, using the official application form for the relevant category.</p>	<p><b>6. PROCEDURE</b></p> <ul style="list-style-type: none"> <li>• <b>Applications for sponsorship will be invited annual for events to be held in the following financial year.</b></li> <li>• <b>Applications must be lodged on the online Sponsorship Application Form by the advertised closing date. The online application form is available on Council’s website at <a href="http://www.wollongong.nsw.gov.au">www.wollongong.nsw.gov.au</a></b></li> <li>• <b>Applicant must register as an online Council user to be able to complete their application.</b></li> <li>• <b>Applicants will be asked to lodge mandatory documentation, this includes a copy of their Constitution or Articles of Association with each application, if available and a budget.</b></li> </ul>
<p>All applications will be assessed by a committee consisting of two Community and Cultural Development staff, one member of the Cultural Reference Group and one representative of a local cultural institution.</p>	<p><b>All applications will be assessed by a committee consisting of Community and Cultural Development Manager, Community and Cultural Development Coordinator and two members of the Cultural Reference Group.</b></p>

### Part C – Small Grants NAIDOC Week Event

The proposed changes in this program bring clarity to the ineligibility and also an update to the assessment process.

Current Wording	Proposed Wording
<p><b>2. INELIGIBILITY</b> Activities submitted by Government Departments/agencies or schools</p>	<p><b>2. INELIGIBILITY</b> <b>Activities submitted by Government Departments/agencies and/or schools</b></p>
<p><b>3. ASSESSMENT PROCESS</b> Applications will be considered by an Advisory Group made up of representatives from the Aboriginal and Torres Strait Islander communities and a designated Council officer.</p>	<p><b>3. ASSESSMENT PROCESS</b> <b>Applications will be considered by the Aboriginal Reference Group members, with their recommendations for support being noted by an appropriate Council officer.</b></p>

### Part D – Sponsorship of Community Events

The proposed changes in this program are centred around the clarification of criteria and changes as a result of new internal processes including streamlining of reporting and a new online application process.

The proposed changes also resolve to bring clarity to the parameters of specific and local cultural events.

Current Wording	Proposed Wording
<p><b>1. ELIGIBILITY FOR SPONSORSHIP</b> A written evaluation to be provided within three (3) months of the conclusion of the event.</p>	<p><b>1. ELIGIBILITY FOR SPONSORSHIP</b> <b>A written evaluation to be provided within sixty (60) days of the conclusion of the event.</b></p>
<p><i>Insert new item</i></p>	<p><b>Preference will be given ideally to non ticketed events.</b></p>
<p><b>2. ASSESSMENT CRITERIA</b> Local general community event (suburb based – a community event held in a particular suburb with the aim of bringing together the whole of the community of that suburb and the opportunity for beyond).</p>	<p><b>2. ASSESSMENT CRITERIA</b> <b>Local community event that is inclusive and focuses on encouraging broad community participation, including but not limited to arts, culture and music.</b></p>
<p><i>Insert new item</i></p>	<p><b>The assessment committee reserves the right to consider an application under a different category to that selected/nominated by the applicant, should it be determined appropriate to do so.</b></p>

Current Wording	Proposed Wording
<p>6. PROCEDURE Sponsorship Application Form by the advertised closing date. Forms will be available on Council's website at <a href="http://www.wollongong.nsw.gov.au">www.wollongong.nsw.gov.au</a> or may be requested by calling Council on (02) 4227 7111.</p>	<p><b>6. PROCEDURE Applications must be lodged on the online Sponsorship Application form by the advertised closing date. The online application form is available on Council's website at <a href="http://www.wollongong.nsw.gov.au">www.wollongong.nsw.gov.au</a></b></p>
<p><i>Insert new item</i></p>	<p><b>Applications must register as an online Council user to be able to complete their application.</b></p>
<p>Applicants should lodge a copy of their Constitution or Articles of Association with each application if applicable.</p>	<p><b>Applicants will be asked to lodge mandatory documentation. This includes a copy of their Constitution or Articles of Association with each application, if available, and a budget.</b></p>
<p>All applications will be assessed by the Sponsorship Allocation Committee, comprised of the General Manager, Manager Community Cultural and Economic Development, Public Relations Manager, and Administration Officer – Public Relations/Events.</p>	<p><b>All applications will be assessed by the Sponsorship Allocation Committee, comprising of the General Manager, Manager Community Cultural and Economic Development or delegate, Public Relations Manager, and Public Relations and Events Support Officer.</b></p>

## Part E – Contribution to Public Bands and Choirs

The proposed changes in this program reflect the introduction of online applications and the process associated with this.

Current Wording	Proposed Wording
<p>5. PROCEDURE Applications must be lodged on the Sponsorship Application form by the advertised closing date. Forms will be available on Council's website at <a href="http://www.wollongong.nsw.gov.au">www.wollongong.nsw.gov.au</a> or may be requested by calling Council on (02) 4227 7111.</p>	<p><b>5. PROCEDURE Applications must be lodged on the online Sponsorship Application Forum by the advertised closing date. The online application form is available on Council's website at <a href="http://www.wollongong.nsw.gov.au">www.wollongong.nsw.gov.au</a></b></p>
<p><i>Insert new item</i></p>	<p><b>Applicants must register as an online Council user to be able to complete their application.</b></p>
<p>Applicants should lodge a copy of their Constitution or Articles of Association with each application if applicable.</p>	<p><b>Applicants will be asked to lodge mandatory documentation. This includes a copy of their Constitution or Articles of Association with each application, if available, and a budget.</b></p>

Current Wording	Proposed Wording
All applications will be assessed by the Sponsorship Allocation Committee, comprised of the General Manager, Manager Community Cultural and Economic Development, Public Relations Manager, and Administration Officer – Public Relations/Events.	<b>All applications will be assessed by the Sponsorship Allocation Committee, comprising of the General Manager, Manager Community Cultural and Economic Development or delegate, Public Relations Manager, and Public Relations and Events Support Officer.</b>

## Part F – Minor Donations

There have been a number of items added to the eligibility of this program to allow a more coordinated approach to multiple teams within our Local Government Area requesting a donation from Council. In addition these changes also take into account the introduction of the online application process.

Current Wording	Proposed Wording
1. ELIGIBILITY <i>Insert new item</i>	<b>1. ELIGIBILITY</b> If selection was unable to be considered by any of the above processes then application assessment would be undertaken within the parameters of Council's Community Strategic Plan.
<i>Insert new item</i>	<b>If multiple local teams are selected in the same competition, the highest qualifying team will be given preference. Where there is no clear differentiation, funds will be split across all applicants.</b>
<i>Insert new item</i>	<b>General Manager has delegated authority to approve any out of policy requests for donations of up to \$1,500 for exceptional circumstances/requests which align with Council's strategic objectives.</b>
4. PROCEDURE Applications must be lodged on Council's Application for Minor Donation form. This form is available on Council's website <a href="http://www.wollongong.nsw.gov.au">www.wollongong.nsw.gov.au</a> or by calling (02) 4227 7111.	<b>4. PROCEDURE</b> Applications must be lodged on Council's Application for Minor Donation form. This is an online form and is available on Council's website <a href="http://www.wollongong.nsw.gov.au">www.wollongong.nsw.gov.au</a> or by calling (02) 4227 7111.
<i>Insert new item</i>	<b>Applicants using the online applications will need to register as an online Council user to be able to complete their application.</b>

## Part G – Activities with Economic Benefit

The proposed changes to this program aim to remove the ambiguity and more closely align Council's Economic Development Strategy, increase transparency and clarity in relation to the selection criteria and assessing of applications.

Current Wording	Proposed Wording
PROGRAM TITLE: G. ACTIVITIES WITH ECONOMIC BENEFIT	<b>PROGRAM TITLE: G. ACTIVITIES WITH ECONOMIC OR INDUSTRY DEVELOPMENT</b>
AIM To support activity that creates economic benefit in the City of Wollongong Local Government Area	<b>AIM To provide support for activities that align with Wollongong City Council's Economic Development Strategy in the Wollongong Local Government Area.</b>
1. ELIGIBILITY Activities that may be considered for funding within this program include:	1. ELIGIBILITY To be considered under this program, applicants must clearly demonstrate how they successfully meet one or more of the following eligibility criteria:
Industry development initiatives;	Economic or industry development initiatives;
3. PROCESS Potential applicants should initially contact Council's Economic Development Unit to discuss their project by calling (02) 4227 7111 or emailing council@wollongong.nsw.gov.au	<b>3. PROCESS To apply, applicants must provide a completed application form and claims against each of the eligibility criteria.</b>
A formal application must be lodged using the 'Application for Funding: Activity for Economic Benefit' form.	<b>Remove item</b>
All applications will be assessed by the Economic Development Manager and Manager Community Cultural and Economic Development.	<b>All applications will be assessed by the Economic Development Manager and Manager Community Cultural and Economic Development or a delegate.</b>
A value will be assigned to any in-kind support requested (if applicable), using normal Council rates for its services and facilities. This costing will be considered in the assessment of the application.	<b>Remove item</b>

<i>Insert new item</i>	<b>Unsuccessful applicants will be notified of the outcome of their application.</b>
<b>Current Wording</b>	<b>Proposed Wording</b>
Applications considered suitable for funding will be forwarded to the General Manager for final approval.	<b>Applications considered suitable for funding will be forwarded to the General Manager for final approval, within Wollongong City Council's budgetary constraints.</b>
Successful applicants will be required to sign an Agreement for Funding before any support is provided.	<b>Successful applicants will receive a letter outlining the terms of the approval and the allocation of funds. They will be required to enter into a Funding Agreement with Wollongong City Council.</b>
At the conclusion of the agreed funding period, the applicant must submit a written report to Council on the supported activity	<b>Wollongong City Council will require successful applicants to provide regular updates and submit a written report at the conclusion of the funding term.</b>
Details of the supported activities will be reported to Council for information quarterly as required.	<b>Remove this item</b>

### Part I – Crown Street and Inner City Building Façade Rejuvenation Program

There is a minor addition to this program, in extending the level of funding timeframe.

<b>Current Wording</b>	<b>Proposed Wording</b>
<p>4 LEVEL OF FUNDING AVAILABLE</p> <p>For the next two (2) financial years, \$300,000 per year has been allocated to the Façade Rejuvenation Project:</p> <p>2013-2014 financial year - \$300,000</p> <p>2014-2015 financial year - \$300,000</p>	<p>4 LEVEL OF FUNDING AVAILABLE</p> <p>For the next two (2) financial years, \$300,000 per year has been allocated to the Façade Rejuvenation Project:</p> <p>2013-2014 financial year - \$300,000</p> <p>2014-2015 financial year - \$300,000</p> <p>2015-2016 financial year – Finalisation of identified projects may occur during this period.</p>

### PROPOSAL

Council accept the proposed changes and approve the updated Financial Assistance Policy.

### CONSULTATION AND COMMUNICATION

The proposed changes to the Financial Assistance Policy were done in consultation with the following:

Wollongong Heritage Advisory Committee

Wollongong Multicultural Reference Group

Wollongong Cultural Reference Group

Aboriginal Reference Group

Cultural and Community Services

- Community and Cultural Development Manager
- Coordinator Community Development and Social Planning
- Coordinator Community Partnerships and Safety
- Coordinator Cultural Services
- Community Development Officer

Manager Community Cultural and Economic Development

Senior Economic Development Officer

Public Relations Manager

Strategic Project Officer – Heritage

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective 3.1.2 *Artists and innovators are employed, mentored and supported* and 3.4.1 *Local groups and communities are actively supported to provide community-based programs, events and festivals that celebrate cultural traditions and contemporary practices* Community Goal 3 *Wollongong is a creative, vibrant city.*

## FINANCIAL IMPLICATIONS

Each application will be assessed on its eligibility and met within the constraints of Council's budget for this area.

## CONCLUSION

In aiming to ensure we continue to meet the requirements of the Local Government Area 1993, as it relates to financial assistance, a timely review of the Financial Assistance Council Policy has been undertaken.

The last review of this policy was in 2013 and the proposed changes recommended provide an up to date policy to be used for assessing future funding rounds and applications.

ITEM 16

CONTINUING ENGAGEMENT OF SPECIALIST LANDFILL GAS CONTRACTOR SERVICES – WHYTES GULLY WASTE AND RESOURCE RECOVERY PARK

This report recommends the continuing engagement of the current specialist landfill gas contractor pending the appointment of a long-term gas management system provider at Whytes Gully Waste and Resource Recovery Park.

## RECOMMENDATION

- 1 Council resolve, in accordance with section 55(3) (i) of the Local Government Act 1993, that tenders not be invited for the additional short-term operation and maintenance of the gas system at Whytes Gully Waste and Resource Recovery Park (including descaling as required) due to the unforeseen site conditions at the time of the initial engagement and the continuity of knowledge and experience of Run Energy Pty Ltd in operating the landfill gas system.
- 2 Council authorise the continuing engagement of RUN Energy Pty Ltd to undertake ongoing operation and maintenance of the gas system (including descaling as required) until a long-term gas management system provider at Whytes Gully Waste and Resource Recovery Park has been appointed by a competitive tender process.

## ATTACHMENTS

There are no attachments for this report.

## REPORT AUTHORISATIONS

Report of: Glenn Whittaker, Manager Project Delivery  
Authorised by: Mike Hyde, Director Infrastructure and Works – Connectivity, Assets and Liveable City

## BACKGROUND

Council originally called open quotations for the supply and installation of a Landfill Gas Management System in November 2012. Four firms responded with two indicating they were only interested in a complete Build Own Operate Transfer (BOOT) scheme (or variations of this theme) requiring guaranteed gas flows covering both quality and quantity. One other respondent demonstrated limited experience related to methane drainage in a coal mine. The quotation panel determined that the remaining contractor RUN Energy Pty Ltd (RUN) was the preferred contractor. Due to the numerous construction interfaces with the principal contractor who was simultaneously constructing Stage 1 of the new Landfill Cell at Whytes Gully, it was agreed that RUN would be appointed as a sub-contractor and would be directly supervised and coordinated by the principal contractor.

These works were recently completed as part of the new landfill cell construction and include a system of pipework gas lines and a flare to combust the methane. The flare is currently used to control methane gas emissions from the site while Council assesses the long-term gas quantity and quality from the site and the financial viability of a gas powered generation unit.

Council has commenced the process of the long-term gas generation feasibility study by calling quotations for the appointment of a specialised consultant to utilise the information regarding the quality and quantity of gas flows being measured by RUN, to prepare the business case. This appointment will be finalised in the coming weeks.

Following handover of the site, Council (based on the previous assessment by the quotation panel) negotiated and subsequently engaged the services of RUN to operate and maintain the system installed as part of an ongoing operation and maintenance agreement pending the investigation into the feasibility and financial viability of landfill gas power generation on the site. Council engaged RUN due to this firm having demonstrated the necessary skills and experience required for the design and construction of the landfill gas system as part of the new landfill cell construction. RUN has the current knowledge and involvement on this site to successfully complete the ongoing operation and maintenance agreement for the landfill gas system.

Following commissioning of the gas system and operation for a period of time, scaling and subsequent blockage has been observed at various locations within the pipework collection system. This scaling, caused by an unknown crystalline substance, does not allow the system to operate in an efficient manner and needs to be periodically removed. Due to the interaction of the gas supply on the operation of the flare, RUN has been used to collect samples of this crystalline substance for analysis and also to clean and remove complete blockages when they occur. These variations have been issued under the current maintenance agreement which includes a schedule of rates component.

The chemical analysis and cause of the scaling by deposition of the crystalline substance is the subject of a separate engagement by a specialist landfill consultant working with a testing laboratory. These detailed investigations are currently underway.

RUN has now undertaken a number of investigations and cleaning operations to return the flare to an operational state. Total expenditure is now approaching and will shortly exceed a total dollar value of \$150,000 (incl. GST). In the interests of transparency, this report has been submitted to Council recommending an extension of the engagement of the current specialist landfill gas contractor to carry out maintenance on the system until a long-term gas management system provider has been appointed by a competitive tender process.

Although the total contract value for this engagement will now exceed the prescribed tender threshold of \$150,000 (incl. GST), the Act does not require a tender process in circumstances where there was a genuine estimate at the time of initial engagement, as there was in this case, that the contract value would not exceed that amount.

Accordingly, due to the unforeseen site conditions at the time of initial engagement, it is proposed to extend this engagement to ensure continuity of operating the installed landfill gas system, which will lower the overall risk in operating the system until the financial assessment is complete.

## PROPOSAL

Council has an ongoing and identified need for these specialist services and it is proposed to extend the existing engagement of RUN until a long-term gas management system provider has been appointed by a competitive tender process.

## CONSULTATION AND COMMUNICATION

The report has been prepared in conjunction with the Waste Services Manager and Council's General Counsel.

## PLANNING AND POLICY IMPACT

This report relates to the commitments of Council as contained within the Strategic Management Plans:

Wollongong 2022 Community Goal and Objective – this report contributes to the Wollongong 2022 objective 1.3.2: methods to reduce emissions are investigated and utilised.

It specifically delivers on core business activities as detailed in the Infrastructure Planning and Support Service Plan 2014-15.

## RISK ASSESSMENT

The ongoing engagement of RUN for the operation and maintenance of the gas management system at Whytes Gully Waste and Resource Recovery Park reduces risk by ensuring continuity of knowledge and experience in operating the landfill gas system until the gas generation studies are complete and an alternative provider is engaged through a competitive tender process.

Although the accumulated contract value will ultimately exceed the tender threshold, a tender process is not required in the circumstances as outlined in this report. As Council is aware, the Local Government Act provides that a tender must be called for a contract involving an estimated expenditure of \$150,000 or greater. Here, the original quotation process and subsequent contract was entered into in good faith, having regard to a likely overall cost significantly less than the threshold.

Further, and for additional comfort, it should be noted that the transparency and market-testing objectives of the tendering requirements in the Local Government Act have in substance been addressed by the original quotation process utilised to select and engage RUN.

## FINANCIAL IMPLICATIONS

The original agreement for the operation and maintenance of the gas system was estimated at \$5,500 (ex GST) per month. The ongoing cost of investigating descaling and removing blockages is difficult to estimate as costs are heavily dependent on the extent, frequency and location of the blockages.

The current cost expended for the current financial year at time of writing this report is approximately \$140,000 (incl. GST) and costs of this service have been allocated to the appropriate waste services cost centre which has budget to sustain these activities. The costs of services provided by RUN are in accordance with market rates for the levels of skill and experience required to perform the works.

## CONCLUSION

The ongoing engagement of the current specialist landfill gas contractor for operating and maintaining the installed gas system at Whytes Gully Waste and Resource Recovery Park will ensure continuity of knowledge and experience of operating the landfill gas system pending the resolution of the long-term gas management system provider.

If not approved, Council may not be able to maintain a functional landfill gas system at Whytes Gully Waste and Resource Recovery Park resulting in the release of landfill gas fugitive emissions and potential damage to already installed critical gas infrastructure resulting in increased capital costs.

ITEM 17

TENDER T14/25 - PARKING METER TICKET MACHINE MAINTENANCE AND ANCILLARY SERVICES

This report recommends acceptance of a tender for the maintenance of Council's Pay and Display parking meter ticket machines in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

The main objectives of this tender was to find an organisation who would maintain Council's 144 pay and display parking meter ticket machines to maximise uptime in a cost effective and efficient manner.

Three tenders were received and the report recommends Council accept the tender submitted by Duncan Solutions Pty Ltd.

### RECOMMENDATION

- 1 In accordance with the Local Government (General) Regulation 2005, Clause 178 (1) (a), Council accept the tender of Duncan Solutions Pty Ltd for the maintenance and ancillary services of Council's parking meter ticket machines, in the sum of \$276,480.00 pa, excluding 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.

### ATTACHMENTS

There are no attachments for this report.

### REPORT AUTHORISATIONS

Report of: Peter Coyte, Manager Property and Recreation

Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

### BACKGROUND

Tenders were invited by the open tender method with a close of tenders of 10.00 am on 30 April 2015.

Three tenders were received by the close of tenders and all tenders have been scrutinised and assessed by a Tender Assessment Panel constituted in accordance with Council's Procurement Policies and Procedures and comprising representatives of the Property and Recreation, Civil Works, Governance and Information and Finance Divisions.

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

- 1 Cost to Council – 60%
- 2 Demonstrated strengthening of local economic capacity – 5%
- 3 Demonstrated experience and satisfactory performance in undertaking projects of similar size and scope – 20%
- 4 Demonstrated experience and satisfactory performance with WH&S Management System – 10%
- 5 Demonstrated experience and satisfactory performance with an Accredited Quality Assurance & Management policy, systems and procedures – 5%

The Tender Assessment Panel utilised a weighted scoring method for the assessment of tenders which allocates a numerical score out of five in relation to the level of compliance offered by the tenders to each of the assessment criteria as specified in the tender documentation. The method then takes into account pre-determined weightings for each of the assessment criteria which provides for a total score out of five 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 assessment and the ranking of tenders.

TABLE 1 – SUMMARY OF TENDER ASSESSMENT

<b>Tenderer</b>	<b>Ranking</b>
Duncan Solutions Pty Ltd	1
Australian Parking and Revenue Control (APARC)	2
Care Park Pty Ltd	3

## PROPOSAL

Council authorise the engagement of Duncan Solutions Pty Ltd to carry out the maintenance of parking meter ticket machines and ancillary services in accordance with the scope of works and technical specifications developed for the project.

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

Referees nominated by the recommended tenderer have been contacted by the Tender Assessment 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 Assessment Panel
- 2 Nominated Referees – all checked
- 3 External Consultants – not used

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective the profile of Wollongong as the regional city of the Illawarra is expanded and improved. Community Goal We have an innovative and sustainable economy.

It specifically addresses the Annual Plan 2014-15 Key Deliverables Implement the inner city parking strategy which forms part of the Five Year Action to improve policies and systems to support the revitalization of the City Centre contained within the Revised Delivery Program 2012-17.

## 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 low based upon Council's risk assessment matrix and appropriate risk management strategies to be implemented.

## FINANCIAL IMPLICATIONS

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

The cost of maintaining Council's parking meter ticket machines is fully funded from the revenue received from parking meter fees.

## CONCLUSION

Council endorse the recommendations of this report.

ITEM 18

TENDER T14/16 PROVISION OF DESIGN AND TECHNICAL SERVICES TO COUNCIL

This report recommends acceptance of a tender for the Provision of Design and Technical Services to Council in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005. Panels of design and technical services will be engaged for a period of one year with four options for extensions of one year each, with such extensions exercisable at Council's sole discretion.

Eighty-seven (87) tenders were received and the report recommends Council accept the establishment of fifteen (15) tender panels for the provision of design and technical services.

## RECOMMENDATION

- 1 In accordance with the Local Government (General) Regulation 2005, Clause 178 (1) (a), Council accept the tenders shown below (trading name) for the Provision of Design and Technical Services to Council for a period of one year with the option to extend annually for a further four years at the sole discretion of Council –

### **Tenderers for Multidisciplinary Design – Civil**

- AECOM
- Cardno (NSW/ACT) Pty Ltd
- GHD Pty Ltd
- Hyder Consulting Pty Ltd
- Northrop Consulting Engineers
- SMEC Australia Pty Ltd

### **Tenderers for Multidisciplinary Design – Buildings and Architectural**

- BHI Architects Pty Ltd
- Borst & Conacher Architects Pty Ltd
- Graham Bell Bowman Architects
- Realize Architecture
- Tilment Pty Ltd
- ZMP Architects & Heritage Consultants

### **Tenderers for Civil Design**

- Allen Price & Associates
- Cardno (NSW/ACT) Pty Ltd
- Footprint (NSW) Pty Ltd
- GHD Pty Ltd
- Jones Nicholson Pty Ltd
- Landteam
- Northrop Consulting Engineers
- SMEC (Australia) Pty Ltd

### **Tenderers for Structural Design**

- Cardno (NSW/ACT) Pty Ltd
- Enstruct Group Pty Ltd
- GHD Pty Ltd
- Hyder Consulting Pty Ltd
- Jacobs
- Jones Nicholson Pty Ltd
- Northrop Consulting Engineers
- TLB Engineers

### **Tenderers for Hydraulic Design**

- Arrow Consulting Engineers Pty Ltd
- Cardno (NSW/ACT) Pty Ltd
- GHD Pty Ltd
- Jones Nicholson Pty Ltd
- KFW
- Landteam

### **Tenderers for Mechanical Design**

- Arrow Consulting Engineers Pty Ltd
- Barry C Smith & Associates Pty Ltd
- Cardno (NSW/ACT) Pty Ltd
- Crowley Consulting Pty Ltd
- GHD Pty Ltd
- Jones Nicholson Pty Ltd
- Northrop Consulting Engineers

### **Tenderers for Electrical Design**

- Arrow Consulting Engineers Pty Ltd
- Barry C Smith & Associates Pty Ltd
- Crowley Consulting Pty Ltd
- GHD Pty Ltd
- Jones Nicholson Pty Ltd
- Lightpoint Consulting Services
- Paul Anthony Electrical
- Star Electrical Co Pty Ltd
- Transelect

### **Tenderers for Landscape Architecture Design**

- Cardno (NSW/ACT) Pty Ltd
- Corkery Consulting Pty Ltd
- DSB Landscape Architects
- McGregor Coxall
- NSW Public Works
- Phillips Marler
- Taylor Brammer Landscape Architects Pty Ltd
- Urbis Pty Ltd

### **Tenderers for Coastal Engineering Design**

- Baird Australia
- Cardno (NSW/ACT) Pty Ltd
- GHD Pty Ltd
- NSW Public Works
- Royal Haskoning

### **Tenderers for Geotechnical Services**

- Cardno (NSW/ACT) Pty Ltd
- Coffey Environments Australia Pty Ltd
- Douglas Partners Pty Ltd
- GHD Pty Ltd
- Jacobs
- JK Geotechnics & Environmental Investigation Services (EIS)
- SMEC Australia Pty Ltd

### **Tenderers for Survey/Spatial Services**

- AAM Pty Ltd
- JRK Surveys
- KFW
- Landteam
- NSW Public Works
- SMEC Australia Pty Ltd

### **Tenderers for Quantity Surveyor Services**

- GHD Pty Ltd
- Jacobs
- MBMPL Pty Ltd
- McAlister Civil Estimating Services
- MIEngineers
- Mitchell Brandtman
- NSW Public Works

### **Tenderers for Drafting Services**

- Encat Pty Ltd
- Footprint (NSW) Pty Ltd
- Gary Melleuish
- Graham Bell Bowman Architects
- Jerez Enterprises Pty Ltd
- ZMP Architects and Heritage Consultants

### **Tenderers for Stormwater and Flood Mitigation Design**

- Cardno (NSW/ACT) Pty Ltd
- GHD Pty Ltd
- KFW
- Rudy Van Drie
- SMEC Australia Pty Ltd
- WMA Water Pty Ltd

### Tenderers for Environmental Services

- Biosis Pty Ltd
- Coffey Environments Australia Pty Ltd
- Comber Consultants Pty Ltd
- Douglas Partners Pty Ltd
- Earthwise Environmental Consultants
- Eco Logical Australia Pty Ltd
- Moore Trees
- SMEC Australia Pty Ltd
- SLR Consulting Australia Pty Ltd
- Urban Tree Management Australia Pty Ltd

- 2 Council delegate to the General Manager the authority to finalise and execute the contracts 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 contracts and any other documentation, should it be required to give effect to this resolution.

### ATTACHMENTS

There are no attachments for this report.

### REPORT AUTHORISATIONS

Report of: Glenn Whittaker, Manager Project Delivery  
Authorised by: Mike Hyde, Director Infrastructure and Works – Connectivity, Assets and Liveable City

### BACKGROUND

Council uses a range of consultant design and technical services to supplement its internal design resources to design and investigate Council's maintenance and capital projects. Council has an increasing demand for various disciplines of design consultants due to the increase in both the number and complexity of the projects in the future draft program of works. Engaging panels of consultants to provide these services ensures competitive pricing and will eliminate the need to tender for individual projects.

The establishment of panels creates a list of approved consultants in identified disciplines with preapproved contracts in place reducing the lead time in engagement of consultant teams.

Tenders were invited by the open tender method with a close of tenders of 10.00 am on 13 May 2015.

Eighty seven (87) tenders were received by the close of tenders. The Tender Assessment Panel determined that two (2) of the tenders were non-compliant and not able to be further assessed. The remaining tenders have been scrutinised and assessed by a Tender Assessment Panel constituted in accordance with Council's Procurement Policies and Procedures and comprising representatives of the Project

Delivery, Finance, Governance and Information, Community Cultural and Economic Development and Infrastructure Strategy and Planning Divisions.

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

- 1 Cost to Council – 25%
- 2 Demonstrated strengthening of the local economic capacity – 5%
- 3 Demonstrated experience and satisfactory performance in providing consultant services of a similar size and scope (including past experience with Council) – 50%
- 4 Agreement to specification requirements – 5%
- 5 Staff qualifications and experience – 15%

The assessment of cost to Council was based on a typical project undertaken by Council which took into account a range of hourly rates, travelling and other costs.

The Tender Assessment Panel utilised a weighted scoring method for the assessment 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 assessment criteria as specified in the tender documentation. The method then takes into account pre-determined weightings for each of the assessment 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. Following the above analysis it is recommended that the fifteen (15) tender panels be established for the provision of design and technical services as per the recommendation to this report.

## PROPOSAL

Council should authorise the establishment of fifteen (15) tender panels for the provision of design and technical services in accordance with the technical specification developed.

The recommended tenderers have satisfied the Tender Assessment Panel that they are capable of undertaking the consulting works to Council's standards and in accordance with the technical specification.

Referees nominated by the recommended tenderer have been contacted by the Tender Assessment 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 Assessment Panel
- 2 Nominated Referees

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective 'The Public Domain is maintained to a high standard', Community Goal 5, 'We are a healthy community in a liveable city'.

It specifically addresses the Annual Plan 2014-15 Key Deliverables '5.3.3 – Well maintained assets that meet the needs of current and future communities are provided', which forms part of the Five Year Action '5.3.3.1 Manage and maintain community infrastructure portfolio with a focus on asset renewal' and '5.3.2.3 Use additional funds achieved through the financial sustainability review for renewal of major building projects per capital program' contained within the Revised Delivery Program 2012-17.

## 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.

## FINANCIAL IMPLICATIONS

It is proposed that the design or technical service costs be funded from the individual project allocation within the annual Capital Budget when that service is provided.

It is estimated that the cost of these services will be in the order of \$2,000,000 per annum. This figure is approximate and is heavily dependent on the number, size and complexity of the future works programs adopted by Council.

## CONCLUSION

The establishment of the design consultant panels will ensure competitive pricing is obtained and reduce the timeframes involved in tendering individual projects.

Council should endorse the recommendations of this report.

ITEM 19

INTEREST PAYABLE - DEFAULT BY LESSEES AND LICENSEES -  
2015-2016 FEES AND CHARGES

This report seeks Council's endorsement for the public exhibition of the Draft Fees and Charges for 2015/16 financial year for Interest Payable – Default by Lessees and Licensees fee.

## RECOMMENDATION

- 1 Draft Fees and Charges for 2015 -2016 for Interest Payable – Default by Lessees and Licensees be placed on public exhibition for 28 days.
- 2 A subsequent report be provided to Council which includes comments received during the exhibition period and recommendation regarding the adoption of fees and charges.

## ATTACHMENTS

There are no attachments for this report.

## REPORT AUTHORISATIONS

Report of: Peter Coyte, Manager Property and Recreation  
Authorised by: Greg Doyle, Director Corporate and Community Services - Creative, Engaged and Innovative City

## BACKGROUND

Council at its meeting of 27 October 2014 resolved:

- 1 A provision for "Interest Payable – Default by Lessees and Licensees" be included in the draft Fees and Charges for 2015/2016.
- 2 The maximum penalty interest payable under this provision be identical to the penalty rate of interest which Council is empowered under the Local Government Act 1993 to levy on outstanding Council rates and charges.
- 3 Subject to the provision as outlined in Recommendation 1 being adopted by Council in the Fees and Charges for 2015/2016, the Interest Payable – Default by Lessees and Licensees Policy be revoked on 1 July 2015.

This matter was being managed by the former Property Services Manager whose notes indicated in the Council Meeting Task report that "Provision is being made in the draft Fees and Charges for 15/16 as per Recommendation 1". In a clean-up of outstanding tasks the new Property Services Manager found that the provision was not in the draft Fees and Charges. As a result the draft fees and charges for 2015 – 2016 for "Interest Payable – Default by Lessees and Licensees" fee was found to have been omitted from the "Draft Revenue Policy Fees and Charges 2015 – 2016 report" and this report is seeking to amend this administrative error.

## PROPOSAL

It is a requirement of the Local Government Act that fees and charges proposed are placed on public exhibition for comment, prior to being formally presented to Council for endorsement and adoption.

It is proposed that the fees and charges outlined in the table below be placed on exhibition for 28 days and at the close of the exhibition period, a further report to Council regarding adoption of the fees and charges be prepared.

All Fees and Charges are set at the maximum and can be adjusted in accordance with Council's discount and waiver policies	Pricing Structure Code	GST Applies (Y/N)	Fees & Charges 2015/2016 (GST Inclusive, if applicable)
The rate of interest is that set by the Council but must not exceed the rate specified for the time being by the Minister by Notice in the Government Gazette	Statutory	Yes	maximum % as per legislation subject to change

## CONSULTATION AND COMMUNICATION

Council resolution 27 October 2014.

## PLANNING AND POLICY IMPACT

This report relates to the commitments of Council as contained within the Strategic Management Plans - Wollongong 2022 Community Goal and Objective – This report contributes to the Wollongong 2022 objective 4.4 “Our Local Council has the trust of the Community”, to ensure “Policies and procedures are simplified to ensure transparency and efficiency”. It delivers on core business activities as detailed in the Property Services Service Plan 2014-15.

## RISK ASSESSMENT

Failure to adopt Fees and Charges for the Interest Payable – Default by Lessees and Licensees would result in a loss of income to Council.

## FINANCIAL IMPLICATIONS

The imposition of this fee provides an incentive for lessees and licensees of Council to pay their rent in a timely manner and enable Council to use those funds for other purposes.

## CONCLUSION

The draft fees and charges Interest Payable – Default by Lessees and Licensees be placed on public exhibition for a period of 28 days.

## ITEM 20 MAY 2015 FINANCIALS

The May 2015 financial results are favourable compared to phased budget over a range of indicators. The Operating Result (pre capital) and Funds Result show favourable variances compared to the phased budget of \$8.3M and \$8.6M respectively.

The May variance continues to reflect a range of relatively small proportional improvements in income results across a number of services, increased rates and interest on investment and expenditure patterns in a range of items and projects that are behind the phased budget.

The Cash Flow Statement at the end of the period is positive and indicates that there is sufficient cash to support external restrictions.

Council has expended \$70.7M on its capital works program representing 84% of the annual budget. The year to date budget for the same period was \$73.1M.

### RECOMMENDATION

- 1 The report be received and noted.
- 2 Proposed changes in the Capital Works Program be approved.

### ATTACHMENTS

- 1 Income and Funding Statements – May 2015
- 2 Capital Budget Report – May 2015
- 3 Balance Sheet – May 2015
- 4 Cash Flow Statement – May 2015

### REPORT AUTHORISATIONS

Report of: Brian Jenkins, Manager Finance  
Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

### BACKGROUND

This report presents the Income and Expense Statement, Balance Sheet and Cash Flow Statement for May 2015. Council's current budget has a Net Funding (cash) deficit of \$9.9M, an Operating Surplus (Pre Capital) of \$2.5M and a capital expenditure of \$84.2M. The projected and YTD Funds result deficit for the current year includes the creation of the Future Programs internally restricted asset of \$6.9M from surplus Available Funds. The restricted funds will be used to support a range of projects in future years that have been included in the Draft Annual Plan 2015-16, currently on exhibition.

The annual budget includes an increased labour recovery from capital and increased expenditure on building maintenance. These are \$0.7M respectively and offset each other.

The following table provides a summary view of the organisation's overall financial results for the year to date.

FORECAST POSITION		Original Budget	Revised Budget	YTD Forecast	YTD Actual	Variation
KEY MOVEMENTS		1-Jul	29-May	29-May	29-May	
Operating Revenue	\$M	241.8	250.2	228.6	231.2	2.6
Operating Costs	\$M	(251.1)	(247.6)	(224.1)	(218.5)	5.6
<b>Operating Result [Pre Capital]</b>	\$M	<b>(9.3)</b>	<b>2.5</b>	<b>4.5</b>	<b>12.8</b>	<b>8.3</b>
Capital Grants & Contributions	\$M	32.6	18.7	16.7	19.1	2.3
<b>Operating Result</b>	\$M	<b>23.3</b>	<b>21.3</b>	<b>21.2</b>	<b>31.8</b>	<b>10.6</b>
<b>Operational Funds Available for Capital</b>	\$M	<b>41.8</b>	<b>33.6</b>	<b>31.4</b>	<b>38.5</b>	<b>7.0</b>
<b>Capital Works</b>		<b>83.7</b>	<b>84.2</b>	<b>73.1</b>	<b>70.7</b>	<b>2.4</b>
<b>Contributed Assets</b>		<b>-</b>	<b>1.9</b>	<b>1.9</b>	<b>1.9</b>	<b>-</b>
Transfer to Restricted Cash		1.0	24.7	24.7	24.6	0.1
Funded from:						
- Operational Funds	\$M	41.8	33.6	31.4	38.5	7.0
- Other Funding	\$M	40.3	67.3	63.9	62.9	(1.1)
<b>Total Funds Surplus/(Deficit)</b>	\$M	<b>(2.7)</b>	<b>(9.9)</b>	<b>(4.4)</b>	<b>4.2</b>	<b>8.6</b>

## Financial Performance

The May 2015 Operating Result [pre capital] shows a positive variance compared to budget of \$8.3M. This is mainly due to greater than phased budget income (\$2.6M) across a range of areas and general progress of projects and programs compared to the phased budget.

The Operating result (including capital grants & contributions) shows a positive variance of \$10.6M. The difference between this result and the pre-capital result does not flow through to the funds result as the capital income is transferred to restricted cash.

The May result indicates that Council will need to expend a greater amount during June in order to achieve the projected funds result.

The classification of some capital expenditure included in the May result is being reviewed in line with current accounting standards. This is to determine if these items have been correctly classified as capital expenditure. If any capital expenditure is deemed to be operational this will decrease the positive operational result but not impact the funds result.

## Funds Result

The Total Funds result as at 29 May 2015 shows a favourable variance of \$8.6M that is a result of the cash component of the operating result and lower Council funded capital expenditure.

## Capital Budget

As at 29 May 2015, Council had expended \$70.7M or 84% of the approved annual capital budget of \$84.2M. The year to date budget for the same period was \$73.1M.

Further detail regarding the capital spend is outlined in the capital report in Attachment 2.

## Liquidity

Council's cash and investments increased during May 2015 to holdings of \$147.4M compared to \$133.6M at the end of April 2015. This is consistent with the rates instalments due in May.

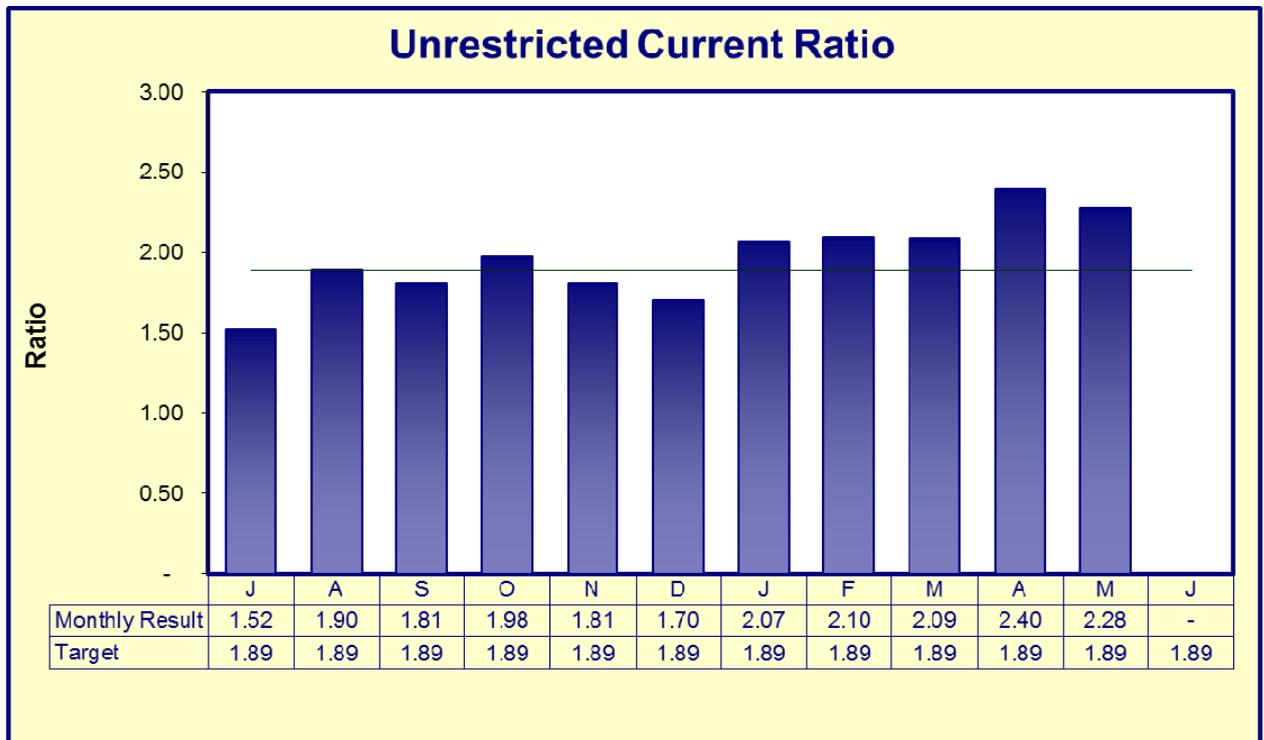
Council's cash, investments and available funds positions for the reporting period are as follows:

CASH, INVESTMENTS & AVAILABLE FUNDS						
	Actual 2013/14 \$M	Original Budget 2014/15 \$M	September QR 2014/15 \$M	December QR 2014/15	March QR 2014/15	Actual Ytd 29 May 2015 \$M
Total Cash and Investments	117.9	109.5	112.9	129.8	124.4	147.4
Less Restrictions:						
External	63.0	64.6	68.6	79.1	67.8	74.4
Internal	27.0	33.5	29.2	35.1	47.7	46.7
Total Restrictions	89.9	98.1	97.7	114.2	115.5	121.1
Available Cash	28.0	11.3	15.2	15.6	8.9	26.3
Adjusted for :						
Current payables	(29.1)	(22.6)	(22.6)	(22.6)	(22.3)	(24.8)
Receivables	25.5	27.1	28.5	28.6	28.0	27.2
Net Payables & Receivables	(3.6)	4.5	5.9	6.0	5.7	2.4
Available Funds	24.4	15.9	21.1	21.6	14.6	28.7
*Original budget adjusted for pre audit 2013/14 result & reintroduction of projects in progress						

The available funds position excludes restricted cash. 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.

The available funds remain above Council’s Financial Strategy target of 3.5% to 5.5% of operational revenue [pre capital]. Based on the Adopted 2014-15 Annual Plan, the target Available Funds is between \$8.4M and \$13.3M for year ending 30 June 2015. The revised forecasts at March Quarterly Review indicated a revised Available Funds forecast for 2014-15 of \$14.6M. Actual Available Funds at 29 May 2015 are above that level due to the favourable 2013-14 financial result, general timing of income and expenditure and the progressive nature of the delivery of the capital program. The Available Funds position, together with additional funds held as restricted cash, offer opportunity to review delivery programs or projects in the short to medium term.

The Unrestricted Current Ratio measures the cash/liquidity position of an organisation. This ratio is intended to disclose the ability of an organisation to satisfy payment obligations in the short term from the unrestricted activities of Council. Council’s ratio is currently above the Local Government Benchmark of >2:1 and the strategy is to maximise the use of available funds for asset renewal by targeting a lean unrestricted current ratio.



### Receivables

Receivables are the amount of money owed to Council or funds that Council has paid in advance. Non-current rates debtors are included in this amount to measure Available Funds. At May 2015, receivables totalled \$27.2M, compared to receivables of \$26.7M at May 2014. The receivables balance at May 2015 includes \$4.5M for EPA levy payments on materials used for expansion of Whytes Gully that are expected to be refunded on final approval of exemption application to the EPA. The timing of rates payments which are accrued before the actual payments are due, also impact on this measure.

## **Payables**

Payables (the amount of money owed to suppliers) of \$24.8M were owed at May 2015 compared to payables of \$22.6M in May 2014. The majority of payables relate to goods and services and capital projects delivered but not yet paid for and rating income received in advance. Variations that occur between reporting periods generally relate to payables for capital projects that are underway and the timing of invoice payment processing.

## **Debt**

Council continues to have financial strength in its low level of borrowing. The industry measure of debt commitment is the Debt Service Ratio that measures the proportion of revenues that is required to meet annual loan repayments.

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. In 2009-10, Council borrowed \$26M interest free to assist in the delivery of the West Dapto Access Plan. Council has also been successful in securing loan funds under the Local Government Infrastructure Renewal Scheme of \$20M in 2012-13 and \$4.3M in 2013-14 that will be used over a five year period to accelerate the Citywide Footpaths and Shared Path Renewal and Missing Links Construction Program and building refurbishment works for Berkeley Community Centre, Corrimal Library and Community Centre and Thirroul Pavilion and Kiosk respectively. A further \$15M has been drawn down during February under Round Three of this program that provides a subsidy of 3%. The additional loan funds will be used to support the West Dapto Access – Fowlers Road to Fairwater Drive project. This will increase Council's Debt Service Ratio forecast for 2014-15 to approximately 3.2% which is still below Council's target of 4% and remains low in comparison to the Local Government's benchmark ratio of <10%.

It is noted that non-cash interest expense relating to the amortisation of the income recognised on the West Dapto Access Plan Loan is not included when calculating the Debt Service Ratio.

## **Assets**

The Balance Sheet shows that \$2.4B of assets are controlled and managed by Council for the community as at 29 May 2015. The 2014-15 capital works program includes projects such as the West Dapto Access Strategy, the Crown Street Mall upgrade, Whytes Gully new landfill cell, other civil asset renewals including roads, car parks and buildings and purchase of library books. At the end of May, capital expenditure amounted to \$70.7M.

## PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 under the objective *our local council has the trust of the community* under the Community Goal *we are a connected and engaged community*.

It specifically addresses the Annual Plan 2014-15 Key Deliverables as detailed in the Financial Services Plan which forms part of the Five Year Action contained within the Revised Delivery Program 2012-17.

## CONCLUSION

The results for May 2015 indicate a significant improvement compared to phased budget. Higher levels of expenditure compared to prior months during June will be required to meet the projected budget.

## ITEM 21 STATEMENT OF INVESTMENTS - MAY 2015

This report provides an overview of Council's investment portfolio performance for the month of May 2015.

Council's average weighted return for May 2015 was 2.93% which was above the benchmark return of 2.36%. The result was primarily due to solid returns received on term deposits. The remainder of Council's portfolio continues to provide a high level of consistency in income and a high degree of credit quality and liquidity.

### RECOMMENDATION

Council receive the Statement of Investments for May 2015.

### ATTACHMENTS

- 1 Statement of Investments – May 2015
- 2 Investment Income Compared to Budget 2014-15

### REPORT AUTHORISATIONS

Report of: Brian Jenkins, Manager Finance  
Authorised by: Greg Doyle, Director Corporate and Community Services – Creative, Engaged and Innovative City

### BACKGROUND

Council is required to invest its surplus funds in accordance with the Ministerial Investment Order and Division of Local Government guidelines. The Order reflects a conservative approach and restricts the investment types available to Council. In compliance with the Order and Division of Local Government guidelines, Council adopted an Investment Policy on 9 June 2015. The Investment Policy provides a framework for the credit quality, institutional diversification and maturity constraints that Council's portfolio can be exposed to. Council's investment portfolio was controlled by Council's Finance Division during the period to ensure compliance with the Investment Policy. Council's Governance Committee's role of overseer provides for the review of the Council's Investment Policy and Management Investment Strategy.

Council's Responsible Accounting Officer is required to sign the complying Statements of Investments 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 as at 29 May 2015 were \$142,815,455 (Statement of Investments attached) [30 May 2014 \$107,463,909].

During May, Council posted a weighted average return of 2.93% (annualised) compared to the benchmark return of 2.36% (annualised Bloomberg Bank Bill Index). The result

was primarily due to solid returns received on the term deposits. The remainder of Council's portfolio continues to provide a high level of consistency in income and a high degree of credit quality and liquidity.

At 29 May 2015, year to date interest and investment revenue of \$4,712,404 was recognised compared to the year to date budget of \$4,542,196.

Council's CBA Zero Coupon Bond recorded a decrease in value for May of \$10,400. The valuation methodology used by Laminar (Council's investment consultants), discounts the bond using a margin for a straight four year CBA obligation but also considers the illiquidity premium, this being a restructured deal and there being limited bids on the security. As this bond gradually nears maturity, movements in interest rates and liquidity will have less of an impact on the securities valuation. While there will be short term fluctuations along the way, the investments valuation will gradually increase to its \$4M maturity value. Council's Westpac floating rate note had a decrease in value of \$6,300 for May.

Council holds two Mortgaged Backed Securities (MBS) that recorded a decrease in value of \$1,826 for May. These investments continue to pay higher than normal variable rates. While the maturity dates are outside Council's control, the investment advisors had previously indicated that capital is not at risk at that stage and recommended a hold strategy due to the illiquid nature of the investment.

The NSW T-Corp Long-Term Growth Facility recorded an increase in value of \$1,179 in May. The fluctuation is a reflection of the current share market volatility both domestically and internationally.

During the May 2015 RBA meeting, the official cash rate decreased from 2.25% to 2.00% and then remained unchanged for the June meeting. The RBA has advised that it would continue to assess the outlook and adjust policy as needed to foster sustainable growth in demand and inflation outcomes consistent with the inflation target over time. The current inflation rate is consistent with the 2 to 3% target.

This report complies with Council's Investment Policy which was endorsed by Council on 9 June 2015. Council's Responsible Accounting Officer has signed the complying Statements of Investments contained within the report, certifying that 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 Wollongong 2022 under the objective *our local council has the trust of the community* under the Community Goal *we are a connected and engaged community*.

It specifically addresses the Annual Plan 2014-15 Key Deliverables as detailed in the Financial Services Plan which forms part of the Five Year Action contained within the Revised Delivery Program 2012-17.



## MINUTES

# ORDINARY MEETING OF COUNCIL

at 6.00 pm

**Tuesday 9 June 2015**

### Present

Lord Mayor – Councillor Bradbery OAM (in the Chair), Councillors Connor, Brown, Takacs, Martin, Merrin, Blicavs (until 11.13 pm), Dorahy, Colacino, Crasnich (until 9.59 pm), Curran and Petty

### In Attendance

General Manager – D Farmer, Director Corporate and Community Services – Creative, Engaged and Innovative City – G Doyle, Director Infrastructure and Works – Connectivity, Assets and Liveable City – M Hyde, Director Planning and Environment – Future, City and Neighbourhoods – A Carfield, Manager Governance and Information – L Kofod, Manager Finance – B Jenkins, Manager Property and Recreation – P Coyte, Manager Environmental Strategy and Planning – R Campbell and Manager Infrastructure Strategy and Planning – M Dowd

### Apology

Min No.

**64** **COUNCIL'S RESOLUTION** - RESOLVED on the motion of Councillor Brown seconded Councillor Connor that the apology tendered on behalf of Councillor Kershaw be accepted.

## INDEX

	PAGE NO.
Disclosures of Interest .....	1
Public Access Forum – Vegetation and View Management .....	1
Public Access Forum – Council Funding Contribution for Northfields Avenue Bus Stop and Terminus Upgrade .....	2
Public Access Forum – Building Insurance of Leased and Licenced Buildings on Council Land .....	2
Call of the Agenda .....	3
Suspension of Standing Orders .....	3
ITEM 6 Building Insurance of Leased and Licensed Buildings on Council Land .....	4
ITEM A Lord Mayoral Minute – Vegetation and View Management .....	4
Matter of Great Urgency .....	5
ITEM B Notice of Rescission – Councillors Bradbery, Connor and Blicavs – Item 3 Council Meeting 18 May 2015 – Review of Performance Review Committee Charter .....	6
ITEM 1 Council Funding Contribution for Northfields Avenue Bus Stop and Terminus Upgrade .....	9
ITEM 2 Adoption of the Review of Towradgi Creek Flood Study .....	12
ITEM 3 Decision of the Civil and Administrative Tribunal – Office of Local Government v Petty .....	12
ITEM 4 Annual Fees Payable to the Lord Mayor and Councillors for 2015/2016 .....	14
ITEM 5 Annual Fees Payable to Independent Members of Council’s Audit and Corporate Governance Committees 2015/2016 .....	14
ITEM 6 Building Insurance of Leased and Licensed Buildings on Council Land .....	14
ITEM 7 Review of Council's Investment Policy .....	14

ITEM 8	Proposed Lease of the Girl Guides Hall at 73 Emerson Road, Dapto .....	15
ITEM 9	Proposed Release of Multiple Restrictions as to User, Easement for Access and Caveat from Lot 6000 DP 1204370 Prince of Wales Avenue, Unanderra .....	15
ITEM 10	Lord Mayor's Attendance – 2015 Asia Pacific Cities Summit and Mayors' Forum – Brisbane .....	16
ITEM 11	April 2015 Financials .....	16
ITEM 12	Statement of Investments – April 2015.....	16
ITEM 13	City of Wollongong Traffic Committee – Minutes – 13 May 2015.....	16
ITEM 14	Lake Illawarra Estuary Management Committee Terms of Reference .....	17
	Closed Council Session.....	17
	Resolution from the Closed Session of Council.....	18

Minute No.

## DISCLOSURES OF INTERESTS

Councillor Takacs declared a conflict of interest in Item 1 as it involves his employer, the University of Wollongong. He advised that he would be departing the Chambers whilst the matter is debated and put to the vote, as he has done previously with all matters involving the University.

Councillor Dorahy declared a non-significant, non-pecuniary interest in Item 2 as he is the Chair of two other Floodplain Committees.

Councillor Petty declared a significant pecuniary interest in Item 3 as he is mentioned in the report. He advised that he would depart the Chambers during the debate and voting on this matter.

Note: The following declarations of interest in Item 6 were made after the Public Access Forum address by Mr Allen –

- Councillor Blicavs declared a non-significant, non-pecuniary interest as her son plays tennis at Beaton Park Tennis Club.
- Councillor Dorahy declared a non-significant, non-pecuniary interest as he is the Treasurer of Wests Leagues Illawarra.

## CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON MONDAY, 18 MAY 2015

**65** **COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor Brown seconded Councillor Colacino that the Minutes of the Ordinary Meeting of Council held on Monday, 18 May 2015 (a copy having been circulated to Councillors) be taken as read and confirmed.

## PUBLIC ACCESS FORUM – VEGETATION AND VIEW MANAGEMENT

Mr J Austin, on behalf of the Sandon Point and McCauleys Beach Residents Group, supported the Lord Mayoral Minute. He advised that the Point Estate in particular was built with a northerly aspect with owners having to meet strict requirements to ensure view corridors were maintained so that everyone could share the amazing view. The whole premise for the design of this subdivision was to maximise the views. Residents were attracted to the area because of the coastal and escarpment views, for

Minute No.

which they paid a premium price and designed homes at additional expense to take advantage of view corridors. However, he said that those residents are now left looking at a forest of trees. Whilst the residents support the need to protect the natural environment with vegetation, they believe the species chosen are completely inappropriate for this purpose.

In conclusion, Mr Austin stated that the Residents Group believed, without doubt, that it was possible to strike a balance between protecting the region's natural environment and the community's ability to enjoy that environment. He said that the Group looks forward to continuing to work with Council on this issue.

### **PUBLIC ACCESS FORUM – COUNCIL FUNDING CONTRIBUTION FOR NORTHFIELDS AVENUE BUS STOP AND TERMINUS UPGRADE**

Mr I Young, on behalf of the Keiraville/Gwynneville Community Group questioned Council's proposed contribution of \$185,000 to the University of Wollongong for the above bus stop and terminus upgrade. He said that in 2013, he facilitated a safety workshop where it was apparent that traffic to the University and parking along the streets were significant contributing factors to the issue of safety in the area. It became obvious that a traffic movement study was necessary to understand the routes taken and the extent of the problems. An application was made to Council for funding in 2013, but funding was not available at that time and the Group was advised that it would be given consideration as part of the 2014-2015 budget. However, this funding was subsequently not included in the 2014-2015 budget. Mr Young said that the scope then grew from a traffic movement study to a full access and movement study, requiring a substantial budget increase over the original proposal.

In conclusion, Mr Young urged Councillors to carefully consider where the \$185,000 could be best spent so as to benefit not only the University, but the whole community.

### **PUBLIC ACCESS FORUM – BUILDING INSURANCE OF LEASED AND LICENCED BUILDINGS ON COUNCIL LAND**

On behalf of Wollongong Tennis Courts Administration Inc (WTCA), Mr D Allen advised that since 1992 WTCA had been licensed by Council to insure and maintain 24 tennis centres, which include 62 tennis courts between Helensburgh and Primbee. Since that time, the WTCA had spent well over \$1.2M of its own funds on court resurfacing, fence replacement and lighting upgrades. Until recently, there was no financial input by

## Minute No.

Council or Government Departments, however, in the last 5-6 years this has changed because of the skyrocketing cost of insurance. In 1992 insurance fees were \$3,000 for buildings and public liability, however, from 2013 onwards the amount was \$35,000 and rising. Currently insurance costs equate to almost half of the income received by WTCA.

Mr Allen went on to outline the break-up of expenditures incurred by WTCA and in conclusion, he strongly urged Councillors to support the recommendation in the report.

## DISCLOSURES OF INTEREST

Following the address by Mr Allen (above), Councillors Blicavs and Dorahy declared the following interests in Item 6 –

- Councillor Blicavs declared a non-significant, non-pecuniary interest as her son plays tennis at the Beaton Park Tennis Club.
- Councillor Dorahy declared a non-significant, non-pecuniary interest as he is the Treasurer of Wests Leagues Illawarra.

**66** **COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor Brown seconded Councillor Dorahy that all speakers be thanked for their presentation and invited to table their notes.

## CALL OF THE AGENDA

**67** **COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor Brown seconded Councillor Crasnich that the staff recommendations for Items 8 to 13 inclusive, be adopted as a block.

## SUSPENSION OF STANDING ORDERS

**68** **COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor Curran seconded Councillor Connor that Item 6 be considered as the next item of business under Suspension of Standing Orders.

Minute No.

## DEPARTURE OF COUNCILLOR

Councillor Dorahy departed the meeting during debate on Item 6 and was not present when the vote was taken.

## ITEM 6 – BUILDING INSURANCE OF LEASED AND LICENSED BUILDINGS ON COUNCIL LAND

**69** **COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor Brown seconded Councillor Dorahy that –

- 1 Council endorse the removal of the requirement of tenants to obtain building insurance on Council's non-commercial buildings.
- 2 The income budget for commercial property income be increased to off-set the increase in the below excess insurance budget.
- 3 Council policy 'Property Insurance of Non-Commercial Council Buildings occupied by Lessees and Licensees' be revoked.
- 4 A further report be submitted to Council on an over-arching management policy proposed to replace the revoked 'Property Insurance of Non-Commercial Council Buildings occupied by Lessees and Licensees' policy.

**Standing Orders were resumed.**

## ATTENDANCE AND DEPARTURE OF COUNCILLORS

During debate and prior to voting on Item A, Councillor Dorahy returned to the meeting, the time being 6.26 pm.

During debate and prior to voting on Item A, Councillor Curran departed and returned to the meeting, the time being from 6.52 pm to 6.53 pm.

## ITEM A – LORD MAYORAL MINUTE – VEGETATION AND VIEW MANAGEMENT

A PROCEDURAL MOTION was MOVED by Councillor Merrin seconded Councillor Crasnich that Councillor Takacs be granted an additional one minute to address the meeting in relation to Item A. CARRIED.

Minute No.

**70 COUNCIL'S RESOLUTION** – MOVED by Councillor Bradbery that –

- 1 As part of the development of the Urban Greening Strategy which is identified as a project in the draft 2015-2016 Annual Plan, Vegetation and View Management Guidelines be prepared to ensure a balanced approach to managing vegetation in urban areas.
- 2 The Guidelines be prepared by March 2016 and be the subject of a Councillor Briefing prior to the document coming to Council for approval to exhibit.

*Variation The variation moved by Councillor Dorahy (the inclusion of Part 2) was accepted by the mover.*

An AMENDMENT was MOVED by Councillor Petty seconded Councillor Curran that -

- 1 As part of the development of the Urban Greening Strategy which is identified as a project in the draft 2015-2016 Annual Plan, a report be prepared on Vegetation and View Management.
- 2 The report be the subject of a Councillor Briefing in March 2016 prior to being submitted to Council.

Councillor Petty's AMENDMENT on being PUT to the VOTE was LOST.

**In favour** Councillors Merrin, Curran and Petty

**Against** Councillors Connor, Brown, Martin, Takacs, Blicavs, Dorahy, Colacino, Crasnich and Bradbery

Councillor Bradbery's MOTION on being PUT to the VOTE was CARRIED.

**In favour** Councillors Connor, Brown, Martin, Blicavs, Dorahy, Colacino, Crasnich and Bradbery

**Against** Councillors Merrin, Curran, Takacs and Petty

**MATTER OF GREAT URGENCY**

Councillor Curran requested that the Lord Mayor give consideration to a matter of great urgency in relation to Council's duty to act as a Model Litigant.

The Lord Mayor deemed the matter not to be of great urgency. He also advised that the matter referred to by Councillor Curran was before the Court and is subject to certain legal constraints.

Minute No.

## DEPARTURE OF COUNCILLOR

During debate and prior to voting on Item B, Councillor Crasnich departed and returned to the meeting, the time being from 7.36 pm to 7.37 pm.

## ITEM B – NOTICE OF RESCISSION - COUNCILLORS BRADBERRY, CONNOR AND BLICAVS – ITEM 3 – COUNCIL MEETING 18 MAY 2015 – REVIEW OF PERFORMANCE REVIEW COMMITTEE CHARTER

**71** **COUNCIL'S RESOLUTION** – RESOLVED on the motion of Councillor Connor seconded Councillor Blicavs that Council rescind its resolution of 18 May 2015 (Minute Number 62), relating to Item 3 of Council General Business – Review of Performance Review Committee Charter.

The RESCISSION MOTION on being PUT to the VOTE was CARRIED.

**In favour** Councillors Connor, Brown, Martin, Takacs, Blicavs, Dorahy, Colacino, Crasnich and Bradbery

**Against** Councillors Merrin, Curran and Petty

The following PROCEDURAL MOTIONS were CARRIED to allow additional time for the Councillors to address the meeting –

- Moved by Councillor Crasnich seconded Councillor Curran – two minutes for Councillor Merrin.
- Moved by Councillor Merrin seconded Councillor Martin – five minutes for Councillor Curran.
- Moved by Councillor Crasnich seconded Councillor Dorahy – two minutes for Councillor Blicavs.

## DEPARTURE OF COUNCILLORS

During debate and prior to voting on the following motion, Councillors departed and returned to the meeting, as follows –

- Councillor Colacino from 7.47 pm to 7.49 pm; and,
- Councillor Blicavs from 8.12 pm to 8.13 pm.

Minute No.

**72 COUNCIL'S RESOLUTION** – MOVED by Councillor Connor seconded Councillor Blicavs that Council adopt the Draft Performance Review Committee Charter, subject to the structure of the Committee being amended to include:

- 1 An External Facilitator, by agreement of the General Manager and the Performance Review Committee, and selected by the Performance Review Committee from suitable candidates in the list supplied by Local Government NSW; and
- 2 An Independent Observer, to be selected by the Performance Review Committee, from the Independent Members of the Corporate Governance Committee.

*Variation The variation moved by Councillor Takacs to add the words 'from suitable candidates in the list supplied by Local Government NSW' to Part 1, was accepted by the mover and seconder.*

An AMENDMENT was MOVED by Councillor Dorahy seconded Councillor Crasnich that Council adopt the Draft Performance Review Committee Charter, subject to the structure of the Committee being amended to include:

- 1 An External Facilitator by agreement and selection of the Performance Review Committee, and selected from suitable candidates in the list supplied by Local Government NSW; and
- 2 An Independent Observer, to be selected by the Performance Review Committee, from the Independent Members of the Corporate Governance Committee.

*Variation The variation moved by Councillor Takacs to add the words 'and selected from suitable candidates in the list supplied by Local Government NSW' to Part 1, was accepted by the mover and seconder.*

A FORESHADOWED AMENDMENT was MOVED by Councillor Merrin seconded Councillor Petty that Council adopt the Draft Performance Review Committee Charter, subject to the structure of the Committee being amended to include:

- 1 An External Facilitator provided through Local Government NSW; and
- 2 An Independent Observer, to be selected by the Performance Review Committee, from the Independent Members of the Corporate Governance Committee.

## Minute No.

Councillor Dorahy's AMENDMENT on being PUT to the VOTE was LOST.

**In favour** Councillors Dorahy, Crasnich, Curran and Petty

**Against** Councillors Connor, Brown, Martin, Takacs, Merrin, Blicavs, Colacino and Bradbery

Following the defeat of Councillor Dorahy's Amendment, Councillor Merrin's FORESHADOWED AMENDMENT became the AMENDMENT.

A PROCEDURAL MOTION was MOVED by Councillor Brown seconded Councillor Dorahy that the debate be reopened to allow Councillor Merrin to debate her Foreshadowed Amendment. CARRIED.

A PROCEDURAL MOTION was MOVED by Councillor Petty seconded Councillor Blicavs that the MOTION be PUT. CARRIED.

Councillor Merrin's AMENDMENT on being PUT to the VOTE was LOST.

**In favour** Councillors Merrin, Curran and Petty

**Against** Councillors Connor, Brown, Martin, Takacs, Blicavs, Dorahy, Colacino, Crasnich and Bradbery

Councillor Connor's MOTION was then PUT to the VOTE and was CARRIED.

**In favour** Councillors Connor, Brown, Martin, Takacs, Blicavs, Dorahy, Colacino, Crasnich and Bradbery

**Against** Councillors Merrin, Curran and Petty

## DEPARTURE OF COUNCILLORS

Due to a prior Disclosure of Interest, Councillor Takacs departed the meeting and was not present during debate and voting on Item 1.

During debate and prior to voting on Item 1, the following Councillors departed and returned to the meeting –

- Councillor Connor from 9.16 pm to 9.18 pm; and,
- Councillor Crasnich from 9.26 pm to 9.28 pm.

Minute No.

**ITEM 1 – COUNCIL FUNDING CONTRIBUTION FOR NORTHFIELDS AVENUE BUS STOP AND TERMINUS UPGRADE**

**73 COUNCIL'S RESOLUTION** – MOVED by Councillor Brown seconded Councillor Martin that Council:

- 1 Grant financial assistance to the University of Wollongong for the specific purpose of the upgrade of the Northfields Avenue bus stop and terminus.
- 2 Note that the funding is comprised of –
  - a A Council contribution of \$185,000; and
  - b A proposed contribution from Roads and Maritime Services (subject to approval and confirmation of exact amount).
- 3 Exchange letters with the University of Wollongong to clearly define the purposes of the funds and noting that payment will be made upon completion of the work in accordance with the approved plans and evidence of University expenditure.
- 4 Write to The Hon. Andrew Constance MP, Minister for Transport and Infrastructure, The Hon. Gareth Ward MP, Parliamentary Secretary for The Illawarra, and Local Members of State Parliament, seeking their help in securing agreement of Roads and Maritime Services to fund a proportion of the costs for the relevant Gwynneville/Keiraville transport studies, noting Council and the University of Wollongong have agreed to provide a proportion of funds for the studies.
- 5 Council bring forward \$100,000 from the Future Projects Restricted Assets to fund the Keiraville/Gwynneville Access and Movement Strategy in 2015-2016; on the proviso that Roads and Maritime Services makes a similar contribution.

*Variation The variation moved by Councillor Bradbery (the addition of Point 5) was accepted by the mover and seconder.*

An AMENDMENT was MOVED by Councillor Blicavs seconded Councillor Dorahy that –

- 1 Council grant financial assistance to the University of Wollongong for the specific purpose of the upgrade of the Northfields Avenue bus stop and terminus.
- 2 Council note that the funding is comprised of –
  - a A Council contribution of \$85,000; and
  - b A proposed contribution from Roads and Maritime Services (subject to approval and confirmation of exact amount).

Minute No.

- 3 Council exchange letters with the University of Wollongong to clearly define the purposes of the funds and noting that payment will be made upon completion of the work in accordance with the approved plans and evidence of University expenditure.
- 4 \$100,000 be transferred to the Future Projects Restricted Asset from the reduction in expenditure on the Northfields Avenue Bus Stop and Terminus Project to begin the process of the Keiraville/Gwynneville Access and Movement Strategy.
- 5 An amendment be proposed to the draft Annual Plan 2015 – 16 (to be considered by Council 22 June 2015) to provide for the completion of the Keiraville/Gwynneville Access and Movement Strategy from the Future Projects Restricted Asset Account Fund.
- 6 Council write to The Hon. Andrew Constance MP, Minister for Transport and Infrastructure, The Hon. Gareth Ward MP, Parliamentary Secretary for The Illawarra, and Local Members of State Parliament, seeking their help in securing agreement of Roads and Maritime Services to fund a proportion of the costs for the relevant Gwynneville/Keiraville transport studies, noting Council and the University of Wollongong have agreed to provide a proportion of funds for the studies.

A FORESHADOWED AMENDMENT was MOVED by Councillor Merrin seconded Councillor Blicavs that Council –

- 1 Grant financial assistance to the University of Wollongong for the specific purpose of the upgrade of the Northfields Avenue bus stop and terminus.
- 2 Note that the funding is comprised of –
  - a A Council contribution of \$185,000; and
  - b A proposed contribution from Roads and Maritime Services (subject to approval and confirmation of exact amount).
- 3 Exchange letters with the University of Wollongong to clearly define the purposes of the funds and noting that payment will be made upon completion of the work in accordance with the approved plans and evidence of University expenditure.
- 4 Write to The Hon. Andrew Constance MP, Minister for Transport and Infrastructure, The Hon. Gareth Ward MP, Parliamentary Secretary for The Illawarra, and Local Members of State Parliament, seeking their help in securing agreement of Roads and Maritime Services to fund a

Minute No.

proportion of the costs for the relevant Gwynneville/Keiraville transport studies, noting Council and the University of Wollongong have agreed to provide a proportion of funds for the studies.

Councillor Blicavs AMENDMENT on being PUT to the VOTE was LOST.

**In favour** Councillors Blicavs, Dorahy, Colacino and Crasnich  
**Against** Councillors Connor, Brown, Martin, Merrin, Curran, Petty and Bradbery

Councillor Merrin's FORESHADOWED AMENDMENT then BECAME the AMENDMENT.

Councillor Merrin's AMENDMENT on being PUT to the VOTE was LOST.

**In favour** Councillors Merrin, Blicavs, Dorahy, Colacino and Crasnich  
**Against** Councillors Connor, Brown, Martin, Curran, Petty and Bradbery

Councillor Brown's MOTION was then PUT to the VOTE and was CARRIED.

**In favour** Councillors Connor, Brown, Martin, Blicavs, Dorahy, Colacino, Crasnich and Bradbery  
**Against** Councillors Merrin, Curran and Petty

### **EXTENSION OF MEETING TIME**

A PROCEDURAL MOTION was MOVED by Councillor Petty seconded Councillor Martin that the meeting time be extended to 11.00 pm. CARRIED.

### **DEPARTURE OF COUNCILLORS**

At this stage the time being 9.59 pm, Councillor Crasnich departed the meeting.

During the debate and prior to voting on Item 2, the following Councillors departed and returned to the meeting –

- Councillor Blicavs from 9.59 pm to 10.01 pm;
- Councillor Colacino from 9.59 pm to 10.01 pm; and,
- Councillor Curran from 9.59 pm to 10.03 pm.

Minute No.

## ITEM 2 – ADOPTION OF THE REVIEW OF TOWRADGI CREEK FLOOD STUDY

**74 COUNCIL'S RESOLUTION** – RESOLVED on the motion of Councillor Merrin seconded Councillor Brown that the revised Towradgi Creek Flood Study be adopted.

**In favour** Councillors Connor, Brown, Martin, Merrin, Takacs, Blicavs, Dorahy, Colacino and Bradbery

**Against** Councillors Curran and Petty

## DEPARTURE OF COUNCILLORS

Due to a prior disclosure of interest, Councillor Petty departed the Chambers and was not present during debate and voting on Item 3.

During the debate and prior to voting on Item 3, Councillor Merrin departed and returned to the meeting, the time being from 10.25 pm to 10.28 pm.

## ITEM 3 – DECISION OF THE CIVIL AND ADMINISTRATIVE TRIBUNAL – OFFICE OF LOCAL GOVERNMENT V PETTY

A PROCEDURAL MOTION was MOVED by Councillor Dorahy seconded Councillor Martin that Councillor Curran be granted a one minute extension to address the meeting in relation to Item 3. CARRIED.

MOVED by Councillor Blicavs seconded Councillor Connor that –

- 1 The Orders of the Civil and Administrative Tribunal be noted.
- 2 Councillor Petty be removed from the Audit Committee.

**75 COUNCIL'S RESOLUTION** – An AMENDMENT was MOVED by Councillor Brown seconded Councillor Merrin that –

- 1 The Orders of the Civil and Administrative Tribunal be noted.
- 2 Council request Councillor Petty reconsider his position on the Audit Committee in the light of the outcome of the Tribunal's findings.

*Variation* The variation moved by Councillor Bradbery to add the words 'in the light of the outcome of the Tribunal's findings' to Part 2, was accepted by the mover and seconder.

Minute No.

Councillor Brown's AMENDMENT on being PUT to the VOTE was CARRIED.

**In favour** Councillors Brown, Martin, Takacs, Merrin, Colacino and Curran

**Against** Councillors Connor, Dorahy, Blicavs and Bradbery

Councillor Brown's AMENDMENT then BECAME the MOTION.

Councillor Brown's MOTION on being PUT to the VOTE was CARRIED.

**In favour** Councillors Connor, Brown, Martin, Merrin, Takacs, Blicavs, Colacino and Curran

**Against** Councillors Dorahy and Bradbery

A PROCEDURAL MOTION was MOVED by Councillor Brown seconded Councillor Blicavs that Items 4 and 5 be considered concurrently. CARRIED.

## DEPARTURE OF COUNCILLORS

During debate and prior to voting on Items 4 and 5, the Lord Mayor, Councillor Bradbery, vacated the Chair and departed the meeting, the time being 10.53 pm. At this stage, Councillor Connor assumed the Chair.

The Lord Mayor returned to the meeting at 10.55 pm and resumed the Chair.

During debate and prior to voting on Items 4 and 5, Councillor Petty departed and returned to the meeting, the times being from 10.53 pm to 10.54 pm.

Minute No.

**ITEM 4 – ANNUAL FEES PAYABLE TO THE LORD MAYOR AND COUNCILLORS FOR 2015/2016 AND ITEM 5 - ANNUAL FEES PAYABLE TO INDEPENDENT MEMBERS OF COUNCIL'S AUDIT AND CORPORATE GOVERNANCE COMMITTEES 2015/2016**

**76 COUNCIL'S RESOLUTION** – RESOLVED on the motion of Councillor Brown seconded Councillor Blicavs that the fees payable for the period 1 July 2015 to 30 June 2016 be –

- 1 \$27,550 for Councillors;
- 2 \$80,260 for the Lord Mayor;
- 3 \$810 per meeting for the Independent Chairs of the Audit and Corporate Governance Committees; and,
- 4 \$543.75 per meeting for Independent Members of the Audit and Corporate Governance Committees.

In favour Councillors Connor, Brown, Martin, Takacs, Merrin, Blicavs, Dorahy, Colacino, Curran and Bradbery

Against Councillor Petty

**ITEM 5 – ANNUAL FEES PAYABLE TO INDEPENDENT MEMBERS OF COUNCIL'S AUDIT AND CORPORATE GOVERNANCE COMMITTEES 2015/2016**

This Item was considered in conjunction with Item 4 (refer above and to Procedural Motion).

**ITEM 6 – BUILDING INSURANCE OF LEASED AND LICENSED BUILDINGS ON COUNCIL LAND**

This Item was considered under Suspension of Standing Orders (refer Minute Numbers 68 and 69).

**ITEM 7 – REVIEW OF COUNCIL'S INVESTMENT POLICY**

**77 COUNCIL'S RESOLUTION** – MOVED by Councillor Merrin seconded Councillor Takacs that this matter be deferred and be subject to a Councillor Briefing which includes more information on the social, environmental and corporate governance principles which have been provided as examples within the UN Definitions for Responsible Investment.

An AMENDMENT was MOVED by Councillor Petty seconded Councillor Curran that the revised Investment Policy be endorsed.

Minute No.

Councillor Petty's AMENDMENT on being PUT to the VOTE was LOST.

**In favour** Councillors Connor, Dorahy, Colacino, Curran and Petty

**Against** Councillors Brown, Martin, Takacs, Merrin, Blicavs and Bradbery

Councillor Merrin's MOTION was then PUT to the VOTE and was CARRIED UNANIMOUSLY.

### **ITEM 8 – PROPOSED LEASE OF THE GIRL GUIDES HALL AT 73 EMERSON ROAD, DAPTO**

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 67).

**COUNCIL'S RESOLUTION** – Authority be granted for a lease to be entered into for land classified as Operational Land being Lot 183 DP246830 73 Emerson Road, Dapto, to the Girl Guides Association of New South Wales for a term of ten (10) years in accordance with the terms set out in this report.

### **ITEM 9 – PROPOSED RELEASE OF MULTIPLE RESTRICTIONS AS TO USER, EASEMENT FOR ACCESS AND CAVEAT FROM LOT 6000 DP 1204370 PRINCE OF WALES AVENUE, UNANDERRA**

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 67).

**COUNCIL'S RESOLUTION** –

- 1 Council authorise the release of the following affectations from Lot 6000 DP 1204370 Prince of Wales Avenue, Unanderra for nil compensation:
  - Easement for Access Variable Width.
  - Restriction as to User – use of land restricted to open storage, car parking and landscaping.
  - Restrictions as to User (x6) – fencing.
  - Restriction as to User – no building on or excavation of the subject land.
  - Caveat.
- 2 Authority be granted to affix the Common Seal of Council to the Easement, Caveat and Restriction as to User release documents and any other documents required to give effect to this resolution.

Minute No.

**ITEM 10 – LORD MAYOR’S ATTENDANCE – 2015 ASIA PACIFIC CITIES SUMMIT AND MAYORS’ FORUM – BRISBANE**

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 67).

**COUNCIL’S RESOLUTION** – Council approve the attendance of Councillor Bradbery at the 2015 Asia Pacific Cities Summit and Mayors’ Forum in Brisbane staying three nights on business.

**ITEM 11 – APRIL 2015 FINANCIALS**

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 67).

**COUNCIL’S RESOLUTION** –

- 1 The report be received and noted.
- 2 Proposed changes in the Capital Works Program be approved.

**ITEM 12 – STATEMENT OF INVESTMENTS – APRIL 2015**

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 67).

**COUNCIL’S RESOLUTION** – Council receive the Statement of Investments for April 2015.

**ITEM 13 – CITY OF WOLLONGONG TRAFFIC COMMITTEE – MINUTES 13 MAY 2015**

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 67).

**COUNCIL’S RESOLUTION** – In accordance with the powers delegated to Council, the minutes and recommendations of the City of Wollongong Traffic Committee Meeting held on 13 May 2015 in relation to Regulation of Traffic be adopted.

**EXTENSION OF MEETING TIME**

A PROCEDURAL MOTION was MOVED by Councillor Petty seconded Councillor Dorahy that the meeting time be extended to 12.00 pm. CARRIED.

Minute No.

**ITEM 14 – LAKE ILLAWARRA ESTUARY MANAGEMENT COMMITTEE TERMS OF REFERENCE**

**78 COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor Martin seconded Councillor Connor that Council -

- 1 Endorse the updated Terms of Reference (Attachment 1 of the report) for the Lake Illawarra Estuary Management Committee.
- 2 Appoint Annie Marlow and Steven Savic as the two community members to the Lake Illawarra Estuary Management Committee.
- 3 Approve the appointment of Dr Brian Jones and Dr Kerrylee Rogers as the two Independent Scientific Advisors to the Lake Illawarra Estuary Management Committee.

**DEPARTURE OF COUNCILLOR**

At this stage, the time being 11.13 pm, Councillor Blicavs departed the meeting.

**CLOSED COUNCIL**

**79 COUNCIL'S RESOLUTION** – RESOLVED UNANIMOUSLY on the motion of Councillor Dorahy seconded Councillor Brown that Items 1 and 2 of Confidential Council business which deal with the proposed acquisition of two parcels of land be considered in Closed Session, for the following reasons –

- a Section 10A 2(d)(ii) of the Local Government Act 1993 as the reports contain commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council.
- b On balance, the public interest in preserving the confidentiality of commercial information outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.

Prior to moving into Closed Session, the Lord Mayor advised members of the gallery that both reports relate to proposals to acquire land and the reports are classified as Confidential under Section 10A 2(d)(ii) of the Local Government Act 1993, permits the meeting to be closed to the public, as the reports contain commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council.

Minute No.

In accordance with Section 10A (4) of the Local Government Act, the Lord Mayor invited members of the gallery to make representations to the Council meeting as to whether this part of the meeting should be closed.

No submissions were received from the press or members of the gallery.

The MOTION on being PUT to the VOTE was CARRIED UNANIMOUSLY.

At this stage, the time being 11.14 pm, members of the press and gallery departed the Council Chambers.

The meeting moved into Closed Session, the time being 11.15 pm.

Council resumed into Open Session at 11.45 pm and members of the gallery were invited back into the Council Chambers.

## RESOLUTIONS FROM THE CLOSED SESSION OF COUNCIL

### ITEM 1 - POTENTIAL ACQUISITION OF LAND

- 80** The Lord Mayor advised that whilst in Closed Session, Council resolved to delegate to the General Manager the authority to bid at an upcoming land auction.

### ITEM 2 - POTENTIAL ACQUISITION OF LAND

- 81** The Lord Mayor advised that whilst in Closed Session, Council resolved to delegate to the General Manager the authority to bid at an upcoming land auction.

## THE MEETING CONCLUDED AT 11.46 PM.

Confirmed as a correct record of proceedings at the Ordinary Meeting of the Council of the City of Wollongong held on 22 June 2015.

---

Chairperson

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
T. Cartwright		Annual Plan	16	Corrimal Beach Dunal Reshaping project	Thank you for bringing the Corrimal Beach Dunal Reshaping project in 2015-2016 budget	Environment Strategy and Planning	Noted.	NA
R.Knowles		Budget and capital budget		Rates Increase	Council rates should not exceed the Consumer Price Index	Finance	It was identified by Council and various external organisations prior to 2013/14 that Council was not financially sustainable without change to its operations, services or revenues. Council carried out a review of its long Term Financial Plan and Resourcing Strategy as part of 'Securing Our Future' in 2013/14. That review examined the options available to Council in achieving financial sustainability including changes to rates, fees and charges, reductions to services, and efficiencies. While a number of options were considered through a community engagement and consultation process, Council adopted a Revised Resourcing Strategy that provides a mix between rates and fee increases, service reductions, and efficiency gains to create a more sustainable delivery into the future. Council applied for a Special Rate Variation (SRV) in 2014 in accordance with the 'Securing Our Future' proposal that was approved by IPART. The IPART approval provides for a 6.23% increase in General Income for 2015-2016 and a 6.24% increase in 2016-17.	No
R.Knowles		Budget and capital budget		General expenditure/ncome	Council must reduce expenditure overall and improve revenue. Council needs to reduce its total salary expenditure, suggestion to do this by limiting raises to Councils staff especially at managerial levels at a progressive rate.	Finance	Council's adopted Resourcing Strategy that was developed through the "Securing Our Future" program, includes increases in revenue as well as an efficiency program to be achieved within three years that will reduce forecast expenditure by a minimum of \$4.5 million per annum without material impact on service levels. The target is built into the forecast budget with a continued focus on business improvement such as efficiency and productivity gains, and better value for money through: <ul style="list-style-type: none"> <li>- Ongoing program of service reviews</li> <li>- Procurement review</li> <li>- Inter-council collaboration through the Joint Organisation</li> <li>- Budget reductions applied to each of Council's 117 delivery streams as part of the annual budgeting process</li> <li>- Priority budget allocation to actions adopted by Council through Supporting Documents (adopted plans and strategies)</li> </ul> Remuneration levels are set in the context of market conditions for required skillsets and experience as well as the enterprise agreement.	No
K. Williams		Annual Plan		Berkeley Pool	Suggested Berkeley Pool has less then a 2 year life expectancy and a refurbishment should be in the plan. Wants to know: 1) Do we have a design plan? 2) What are the demographics assumed over the next 10-20 years? 3) Has there been community consultation?	Property and Recreation	Council will be required to undertake more detailed structural assessments on Berkeley Pool to ascertain a better understanding of the existing asset life of Berkeley Pool. Visual observation and the current operational performance indicate that the life expectancy may be extended well beyond the findings of previous assessments. A detailed demographic assessment has not been undertaken but will inform any future designs noting that population growth is likely to remain static and it is anticipated the average age of residents will increase. There is no current proposal to amend the facility or current services available at Berkeley pool and hence there is no programmed community consultation on the future of Berkeley Pool.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
K. Williams		Annual Plan		Roads and Bridges	Suggests review of cost effectiveness of spray seal finish. Spray seal might be cheap however durability and fitness for use very poor. Repair and replacement costs as well as damage to subsurface road structures means spray seal is only suitable for short term stabilisation prior to asphalt finish. Rhondda Street and Barber Street Berkeley need to be resealed.	Infrastructure Strategy and Planning	Council's road pavement engineers do consistently review processes and we have kept a close eye the condition of Rhondda and Barber Streets, and also Derby St which received exactly the same treatment. The use of spray sealed finish over pavement stabilisation on residential streets is, and will continue to be trialled where road geometry and traffic conditions are suitable. Asphalt surfacing of either Rhondda or Barber Streets is not listed on our current capital works plan nor considered necessary at either street in their current state. However, we monitor these streets (and similar in other suburbs) regularly and should further deterioration proceed to a level that will detract from the life of the underlying pavement, asphalt surfacing will be considered. Asphalt surfacing budgets are allocated on a risk assessment basis. There is currently no perceived risk to persons from the behaviour of the seals, however, there is a minor risk to the asset (financial) and hence our consideration.	No
K. Williams		Annual Plan		Community Play Equipment Lake Heights	Play equipment required for Lake Heights park access from Illawarra Yacht Club. Youth representatives made submission to Neighbourhood Forum 7. Could this parkland (given its relative flood risks) be considered for small community garden in addition to modest play equipment?	Infrastructure Strategy and Planning	The land parcels on the northern side of Northcliffe Drive, between Griffen Street and Jackson Avenue, do not belong to Council but are public lands owned and managed by Housing NSW.	No
K. Williams		Annual Plan		Land purchase for future community use	Port Kembla Railway Station requires more parking. Purchase land for this purpose. Also purchase of Bunning Warrawong Site to realise integrated/reinvigorated Warrawong City Centre for library site and community hall.	Property and Recreation	Procurement review	No
G. Macpherson	Bicycle Network	Draft Budget and Capital Budget	36	Footpaths and cycleways	Bicycle Network encourage Council to commit to meaningful investment in developing bike riding across the city. Bicycle Network congratulate Wollongong City Council on the proposed expenditure of \$3.9M in cycle and shared paths across the Council in 2015/2016 budget. Bicycle Network would like to know further information about the projects that will be funded. They would like to work with Council to further develop active transport with Wollongong Council.	Infrastructure Strategy and Planning	We refer you to the Draft Capital Works Program for listing of projects that contribute to total proposed expenditure on cycle and shared paths over the next 4 years.	No
	Neighbourhood Forum 5	Annual Plan		Botanic Garden	Include relocation of the site for the evening cinema	Environment Strategy	A major events DA was approved in 2014, which identifies the sites within the Botanic Garden where events such as the sunset cinema can be undertaken and the noise threshold limits. Future planning for the sunset cinema will be in accordance with this DA. Issues that need to be considered in the location of the sunset cinema are access to existing power supply, amenities, parking, security and accessible pathways which are difficult to manage in other locations within the gardens. It is noted that independent noise monitoring for the 14/15 sunset cinema season confirmed compliance with the DA noise conditions of consent.	No
	Neighbourhood Forum 5	Annual Plan		Community Facilities	1) Include a review of access by the Town Hall local groups 2) Include a review of local management of local facilities and improved use	Community Cultural and Economic Development	Priority budget allocation to actions adopted by Council through Supporting Documents (adopted plans and strategies).	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
	Neighbourhood Forum 5	Annual Plan		Community Programs	Include an investigation on how better to harness community resources and expertise	<b>Community Cultural and Economic Development</b>	Amongst the range of deliverables proposed for 2015/16 is the delivery of a range of Asset Based Community development (ABCD) Initiatives ( 5.6.1.1). ABCD is a strategy for sustainable community-driven development. It builds on the assets that are already found in the community and mobilizes individuals, associations, and institutions to come together to build on their assets-- not concentrate on their needs. In addition Council is exploring the opportunity to partner with others in a Collective Impact approach. Collective Impact is a framework to tackle deeply entrenched and complex social problems. It is an innovative and structured approach to making collaboration work across government, business, philanthropy, non-profit organisations and residents to achieve significant and lasting social change.	No
	Neighbourhood Forum 5	Annual Plan		Crematorium and Cemeteries	Include and assessment of the opportunity to sell Council facilities which are in competition with the private sector	<b>Property and Recreation</b>	Consistent with the 5 year action in the adopted Delivery Program 2012-17 to "Investigate the provision of cremation services across the region and determine Council's role in the market" ( 4.4.2.3), the draft Annual Plan includes a deliverable to plan for the future operation of the cremator whilst confirming Council's commitment to memorialisation and the memorial gardens. Currently the crematorium is meeting a required need in the market. however Council continues to review our place in the crematorium business with consideration to the possible opening of another provider.	No
	Neighbourhood Forum 5	Annual Plan		Development Assessment	1) Include a review of the way in which DA's are notified to reflect the actual proposal not the applicants description 2) Include a requirement for applicants to indicate performance on the robust building scale	<b>Development Assessment and Compliance</b>	1)Development Application descriptions provided by the applicant are reviewed and modified as necessary prior to notification. Modifications are made to improve clarity and consistency, and to capture the full proposal (such as demolition). DA information submitted by the applicant is available to the public on Council 's website and notification is undertaken in accordance to the Development Control Plan. Any proposed departure from a development standard is included in the notification process. 2) inclusion of the Livable Housing Design Guidelines within development assessment criteria should be identified through the Wollongong Development Control Plan 2009. The Livable Housing Design Guidelines and other relevant matters may be considered in the next DCP review.	No
	Neighbourhood Forum 5	Annual Plan		Environmental Services	Include the introduction of an Urban Cooling programme	<b>Environment Strategy</b>	Council received a report on Urban Cooling Strategies in April 2015. Council resolved to note the benefits of urban cooling and to note that two projects with urban cooling benefits have been included in the draft 15/16 Annual Plan, being the development of an Urban Greening Strategy and a Sustainability Chapter of the DCP.	No
	Neighbourhood Forum 5	Annual Plan		Environmental Services	Include the introduction of a Tree plan covering significant trees and street trees	<b>Environment Strategy</b>	The draft 15/16 Annual Plan includes the development of an Urban Greening Strategy with the development of a street tree master plan to occur in 16/17. It is anticipated significant trees and street trees will be addressed in these strategies.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
	Neighbourhood Forum 5	Draft Budget and Capital Budget		Rates	Include a review of CBD rate inequities	Finance	In developing the 'Securing our Future' proposals Council carefully considered information relating to business rates and the current structure, including differential rates. In determining the rates response for the three year period a decision was made not to increase rates above 3% for the 3c Regional Business and Heavy 1 Activity 1 Business subcategories, that currently pay a higher than average rate in the dollar on property valuation, or to Special Rates which includes the City Centre and Mall Levy. That review examined the options available to Council in achieving financial sustainability, including rates, fees and charges, reductions to services, and potential efficiencies. While a number of options were considered through a community engagement and consultation process, Council adopted a Revised Resourcing Strategy that provides the framework for the income mix between rates and fee for service for the current budget.	No
	Neighbourhood Forum 5	Annual Plan		Procurement	Include a review of Procurement procedures and Tender Assessments	Finance	The Annual Plan at Action 4.4.5.10 shows Council will continue to progress the Supply Action Plan to achieve long term savings and business improvement. This action plan includes review and proposed changes to the procurement procedures and Tender process.	No
	Neighbourhood Forum 5	Draft Budget and Capital Budget		Footpaths and cycleways	Include a review of Pedestrian/cycle conflict on Cliff Road	Infrastructure Strategy and Planning	The Coastline cycleway line marking project listed in the Draft Capital Works Program will improve the awareness of and behaviour on shared path on Cliff Road.	No
	Neighbourhood Forum 5	Draft Budget and Capital Budget		Footpaths and cycleways	Include converting on street parking on the eastern side of Crawford Ave. to a dedicated bikeway a strategic route	Infrastructure Strategy and Planning	Design and construction of shared path along Crawford Avenue is on the Draft Capital Works Program. Various options are being considered, however, the road width is insufficient to retain parking on one side and provide compliant on-road bicycle lanes.	No
	Neighbourhood Forum 5	Draft Budget and Capital Budget		Roads and Bridges	Delete proposed traffic lights at Kembala/Stewart (both minor streets) as existing roundabout is better for all that turning traffic.	Infrastructure Strategy and Planning	Traffic signals will improve pedestrian safety and integrate with future on-road bicycle lanes. The installation of signals at this site has been identified in both the Wollongong City Centre Access and Movement Strategy, which supports the City of Wollongong Bike Plan 2014-18	No
	Neighbourhood Forum 5	Annual Plan		Footpaths and cycleways	Include instead completion of footpaths on Crawford Avenue and Williams St. - both strategic routes.	Infrastructure Strategy and Planning	The construction of path along Crawford St is included in 2015-16 program. William St and Robsons Rd are on the cycleway priority list, as per the City of Wollongong Bike Plan 2014-18, however given the available budget and other priority projects they are not part of the draft 4-year program.	No
	Neighbourhood Forum 5	Annual Plan		Footpaths and cycleways	Delete proposed footpath on west side of Robsons Road	Infrastructure Strategy and Planning	Site prioritisation has been reviewed and project removed from 4 year draft program	Yes
	Neighbourhood Forum 5	Draft Budget and Capital Budget		Traffic Facilities	Include marked on-road parking spaces on streets between Murphys Ave. and Gipps Road (in association with the Uni)	Infrastructure Strategy and Planning	The provision of "RESTRICTED PARKING AREA - PARK IN BAYS ONLY" has proven to be a contentious matter in some areas and would only be considered in this area with broad community support. The marking of parking bays results in enhanced enforcement and some loss of kerbside parking capacity. E.g., Gwynne Street.	No
	Neighbourhood Forum 5	Draft Budget and Capital Budget		Traffic Facilities	Include raised pedestrian crossing in Berkeley Road for Gwynneville School	Infrastructure Strategy and Planning	The upgrade of this crossing is on Council's Traffic Facilities Priority List. Whilst it is not sufficiently high to be part of the 4-year program, there is opportunity to secure grant funding from RMS under the "Safety Around Schools" Program. Council will apply for this funding and if successful this will allow the design and construction to be brought forward.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
	Neighbourhood Forum 5	Draft Budget and Capital Budget		Traffic Facilities	Removal of pedestrian Refuge East end Gipps Road	Infrastructure Strategy and Planning	This project is on Council's Traffic Facilities Priority list. It does not rank highly so is not eligible for the 4-year Capital Works Program., and hence will be considered for future delivery subject to competing priorities and available budgets.	No
	Neighbourhood Forum 5	Draft Budget and Capital Budget		Footpaths and cycleways	Include footpath along Bode Ave to Kembla street	Infrastructure Strategy and Planning	This request has been added to Council's footpath priority list. Its ranking means that it can be considered for inclusion in the current draft 4-year footpath program.	No
	Neighbourhood Forum 5	Annual Plan		Land Use Planning	Include a Community Plan for the Keiraville/Gwynneville area.	Environment Strategy and improvement	On 28/4/2014 Council endorsed the Gwynneville / Keiraville vision that was developed by the community. An implementation plan will be reported to Council in July 2015.	Yes
	Neighbourhood Forum 5	Annual Plan		Land Use Planning	Include processing the Planning Proposal for Keiraville/Gwynneville	Environment Strategy and improvement	The Planning Proposal request submitted by NF5 is under assessment prior to being reported to Council. This is covered in 5.1.5.1	No
	Neighbourhood Forum 5	Annual Plan		Land Use Planning	Include a Master plan for McCabe Park to justify \$450k toilet block in perhaps the wrong place.	Environment Strategy and improvement	The MacCabe Park Masterplan was identified in the City Centre Revitalisation Strategy prepared in 2007. Council is currently reviewing the Revitalisation Strategy through the Public Spaces Public Life project, with actions to be determined as part of this project. This is covered in 2.3.1.4	No
	Neighbourhood Forum 5	Annual Plan		Land Use Planning	Include completion of a Master plan for the Fairy Creek Corridor to honour a twenty year old pledge.	Environment Strategy and improvement	Study page 25 attachment 1 budget \$ \$30K in 16/17.	No
	Neighbourhood Forum 5	Annual Plan		Land Use Planning	Include completing the review of the DCP for Boarding Houses	Environment Strategy and improvement	The review of the Boarding House DCP will recommence when resources are available.	No
	Neighbourhood Forum 5	Annual Plan		Land Use Planning	Include a review of the DCP desired future character statement for the City Centre to ensure respect for the existing streetscape	Environment Strategy and improvement	A review of the City Centre DCP chapter is anticipated to occur after the completion of the Public Spaces Public Life project.	No
	Neighbourhood Forum 5	Annual Plan		Land Use Planning	Include a DCP Chapter on the development of the University of Wollongong main campus.	Environment Strategy and improvement	Suggestion noted. There are no current plans to prepare a DCP chapter for the University, however Council will contact the University with a view to working with them to better understand their vision for the site and how it interacts with Keiraville Gwynneville and the broader city centre.	No
	Neighbourhood Forum 5	Annual Plan		Natural Area Management	Increase resources commensurate with responsibilities and requirements.	Environment Strategy and improvement	Council maximises the value of natural area management works through volunteers and grant funding. Sites where on ground works are undertaken are determined based on the priorities identified in Council's Natural Area Management strategies.	No
	Neighbourhood Forum 5	Annual Plan		Parks and sportsfields	Include a review of the Strategic and Management Plans for Stuart Park and the Blue Mile	Property and Recreation	Given the Blue Mile Master plan was adopted by Council in late 2007 as a strategy, a review after ten years should be considered in future annual plans (2018) and Design resources budgeted including a communications and engagement strategy.	No
	Neighbourhood Forum 5	Annual Plan		Economic Development	Increase the 2.24 FTE resource provision in the critical economic development job creation area from the 32.82 FTE Public Relations Service	Community Cultural Economic Development	As per the service plan and detailed delivery streams available in the draft plan and on Council's website, the Public Relations service incorporates community engagement, events coordination, communications/media, corporate relations and marketing, sign shop and printing. The sign shop for example has 3 FTE's who prepare all of the signage attached to works, facilities, capital program, street signs etc. Community engagement with # FTE's coordinate and deliver engagement activities on behalf of the organisation. Economic Development has recently employed a permanent Senior Economic Development officer, effectively increasing the FTE's by 1 full time equivalent.	no

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
	Neighbourhood Forum 5	Annual Plan		Property services	Include a policy which clearly justifies circumstances when reports are "commercial in confidence"	Property and Recreation	Section 10A/d0 of the Local Government Act already has a definition for reports of a Commercial in Confidence nature, Council relies on this to interpret such situations	No
	Neighbourhood Forum 5	Annual Plan		Community Engagement	Include more resources and support for Neighbourhood Forums to bolster the way the community sees Council engages with them.	Community Cultural and Economic Development	Resources and support for Neighbourhood Forums is set out in the Neighbourhood Forum Charter adopted by Council on 12 May 2014.	No
	Neighbourhood Forum 5	Annual Plan		Regulatory Control	Include a review to control cats to reduce impact on native wildlife - maybe with a night-time curfew.	Regulation and Enforcement	Council currently has an agreement with the Animal Welfare League for the trapping and removing of feral cats.	No
	Neighbourhood Forum 5	Annual Plan		Regulatory Control	Publish all fine costs such as for parking infringements, condition of consent breaches (especially for boarding houses), etc.	Regulation and Enforcement	Income is published within the Annual Report ( Budget and Capital Budget Report).	No
	Neighbourhood Forum 5	Annual Plan		Regulatory Control	Increase resources, and hence revenue, to investigate breaches of planning regulations, parking infringements, etc.	Regulation and Enforcement	A " Change" process will be undertaken within Regulation & Enforcement in 2015 with the aim of increasing Ranger Services. This together with regular reviews of Councils Risk Based Approach within the Enforcement Policy will ensure resources are being directed to appropriate issues.	No
	Neighbourhood Forum 5	Annual Plan		Regulatory Control	Include an investigation into opportunities for citizen reporting of parking infringements, illegal dumping, or littering.	Regulation and Enforcement	Councils new Council Connect system will, through increased on line and app reporting, facilitate such opportunities.	No
	Neighbourhood Forum 5	Annual Plan		Regulatory Control	Develop a register of boarding houses that is publicly available which includes the management contact details	Regulation and Enforcement	A state wide register already exists with the Department of Fair Trading.	No
	Neighbourhood Forum 5	Annual Plan		Stormwater	Include a review of stormwater drainage blockage policy.	Infrastructure Strategy and Planning	The blockage policy will be reviewed in 2015/16.	No
	Neighbourhood Forum 5	Annual Plan		Footpaths and cycleways	Include the development of priority criteria for footpaths	Infrastructure Strategy and Planning	Priority criteria for footpaths already exists and is used in ranking all footpath projects across the entire city. Council is currently considering refinement of the criteria and overall prioritisation process.	No
	Neighbourhood Forum 5	Annual Plan		Footpaths and cycleways	Include an up-grade of the Cycleway Strategy to set development of priority criteria and specify type for each route.	Infrastructure Strategy and Planning	The action plan in the City of Wollongong Bike Plan 2014-18 includes level of priority for each item. For the infrastructure items, these levels stem from the bicycle network priorities described on the plan, namely Wollongong City Centre, the Grand Pacific Walk and "Key Missing Links". The City Centre bicycle links in the Draft Capital Program aim to further develop the critical key north-south & east-west links whilst integrating with the Coastline Cycleway and University routes.	No
	Neighbourhood Forum 5	Annual Plan		Land Use Planning	Include a Strategic Access Plan for Keiraville/Gwynneville.	Environment Strategy and Improvement	The Gwynneville/Keiraville access and movement study is included on page 25 of the draft annual plan attachment 1, as being funded in 16/17 and 17/18.	No
	Neighbourhood Forum 5	Annual Plan		Footpaths and cycleways	Review footpath priorities around Wollongong Hospital	Infrastructure Strategy and Planning	Footpath priorities are reviewed on an annual basis. Following completion of both public and private hospital works, a comprehensive review of footpath condition and needs is planned.	No
J. Frith	Illawarra Business Chamber	Annual Plan		Development Assessment	Recommends that the plan include DA processing KPI's and an annual commercial (non-residential) DA processing survey.	Development Assessment and Compliance	Council provides development assessment data to Department of Planning & Environment (DPE) for the Local Development Performance Monitoring report. This annual DPE report provides performance benchmarking and analysis of all NSW Councils across a wide variety of DA assessment parameters, including: development type; value; gross and net assessment times. Council has also introduced a small business assessment team to deliver targeted assistance in this area. In addition, Council reports to Executive on a monthly basis and through to the Corporate Governance Committee the number of DA's lodged, determined and outstanding. This is also provided on an annual basis through the Annual Report and can be added to the Quarterly Review.	Yes

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
J. Frith	Illawarra Business Chamber	Annual Plan		Efficiency Target	Recommends that a higher operational efficiency target is set.	<b>Executive Strategy</b>	Council had adopted an efficiency target as part of the 'Securing our Future' program, which is reflected in the long term financial plan and annual budgets. At the same time however, Council is cognisant of the need to continue to look for opportunities for best value, improved productivity, and increased revenue. As a result, Council is working towards achieving the efficiency target as a minimum and this approach is reflected in the better than budget results for 2014-2015. This enables Council to meet its commitments towards asset renewal, whilst also planning and preparing for large scale projects on the horizon such as West Dapto, in order to reduce the burden of residents.	No
J. Frith	Illawarra Business Chamber	Annual Plan		Rates	Recommends the plan Includes an immediate review of business rates.	<b>Finance</b>	In developing the 'Securing our Future' proposals Council carefully considered information relating to business rates and the current structure, including differential rates. In determining the rates response for the three year period a decision was made not to increase rates above 3% for the 3c Regional Business and Heavy 1 Activity 1 Business subcategories, that currently pay a higher than average rate in the dollar on property valuation, or to Special Rates which includes the City Centre and Mall Levy.  While Council has considered changes in the past to the business rating structures, it is acknowledged that there is need for change in the future. It is considered that any change would be best implemented after the current program and preferably after the review of the Local Government Act that is expected to change the rating requirements and options available to Council. Such review would logically require significant engagement of the community and would preferably occur during the 2016-17 financial year.	No
J. Frith	Illawarra Business Chamber	Annual Plan		Rationalisation	Recommends a rationalisation of WCC assets and operations to ensure that the WCC focuses only on core infrastructure and services.	<b>Executive Strategy</b>	The secure our Future program included extensive community consultation regarding services. As a result of that program a number of actions have been included through the draft plan to progress.	No
J. Frith	Illawarra Business Chamber	Annual Plan		Economic Development	Recommends increase investment in economic development.	<b>Community Cultural and Economic Development</b>	Council acknowledges the importance of growing the region's economic base and the importance role of economic development, especially in fostering greater investment and jobs growth in the Wollongong LGA. In continuing to support Council's Economic Development Strategy, and more specifically the work being undertaken as part of our business investment and attraction program, the draft Annual Plan includes a proposal to invest additional resources in promoting the Wollongong Advantage (refer to page 3 Attachment 1 Draft Budget and Capital program). Furthermore, Council has recently appointed a permanent full time Senior Economic Development Officer.	No
J. Frith	Illawarra Business Chamber	Annual Plan		Partnership	Recommends that the plan outlines a greater role for the private sector in the implementation of the plan.	<b>Executive strategy</b>	Partnership forms a strong element of Council's draft Annual Plan and is reflected throughout the document. As the Annual (operational) Plan is required to detail on an annual basis how Council will implement the 5 year Delivery Program and Council's responsibilities identified in the 10 year Community Strategic Plan, it focusses on Council's direct responsibilities whilst acknowledging the importance of partnership in relevant areas.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
R.Knowles		Annual Plan		Rates/ Income	Made comment that 68% of council income comes from rates and annual charges - recommends this % be consistent with other councils such as Newcastle, Sutherland, Blacktown, Parramatta, Liverpool and Penrith. Is it appropriate that so much comes from rates and annual charges? Should Council introduce a poll tax to widen Council's source of funding? Is it fair and equitable that rates may be similar whereas number of residents may significantly be different e.g. a 3 bedroom unit with up to 6 residents? Should council introduce more user charges? What Council services are no charge however expenditure is over \$2 Million e.g. pools? Is Council getting the same amount per capita for grants or less and if so why?	Finance	As part of the 'Securing Our Future' review in 2013/14 a range of options for achieving financial sustainability, including changes to rates, fees and charges, were considered through a community engagement and consultation process. This process resulted in a revised Resourcing Strategy that includes a mix between rates and fee increases, service reductions, and efficiency gains to create a more sustainable delivery into the future.  A Poll Tax is not an option available to Council as a source of revenue. The potential of a Poll Tax has been raised in State Government reviews of revenue options for Local Government in the past but has not been widely accepted.	No
R.Knowles		Annual Plan		expenses - employee costs	Employee costs total 40% of total expenses - this should compare to other councils. Would outsourcing be more efficient?	Finance	The comparison of cost structures between councils is not straightforward as these may be impacted by many factors such as the size of the council, location, functions that it provides etc. Council is committed to reviewing the way services are delivered and considers alternate delivery methods on an ongoing basis.	No
R.Knowles		Annual Plan	13-17	Financials	Recommends income and expenditure figures against individual strategies in the draft Annual pages 13 - 17 under goal and for each of the goals.	Finance	Income & expenses are currently provided for each Service along with other details including alignment to goals, core business outline, major projects and future challenges. There is no immediate plan to provide income and expenditure by individual strategies however reporting levels are reviewed periodically and this may be considered for future reporting cycles.	No
R.Knowles		Annual Plan	11	Affordable Housing	Recommends a definition of "Affordable Housing" (e.g.. Cost) in community goal number 5 on page 11.	Environment Strategy and improvement	A definition is not required in the Annual Plan. A definition will be included in the Housing Study which is part of Action 5.2.1. As a rule of thumb, housing is usually considered affordable if it costs less than 30 percent of gross household income.	No
R.Knowles		Fees and charges		Town Hall Hire fee	Recommends Council provide support for Not for Profit organisations via provision of affordable Council assets and community facilities. Neighbourhood Forum 5 have had a number of complaints about the "very high charge" for using the town hall for local not for profit groups. Could hiring charges for commercial operations be increased to help reduce charges for not for profit community groups?	Community Cultural and Economic Development	Merrigong Theatre Company (Illawarra Performing Arts Centre) operate the Town Hall on Council's behalf. Currently the fees and charges offered include a commercial and community rate.	No
R.Knowles		Annual Plan		Rates	The increase in council rates is referenced in the document very little (it is mentioned on page 32). Can Council give a guarantee that future rate increases will be within the CPI?	Finance	The rate variation is referenced a number of times throughout the documents and is described in some detail in Attachment 1 - Budget and Capital Budget and in the Revenue Policy, Fees & Charges. Council applied for a Special Rate Variation (SRV) in 2014 in accordance with the 'Securing Our Future' proposal that was approved by IPART. The IPART approval provides for a 6.23% increase in General Income for 2015-2016 and a 6.24% increase in 2016-17. Beyond that point Council will review its rates on an annual basis. There are no current plans to increase rates beyond the General Increase determined by IPART in future years.	No
R.Knowles		Annual Plan		Efficiency Target	Will the \$6.5million in operational savings within 3 years be achieved and if not what changes will be made?	Executive Strategy	The current financial performance for 2014-2015 is tracking according to the adopted target. In addition, the organisation has been working to achieve a better than budget result to ensure significant issues identified for the future can be better managed, and in the short term address the community's desire to see improved levels of maintenance. The Long Term Financial Plan builds into future years efficiency targets.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
R.Knowles		Annual Plan	39	Bulli Surf Club	In relation to "provide funding for Bulli Surf Club extension and building renewal". Is this a new policy when compared to surf life saving facilities and the private public partnership that occurred with the City surf life saving club building?	Infrastructure Strategy and Planning	Funding is provided to assist the renewal of the Bulli Surf Club building. Improvements/ upgrades to the Bulli Surf Club Building are to be undertaken by the surf club.	No
R.Knowles		Annual Plan	67	CBD Action Plan	Does the CBD Action Plan 2010 need to be updated especially in view of the University seeking applicants for innovation campus?	Environment Strategy and Improvement	The Innovation Campus is beyond Council's definition of the Wollongong City Centre and the area covered by the CBD Action Plan (2010). The vision for the City Centre is being reviewed as part of the Public Spaces Public Life project, which will result in an updated implementation plan.	No
R.Knowles		Annual Plan	76	Commercial use of public open space	Need to clearly specify how much or what percentage of public space can be used for commercial purposes and how council determine level of charges.	Property and Recreation	From a Recreation Planning perspective, pursuing a percentage allocation of community land for commercial activities is not supported. In some instances a commercial activity may be either complimentary or detrimental to the values of the park. Commercial proposals for community land need to be considered against the values and permitted activities of community land, be balanced against the communities passive use and be consistent with the zoning constraints and proposals are subject to a development application.	No
R.Knowles		Fees and charges	2-3 & 38-41	Development Applicants	Charges for Land Use Planning (pages 2 and 3) could have been greater so that developers/applicants fund the cost of evaluating their development applications. Are these fees set by State Government? Similar to Land use Planning (pages 38-41) Can these charges be increased to cover cost of assessing development applications?	Development Assessment and Compliance	Development Application fees are statutory fees set by the State Government and are based on estimated construction cost. Council cannot charge beyond the maximum prescribed fee.	No
R.Knowles		Draft Budget and Capital Budget		Rates	With regard to the special rate variation Council needs to consider other forms of income - possibly a poll tax and user pay principle. Requests a need for clear explanation on what Council functions are subsidised and what level of subsidy applies and how this is determined.	Finance	Council carried out a review of its long Term Financial Plan and Resourcing Strategy as part of 'Securing Our Future' in 2013/14. That review examined the options available to Council in achieving financial sustainability, including rates, fees and charges, reductions to services, and potential efficiencies. While a number of options were considered through a community engagement and consultation process, Council adopted a Revised Resourcing Strategy that provides the framework for the income mix between rates and fee for service for the current budget.  A Poll Tax is not an option available to Council as a source of revenue. The potential of a Poll Tax has been raised in State Government reviews of revenue options for Local Government in the past but has not been widely accepted.	No
R.Knowles		Draft Budget and Capital Budget	6	West Dapto	How reliable are estimates for Fairwater Drive extension - estimate was \$62.7 M now updated to \$93.5M and Wongawilli Road estimate was \$13M now \$36.5M? Should developers pay more fees to fund infrastructure needed for new development sites?	Infrastructure Strategy and Planning	Both Fowlers Road extension and Wongawilli Rd projects are currently being designed, so cost estimates are concept only and not yet detailed. The State government placed a cap on the 'per block' amount of developer contributions Council can receive for the West Dapto section 94 plan.	No
R.Knowles		Draft Budget and Capital Budget		Funding	Should Local Government have more access to state and federal government for expenditure on infrastructure like roads. Should roadwork's be funded from taxes on fuels?	Infrastructure Strategy and Planning	A Poll Tax is not an option available to Council as a source of revenue. The potential of a Poll Tax has been raised in State Government reviews of revenue options for Local Government in the past but has not been widely accepted.	No
W. Moodie	Dapto Mall	Draft Budget and Capital Budget	25	Dapto Town Centre Study	Supports initiative to fund the preparation of the Dapto Town Centre Planning Study. Urges Council to make the study a priority.	Environment Strategy and Improvement	Noted.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
J. Riggall		Draft Budget and Capital Budget		Waste	Request that WCC include funds in the 2015/2016 budget to develop an effective Action Plan for the Waste Strategy adopted 28 July 2014, which is Specific, Measurable, Achievable, Realistic and Timely. (Refer to full letter)	City Works	The Wollongong Waste and Resource Recovery Strategy and associated Action Plan has already been created and was adopted by Council in July 2014. The Wollongong Waste and Resource Recovery Strategy in conjunction with the Action Plan sets out various strategic goals and measures as well as associated specific actions, including cost estimates (where possible and practical) that are considered relevant to help Council and the Community work towards achieving the plans strategic goals by 2022. The actions and forward estimates provided within the Action Plan are reviewed and refined annually based on the best information available at the time.	No
J. Riggall		Draft Budget and Capital Budget		Stormwater	Recommendation to reallocate priorities in the Capital Works Budget for 2015/16 so that approximately 25% is allocated to "Stormwater & Floodplain Management" which comprises over 25% of the Council's total asset values, excluding land,	Infrastructure Strategy and Planning	Councils financial strategy states an intention to move towards creating annual operational funds available for capital equal to depreciation and recent reporting to state government shows we near that target with the introduction of the Special Rate Variation. Regarding proportion of funding, those assets with short expected lives e.g. playgrounds, require significantly more renewal funding proportionally to retain in an acceptable condition. Stormwater assets are long-lived, and the majority of those assets are not near their end-of-expected-life, measured by either condition or function. Therefore, the allocation of 25% of Council annual capital works budget (approx. \$20m p.a.) would be to replace assets that are not yet due for replacement. The allocation apportioned to stormwater and floodplain assets (average \$5.6m each year for the next 4 years) addresses assets on a risk assessment basis. Additionally, this budget is supported by the road reconstruction program - every road to be reconstructed has its pipe and pit networks assessed by CCTV for condition, and works undertaken as necessary.	No
J. Riggall		Draft Budget and Capital Budget		Capital	Recommendation to reallocate priorities in the Capital Works Budget for 2015/16 so that 80% of the funding is allocated to renew existing assets (which Council used as an excuse for the recent high rates increases), rather than spending to create new assets which will increase the demand on operational, maintenance and renewal costs,	Infrastructure Strategy and Planning	Councils financial strategy states "Council will apply at least 85% of Operational Funds Available for Capital to the renewal of existing assets." This has been more than adhered to in recent years. Those projects that require significant new assets to be constructed, for example, Grand Pacific Walk shared path, are significantly supported with external funding which is gained to be specifically allocated to that project.	No
J. Riggall		Draft Budget and Capital Budget		Capital	Recommendation to ensure effective processes are implemented for Capital Works projects for 2016/17 and beyond costing over \$1 million, based on the NSW Government Capital Expenditure Guidelines. This will include to outline the project, justify the need, assess capacity to do & fund, consider priorities, consider alternatives, assess financial implications, choose option/s and engage the community	Infrastructure Strategy and Planning	Councils works prioritisation, project management and tendering processes are rigorous and satisfy the objectives outlined.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
J. Riggall		Draft Budget and Capital Budget		Capital	Engage independent consultants in 2015/16 to review Council's existing Budget processes and make recommendations which ensure that the community are genuinely and effectively involved in developing future annual capital works budgets, rather than have well researched submissions consistently ignored as has been the experience in previous years. Then Council to implement effective community involvement processes for the 2016/17 and subsequent Budgets	Infrastructure Strategy and Planning	Council has engaged in extensive community discussion throughout the 'Securing our Future' financial review. This included collation and review of submissions, a citizens panel, and public meetings advising on various financial options. Additionally, Council conducts engagement at both an LGA wide and local neighbourhood level on a diverse range of individual projects. These include everything from master planning – for parks, natural areas such as Bald Hill, for the future needs of our cemeteries, and new suburbs such as Marshall Mount; to strategic road networks in West Dapto; to regional and local playgrounds; to changed traffic conditions to address safety concerns, new cycleways, local roads and footpaths. All submissions received by Council are considered in developing current and future projects.	No
J. Riggall		Draft Budget and Capital Budget		Staff Expenses	Recommendation to engage independent consultants in 2015/16 to review Council's organisation structure and staff costs, which continue to be approximately 15% higher on average than similar Councils, and implement the recommendations to achieve significant improvements for 2016/17 and future Budgets.	Executive Strategy	Council is continuously reviewing its services in an effort to become more efficient. A 15/16 Annual deliverable is the Annual service review program. At this stage there is not information provided to be able to respond to the comment of Wollongong Council staff costs being 15% higher on average than similar Councils.	No
J. Riggall		Draft Budget and Capital Budget		Efficiency and Effectiveness	Recommendation to engage independent consultants in 2015/16 to review, benchmark, engage the community, and identify actions to significantly improve Council's efficiency and effectiveness for Council to adopt to take effect from the 2016/17 Budget	Executive Strategy	As per the draft Annual Plan there are a range of benchmarking projects included for 2015-2016. For example "Participate in the NSW Local Government Operational and Management effectiveness Survey in collaboration with the Local Government Professionals and PriceWaterhouseCoopers". In addition, Council's service review program includes benchmarking as appropriate.	No
W. Erwin		Annual Plan		Helensburgh Town Plan	The Helensburgh Town Plan has been on Councils list for considerable time and now the CBD of Helensburgh has development that has been approved or is being talked about in the town and there is no plan for the Helensburgh CBD and that street scape of the CBD to guide DA applications. Request is therefore made that funds be allocated for the development with the community of a Helensburgh CBD Town Plan and Street Scape plan.	Environment Strategy and Improvement	It is acknowledged that the Helensburgh Town Plan and proposed reviews of other towns and villages have been on the list for some time. Council reviews the priorities annually as part of the Annual Review process. The priorities identified for 2015/16 are the commencement of the Dapto Town Centre Review and South Wollongong study. The draft 15/16 Annual Plan identifies the commencement of the Helensburgh Town Plan in 2017/18.	No
W. Erwin		Annual Plan		Traffic Facilities	Pedestrian Crossing – Parkes St Helensburgh west of Side of Walker St at Roundabout. Requests a full marked and signed Pedestrian Crossing on Parkes St west of Walker St at the roundabout to allow pedestrians to cross Parkes St safely to and from the Post Office, only financial institution in Helensburgh, Illawarra Credit Union and other retail and community facilities including the only public toilet in Helensburgh is requested to be included in the plan for 2015-16.	Infrastructure Strategy and Planning	A pedestrian facility at this location will be investigated and added to Council's Traffic Facilities Priority List for future delivery subject to competing priorities and available budgets.	No
W. Erwin		Annual Plan		Walker St revitalisation	Walker St though the CBD of Helensburgh – members of NF1 request that the CBD area of Walker St be listed in the annual plan for revitalisation from Lilyvale St through to Parkes St with footpaths, trees, tree roots, retaining walls and additional parking being looked at.	Infrastructure Strategy and Planning	This location is listed on our 'Town and Village Centres' program. During 2015/16 the site will be considered from both civil and landscape/ streetscape perspectives. Once concepts are available community engagement will be sought, though this is not expected for some time.	No
W. Erwin		Annual Plan		Gill Creek Pedestrian Bridge	Pedestrian bridge over Gills creek alone side the widened road bridge for pedestrians to cross gills creek and a pedestrian bridge over the tributary of gills creek that is approximately 80 metres north of the Grills Creek road bridge and travels under the roadway via pipe are requested for inclusion in the Annual Plan and Budget for 2015-16.	Infrastructure Strategy and Planning	Construction of a pedestrian facility at the culvert that was widened for traffic is programmed for 2015/16.	No
W. Erwin		Annual Plan		Footpath Continuation from Cemetery Rd to Lilyvale St along Parkes St eastern side	This has been asked for a number of times in the past and is asked that that a footpath along the eastern side of Parkes St from Cemetery Rd to Lilyvale Road be added to the capital budget for 2015-16 to complete the missing link. Walking on the uneven and in some places rough forcing walkers to the roadway.	Infrastructure Strategy and Planning	This is considered in our footpath program, however is not a high priority and therefore not listed on the current Draft capital works program. Possible consideration of shared path width at this location, as it is a direct entry to the shopping area of Helensburgh from the south and would link to an existing shared path facility recently completed to the Highway.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
W.Erwin		Annual Plan		Charles Harper park – Commemorative tree replacement	The pine trees in Charles Harper Park were planted in commemoration of the servicemen from the Helensburgh area that did not return from World War I and are now a danger to the public from falling limbs and even falling trees. These need to be replaced with a more suitable tree. The Illawarra Flame Tree has been suggested by local. A request is therefore made that Council consider the removal of the pine trees and replacement of the memorial trees in the annual Plan for 2015-16. That this be done in conjunction with the Helensburgh Sub Branch of the RSL and Helensburgh Historical Society	Infrastructure Strategy and Planning	Request has been forwarded to Councils Northern Works crew for assessment by qualified arborist.	
W.Erwin		Annual Plan		Council Child Care Centre Parking – Cnr Walker St and Lilyvale St	There is no parking for parents dropping off or picking children from the Council owned Helensburgh Child Care Centre and parents are having to contend with street traffic in Walker and Lilyvale Streets with trying to find parking to take their children to and from the preschool centre. Construction of such a facility today would not be allowed without any parking. It is therefore asked that Council include in the Annual Plan for 2015-16 funding and project to develop parking for the preschool centre after all it is a Council Own facility without any parking.	Library and Community Cultural	I understand that this is a difficult centre for parents of young children to access as there is no prospect of on site parking being provided within the centre. There is timed parking in Walker Street and I understand that parents tend to favour the use this area to drop off and collect their children at the present, so that there is no need to cross a road and there are ramps to allow access to a paved footpath in Walker Street. The issue of car parking has been discussed with staff responsible for the child care centre and parents parking in Lilyvale Street was not encouraged. The northern side of Lilyvale Street has few spaces available at the kerbside between Club Lane and Walker Street due to the disabled parking and the proximity of the ambulance driveways and the intersection parking restrictions. The area between Walker Street and Stuart Street does not have a formed footpath and parents may need to walk on the roadway with very young children. The southern side of Lilyvale Street is also unattractive as a drop off and pick location for the child care centre as parents have to cross Lilyvale Street close to Walker Street. Accordingly Council has no plans to introduce timed parking in Lilyvale Street as suggested.	No
W.Erwin		Annual Plan		Street lighting	Street lighting – Princes Highway from Motorway roundabout to Parkes St. Funding be included in the annual plan for street lighting from Lawrence Hargrave Drive to Parkes St along Princes Highway.	Infrastructure Strategy and Planning	Funding for street lighting of this section of Princes highway will be the subject of a review in a forthcoming capital program.	No
W.Erwin		Annual Plan		Helensburgh Library and Community Centre replacement	Helensburgh Library has been housed in a temporary demountable building for over 25 year and needs to have a proper Library building with parking and access for all the 7000 residents of the 2508 area. At the same time the Helensburgh Community Centre shows signs of age and needing replacement including parking as currently there is no parking for the Helensburgh Community Centre. The request is made that the Annual Plan and Budget for 2015-16 include a new Community Centre and Library with suitable parking for Helensburgh and the 2508 area.	Library and Community Cultural	The importance of the Helensburgh Library and Helensburgh Community Centre to the local community are recognised by Council. Council's Draft Capital Budget shows an allocation for investigation and design works to be undertaken for a new library at Helensburgh. A strategic planning review of Council's Community Facilities is also noted in the Annual Plan 2015-2016 and this will inform future planning for community buildings in Helensburgh and other areas of the Wollongong LGA.	No
W.Erwin		Annual Plan		Roads and Bridges	Walker St widening – from Old Quarry Circuit to Whitty Rd including creek crossing. Walker St was widened from Old Quarry Circuit to Cemetery Rd with the development of the housing estate in that location but the remaining of Walker St from Old Quarry Circuit to Whitty Rd has remain narrow and needs widening to help with traffic as passing of large vehicle when cars are parked on the eastern side is dangerous. There is sufficient space available with the open drain, which could be enclosed and the lane of Walker street on the western side of the drain. It is therefore requested that the widening of Walker St from Old Quarry Circuit to Whitty Rd, including the creek crossing and enclosing of the open drain be included in the Annual Plan and Budget for 2015-16	Infrastructure Strategy and Planning	This project has previously been listed on Councils road upgrades priority list. Projects are prioritised on a risk assessment basis and this project has not yet reached the top of the priority list hence it has not been included on the 4 year capital works draft program.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
W.Erwin		Annual Plan		Otford causeway monitoring for closure due to flooding	The cause way has been flooded in the recent rains but is not monitored by Council and it is up to residents to contact Council when the causeway is flooded to request it be closed. There is also no barrier that can be closed to prevent vehicles trying to cross as there is at Audley Weir. There is no indication that the Otford causeway is closed at the top of Otford Rd at Helensburgh (at Werrong Rd) at vehicle have to travel down the steep hill to the causeway and if it is a large vehicle like a bus, turn that vehicle around at the causeway at the bottom of the steep hill has been a problem in the past. As this causeway has had fatalities in the past the request is made that, in the Annual Plan and Budget, a monitoring system is put in place for the Otford causeway with barriers at the causeway and an electronic sign at the top of Otford hill (at Werrong Rd) and also at Otford Rd at the railway bridge on the eastern side, to warn that the causeway is closed.	Infrastructure Strategy and Planning	Council's traffic section has been requested to investigate the location and installation of barriers and floodwater level warning signs for the causeway. Additionally, the causeway is on the program for significant repair, and in later years for engineering investigation into an improved creek crossing solution.	No
W.Erwin		Annual Plan		Regulatory Control	Additional parking requested at Helensburgh Railway Station carpark. The car park is parked out by 7:00am each weekday morning and then the commuters, both local residents and residents from outside the Helensburgh area, park on the local streets fanning out from the railway station effecting local streets. The effect is that the local streets and particular Vera St become parked out with buses.	Infrastructure Strategy and Planning	The Helensburgh Railway Station Carpark is owned and managed by the NSW Government.	No
W.Erwin		Annual Plan		Roads and Bridges	Request that the Road to Helensburgh Station – Vera St be widened and footpath put in place for Pedestrians	Infrastructure Strategy and Planning	Council agrees that widening and provision of a footpath would be beneficial for access to/from the station. A concept design has been prepared for localised road widening and footpath provision along Old Station Rd, Foster St and Vera St. This project whilst considered worthwhile isn't at the top of the priority list and will be considered for future year inclusion in the Capital Works Program.	No
W.Erwin		Annual Plan		Stanwell Park Beach Reserve Kiosk replacement	The Kiosk building at Stanwell Park Beach Reserve has far outlived its life as a kiosk in a high tourist reserve and needs to be replaced with a new building for the kiosk and residence. Request is therefore made for a replacement building for the Stanwell Park Beach Reserve Kiosk to be placed on the capital budget for 2015-16 for at least design and for construction in 2016-17 budget.	Infrastructure Strategy and Planning	The significance of the Kiosk at Stanwell Park is acknowledged. There are a number of other Major Buildings renewal works that have been identified as a higher priority e.g.: Berkeley Community Centre Remodelling (\$4.19M) and Thirroul Beach Kiosk Precinct (\$3.2M). There is insufficient budget available to accelerate the Stanwell Park Beach Kiosk project as requested.	No
W.Erwin		Annual Plan		Waste	Suggestion by a resident that in a similar process to the On Call Household Waste collection that residents receive two on call green waste pickup per year for collection of tree and bush cutting.	City Works	Council provides a green lidded garden organics bin as part of its Domestic Waste Management Service. Additional garden organics bins and services are available at an additional cost (in accordance with the Revenue Policy, Fees and Charges) for residents who generate higher volumes of garden organics.	No
W.Erwin		Annual Plan		Waste	Green Waste Bins for Businesses especially those that are required by DA approval to have gardens.	City works	Council already provides waste services to many non domestic premises (in accordance with the Revenue Policy, Fees and Charges), which includes a green lidded bin (for garden organics).	No
W.Erwin		Annual Plan		Sewerage line for Bald Hill development	Sewage line for bald Hill Redevelopment to go down Otford Rd and not over Bald Hill to Stanwell Park. Council is supposed to look at what benefits to residents / ratepayers the actions taken by council give. In the case of the sewage line for the redevelopment of the Bald Hill site, going over Bald Hill and down to Stanwell Park means the pipeline would travel through bush land (E1 zoned National Park ) to Stanwell Park and join the low pressure sewage system in Stanwell Park and be pumped to Otford for pumping to Helensburgh in to the gravity sewage system benefiting no residents / ratepayers. Taking the sewage line down Otford road not only keep any potential break in the line away from National Park lands but would also allow residents/ ratepayers on Otford Rd to connect to the low pressure line and reduce the head pressure of the line. As the Bald Hill redevelopment is in the 2015-16 budget year it is asked that the route of the low pressure sewage from Bald Hill be reallocated to run down Otford road in consideration of the potential for possible pipeline break and pollution of a National Park area, reduced head pressure and potential reduced cost in a trench and fill along the side of Otford road.	Infrastructure Strategy and Planning	Council requested our engineering consultant compare both options. Advice received preferred the option to Stanwell Park as it is significantly less cost, provides the same amenity to the Bald Hill project, and Sydney Water would not accept ownership of the sewer line once constructed.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
W.Erwin		Annual Plan		Regulatory Control	Requests Additional Rangers for Patrolling Illegal Parking and other activities. Issue reported to Council is illegal parking before the pedestrian crossing in Walker St so that pedestrians attempting to use the pedestrian crossing cannot see the oncoming traffic due the vehicle parked in the No Stopping zone. Attempts to have Council place something in that No Stopping zone to prevent this have been to no avail and therefore it is asked that Council including in the Annual Plan and Budget for 2015-16 additional full time rotating shift rangers that patrol the northern suburbs of Wollongong for not only illegal parking but for other activities including but not limited to retail material on footpaths and unlicensed tables and chairs on footpaths.	Regulation and Enforcement	A "Change" process will be undertaken within Regulation & Enforcement in 2015 with the aim of increasing Ranger Services.	No
W.Erwin		Annual Plan		Traffic Facilities	Widening of Darkes Forest Rd and speed limit of 60 kph. With the increased visitation to the orchard, boarding kennels and horse riding establishments along Darkes Forest road and the large truck and trailers using Darkes Forest road the small narrow roadway has become unsuitable for this traffic and residents and visitors to the area have been forced off the road a considerable number of times. This does not look to or encourage return visits by visitors (tourists) to the area. The speed of vehicles along Darkes Forest road has also become an issue. The widening of Darkes Forest Rd is requested to be included in the Annual Plan and Budget for 2015-16 and the speed limit on Darkes Forest Rd be limited to 60kph with signage and road marking.	Infrastructure Strategy and Planning	A review of the road environment including the appropriate speed limit will be undertaken in the short term with any necessary works prioritised for inclusion in a future program. Consideration is also given to the management of vegetation along the road, particularly between the Princes Highway and the first bend.	No
W.Erwin		Annual Plan		Traffic Facilities	No Stopping zone along both sides Walker St from Temple Rd to Lawrence Hargrave Drive. A number of times a year with events at the temple in Temple road Helensburgh vehicles are parked on the section of Walker St between Temple road and Lawrence Hargrave Drive making it difficult to travel this section of roadway and at time reducing the roadway to a single lane for both directions. On events at the temple in the past year or so there appear to not have been any traffic plan for the large increase in vehicles attending the events. No Stopping Zone on both sides of Walker St suitably sign posted would prevent this occurring and is requested to be including in the plan and budget for 2015-16.	Infrastructure Strategy and Planning	This will be referred to the local traffic committee for consideration.	No
I. Young		Draft Budget and Capital Budget		Flood mitigation – South Wollongong	No money appears to be allocated to remove the fill from JJ Kelly Park to reduce the level of flooding to the properties in the Swan Street area as recommended in the flood study for that area. These properties were flooded with raw sewage in 2012. The flood study showed the properties had been effectively built into a detention basin. The recommendation from the consultants, as I understand, was to remove the fill from JJ Kelly Park as a priority action. The drains south of Swan Street are also blocked in places totally by vegetation, which significantly contributed to the flooding in 2012.	Infrastructure Strategy and Planning	Two options were recommended in the Wollongong City Floodplain Risk Management Study and Plan to minimise flooding in the Swan Street area. These options included lowering of the weir at Tom Thumb Lagoon and removal of fill from JJ Kelly Park. Funding for the lowering of the weir has been sought since this option gives a greater reduction in flood levels at Swan Street than the JJ Kelly Park option. Funds for the Park option will be sought after the works have been completed on the weir.	No
I. Young		Draft Budget and Capital Budget		Tramway Upgrade – Blue Mile	The total budgeted costs for the work is shown as \$4.9million. Can all costs associated with a particular project or master plan be shown together? In this case it should be shown under "Blue mile Plan/Project – tramway wall and shared pathway". The full expenditure for all Blue Mile projects to date should be shown and the proposed budget to complete shown. In Blue Mile similar to West Dapto. The disconnections of the budget items lacks transparency and may be doubling up, as it appears in this case. As it is now, there is no method of assessing the program against the original (Blue Mile) budget allocations.	Infrastructure Strategy and Planning	This suggestion requires a change to our budget structure. It is likely we will not be able to implement this in the short time before the budget is adopted. However, there may be benefits to implementing this idea for public awareness as well as internal reporting. Hence this idea will be considered by finance and infrastructure management divisions for possible longer-term amendment. Thank you.	No
I. Young		Draft Budget and Capital Budget		Efficiency Target	The budget shows \$4.5Million efficiency gains over 4 years. This is achieved by reducing the service levels on footpaths rather than working smarter. "Attachment 1, page 1 the Financial Overview" - Securing Our Future talks about requiring \$21 Million per annum improvement. Yet shows the budget split is \$21M over 4 years rather than per annum. Of this amount there is an efficiency amount at \$4.5M over 4 years or 0.4% of the total budget. The rest of the \$21M is made up of rate and charges increases. The efficiencies gains are by putting off work rather than being smarter. The method is to reduce footpath expenditure \$1Mpa. This is a damnation on management. The minimum expectation is 5% pa for most organisations of this size. My reflection of how capital works is carried out and infrastructure planning is done I believe, from my experience in the area Management Improvement, indicates there is the opportunity to have gains of over 10% pa over each of 4 years. If we take a long term approach to asset renewal the savings could even be greater over the longer term. The council should look to engage consultants to lead a cost cutting program based on Lean methodology. The expected estimated cost is about \$300K for a return of \$5M in the first year and \$10M pa over the next 3 years. Total savings over 4 years \$35million.	Executive Strategy	As part of the 'Securing Our Future' review in 2013/14 a range of options for achieving financial sustainability, including changes to rates, fees and charges, were considered through a community engagement and consultation process. This process resulted in a revised Resourcing Strategy that includes a mix between rates and fee increases, service reductions, and efficiency gains to create a more sustainable delivery into the future. In the final quarter of 2014-15 40 Council officers and management will have access to an Introduction to LEAN training program.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
I. Young		Draft Budget and Capital Budget		cost management	The 2014-15 budget showed for the shared pathway along Squires Way from Elliotts Road to the Fairy Creek bridge at \$770K; the 2015-16 draft budget shows the work cost \$1,440K, an over budget cost of \$670K or 87% of original estimate. How are project costs being handled?	Infrastructure Strategy and Planning	In an effort to provide increased community awareness Council provides a public 4-year capital works program, including cost estimates on over 1000 projects. However, this includes an inherent risk of providing information of low maturity with 'concept' figures and lack of detail on future year projects. The original \$770k figure was a very high level concept estimate. Simply based on length x an assumed 3m width x a unit rate. At that conceptual stage of planning no costs are committed in the budget. Ensuing investigation and detail design work concluded a preference for 4m width path, with some kerbing, environmental considerations and significant localised drainage improvements. The estimate was refined, and increased, prior to budget allocation. This project did not exceed budget, but it did exceed the original concept cost estimate.	No
I. Young		Draft Budget and Capital Budget		Lights Cnr Burelli – Auburn St	The traffic counts do not support lights on this corner. The traffic study shows the high level traffic occurs here at PM peak with the majority travelling west along Burelli and turning into Station Street to access Crown Street. The movement of vehicles along the west direction are regulated by the lights at Atchison St allowing traffic from Auburn and Station Street (from Station) during the break in traffic caused by lights at Atchison St. This item also has included footpath works with signals for \$350K to be included with budget costs of \$450K for new traffic signals at this location. What is being proposed?	Infrastructure Strategy and Planning	This item also has included footpath works with signals for \$350K to be included with budget costs of \$450K for new traffic signals at this location. Work at this intersection is nearing completion with pedestrian safety being a key objective. Traffic counts and computer modelling supports the operations of traffic signals.	No
I. Young		Draft Budget and Capital Budget		Replacement of Trees	The budget of \$40K for 2015-6 year is totally inadequate. There are many street trees in the CBD that have broken out of their root containers and are causing damage to the footpaths. Some of the location are; Plain trees in Burelli and Crown St, East of the Mall and west of Jubilee bridge.	Infrastructure Strategy and Planning	Council has recently, and is currently undertaking a major renewal program of CBD footpaths. All sites are assessed by landscape architects and arborists to determine future tree behaviour. Those trees that add significantly to the streetscape and are considered to cause minimal/nil damage in future are retained, while others are replaced with suitable species, and with root guards to protect against future damage. Within the next few years we will have completed much of those key pedestrian areas of Crown St, Keira St, Kembla st, Market St and Burelli St. The \$40,000 allocation is not included in these projects but is additional to them for other locations. For example, the Chinese Tallowwood trees on Market St around Church Square present the problem you have described, and will be replaced with suitable species from this program. Consistent allocation of this budget, and the footpath reconstruction program described will lead to significant decrease in trip hazards, with minimal impact on streetscape aesthetics.	No
I. Young		Draft Budget and Capital Budget		Traffic Facilities	Victoria Street - Roundabout at both Belmore and Young Street intersections in lieu of lights. This is to provide a safe right hand turn at these intersections where they are currently restricted. This will reduce some of the traffic circulating in the surrounding streets and at the roundabout in Denison Street. The position has become more necessary as a result of the parking station being opened in Market Street.	Infrastructure Strategy and Planning	The traffic facilities proposed form part of an integrated City Centre wide "Access & Movement Strategy" that was adopted by Council in 2013. The strategy takes account of both existing and future parking stations.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
I. Young		Draft Budget and Capital Budget		Traffic Facilities	The traffic counts for the closure of Keira Street would indicate the lights are not required. The location between Atchison St and Keira Street means traffic at the Kenny St is regulated by these lights. There is only 7 car capacity west of the intersection, and 15 east of the intersection. These will result in high potential of gridlock at the existing lights at Keira and Atchison Cnrs. Suggest road markings be installed to advise "Keep intersection clear" west direction lane. This to allow the traffic travelling east, principally from Crown-Atchison St turning into Kenny Street and from Kenny to allow right into Burelli.	Infrastructure Strategy and Planning	<p>Burelli Street is a major east-west pedestrian route between the railway station and the arts precinct, library, entertainment centre, foreshore, McCabe Park, Woolworths, Cinemas and high density residential developments under construction in Burelli Street / Corrimal Street. The existing intersection offers poor pedestrian amenity particularly for the major pedestrian movement across Kenny Street where pedestrians attempt to find gaps in three approaching vehicle streams. The bend in the Kenny St approach also adds to the difficulty of finding gaps. The traffic signals will provide controlled crossings on all legs resulting a much safer and more accessible environment for pedestrians along this key walking route.</p> <p>Given the proximity of the proposed signals to the Keira Street intersection, traffic signal phasing coordination between the two intersections will be carried out and closely monitored by RMS.</p> <p>The traffic signals will also facilitate the right turn movement into Burelli Street which currently experiences delay and, when queued, impedes pedestrians attempting to cross Kenny Street. With no northbound right turn into Burelli from Keira or Atchison, these new signals will significantly improve vehicular connectivity in this area of the CBD.</p>	No
B. Flint	University of Wollongong	Draft Budget and Capital Budget		Footpaths and cycleways	Requests that Council reconsider the budget for cycleway construction over the next four years, particularly for commuting ways in and around the city. Encourages more budget to put in place for new cycling infrastructure.	Infrastructure Strategy and Planning	<p>Councils current capital works program includes major expenditure on shared path projects including Cordeaux Rd, Grand Pacific Walk, Endeavour Drive - greater expenditure than we have previously undertaken. In addition, the Draft Capital Program includes a number of new bicycle connections and improvements to existing bicycle facilities recommended in the City of Wollongong Bike Plan 2014-18. The majority of these projects will establish key east-west and north-south links in Wollongong City Centre which currently lacks formal facilities but presents the greatest opportunity for growth in bicycle use due to its density of employment, residents and major trip generators. These links include:</p> <ul style="list-style-type: none"> <li>• Corrimal St: Bank St to Stewart St</li> <li>• Smith St, Harbour St: railway to Cliff Rd</li> <li>• Kembla St: Smith St to Stewart St</li> <li>• Stewart St: Corrimal St to Church St</li> <li>• Denison St: Crown St to Throsby Dr</li> </ul> <p>A shared path on Porter Street, Crawford Avenue and ramp access from Porter Street to Flinders Street is also listed in the program. This project will significantly improve safety and connectivity between Innovation Campus, North Wollongong railway station, UOW main campus and the City Centre. Council understands that cycling infrastructure improvement on Porter Street and Crawford Avenue has been sought by UOW for some time. A number of other bicycle projects are also listed including:</p> <ul style="list-style-type: none"> <li>• Roll out of bicycle parking at key locations in the City Centre</li> <li>• Line marking of the coastline cycleway which is used by commuters to such locations as City Centre, the Innovation Campus and University of Wollongong to name a few.</li> <li>• Way finding signage throughout the regional bicycle network</li> </ul>	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
<b>LATE SUBMISSIONS</b>								
J Marlow		Annual Plan		Water Sensitive Urban Design (WSUD)	Develop and implement a program to ensure all developments and Council works comply to Water Sensitive Urban Design (WSUD) principles as specified in Wollongong Development Control Plan Chapter E15.	<b>Infrastructure Strategy and Planning</b>	Section 9 - 12 of Chapter E15 "Water sensitive urban Design" provides detail of expectations of developments. All external DAs that meets the Section 4.0 of Chapter E-15 criteria must provide WSUD infrastructure as part of the development consent. Prior to handover of the WSUD assets to Council, the developer will undertake 2 years water quality monitoring after completion 85% construction of dwellings in the new subdivision.	No
J Marlow		Annual Plan		Water Sensitive Urban Design (WSUD)	As a matter of urgency, provide the NSW Minister for Planning, by delegation or letter, with a clear account of the extent and expense of WSUD infrastructure and stormwater management technology required for environmental protection should developments of the West Dapto Urban Release Area go ahead as planned. Respectfully advise the Minister that even if WDJURA developers are able and willing to comply with an adequate standard of WSUD, the likely results include 1) housing far beyond the reach of people in low and middle income brackets; 2) an unsustainable financial burden in maintenance costs for the Council and all its ratepayers; and 3) eventual failure to protect Lake Illawarra from unsustainable rates of sedimentation and contamination, especially in light of the Lake's current fragility and the future impacts of climate change	<b>Infrastructure Strategy and Planning</b>	Section 9 - 12 of Chapter E15 "Water sensitive urban Design" provides detail of expectations of developments. All external DAs that meets the Section 4.0 of Chapter E-15 criteria must provide WSUD infrastructure as part of the development consent. Prior to handover of the WSUD assets to Council, the developer will undertake 2 years water quality monitoring after completion 85% construction of dwellings in the new subdivision. We agree that there are constraints in management of WSUD infrastructure, and monitoring of water quality, which may result in significant maintenance requirements in the long term. Councils Asset management improvement program seeks to ensure improvements to Asset Management Plans to consider the impacts of future WSUD areas and account for those increases in operational requirements.	No
J Marlow		Annual Plan		Lake Illawarra Water Quality Monitoring Program	Ensure that the Lake Illawarra Water Quality Monitoring Program is sufficiently comprehensive to assess the fourth objective of the West Dapto Urban Release Area Water Management Strategy is being met. The objective states: "To protect and restore a range of aquatic habitats within the creeks. To enhance long-term environmental protection of the receiving waters" (Wollongong DCP Chapter D16, section 5.3.6).	<b>Environment Strategy and improvement</b>	The Lake Illawarra water quality monitoring program as it is currently designed does not provide information on the creeks feeding into the lake, therefore, it can not be expected to assist with the first part of the objective. These are considered in the assessment of Development Applications. On the second part relating to the receiving waters, the program will provide information that will assist in determining how the lake is responding to catchment activities, including the development of the West Dapto area.	No
J Marlow		Annual Plan		Biodiversity	Ensure that no biodiversity offset applied for under the NSW Government's offsetting provision will be approved unless unequivocal quantifiable evidence can be produced that the biodiversity and habitat to be sacrificed can be successfully replicated and that 'no net loss' in biodiversity or habitat will result.	<b>Environment Strategy and improvement</b>	The NSW Government Biodiversity Banking and Offsets Scheme is provided for under Part 7A Biodiversity Banking of the Threatened Species Conservation Act 1995 and is administered by the NSW Office of Environment and Heritage. The scheme is based on the improve or maintain test and this premise is central to both the Bio banking Assessment Methodology and Bio certification Assessment Methodology. Applications for Bio banking Statements and Bio certification prepared according to the published methodologies of the scheme are assessed and determined by the NSW Office of Environment and Heritage.	No
J Marlow		Annual Plan		Urban Greening Strategy	Commence on-the-ground implementation of Urban Greening Strategy 2015-2016	<b>Environment Strategy and improvement</b>	The Urban Greening Strategy will be a planning document to guide future works. There may be opportunities to commence limited local trials of tree planting, however, this will be subject to resources. The Urban Greening Strategy is included in 1.3.3.1	No
J Marlow		Annual Plan		West Dapto Urban Release Area vision	Assess the West Dapto Urban Release Area vision, structure plan and local infrastructure plans for environmental and financial sustainability given the high level of concern for 1) the environmental fate of Lake Illawarra should the vision and plans be realised, and 2) the short- and long-term capacity of the City to shoulder the infrastructure costs	<b>Environment Strategy and improvement</b>	A review of the West Dapto Vision, Master plan, expected yield and infrastructure requirements is commencing. The Review will consider the environmental constraints of the area, potential impacts and mitigation measures. The impacts of West Dapto on Lake Illawarra have been considered and will be reviewed. This is included in 2.1.6.1	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
J Marlow		Annual Plan		West Dapto Home Deposit Assistance Program	Review the West Dapto Home Deposit Assistance Program for effectiveness in meeting its aim	Environment Strategy and improvement	The effectiveness and availability of the West Dapto Home Deposit Scheme is being reviewed. Land prices have significantly increased in the area and lot availability has decreased. Council is considering options.	
J Marlow		Annual Plan		Gong Shuttle	<u>Strongly support</u> investigation into and advocacy for Gong Shuttle services to the outer suburbs	Infrastructure Strategy and Planning	Support noted and considered in future discussions with state government.	Yes
J Marlow		Annual Plan		Roads and footpaths	Re-assess those sections of our bike ride-way currently graded 'bicycle route' with the view of upgrading them to 'on-road bicycle facilities', e.g. Smith St, Wollongong.	Infrastructure Strategy and Planning	The 2014-18 bike plan does identify locations such as this and prioritises sites. e.g. Smith Street Wollongong. Adopting formal on-road bicycle facilities is often not simple, potentially impacting parking and traffic use, each site and must be designed and considered in detail.	No
J Marlow		Annual Plan		Footpaths and Cycleways	In planning extensions to the Lake Illawarra cycleway, favour boardwalk not concrete pathways in areas of remnant wetland or areas with potential for wetland expansion and restoration.	Infrastructure Strategy and Planning	Agreed. Although there are no such sites program ed in the short - term, each project that is listed on our capital works programs requires a review of environmental factors which provides construction constraints, and in this circumstance would definitely identify protection of wetland.	No
J Marlow		Annual Plan		West Dapto Urban Release Area	Ensure all infrastructure for Stage 1 West Dapto Urban Release Area has no negative impact on the natural environment of Lake Illawarra and its catchment either during construction or after construction.	Environment Strategy and improvement	The impact of West Dapto on Lake Illawarra was considered as part of the rezoning process, and water quality is considered as part of every Development Application	No
J Marlow		Annual Plan		'Night Bus' services.	Advocate for the continued operation of late night rail services and the resumption and expansion of the 'Night Bus' services.	Infrastructure Strategy and Planning	While Council is supportive of 'Night bus' services these are run by private companies based on demand. E.g. The 'summer bus' initiative has been utilised to the centre and north of the city, but has not been deemed viable for other areas of the city.	No
J Marlow		Annual Plan		late evening and night-time public transport services	Review late evening and night-time public transport services throughout the LGA. <i>[Please note: the night time gap in the 34 bus service, the only public transport service from Wollongong to the Berkeley area, is, on weekdays, from 8.33pm to 6.06am, except for Friday nights which has one extra service at 10.03pm; the overnight service gap on weekends is longer. Night services in other areas may well be as bad or worse.]</i>	Infrastructure Strategy and Planning	While Council is supportive of 'Night bus' services these are run by private companies based on demand. E.g. The 'summer bus' initiative has been utilised to the centre and north of the city, but has not been deemed viable for other areas of the city.	No
I.Fitzgibbon	Dapto Chamber of Commerce	Annual Plan		Dapto Town Centre Study	Supports initiative to fund the preparation of the Dapto Town Centre Planning Study. Urges Council to make the study a priority.	Environment Strategy and improvement	Noted.	NA
	Neighbourhood Forum 1	Annual Plan		Helensburgh Town Plan	The Helensburgh Town Plan has been on Councils list for considerable time and now the CBD of Helensburgh has development that has been approved or is being talked about in the town and there is no plan for the Helensburgh CBD and that street scape of the CBD to guide DA applications. Request is therefore made that funds be allocated for the development with the community of a Helensburgh CBD Town Plan and Street Scape plan.	Environment Strategy and improvement	It is acknowledged that the Helensburgh Town Plan and proposed reviews of other towns and villages have been on the list for some time. Council reviews the priorities annually as part of the Annual Review process. The priorities identified for 2015/16 are the commencement of the Dapto Town Centre Review and South Wollongong study. The draft 15/16 Annual Plan identifies the commencement of the Helensburgh Town Plan in 2017/18.	No
	Neighbourhood Forum 1	Annual Plan		Traffic Facilities	Pedestrian Crossing – Parkes St Helensburgh west of Side of Walker St at Roundabout. Requests a full marked and signed Pedestrian Crossing on Parkes St west of Walker St at the roundabout to allow pedestrians to cross Parkes St safely to and from the Post Office, only financial institution in Helensburgh, Illawarra Credit Union and other retail and community facilities including the only public toilet in Helensburgh is requested to be included in the plan for 2015-16.	Infrastructure Strategy and Planning	A pedestrian facility at this location will be investigated and added to Council's Traffic Facilities Priority List for future delivery subject to competing priorities and available budgets.	No
	Neighbourhood Forum 1	Annual Plan		Walker St revitalisation	Walker St though the CBD of Helensburgh – members of NF1 request that the CBD area of Walker St be listed in the annual plan for revitalisation from Lilyvale St though to Parkes St with footpaths, trees, tree roots, retaining walls and additional parking being looked at.	Infrastructure Strategy and Planning	This location is listed on our 'Town and Village Centres' program. During 2015/16 the site will be considered from both civil and landscape/ streetscape perspectives. Once concepts are available community engagement will be sought, thought this is not expected for some time.	No
	Neighbourhood Forum 1	Annual Plan		Gill Creek Pedestrian Bridge	Pedestrian bridge over Gills creek alone side the widened road bridge for pedestrians to cross gills creek and a pedestrian bridge over the tributary of gills creek that is approximately 80 metres north of the Grills Creek road bridge and travels under the roadway via pipe are requested for inclusion in the Annual Plan and Budget for 2015-16.	Infrastructure Strategy and Planning	Construction of a pedestrian facility at the culvert that was widened for traffic is programmed for 2015/16.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
	Neighbourhood Forum 1	Annual Plan		Footpath Continuation from Cemetery Rd to Lilyvale St along Parkes St eastern side	This has been asked for a number of times in the past and is asked that that a footpath along the eastern side of Parkes St from Cemetery Rd to Lilyvale Road be added to the capital budget for 2015-16 to complete the missing link. Walking on the uneven and in some places rough forcing walkers to the roadway.	<b>Infrastructure Strategy and Planning</b>	This is considered in our footpath program, however is not a high priority and therefore not listed on the current Draft capital works program. Possible consideration of shared path width at this location, as it is a direct entry to the shopping area of Helensburgh from the south and would link to an existing shared path facility recently completed.	No
	Neighbourhood Forum 1	Annual Plan		Charles Harper park – Commemorative tree replacement	The pine trees in Charles Harper Park were planted in commemoration of the servicemen from the Helensburgh area that did not return from World War I and are now a danger to the public from falling limbs and even falling trees. These need to be replaced with a more suitable tree. The Illawarra Flame Tree has been suggested by local. A request is therefore made that Council consider the removal of the pine trees and replacement of the memorial trees in the annual Plan for 2015-16. That this be done in conjunction with the Helensburgh Sub Branch of the RSL and Helensburgh Historical Society	<b>Infrastructure Strategy and Planning</b>	Request has been forwarded to Councils Northern Works crew for assessment by qualified arborist.	No
	Neighbourhood Forum 1	Annual Plan		Council Child Care Centre Parking – Cnr Walker St and Lilyvale St	There is no parking for parents dropping off or picking children from the Council owned Helensburgh Child Care Centre and parents are having to contend with street traffic in Walker and Lilyvale Streets with trying to find parking to take their children to and from the preschool centre. Construction of such a facility today would not be allowed without any parking. It is therefore asked that Council include in the Annual Plan for 2015-16 funding and project to develop parking for the preschool centre after all it is a Council Own facility without any parking.	<b>Library and Community Cultural</b>	I understand that this is a difficult centre for parents of young children to access as there is no prospect of on site parking being provided within the centre. There is timed parking in Walker Street and I understand that parents tend to favour the use of this area to drop off and collect their children at the present, so that there is no need to cross a road and there are ramps to allow access to a paved footpath in Walker Street. The issue of car parking has been discussed with staff responsible for the child care centre and parents parking in Lilyvale Street was not encouraged. The northern side of Lilyvale Street has few spaces available at the kerbside between Club Lane and Walker Street due to the disabled parking and the proximity of the ambulance driveways and the intersection parking restrictions. The area between Walker Street and Stuart Street does not have a formed footpath and parents may need to walk on the roadway with very young children. The southern side of Lilyvale Street is also unattractive as a drop off and pick location for the child care centre as parents have to cross Lilyvale Street close to Walker Street. Accordingly Council has no plans to introduce timed parking in Lilyvale Street as suggested.	No
	Neighbourhood Forum 1	Annual Plan		Street lighting	Street lighting – Princes Highway from Motorway roundabout to Parkes St. Funding be included in the annual plan for street lighting from Lawrence Hargrave Drive to Parkes St along Princes Highway.	<b>Infrastructure Strategy and Planning</b>	Funding for street lighting of this section of Princes highway will be the subject of a review in a forthcoming capital program.	No
	Neighbourhood Forum 1	Annual Plan		Helensburgh Library and Community Centre replacement	Helensburgh Library has been housed in a temporary demountable building for over 25 years and needs to have a proper Library building with parking and access for all the 7000 residents of the 2508 area. At the same time the Helensburgh Community Centre shows signs of age and needing replacement including parking as currently there is no parking for the Helensburgh Community Centre. The request is made that the Annual Plan and Budget for 2015-16 include a new Community Centre and Library with suitable parking for Helensburgh and the 2508 area.	<b>Library and Community Cultural</b>	The importance of the Helensburgh Library and Helensburgh Community Centre to the local community are recognised by Council. Council's Draft Capital Budget shows an allocation for investigation and design works to be undertaken for a new library at Helensburgh. A strategic planning review of Council's Community Facilities is also noted in the Annual Plan 2015-2016 and this will inform future planning for community buildings in Helensburgh and other areas of the Wollongong LGA.	

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
	Neighbourhood Forum 1	Annual Plan		Roads and Bridges	Walker St widening – from Old Quarry Circuit to Whitty Rd including creek crossing. Walker St was widened from Old Quarry Circuit to Cemetery Rd with the development of the housing estate in that location but the remaining of Walker St from Old Quarry Circuit to Whitty Rd has remain narrow and needs widening to help with traffic as passing of large vehicle when cars are parked on the eastern side is dangerous. There is sufficient space available with the open drain, which could be enclosed and the lane of Walker street on the western side of the drain. It is therefore requested that the widening of Walker St from Old Quarry Circuit to Whitty Rd, including the creek crossing and enclosing of the open drain be included in the Annual Plan and Budget for 2015-16	Infrastructure Strategy and Planning	This project has previously been listed on Councils road upgrades priority list. Projects are prioritised on a risk assessment basis and this project has not yet reached the top of the priority list hence it has not been included on the 4 year capital works draft program.	No
	Neighbourhood Forum 1	Annual Plan		Otford causeway monitoring for closure due to flooding	The cause way has been flooded in the recent rains but is not monitored by Council and it is up to residents to contact Council when the causeway is flooded to request it be closed. There is also no barrier that can be closed to prevent vehicles trying to cross as there is at Audley Weir. There is no indication that the Otford causeway is closed at the top of Otford Rd at Helensburgh (at Werrong Rd) at vehicle have to travel down the steep hill to the causeway and if it is a large vehicle like a bus, turn that vehicle around at the causeway at the bottom of the steep hill has been a problem in the past. As this causeway has had fatalities in the past the request is made that, in the Annual Plan and Budget, a monitoring system is put in place for the Otford causeway with barriers at the causeway and an electronic sign at the top of Otford hill (at Werrong Rd) and also at Otford Rd at the railway bridge on the eastern side, to warn that the causeway is closed.	Infrastructure Strategy and Planning	Council's traffic section has been requested to investigate the location and installation of barriers and floodwater level warning signs for the causeway. Additionally, the causeway is on the program for significant repair, and in later years for engineering investigation into an improved creek crossing solution.	
	Neighbourhood Forum 1	Annual Plan		Parking	Additional parking requested at Helensburgh Railway Station carpark. The car park is parked out by 7:00am each weekday morning and then the commuters, both local residents and residents from outside the Helensburgh area, park on the local streets fanning out from the railway station effecting local streets. The effect is that the local streets and particular Vera St become parked out with buses.	Infrastructure Strategy and Planning	The Helensburgh Railway Station Carpark is owned and managed by the NSW Government.	No
	Neighbourhood Forum 1	Annual Plan		Roads and Bridges	Request that the Road to Helensburgh Station – Vera St be widened and footpath put in place for Pedestrians	Infrastructure Strategy and Planning	Council agrees that widening and provision of a footpath would be beneficial for access to/from the station. A concept design has been prepared for localised road widening and footpath provision along Old Station Rd, Foster St and Vera St. This project whilst considered worthwhile isn't at the top of the priority list and will be considered for future year inclusion in the Capital Works Program.	No
	Neighbourhood Forum 1	Annual Plan		Stanwell Park Beach Reserve Kiosk replacement	The Kiosk building at Stanwell Park Beach Reserve has far outlived its life as a kiosk in a high tourist reserve and needs to be replaced with a new building for the kiosk and residence. Request is therefore made for a replacement building for the Stanwell Park Beach Reserve Kiosk to be placed on the capital budget for 2015-16 for at least design and for construction in 2016-17 budget.	Infrastructure Strategy and Planning	The significance of the Kiosk at Stanwell Park is acknowledged. There are a number of other Major Buildings renewal works that have been identified as a higher priority e.g.: Berkeley Community Centre Remodelling (\$4.19M) and Thirroul Beach Kiosk Precinct (\$3.2M). There is insufficient budget available to accelerate the Stanwell Park Beach Kiosk project as requested.	No
	Neighbourhood Forum 1	Annual Plan		Waste	Suggestion by a resident that in a similar process to the On Call Household Waste collection that residents receive two on call green waste pickup per year for collection of tree and bush cutting.	City Works	Council provides a green lidded garden organics bin as part of its Domestic Waste Management Service. Additional garden organics bins and services are available at an additional cost (in accordance with the Revenue Policy, Fees and Charges) for residents who generate higher volumes of garden organics.	No
	Neighbourhood Forum 1	Annual Plan		Waste	Green Waste Bins for Businesses especially those that are required by DA approval to have gardens.	City works	Council already provides waste services to many non domestic premises (in accordance with the Revenue Policy, Fees and Charges), which includes a green lidded bin (for garden organics).	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
	Neighbourhood Forum 1	Annual Plan		Sewerage line for Bald Hill development	Sewage line for bald Hill Redevelopment to go down Otford Rd and not over Bald Hill to Stanwell Park. Council is supposed to look at what benefits to residents / ratepayers the actions taken by council give. In the case of the sewage line for the redevelopment of the Bald Hill site, going over Bald Hill and down to Stanwell Park means the pipeline would travel through bush land (E1 zoned National Park ) to Stanwell Park and join the low pressure sewage system in Stanwell Park and be pumped to Otford for pumping to Helensburgh in to the gravity sewage system benefiting no residents / ratepayers. Taking the sewage line down Otford road not only keep any potential break in the line away from National Park lands but would also allow residents/ ratepayers on Otford Rd to connect to the low pressure line and reduce the head pressure of the line. As the Bald Hill redevelopment is in the 2015-16 budget year it is asked that the route of the low pressure sewage from Bald Hill be reallocated to run down Otford road in consideration of the potential for possible pipeline break and pollution of a National Park area, reduced head pressure and potential reduced cost in a trench and fill along the side of Otford road.	Infrastructure Strategy and Planning	Council requested our engineering consultant compare both options. Advice received preferred the option to Stanwell Park as it is significantly less cost, provides the same amenity to the Bald Hill project, and Sydney Water would not accept ownership of the sewer line once constructed.	No
	Neighbourhood Forum 1	Annual Plan		Regulatory Control	Requests Additional Rangers for Patrolling Illegal Parking and other activities. Issue reported to Council is illegal parking before the pedestrian crossing in Walker St so that pedestrians attempting to use the pedestrian crossing cannot see the oncoming traffic due the vehicle parked in the No Stopping zone. Attempts to have Council place something in that No Stopping zone to prevent this have been to no avail and therefore it is asked that Council including in the Annual Plan and Budget for 2015-16 additional full time rotating shift rangers that patrol the northern suburbs of Wollongong for not only illegal parking but for other activities including but not limited to retail material on footpaths and unlicensed tables and chairs on footpaths.	Regulation and Enforcement	A " Change" process will be undertaken within Regulation & Enforcement in 2015 with the aim of increasing Ranger Services.	No
	Neighbourhood Forum 1			Footpath and Bridge	All weather footpath and vehicle bridge to replace Otford causeway. The Otford causeway is now more than ever outdated and dangerous. With the new single lane railway bridge, which does not even allow a large emergency services vehicle to access it, It is imperative that there is all weather access for the residences on the northern side of the new rail bridge particularly if there is an emergency. It is requested to be included in the Annual Plan and Budget for 2015-16	Infrastructure Strategy and Planning	The draft capital works program includes a \$50,000 allocation in 2016/17 for the investigation and feasibility/design of improving the creek crossing. In the meantime, the existing causeway structure is listed for necessary repair works in 2015/16. Regarding the rail bridge, Council has been in discussed with Sydney Trains regarding sight distance concerns since construction. Additionally, Councils draft works program 2017/18 includes providing a pedestrian crossing point of Otford Rd at Domville Road and new footpath to the rail bridge.	No
	Neighbourhood Forum 1	Annual Plan		Traffic Facilities	Widening of Darkes Forest Rd and speed limit of 60 kph. With the increased visitation to the orchard, boarding kennels and horse riding establishments along Darkes Forest road and the large truck and trailers using Darkes Forest road the small narrow roadway has become unsuitable for this traffic and residents and visitors to the area have been forced off the road a considerable number of times. This does not look to or encourage return visits by visitors (tourists) to the area. The speed of vehicles along Darkes Forest road has also become an issue. The widening of Darkes Forest Rd is requested to be included in the Annual Plan and Budget for 2015-16 and the speed limit on Darkes Forest Rd be limited to 60kph with signage and road marking.	Infrastructure Strategy and Planning	A review of the road environment including the appropriate speed limit will be undertaken in the short term with any necessary works prioritised for inclusion in a future program. Consideration is also given to the management of vegetation along the road, particularly between the Princes Highway and the first bend.	No
	Neighbourhood Forum 1	Annual Plan		Traffic Facilities	No Stopping zone along both sides Walker St from Temple Rd to Lawrence Hargrave Drive. A number of times a year with events at the temple in Temple road Helensburgh vehicles are parked on the section of Walker St between Temple road and Lawrence Hargrave Drive making it difficult to travel this section of roadway and at time reducing the roadway to a single lane for both directions. On events at the temple in the past year or so there appear to not have been any traffic plan for the large increase in vehicles attending the events. No Stopping Zone on both sides of Walker St suitably sign posted would prevent this occurring and is requested to be including in the plan and budget for 2015-16.	Infrastructure Strategy and Planning	This will be referred to the local traffic committee for consideration.	No

Summary of Submissions and Divisional Responses - Draft Annual Plan 2015-2016 Attachments

Person Making Submission	Organisation	Plan	Page No.	Topic	Summary of Issue	Division Responsible	Divisional Response	Amendment Recommended to 2015-2016? Yes/No
	Neighbourhood Forum 1	Annual Plan		Otford Road railway bridge approach	Request for the realignment of the roadway for the North bound approach to the new single lane railway bridge to allow better and safer vision and passing and is requested to be including in the plan and budget for 2015-16	<b>Infrastructure Strategy and Planning</b>	The draft capital works program includes a \$50,000 allocation in 2016/17 for the investigation and feasibility/design of improving the creek crossing. In the meantime, the existing causeway structure is listed for necessary repair works in 2015/16. Regarding the rail bridge, Council has been in discussed with Sydney Trains regarding sight distance concerns since construction. Additionally, Councils draft works program 2017/18 includes providing a pedestrian crossing point of Otford Rd at Domville Road and new footpath to the rail bridge.	No
S. Young		Annual Plan		Mitigation of Climate Change	Goal 1.3 in the Community Strategic Plan is to reduce Wollongong's ecological footprint. Carbon emissions are a significant element of Wollongong's ecological footprint and this is not addressed in the Annual Plan. Recommends WCC set a date to achieve carbon neutral operations (e.g. 2020)	<b>Environment Strategy and improvement</b>	Council currently monitors its utilities consumption and greenhouse gas emissions. We report annually on these figures. In 2014 Council adopted an Environmental Sustainability Strategy, which includes high level strategies to reduce the city's ecological footprint. We are currently refining relevant targets and indicators related to these strategies.	No
S. Young		Annual Plan		Mitigation of Climate Change	Recommends WCC budget for its carbon footprint in the Annual Plan, and report annually so it can be tracked towards the goal of neutrality.	<b>Environment Strategy and improvement</b>	As per the adopted Environmental Sustainability Strategy, Council has committed to 1) reducing the environmental footprint of its operations, 2) Reducing resource, energy and water use, 3) Encouraging the community to reduce their ecological footprint. Council does not have a position on carbon neutrality at this time.	No
S. Young		Annual Plan		Mitigation of Climate Change	Measures to reduce WCC carbon footprint mostly involve an initial investment that delivers savings in following years: E.g. Replacing street light globes with LED. This could be seen as prudent management in its own right. However another approach is to establish a revolving loan fund that its various delivery streams can draw on for such investments. Recommends WCC establish a revolving loan fund for Council projects that reduce greenhouse gas emissions.	<b>Environment Strategy and improvement</b>	All projects, including energy efficiency projects, are assessed and prioritised as part of the annual plan and budgeting process.	No

**Draft Annual Plan 2015- 16  
Summary of Internal Amendments**

Council staff proposed a number of amendments to the draft Annual Plan 2015-16 and attachments. These recommendations for change are a result of emerging issues, recent Council resolutions, progress of 2014-15 projects and activities, irregularities, and in responses to external factors arising during the exhibition period. Amendments confirm capacity to deliver, refine language and address duplication.

Please note non-significant changes to the draft Annual Plan are not outlined in this document. Non-significant amendments include changes to responsible delivery stream and/or manager and minor wording changes. These changes will be incorporated in the final documents following endorsement by Council.

**Table 1: Proposed Amendments to Draft Annual Plan 2015-16**

AMENDMENT TYPE	AMENDMENT	RATIONALE
NEW	Add a new annual deliverable under 5.1.5 Develop a Disability And Access Inclusion Plan , delivery plan community programs, Community Cultural Development Manager	
Revise annual deliverable to 1.1.4.2	Revise the following annual deliverable  "Implement key actions form the Illawarra Escapement Strategic Management Plan 2014"  to  "Implement key actions from the Illawarra Escarpment Strategic Management Plan 2015	The Management Plan as a supporting document has not yet been endorsed by Council.
Revise delivery stream for Annual Deliverable 3.1.2.1	Deliver the key recommendations from the Cultural Plan and Live Music Task Force action plans Change Delivery stream to cultural development	not Public Art
Revise Responsible Manager for Annual deliverable 3.1.2.2	Deliver key recommendations from CP and LMTF Cultural Plan and LMTF Action Plans should be capitals Delivery stream – Cultural development	Not Wollongong City Gallery
Revise delivery stream for Annual Deliverable 3.1.3.1	Deliver a range of Community Cultural Development Projects Delivery Stream should be Cultural development	Not Events Co-ordination
Revise delivery stream for Annual Deliverable 3.2.1.1	Continue the management and program delivery of the Art Gallery. Please change to Wollongong Art Gallery not the gallery Delivery stream should be Cultural Development	Not Economic Development

AMENDMENT TYPE	AMENDMENT	RATIONALE
Revise Responsible Manager for Annual deliverable 3.2.2.1	Deliver the Arts Precinct Masterplan – should be Community + Cultural Development Manager	Not Manager Community Cultural and Economic Development
Revise delivery stream for Annual Deliverable 3.3.2.1	Coordinate the activation and accessibility of the Arts Precinct to support the delivery of a range of activities and programs should be delivery stream Cultural Development	Not City Centre & Crown St Mall
Revise Responsible Manager for Annual deliverable 3.4.2.1	Deliver key strategies of the Cultural Plan Responsible manager should be Community and Cultural Development Manager Delivery stream should be cultural services	Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 4.2.1.1	Coordinate ClubsNSW Grants Delivery stream – Community Development Responsible manager should be Community and Cultural Development Manager	Not Economic Development Manager
Revise Responsible Manager for Annual deliverable 4.3.2.1	Undertake integrated facilities planning and development – should be Manager Library and Community Services	Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 5.1.1.1	Responsible manager should be Community and Cultural Development Manager	Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 5.1.2.1	Responsible manager should be Community and Cultural Development Manager	Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 5.1.4.1	Undertake social planning and research. Responsible manager should be Community and Cultural Development Manager	Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 5.1.5.1	Provide appropriate specialist advice....Responsible manager should be Community and Cultural Development Manager Delivery stream is Social Planning not CD	Not Manager Community Cultural and Economic Development

AMENDMENT TYPE	AMENDMENT	RATIONALE
Revise Responsible Manager and delivery stream for Annual deliverable 5.1.5.1	Implement the Positive Ageing Strategy Delivery stream community development Responsible manager should be Community and Cultural Development Manager	Not development assessment  Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 5.3.2.1	Coordinate the Graffiti prevention and removal program. Responsible manager add: Community and Cultural Development Manager	Joint program
Revise Responsible Manager for Annual deliverable 5.4.1.1	Implement the key strategies of the community Safety Plan. Responsible manager should be Community and Cultural Development Manager	Not Manager Community Cultural and Economic Development
Revise delivery stream for Annual Deliverable 5.4.1.1	Manage the operations of the City Centre Delivery stream – city centre	Not community safety and Graffiti prevention
Revise Responsible Manager for Annual deliverable 5.4.2.1	Responsible manager should be Community and Cultural Development Manager	Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 5.4.2.2	Responsible manager should be Community and Cultural Development Manager	Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 5.4.3.1	Consider crime prevention through design in the assessment of new developments. Responsible manager add: Community and Cultural Development Manager	Joint program
Revise Responsible Manager for Annual deliverable 5.4.3.1	Provide advice on access related matters. Delivery stream – community development Responsible manager should be Community and Cultural Development Manager	Not Community safety and Graffiti prevention Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 5.5.3.1	should be capitals deliver the Positive Ageing Strategy Responsible manager should be Community and Cultural Development Manager	Not Manager Community Cultural and Economic Development

AMENDMENT TYPE	AMENDMENT	RATIONALE
Revise Responsible Manager for Annual deliverable 5.6.1.1	deliver a range of youth services Delivery stream –youth services Responsible manager should be Community and Cultural Development Manager	Not Manager Community Cultural and Economic Development
Revise Responsible Manager for Annual deliverable 5.6.1.1	Deliver a range of ABCD initiatives. Responsible manager should be Community and Cultural Development Manager	Not Manager Community Cultural and Economic Development
Revise wording	Spelling error on Corrimal Commercial Revitalisation Strategy On Gwynneville/Keiraville study add the words ‘traffic’ (Supporting documents pg. 25 Draft budget and capital budget)	Error
Revise delivery Stream and Responsible Manager for Annual deliverable 2.2.2.1	Undertake Mt Keira Masterplan and plan of management should be delivery stream Community Land Management Planning and Responsible Manager should be Manager Environment Strategy and Planning	Not Economic Development and Manager Community Cultural and Economic Development
Revise delivery stream for annual deliverable 5.1.6.2	Explore Vert-Ramp Infrastructure opportunities at Fairy Meadow Skate Facility delivery stream should be Sportsfields	Not Lakeside Leisure Centre
<b>SERVICE PLANS</b>		
Community Programs	Transfer <i>provide internal advice on physical access, planning and legislative enquiry</i> to community programs	Not Library and community Services
Community Programs	Community Programs - add as major projects 1. Deliver the Wollongong positive ageing plan and 2. development of the Disability Access and Inclusion Plan	
Community Programs	Community Programs - Add as supporting documents Men’s Spaces and Places Action Plan and Wollongong Positive Ageing Plan 2013-17	
Development Assessment	Remove the ‘implement positive ageing strategy’	
Emergency Management	Change Responsibility to Manager Infrastructure Strategy and Planning  Remove Supporting document – Emergency Operations Plan  In Major projects section – ‘Contribute to the development of an Emergency service level agreement’ Remove the words ‘development of’ and replace with delivery of programs	Not Manager Infrastructure Planning and Support  No longer in existence  As this has already been developed

## Attachment 1 Draft Budget and Capital Budget

Additional item in Contributions, donations, memberships and subsidies table	is	Council is currently negotiating a 3 year agreement with UOW for the development and implementation of the Vision Illawarra project. Vision Illawarra is an integrated planning tool allowing for integrated forecasting of land use, demographics, economic dynamics, as well as demand for transport and other utility services. It is anticipated this tool will add value to major land use and transport planning. The annual fee is \$20K and this is within current budget.
--	----	--

## Summary of Submissions Raising Questions or Non Annual Plan Related Issues

Person Making Organisation Submission	Plan	Topic	Summary of Issue	Division Responsible	Divisional Response
R.Knowles	Delivery Stream Report	Council Pools and Lifeguard Services	Commercial pools, community pools, lifeguard services and rock pools are one of Councils major expensiture areas. Council needs to either reduce expenditure, increase revenue or a combination of both	<b>Property and recreation</b>	Council continues to research and explore a range of initiatives to identify efficiencies to reduce current expenditure across its pools and beaches. These initiatives must be carefully balanced to ensure that current service levels are maintained and compliance to NSW Public Health Legislation and the Department of Local Government's Water Safety Practice Note guidelines. Council has reviewed its fees and charges and made minor amendments to existing beach and pool fees. New Program Activities and Commercial Licence opportunities will continue to be explored.
R.Knowles	Delivery Stream Report	Botanic Garden and Annexes	Need to increase revenue and reduce expenditure or combination of both. Fees at Botanic Graden are to low. Are fees charges at the Botanic Garden too low. Should defferent charges apply for residents of WCC LGA and non-residents of WCC LGA? EG. Concord Council charge \$5 entry fee for non-residents using Coborito Park.	<b>Environment Strategy and Planning</b>	The Botanic Garden continues to research and explore a range of initiatives to identify efficiencies to reduce current expenditure. Council also reviews it's fees and charges annually. The Botanic Garden is a key community and tourism asset for the city, and as such it is considered inappropriate to charge an entry fee.
R.Knowles	Delivery Stream Report	Community Managed Licenced Community Centres and Halls	Need to increase revenue and reduce expenditure or combination of both, especially hiring charges for commercial operations.	<b>Community Cultural Economic Development</b>	Council continues to research and explore a range of initiatives to identify efficiencies to reduce current expenditure across its community facilities. These initiatives must be carefully balanced to ensure that current service levels are maintained. Commercial hirers are already charged a higher hirer fee than not profit organisations. Licensees of Community Centres and Halls set hire charges under the terms of their licence agreements.
R.Knowles	Delivery Stream Report	Community Managed District Community Centres and Halls	Need to increase revenue and reduce expenditure or combination of both, especially hiring charges for commercial operations.	<b>Community Cultural Economic Development</b>	Council continues to research and explore a range of initiatives to identify efficiencies to reduce current expenditure across its community facilities. These initiatives must be carefully balanced to ensure that current service levels are maintained. Commercial hirers are already charged a higher hirer fee than not profit organisations. Fees and charges are benchmarked District Community Centres and Halls to ensure equity and high utilisation of centres.
R.Knowles	Delivery Stream Report	Business Improvement	Please explain what is Business Improvement? The cost of this is worrying.	<b>Executive Strategy</b>	Business Improvement co-ordinates and delivers Council's sustainability program including service reviews. The total cost includes \$2M budget for operational contingencies which is distributed throughout the year to cater for additional salaries and wages increases, unanticipated costs or urgent actions.
R.Knowles	Delivery Stream Report	Illawarra Performing Arts Centre	Revenue of only \$9000 seems hard to believe. Please explain how this is achieved. Why is the excess of expenditure over revenue \$1.864M? Need to increase revenue and reduce expenditure or combination of both. Mr Knowles seeks access to the "Funding and Licence Agreement" referred to in the delivery stream report. Why are some of the how we perform over time figures from 2011 and some 2013?	<b>Community Cultural Economic Development</b>	As Merrigong who manages IPAC is a separate entity to Council, the figures contained within the Delivery Stream reflect Council's financial position with respect to IPAC, not the overall financial position of IPAC. The GIPA Act governs access to government information in New South Wales. All members of the public have the capacity to request government information under this legislation.

## Summary of Submissions Raising Questions or Non Annual Plan Related Issues

Person Making Submission	Organisation	Plan	Topic	Summary of Issue	Division Responsible	Divisional Response
R.Knowles		Delivery Stream Report	Wollongong City Gallery	Need to increase revenue and reduce expenditure or combination of both. Should admission charges apply and if so at different rates for Wollongong residents and non-wollongong residents?	<b>Community Cultural Economic Development</b>	Wollongong Art Gallery has previously discussed and has on occasion revisited the issue of admission charges for Gallery visitors. The opinion of those involved in the discussion and industry empirical data has concluded that having an admission charge would discourage visitation, impact on visitor numbers and unfairly impact on families and those members of the community least able to afford the charge. While impacting on the Gallery's ability to reach the broadest community audience it would also create or reinforce an 'elitist' perception of the Gallery and Art and Culture generally as being only available or of interest to a small wealthier section of the community. Charges would also discourage schools bringing students to the Gallery and as the audience demographic would change it would have a significant impact on the types of programs that the Gallery would develop or present. The Gallery has been actively promoting the facility hire aspect of its business to encourage business and community usage, it also looking at strategies to increase revenue through its gift shop activity. The Gallery is also identifying external grant and sponsorship opportunities to increase its income while over the next 12 months it will investigate more cost effective ways to deliver its program as well as its marketing and promotional activities.
R.Knowles		Delivery Stream Report	Wollongong Town Hall	Expenditure exceeding revenue \$856,000. This is a real problem area as many now feel total charges for the use of town hall are far too high. Should community groups be able to use their members for many of the jobs to reduce total cost of hiring Town Hall. Need to review charges especially for Not for Profit users, especially Wollongong Groups.	<b>Community Cultural Economic Development</b>	Merrigong who manages the Town Hall is a separate entity to Council. Your submissions will be forwarded to Merrigong for consideration.
R.Knowles		Delivery Stream Report	Building Certification	Expenditure exceeding revenue by \$670K. Need to reduce this, why is it not self funding?	<b>Development Assessment and Compliance</b>	Statutory fees set by State Gov apply to key services such as building certificates and activity applications, and are not set at a cost recovery level and cannot be increased by Council. PCA fees and charges are generally set at a cost recovery level.
R.Knowles		Delivery Stream Report	Development Assessment	Excess of expenditure over revenue of \$2.406M. Need to reduce this. Shouldn't the cost of assessing Development Applications be covered by fees for developer applications especially for large developments and commercial developments.	<b>Development Assessment and Compliance</b>	Statutory fees set by State Government apply to development applications. These fees are not set at a cost recovery level and cannot be increased by Council.
R.Knowles		Delivery Stream Report	Destination Wollongong	No income, expenditure of \$1.085M. Is this worthwhile - what is the assessment method to determine expenditure or subsidy paid by ratepayers? If there is State or Federal Government grants cover part of this expenditure what are they and their total value?	<b>Community Cultural Economic Development</b>	Council has a 5 year funding agreement with Destination Wollongong to deliver a range of services on behalf of Council, which includes performance measures. In addition to the funding agreement with Council, Destination Wollongong also has a number of other income streams including membership, commercial activities and does also seek support from other levels of Government where applicable.
R.Knowles		Delivery Stream Report	Emergency Management and Support	Expenditure exceeding revenue by \$4.524 M. Please explain? Should this be State Government responsibility and not Local Government?	<b>Infrastructure Strategy and Planning</b>	\$3,549,672 are compulsory Statutory payments to the SES, RFS and Fire Rescue NSW. \$439,146 are Depreciation Payments for this activity and \$1,102,182 are Internal costs and Operational costs for the RFS and SES as per Service Agreements signed by Council with the Agencies.
R.Knowles		Delivery Stream Report	Central Library	With an excess of expenditure over revenue of \$5.802 million, can library expenditure be reduced or income increased? There should be charges for the library services, maybe \$20 for a yearly membership.	<b>Library and Community Services</b>	Council's investment in Libraries represents an investment in the development of community capacity, whether via the provision of access to books, audio-visual resources, magazines or internet for those unable to afford these resources, or via the delivery of programs and projects that support community learning and recreation. A review of the benefit of Australian libraries conducted by SGS Economics in 2013 concluded that every \$1 spent on library services generates \$2.90 of value to the community, so the provision of Council Libraries represents a net benefit to the Wollongong LGA. In addition, the NSW Library Act (to which all NSW public libraries are bound) specifically states that Councils cannot charge LGA residents a fee for membership of their public library.

Summary of Submissions Raising Questions or Non Annual Plan Related Issues

Person Making Submission	Organisation	Plan	Topic	Summary of Issue	Division Responsible	Divisional Response
R.Knowles		Delivery Stream Report	Sports Fields and Playgrounds	Excess of expenditure over revenue of approx \$17M. Need to increase revenue and reduce expenditure.	<b>Property and recreation</b>	Council has reviewed its fees and charges and made minor amendments to existing sportsfield fees. New Program Activities and Commercial Licence opportunities will continue to be explored.
R.Knowles		Delivery Stream Report	Animal Control	Expenditure exceeds revenue by over \$1M. Can this be reduced.	<b>Regulation and Enforcement</b>	Reduction in expenditure equates to either a reduction in resources or an increase in income to this end Council is committed to working with the community and in this respect not all enforcement matters result in penalties.
R.Knowles		Delivery Stream Report	Waste Collection and Litter Bins and Waste Recovery Park	Expenditure exceeds revenue by over \$7.5M. Can this be reduced.	<b>City Works</b>	Council's annual Domestic Waste Management Charge is levied in accordance with the Local Government Act 1993. The applied charge (as exhibited in the Draft Revenue Policy, Fees & Charges 2015-16) is made up of various component costs that directly relate to domestic waste management. It is therefore incorrect to add various individual service delivery costs relating to arbitrarily selected services and consequently draw a conclusion on net earnings.

# Council Improvement Proposal

(Existing Structure)



Office of  
Local Government



**Council name:** Wollongong City Council

**Date of Council resolution endorsing this submission:** To be added following Council consideration.

## 1.1 Executive Summary

Provide a summary (up to 500 words) of the key points of your Proposal including current performance, the issues facing your council and your planned improvement strategies and outcomes.

The ability to provide appropriate services and fund the maintenance renewal of community assets as and when required is a key challenge for NSW local government and a major risk to many councils long term financial sustainability. Wollongong City Council ('the Council') is not immune to this issue. In 2013 the NSW Treasury Corporation (TCorp) found that Wollongong City Council's medium term financial position to be sound, however that Council's deteriorating operating results are 'primarily due to increasing depreciation and amortisation expenses', and that 'this is a significant issue that could impact the long term financial sustainability of the Council'.

At the time of the TCorp assessment Council was already responding to the issues raised and has since that time firmed its plan to address the issues, and is now well positioned in preparing its Fit for the Future Proposal. Since 2007, Council has taken an approach focussed on achieving operational savings to free up funds to be used for asset renewal. In 2009, Council adopted a Financial Strategy to provide direction for decision making in the allocation and management of Council's financial resources. The Strategy recognised the asset challenge, and that there was a need to develop actions in consultation with the community to move towards surplus budgets. This program utilised a number of strategies to achieve recurrent budget improvements without having a negative impact on the community. The improvement achieved by the end of the 2013-14 financial year was approximately \$21M per annum.

Whilst the asset challenge and improving our financial position have been part of Council's strategic planning since 2007, and forms a key deliverable under Wollongong 2022 Community Strategic Plan, targeted community engagement was undertaken during 2013 and 2014 for the *Securing our Future* Financial Sustainability Review. This program worked with the community to identify options and strategies for financial sustainability via efficiencies, service levels and funding sources. The outcome included a revised, more sustainable Resourcing Strategy, which included an approved special rate variation over three years commencing 2014/15.

This improvement proposal builds upon the Independent Local Government Review Panel's position that the Council has enough scale and capacity to maintain its operations as an independent Council, yet seeks to strengthen its relationships with other Councils in the Illawarra region. Council is currently participating in the Illawarra Regional Joint Organisation Pilot, and intends continuing exploring regional partnership opportunities beyond the pilot.

Other key improvement strategies include:

- Implement an efficiency program which would reduce a forecast expenditure of \$4.5M per annum without material impact on service levels
- A minor change to some service levels, reducing costs by \$1.5M per annum
- Small increases revenue from fees and charges, totalling \$0.5M per annum
- A rating increase, bringing an additional \$14.5M per annum over three years
- Consider and plan for the longer term impacts of development at West Dapto
- Maintain Available Funds between 3.5% and 5.5% of operational revenue
- Remain a low debt user by maintaining a debt service ratio below 4%
- The full life cost of capital expenditure will be considered before capital projects are approved
- Apply at least 85% of Operational Funds Available for Capital to the renewal of existing assets.
- Continuously improve efficiency in delivery of services, including an ongoing review of services.
- Actively pursue grant funding and other contributions to assist in the delivery of core services.

## 1.2 Scale and Capacity

Does your council have the scale and capacity broadly consistent with the recommendations of the Independent Local Government Review Panel?

**Yes**

### **Discussion**

The Independent Local Government Review panel identified in its final report Council's current rating by TCorp as Moderate. Furthermore, it stated that in terms of economic, social, environmental and transport linkages, and for strategic planning purposes, the three Illawarra councils form a well-established region and have cooperated for many years through regional organisations, although shared services activity is very limited.

The Panel noted the Illawarra faces major economic and social challenges, coupled with substantial urban growth in Wollongong and Shellharbour. The Panel considered whether a merger or mergers was necessary at this stage. It took into account a combination of four key factors:

- Each council appears sustainable for at least the medium term
- Existing boundaries do not pose significant urban management problems
- Water supply and sewerage are handled separately by Sydney Water
- Kiama's distinctive rural and coastal setting and 'country town' character, compared to Wollongong and Shellharbour.

On that basis, the Panel considered that closer collaboration through a Joint Organisation should enable a sufficient response to regional challenges for some time to come.

Since the Panel's recommendation, the three councils plus the Shoalhaven successfully applied to be a pilot Joint Organisation (JO). The pilot allows for further consideration of the Panel's feedback and the opportunity to identify and address regional challenges in the medium to long term. The pilot also provides an opportunity to build on regional shared service opportunities such as the regional procurement project currently under the auspice of the Southern Councils Group. The draft Regional Strategic Priorities Statement prepared by the pilot further identifies opportunities related to regional training and asset management.

Underpinning the work of the JO is the establishment of an operational working group, working across the four councils investigating other shared service potential.

Whilst Wollongong City Council meets the scale and capacity criterion as recommended by the Panel – no merger is proposed – it is further argued that Council can remain independent for the following reasons:

- Council's existing population exceeds 200,000 and is expected to be 243,156 by 2036 with development well underway at West Dapto
- Wollongong is the regional centre for the Illawarra
- Wollongong City Council is one of the biggest employers in the region. Council is also part of a shared skill based program where employees are exchanged with neighbouring councils when specialist skills are needed for short periods of time. There are current discussions to expand this arrangement.
- Council also had a strong relationship with the former Southern Councils Group, and is now participating in a Pilot JO with additional work underway on shared services.
- Council has demonstrated it is a capable partner with State and Federal agencies with such programs as the Illawarra Growth and Infrastructure Plan.
- Despite reducing operational costs of \$21M to redirect to asset renewal, Council has also successfully enhanced and expanded the range and level of service provided to the local community. For example since 2008, Council has established and expanded services such as a centralised Customer Service centre, Regulation and Enforcement, Development and Construction Compliance, commissioned the Thirroul Library and Community Centre, created a Professional Conduct Coordinator role and a CBD coordinator, transferred Wollongong City Gallery across under the organisational establishment, created two Corporate Lawyers and reopened the Town Hall.
-

## 2. Your council's current position

### 2.1 About your local government area

Explain the key characteristics of your local government area, your community's goals and priorities and the challenges you face in the future (up to 500 words).

*"From the mountains to the sea, we value and protect our natural environment and we will be leaders in building an educated, creative and connected community" (Community Vision, Wollongong 2022).*

Wollongong is the third largest city in New South Wales and ninth largest city in Australia in terms of population (pop 205,231 (ABS ERP 2013), with steady growth rates expected until 2031 with land release areas at Tallawarra and West Dapto. Whilst these developments will bring business investment and job opportunities to the area, there remains to be challenges regarding short and long term infrastructure funding and prioritisation.

The population is ageing with consistent growth in the proportion of people aged 50 years and over. With this comes increased pressure on physical infrastructure, health, education, housing, employment, transport, revenue, aged care, waste and recreation.

The median weekly household income was \$1,101, which is below the state and national median income levels of \$1,237 and \$1,234 respectively. Wollongong's unemployment rate is also higher than state and national averages at 7%, compared with 6% for both NSW and Australia (.id Profile, accessed 2015). There is a need to focus on job creation and economic development in light of these trends and the decline in local manufacturing and steel industries.

During the development of the Wollongong's Community Strategic Plan "Wollongong 2022" in 2012, the community identified the following big issues:

- Infrastructure and standard of assets
- Area needs a revamp and revitalisation
- Lack of jobs
- Need for improve public transport , including a fast train to Sydney
- Better/upgraded infrastructure
- Preservation of the natural environment
- Safety

“Wollongong 2022” has six interconnected goals:

- 1 We value and protect our environment.
- 2 We have an innovative and sustainable economy.
- 3 Wollongong is a creative, vibrant city.
- 4 We are a connected and engaged community.
- 5 We are a healthy community in a liveable city.
- 6 We have sustainable, affordable and accessible transport.

To help achieve the Wollongong 2022 community vision and six community goals our Councillors have made an additional commitment through five key focus areas (strategic programs) for the next five years:

- 1 Improving the standards of community assets over the 5 year Council term. This will be achieved by directing 85% of all capital investment into asset renewal, and a strong emphasis on cost effectiveness in service provision.
- 2 Council will work in collaboration with key agencies to provide the infrastructure needed to support growth within the West Dapto Urban Release Area.
- 3 Work to reduce the environmental impact of waste by improving waste management across the city.
- 4 Improve the attractiveness of the Wollongong City Centre to work and visit, reinforcing its role as the region’s major hub for investment and jobs growth.
- 5 Improve the connectivity of the Local Government Area (LGA) through the upgrade of our network of footpaths and cycleways.

In 2013-14 Council undertook a significant community engagement process as part of a ‘*Securing our Future*’ program. The program focused on the long term financial sustainability of the organisation, with a focus on the need to renew a substantial asset portfolio of \$4.05b (replacement cost). Part of the process included a review of the Council’s Resource Strategy and Delivery Program and led to the adoption of a revised scenario including a combination of efficiency, minor adjustments to service levels, increased fees and charges and a special rate variation. Further detail on the options considered with the community and the final outcome are detailed in section 3.4 of this template.

Council’s current draft Annual (operational) Plan progresses the ‘*Securing our Future*’ program and this Improvement Proposal remains consistent with the endorsed approach.

## 2.2 Key challenges and opportunities

Strengths	Weaknesses
<ul style="list-style-type: none"> <li>- Strengths associated with a relatively large Council - Large rate base, economies of scale, etc.</li> <li>- Regional centre with increasing private investment</li> <li>- Strong cash holdings and low levels of debt</li> <li>- Strong own source revenue record</li> <li>- High value of properties owned, with some in the position of sale.</li> <li>- Existing Financial Sustainability Policy and program in place</li> <li>- Annual improvement to 2013/14 was \$20.3Mil of operational funds recurrent leading to a 110% increase in capital expenditure over the last 5 years.</li> <li>- Three year SRV approved in 2014.</li> <li>- Strong community engagement practices</li> <li>- Increasing community satisfaction with Council's overall performance (source: Community Satisfaction Surveys, 2010, 2012, 2014).</li> <li>- Diverse and highly professional internal expertise</li> <li>- Full costing information available for all of Councils services and delivery streams and improving knowledge of full cost of service</li> <li>- Business proposal process (rigorous process for prioritising non-allocated funds).</li> <li>- Journey toward fully integrated plans (links to business proposal process)</li> </ul>	<ul style="list-style-type: none"> <li>- Prior to attainment of the 13/14 SRV (over three years) deteriorating operating results "primarily due to increasing depreciation and amortisation expenses" (TCorp, 2012).</li> <li>- Currently failing to meet TCorp Infrastructure and Asset Management benchmarks: Infrastructure Backlog, Building and Infrastructure Asset Renewals Ratio, and Asset maintenance ratio.</li> <li>- Low community satisfaction with maintenance of local roads and footpaths (source: Community Satisfaction Survey, 2014)</li> <li>- High expenditure on overtime</li> <li>- High service and infrastructure levels – 17 patrolled beaches, 10 fresh water/aquatics facilities, 9 salt water rock pools, 700 community buildings, etc.</li> <li>- Higher than average business rates</li> <li>- Unplanned external funding (esp. capital)</li> <li>- Too much data in some areas, and not appropriate data in others</li> <li>- Reactive approach / resistance to change.</li> <li>- Tendency to maintain status quo</li> <li>- Historically, the Enterprise Agreement limits flexibility for workforce planning</li> </ul>
Opportunities	Threats
<ul style="list-style-type: none"> <li>- "Securing our Future" project and our ongoing Financial Sustainability Program means both internally and in the community there is a common understanding about financial sustainability</li> <li>- Joint Organisation</li> <li>- Shared services (at operational level)</li> <li>- Operational savings target</li> <li>- Special Rate Variation – opportunity to improve performance in benchmarks</li> <li>- Development and improvements to asset management plans, systems and processes, including data management, further definition of levels of service for individual asset classes.</li> <li>- Improvements to capital works prioritisation process</li> <li>- Costing annual deliverables / activity based costing</li> <li>- Increase non-rate revenue</li> <li>- Other methods to resource and deliver our services including – delivery methods (including Outsourcing services) / staff structures / reviewing management and operational structures</li> <li>- Greenfields development at West Dapto – increased rates income, increased economic activity.</li> </ul>	<ul style="list-style-type: none"> <li>- Redistribution of FAG grants to rural Councils.</li> <li>- Council not supporting the SRV 16/17 as part of the annual budget process</li> <li>- Reliability of asset data and timing/costs for renewals</li> <li>- Development at West Dapto and the potential and realistic increasing costs of infrastructure as a result of significant development constraints. Also caps on developer contributions.</li> <li>- Lack of appetite to review service levels</li> <li>- Ageing workforce (loss of corporate knowledge) and low turnover of staff</li> <li>- Lack of appropriate asset data and poor use of data means continued incorrect benchmarking information (e.g. Infrastructure Backlog)</li> <li>- Lack of State Government guidelines or industry guidelines resulting in benchmarking being subjective (e.g. useful life) for asset management.</li> </ul>

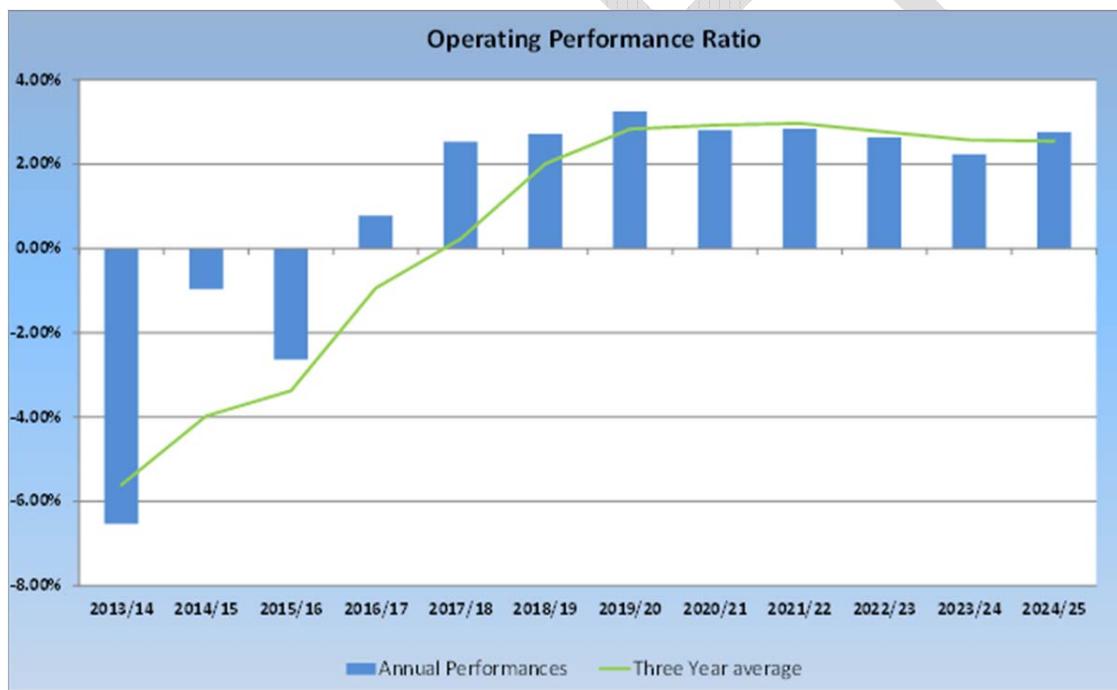
## 2.3 Performance against the Fit for the Future benchmarks

### Sustainability

Measure/ benchmark	2013 / 2014 performance	Achieves FFTF benchmark?	Forecast 2016 / 2017 performance	Achieves FFTF benchmark?
<b>Operating Performance Ratio</b> (Greater than or equal to break-even average over 3 years)	-5.61%	No	-0.94%	No
<b>Own Source Revenue Ratio</b> (Greater than 60% average over 3 years)	77.30%	Yes	81.92%	Yes
<b>Building and Infrastructure Asset Renewal Ratio</b> (Greater than 100% average over 3 years)	49.22%	No	95.09%	No

If the Fit for the Future benchmarks are not being achieved, please indicate why.

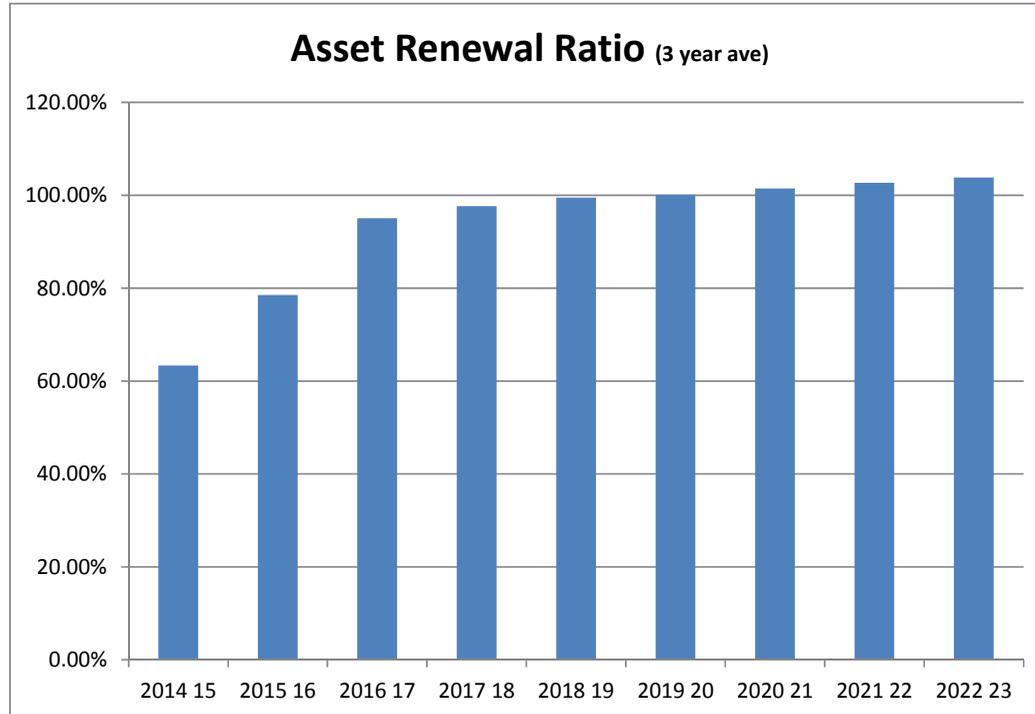
**Operating Performance Ratio:** The historical trend indicates a negative result for the last three financial years. This trend was described in detail in Council's 2014-15 application to IPART for a Special Rate Variation. The 2013-14 result has been distorted due to the change in timing of Financial Assistance Grants. Without this there would have been a continuing improvement over the 2012-13 year based on the improvement program in place. The purpose of Council's 2013-14 'Securing our Future' program, which included efficiency improvements, service adjustments, fees & charge increases and a Special Rate Variation, was to assist Council in improving its operating result, and to reach break-even. With these changes in place, it is forecasted that this will be achieved by 2017-18.



**OWN SOURCE REVENUE:** Performance meets benchmark.

**INFRASTRUCTURE ASSET RENEWAL:**

- 1) Council meets this benchmark in 2019/20. The result is positive and shows Wollongong is progressively realising strong improvements in infrastructure renewal works. Council's 'Securing our Future' program was adopted in 2014 and further budget revision additional to this program bridges the gap over the next five years. Council's progress on this benchmark measure can be seen in the graph below, highlighting the benefit of the SRV allocations, which increase over 14/15 to 16/17. Council has also been refining its asset management data including the renew/new split. The older style of calculation (13/14 and earlier) was using an "either/ or" approach for the new-renew, that is allocating each project as either new or renew. The newer methodology, using the data now driven from the capital budget worksheets, allows a percentage split for each project. The higher granularity allows a better estimate of the renew expenditures than was previously possible. This accounts for the significant improvements in the ratio from 13/14 to 15/16.
  
- 2) There are limitations of the benchmark worth noting. Depreciation does not equal required expenditure: The benchmark compares capital budget allocated to renewal of infrastructure assets against the depreciation amount of those assets. The assumption is that the required expenditure to achieve level of service is equal to this depreciation amount in any one year. However, this is not necessarily the case. For example, Wollongong Council's transport assets were shown in the 2011 Asset Management Plan to have a current replacement cost of \$1.3b (2011 dollars). The annual straight-line depreciation calculation was \$23m p.a. of these assets combined. However, due to an asset stock in generally good condition compared to the levels of service standards and many transport assets having long lives, the required annual expenditure on asset renewal was determined to be \$14m p.a. Therefore the amount required to be spent on renewing those assets was/is (considerably) less than the annual straight line depreciation amount. This is similar for Wollongong's stormwater assets, which value ¼ of Councils total asset stock by CRC. However, for other asset types, such playgrounds, matching depreciation may not be sufficient to cover changing safety and specification improvements necessary in replacement of failed assets.  
The outcome of this ratio will depend clearly on the point in an asset class's lifecycle and the depreciation methodology applied. This issue will be significant in Councils that have a high growth level where the majority of assets are relatively new (do not require renewal) and depreciation is high.



- 3) Further, Wollongong is a growing city with significant new greenfield development taking place at West Dapto as per the State Government’s Illawarra Regional Growth and Infrastructure Plan. Council plans to construct in excess of \$500M in new infrastructure as part of this development over the next 40 years. This measure will therefore be skewed by this new development where it is necessary to provide new infrastructure to service the new community, as well as focus on renewal in our established communities. Indexation and changes over time also effect residual value.

In reference to entire capital works program, the graph below shows a major increase in total capital budget allocation (including new and renew) over the period 2009-10 to 2018-19. The average spend of Councils Capital works program for the 5 years to 2013-14 was \$63.3m annually. The average of the 5

years 2014-15 to 2018-19 is programmed to be \$93.5m. While some of the increase is for 'new' assets as described above, the majority of this expenditure is renewal of existing assets stock, based on Council's financial strategy which requires at least 85% of operational revenue to capital be expended on renewal, an SRV increase and operational savings devoted to renewal.

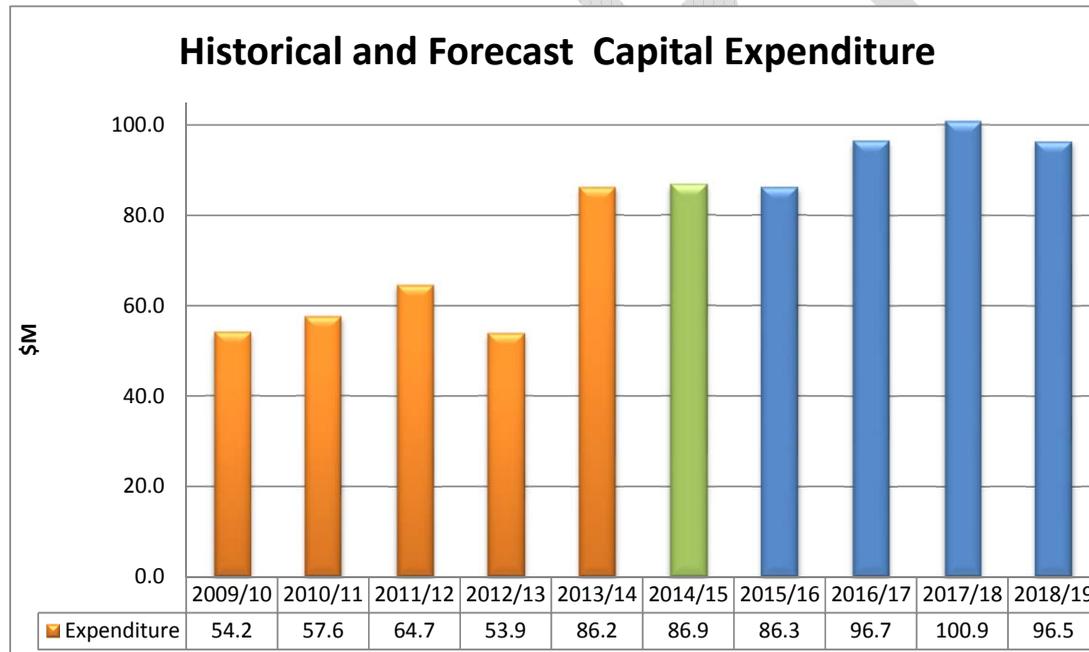
Programmed renewal budget on buildings and infrastructure:

2014-15 = \$48.6m

2015-16 = \$51.3m

2016-17 = \$55.0m

2017-18 = \$56.7m (includes future grant allocation)



## 2.3 Performance against the Fit for the Future benchmarks

### Infrastructure and service management

Measure/ Benchmark	2013 /2014 performance	Achieves FFTF benchmark?	Forecast 2016 / 2017 performance	Achieves FFTF benchmark?
<b>Infrastructure Backlog Ratio</b> (Less than 2%)	8.84%	No	6.43%	No
<b>Asset Maintenance Ratio</b> (Greater than 100% average over 3 years)	72.63%	No	98.34%	No
<b>Debt Service Ratio</b> (Greater than 0% and less than or equal to 20% average over 3 years)	1.87%	Yes	2.96%	Yes

If the Fit for the Future benchmarks are not being achieved, please indicate why.

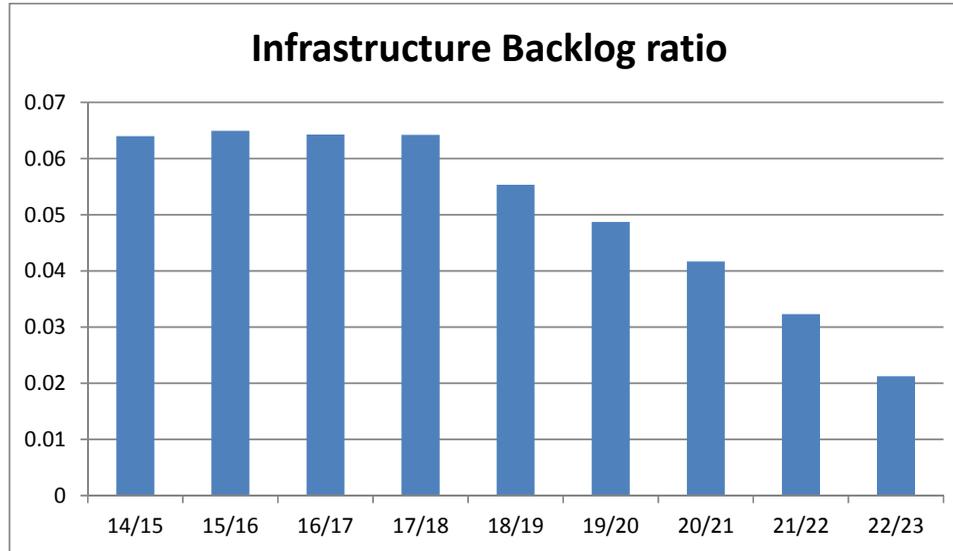
**INFRASTRUCTURE BACKLOG:**

The difference in the benchmark and the result for Council could largely be attributed to the method Council applies to get our result. Council also believes there are some significant limitations to the benchmark itself.

- a) Limitations of the benchmark:
  - i. “Cost to bring to satisfactory” is a notional concept that is not based on any asset planning principles.
  - ii. Measuring “Cost to bring to satisfactory” over the written down value of assets means that the reported backlog percentage can change without any additional backlog items. The denominator effectively measures relative age of assets within portfolios and also eliminates impaired assets that have no value. The measurement will therefore impact the relative significance (size) of the result without measuring capacity to renew.
  - iii. The notions that appear to be espoused in the OLG documents measures assets that are within a life cycle and not due for renewal as backlog in the numerator of this calculation. That is an asset in condition 3, still years off renewal requirements, is being included in the backlog ratio.
  - iv. The denominator of written down value versus replacement cost can overstate the size of the problem. It would be argued a fairer representation would be achieved by using renewal cost of assets that have passed their actual used by condition and life over the CRC of the assets. An assessment against of this benchmark using CRC as the denominator has been undertaken in section 4.1 of this report.
- b) Limitations of the method WCC applies to obtain backlog result:
  - i. Council’s Special Schedule 7 defines the cost to bring to satisfactory as the current replacement cost for assets in categories 4 and 5 to bring the asset to at least category 3. When Council renews an asset, it is not in the practice to simply bring it to “satisfactory” (see point ii on how “satisfactory” is defined); rather the asset is generally renewed to the excellent condition, condition 1. Council’s previous auditors identified that “simply using the total renewal costs for the purposes of SS7 would overstate the costs to be disclosed” (Hill Rogers Spencer Steer Assurance Partners, 27/2/15).
  - ii. Council’s use of condition 3 for satisfactory has only been supported by extensive community engagement for footpath and cycleway assets. This was done as part of Council’s ‘Securing our Future’ process. Further engagement is required to determine satisfactory levels of service for other asset types, hence the ratio has taken the conservative approach of using condition 2 as ‘satisfactory’ for all asset types other than paths. This is an indicator of the need to include an action regarding service levels in our improvement plan.

- iii. For the majority of assets, asset lives are determined by condition assessment in the field, with a resultant calculation of remaining useful life. As not all assets types can be inspected this way (e.g. stormwater pipes), to achieve a condition consistent across all assets, condition is calculated from the remaining useful life of the asset. However, an asset with 4 years to renewal is considered level 4 (not satisfactory). The same measure is currently applied equally to all asset classes that have differing useful lives. This distorts the result for some asset classes.
- iv. Condition data is not consistent across asset types. Most assets have condition inspected on regular inspections cycles, however, some asset types, e.g. stormwater pipes, only have condition data based on their lives, not on inspection data. Council intends on improving the maturity rating of its data over the life of the Asset Management Plan.

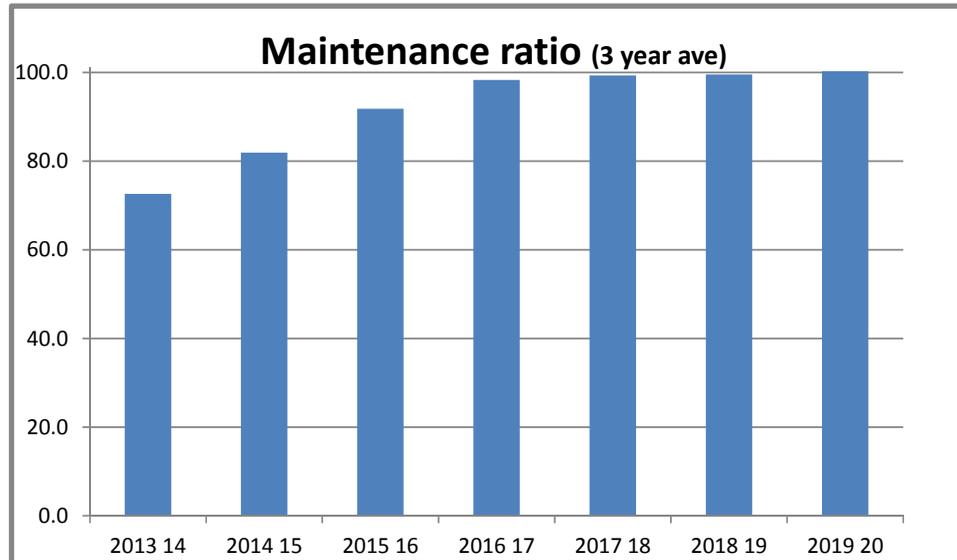
Across the sector, there is strong recognition of the limitations of this measure, as outlined above, and Council continues to hold the position that this indicator does not provide meaningful information regarding the status of Council's infrastructure portfolio. Council has, however, reworked its model based on advice received from our auditors to consider assets in condition four and five to be brought to condition two (except for footpaths which are to three based on the 'Securing our Future' project), rather than one. This has resulted in the backlog cost as at 2014-15 being reduced from \$129M to \$93.5M, based on the reworked model. Councils Asset Management Plans combined provide a projected asset renewal profile which provides an average required expenditure of \$49m per year to ensure assets remain in satisfactory standard. Councils Long Term Financial Plan is committed to increasing forward capital works budget renewal allocations above this amount to reduce the calculated infrastructure backlog over time. This achieves a ratio of 6.4% for 2016-17.



**ASSET MAINTENANCE RATIO:**

Council’s Special Schedule 7 determines required maintenance from historical allocation based on a considered percentage of Current Replacement Cost (CRC). This has been refined over years to a reasonable position, but is not directly related to asset condition. With no clear definition of what is ‘required’ maintenance from OLG this process is based on Council’s asset management experience. Council’s auditors have recently suggested refinement of these measures to address changing maintenance needs over the life of an asset, with weighting towards the end of an asset life.

Accordingly, a review of Special Schedule 7 process for actual and required maintenance has been undertaken. Actual maintenance expenditure requires some process improvements to confirm maintenance expenditure in the 2014-15 financial year. Our entire maintenance and operational budgets actually total over \$35m, with improvements in the financial reporting of maintenance costs versus operational costs highlighting an increase in reported maintenance expenditure.



Accelerated operational savings has resulted in an additional \$500k recurrent and indexed allocated to maintenance budgets from 2015/16 onward.

Therefore Councils Asset maintenance ratio has been, and is programmed to be, as graphed, rising to a 3 year average ratio of 100.3%

**DEBT SERVICE RATIO:** Performance meets benchmark. Additional borrowing over time may be required for development at West Dapto, and if this is the case, it is expected that Council would remain within the benchmark given its current positive performance.

## 2.3 Performance against the Fit for the Future benchmarks

### Efficiency

Measure/ benchmark	2013 /2014 performance	Achieves FFTF benchmark?	Forecast 2016 / 2017 performance	Achieves FFTF benchmark?
<b>Real Operating Expenditure per capita</b> A decrease in Real Operating Expenditure per capita over time	1.02	No	1.00	Yes

If the Fit for the Future benchmarks are not being achieved, please indicate why.

There is a decreasing trend commencing 2011-12 which is consistent with restrained expenditure over recent years. There are some areas of increase that offset efficiency particularly in external payments such as the Waste Levy and Emergency services payments. There have also been increases in some employee costs around penalty rates and some increases in services. The number is also impacted from year to year by projects funded from external funding including recent decreases in WASIP.

It is worth noting that there are limitations with this benchmark. The result is influenced by the deflation factor used. The deflator for future years Wollongong City Council has applied is based on rate peg up to and including 2015-16 and then 2.5% as advised by OLG in their online portal and verbally at regional forums. This means that Council's expenditure projections are indexed at a higher rate than the deflator. This will result in a slight increase in the per capita cost.

## 2.4 Water utility performance

*NB: This section should only be completed by councils who have direct responsibility for water supply and sewerage management*

Does your council currently achieve the requirements of the NSW Government Best Practice Management of Water Supply and Sewerage Framework?

**Not applicable. Sydney Water undertake all roles for water supply and sewerage management.**

DRAFT

## 3. How will your council become/remain Fit for the Future?

### 3.1 Sustainability

Summarise your council's key strategies to improve performance against the Sustainability benchmarks in the 2016-20 period, including the outcomes you expect to achieve.

Prior to Council's application for a SRV in 2014, the baseline forecast indicated a \$21M annual shortfall in its operating position (pre-capital). This shortfall directly related to a gap in funding full depreciation. As part of the Council's Resourcing Strategy 2012-22 and Delivery Program 2012-2017, the adopted scenario addresses the shortfall in funding to achieve small surplus budgets by 2016-17, achieved through a combination of internal efficiency improvements, reductions to some service levels, and increased revenue through rates and fees and charges and a special rate variation.

The range of strategies Council is implementing to move from its existing position to one of long term sustainability is addressed by Council's Financial Strategy. The Strategy has a number of clear objectives and targets that aim to improve Council's long term sustainability. The principles of the strategy have underpinned the revised Resourcing Strategy, and in turn, inform Council's Delivery Program and Annual Plan.

With particular reference to the Sustainability Benchmarks, key strategies and outcomes to improve performance include:

- Maintain Available Funds between 3.5% and 5.5% of operational revenue
- Move towards and maintain small surplus budgets in the future – achieved through efficiency improvements, reductions in some service levels, increased revenue through rates and fees and charges.
- Council will move towards creating annual operational funds available for Capital equal to depreciation.
- Increased annual rate revenue created from subdivision in West Dapto will be restricted and only allocated to operational expenditure as the area develops. In the interim period, the annual revenue should be made available to meet infrastructure or planning requirements in the area.

Many of these actions have been developed as a result of Council's 'Securing our Future' project, which included a significant community engagement process.

## West Dapto

West Dapto is the last significant 'green fields' development in Wollongong. It will have significant financial impacts over a period of time. There will be substantial developer contributions, capital expenditure, financing issues and increased revenue. The management of all these elements has inherent risks due to the external section 94 pricing limits, estimating, scoping, and timing variables; and also the common infrastructure construction risks which are exacerbated when planning out at concept level. Rate revenue will precede operational cost demand and new assets will require little renewal and lower levels of maintenance some years creating a short to medium term perception of improved financial performance. Control is required to ensure the negative long term impacts that the delayed expense pattern could have if additional rate revenue is built into other recurrent operations.

Explain the key assumptions that underpin your strategies and expected outcomes.

*For example the key assumptions that drive financial performance including the use of SRVs, growth in rates, wage increases, Financial Assistance or other operating grants, depreciation, and other essential or major expense or revenue items.*

Financial Model Key Assumptions	
Assumption	Commentary
Securing Our Future Program	<p>The adopted Resourcing Strategy and Delivery Plan include the 'Securing Our Future' outcomes that will facilitate a \$21 Million per annum improvement that is intended to be delivered by:</p> <ul style="list-style-type: none"> <li>• An Efficiency Program to be implemented over three years that would reduce expenditure requirements by a minimum of \$4.5 Million without material impact on service levels.</li> <li>• A minor change to some service levels that would reduce cost by \$1.5 Million over a four year period. This adjustment included a change to the life of footpaths that would reduce the renewal requirement by approximately \$1 Million per annum.</li> <li>• An increase in revenue from fees and charges of \$0.5 Million over three years.</li> <li>• A rate increase that will build to an additional \$14.5 Million per annum over three years.</li> </ul>
Special Rate Variation	<p>Rate income projections are inclusive of the Special Rate Variation (SRV) that was approved by IPART on 3 June 2014 and allows for annual increases for 'General Income from Rates' of 6.13% in 2014-15, 6.23% in 2015-16 and 6.24% in 2016-17. This is a cumulative increase of 19.78% by 2016-17 (11.25% above the anticipated rate peg). Rates for 3(c) Regional Business and Heavy 1 Activity 1 Business subcategories (that currently pay a higher than average rate in the dollar on property valuation), and Special Rates, are indexed</p>

	<p>by 3% for 2015-16 and 2016-17.</p> <p>Forecasts beyond the SRV included in the ten year forecasts are based on increases aligned to CPI projections. Forecasts beyond 2015-16 also include a 0.4% growth in rates that represents approximately 420 additional properties per annum.</p> <p>The rate categories and sub-categories are proposed to remain unchanged. These structures have been applied since 1994 when the provisions of the then new Local Government Act came into force. A change in pricing structure for residential rates to include a base charge was introduced in 2002.</p>
Service Levels	<p>Estimates for expenses and income in future years have been applied based on existing service levels unless a decision has been made (e.g. footpath condition through the 'Securing our Future' program), or a plan is in place, to vary this level. The outcomes of Service Reviews are incorporated into forward estimates as deployment strategies are confirmed. Variations in recurrent budget costs in excess of expected indices have been considered and are included in the budget where necessary.</p>
Efficiency / Service Reductions	<p>The targeted efficiency improvement is based on reducing delivery costs for services across the breadth of Council's operations; it will require some industrial change and operational transformation. It is intended that these efficiency adjustments will not impact negatively on service delivery.</p>
Financial Assistance Grant	<p>The Financial Assistance Grant (FAG) is usually subject to indexation however, the 2014 Federal Government Budget included a "pause" in indexation until 2017-18. This has been indexed by 2.5% for 2017-18 and years beyond.</p>
Employee Costs	<p>Employee costs are inclusive of labour on costs such as superannuation, workers' compensation costs, parental leave, annual leave, provision for long service leave and payroll tax, where applicable. Councils have also been required to make an additional annual contribution of \$1.8M to the defined benefits superannuation scheme to address the fund shortfall resulting from the global financial crisis. The final payment of this top up is currently assumed to be in 2016-17.</p> <p>Recurrent casual and overtime budgets are maintained to match the service and structure levels required for 2015-16</p> <p>Labour costs are generally indexed by the Enterprise Agreement (EA) rates of pay. The current EA ends in June 2015 with Council currently in the process of renegotiating. The indexation figure has not yet been finalised, however it is anticipated that wage and salary movements will be indexed at the rate of 2.7% from 1 July 2015, which is consistent with the Local Government (State) Award 2014.</p> <p>The cost of employees working on capital projects is allocated to specific projects as work is completed. This includes design, survey, project management, and supervision and construction staff.</p>

<p>Depreciation</p>	<p>Depreciation represents 24% of the expense budget. The cost of depreciation has changed during prior years' reporting periods as classes of assets have been moved for historical cost to fair valuation. In 2009-10 particularly, the valuation of roads and bridges was changed to fair value which had a significant impact on depreciation amounts. All assets are now moved to fair value or acceptable approximations of fair value and significant change is not anticipated in the future.</p> <p>Council's maturity in asset management is improving and as new information becomes available changes may occur, particularly to asset lives and valuation information. Depreciation forecasts in the long term financial projections include provision for additional assets that are included in the capital works program (excluding West Dapto) and conservative estimates for expected growth through revaluation. No provision is currently included for any assets that may be contributed to Council from other levels of government or future developments.</p>
<p>Loans &amp; Borrowing costs</p>	<p>Borrowings are considered as part of the Capital Budget process in accordance with the Financial Strategy and Asset Management Policy.</p> <p>In 2009-10, Council accepted a \$26.1 Million interest free loan from the Department of Planning to accelerate construction of the West Dapto Access Strategy. The operating expenses shown in Council's forecasts include a notional borrowing cost for the interest free loan based on the Net Present Value (NPV) of the future repayments that will be made over the remaining life of the asset. The \$26.1 Million loan was originally recognised as a liability of only \$17.3 Million while the difference between that and the actual funds received was treated as income in the 2009-10. Notional borrowing costs have not been included in the calculation of the debt service ratio.</p> <p>Loan borrowings have also been expanded as part of a subsidised Local Infrastructure Renewal Scheme (LIRS) program that is offered by the State Government as incentive to councils to accelerate infrastructure renewal. These include:</p> <ul style="list-style-type: none"> <li>• \$20M in 2012-13 to bring forward renewal/upgrade of footpaths and cycleways</li> <li>• \$4.3M in 2013-14 to accelerate significant building refurbishment works respectively.</li> <li>• \$15M during 2014-15 to be used to support West Dapto Access - Fowlers Road to Fairwater Drive project.</li> </ul>
<p>West Dapto Release Area</p>	<p>Much of Wollongong's population growth is expected to be centred on greenfield development at West Dapto in Wollongong's south-west. Growth in West Dapto will require significant new services supported by a substantial level of new infrastructure.</p> <p>While Supporting Documents (plans &amp; strategies), such as the West Dapto LEP, Infrastructure Plan, Access</p>

Strategy and West Dapto Section 94 Plans articulate proposed services, assets and some potential future sources of funds or redirection of existing funding, Council's Delivery Plan and proposed Annual Plan only include those elements of the Plan that have passed through that part of the planning process. The full extent of services expected from development in West Dapto is still in the planning phase.

The Draft Annual Plan 2015-16 includes funding for a West Dapto Review project that will review the Supporting Documents over a two year period and will provide more definitive information, revised cost estimates and proposed timing of infrastructure works in the growth area.

The aspects of the West Dapto Release Area that have been introduced into Council's Delivery Plan and Annual Budget from a capital budget perspective are the Princes Highway/Fowlers Road to Fairwater Drive extension (\$62.7 Million) and Wongawilli Road (\$13 Million). These works are to be funded from Section 94, the interest free loan from the Department of Planning, grant funds including Building Better Regional Cities and Restart NSW, Illawarra Infrastructure funding (\$22.5 Million), loans under LIRS (3) (\$15 Million) and some general revenue.

The scope and estimates for these projects are currently being reviewed with potential costs for Princes Highway/Fowlers Road to Fairwater Drive extension in the order of \$93.5 million over the next five years, and Wongawilli Road in the vicinity of \$36.5 Million. As the scope, design, and estimates for these projects are further developed, funding and potentially financing decisions will need to be made to progress them to completion. These considerations will be assessed against other budget requirements and included as decisions are made.

The forward operating budgets do include the estimated payment of Section 94 contributions (based on currently assumed development rates and the currently capped pricing for the West Dapto Section 94 Plan). Loans and grants that have been approved have also been included and are applied to fund the capital works included in the Delivery Plan.

Loan repayments for the West Dapto Access Loan have been set by the Department of Planning over a ten year period and are included in estimates. It is intended that for the most part, the loan repayment will be funded by future Section 94 contributions and rates revenue from West Dapto.

In accordance with Council's Financial Strategy, additional rate revenue raised through subdivisions in the West Dapto Release Area are planned to be transferred to an internal restriction and used in the early years of the development to assist in funding West Dapto works. These funds have been applied to debt repayments over the first ten years. As the development progresses, revenue from the area will be used to fund the maintenance and operation of new assets as part of Council's overall budget.

<p>Other potential initiatives or programs</p>	<p>There are a large number of other potential initiatives or programs that have not been included in the financial estimates at this stage due to the lack of certainty around the timing, funding and/or probability of completion. These include:</p> <ul style="list-style-type: none"> <li>• The potential sale of property in Flinders Street (under agreement subject to conditions);</li> <li>• The longer term capital works and impacts of development and operations within West Dapto (Incl. asset management costs);</li> <li>• Unknown implications of the transfer of responsibility of Lake Illawarra from a State authority;</li> <li>• Mount Keira power installation and water system design only funded in 2014-15, the future development of the site is not funded;</li> <li>• Warrawong Library and Community Centre - capital indicatively provided in forward capital programs while any additional operational costs are not yet funded;</li> <li>• Grand Pacific Walk - Stage 1 is funded, future stages are not yet fully funded;</li> <li>• Some Blue Mile projects are funded (Stuart Park playground, toilet block and car park), while others are not yet funded;</li> </ul> <p>These initiatives or projects may be introduced through the budget review process when they reach a point of clarity and funding is available that enables their inclusion.</p>
<p>Capital Income</p>	<p>Capital income refers to revenue that is specifically used for additional assets acquired by Council and may include cash contributions or value of assets dedicated to Council by land developers or other levels of Government.</p> <p>Capital income is a source of funds that allow increased assets that can improve services and/or provide new services to growing areas such as roads, bridges, drains and playing fields in a new release area such as West Dapto. The operation of these assets will be reflected in Council's operating costs in future years and will form part of the operating financial measures at that time.</p> <p>Capital income is inconsistent from one period to another and is also difficult to predict due to the nature of the transactions. Any changes in the quantum or timing in the availability of these grants and contributions will have a direct impact on the capital works program. Impacts may include changes in timing of projects pending as alternate sources of funding or substitution of Council funding which may result in a delay in non-funded projects.</p>

Indexation	<p>The financial forecasts are comprised of both recurrent and non-recurrent income and expenditure. The non-recurrent items have specified values and timing of delivery. Recurrent items may be subject to the application of indices, or may be set based on known commitments for expenditure such as loan repayments or may be adjusted for volume impacts or future pricing changes. General indexation is used where specific information is not available.</p> <p>The proposed indices are based on information from a number of sources including long term economic projections published by the Federal Government including the Reserve Bank and Australian Bureau of Statistics (ABS), various banks, the Quarterly Economic Brief from Deloitte Access Economics and IPART recommendations for various utilities and rates pegging. The indices are presented in the tables below.</p>
Asset related assumptions	Please refer to section 2 of this document.

Indices for Revenue				
	2014/15	2015/16	2016/17	2017/18 +
Fees and Charges				
-Commercial	3.0	3.0	3.0	3.0
-Other	3.0	3.0	3.0	3.0
Rates Increase - inclusive of SRV *	6.13	6.23	6.24	3.00
Rates Increase - growth	0.20		0.40	0.40
Interest Rates (90 day bill rate) **	3.00	3.00	3.00	4.70
<p>* Overall rate income forecasts are based on the Special Rate Variation (SRV) that was approved by IPART. Rates on Business 3C Regional and Heavy 1 Activity 1 and Special Rates are increased by 3% whilst remaining categories are expected to increase by 6.63% in 2015/16 and a similar level in 2016/17. Years beyond 2016/17 are not subject to SRV and all categories have been indexed by an estimated rate peg.</p> <p>** Indicative benchmark rate for new investments. Actual interest rate may vary where Council has committed funds in a prior period.</p>				

Table 1 – Indexation – Indices for Revenue

<b>Indices for Expenditure</b>				
	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18 +</b>
	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>
CPI - general expenditure	2.30	2.75	2.70	2.60
Employee Costs				
-Wages costs (wage price index)	2.60	3.00	3.00	3.00
-Superannuation levy increase	0.25	0.00	0.00	0.00
Interest Rates (90 day bill rate)	3.00	3.00	3.00	4.70
Loan borrowing rate	5.60	4.00	7.60	7.60
Utilities				
-Electricity	7.0	7.0	7.0	7.0
-Other Utilities	3.3	3.7	3.7	3.6
-Street lighting	3.3	3.7	3.7	3.6

**Table 2 – Indexation- Indices for Expenses**

## 3.1 Sustainability

Outline your strategies and outcomes in the table below.

### 3.1 Sustainability

Objective	Strategies	Key milestones	Outcome	Impact on other measures
Maintain Available Funds between 3.5% and 5.5% of operational revenue (pre-capital)	Council's annual allocations to operational and capital budgets will generally not exceed anticipated cash inflows. Where Available Funds level are above minimum requirements, consideration will be given to the allocation of funds to deferred asset renewals or investments that reduce future operational costs.	Annual Budgets adopted in accordance with strategy.  Actual results consistent with Strategy targets	Available funds made available to provide buffer against unanticipated costs or to be used to take advantage of opportunities that may arise.	n/a
Council will continue to develop actions in consultation with its community to move towards and maintain small surplus budgets.	Council's Resourcing Strategy (adopted February 2014) will be implemented. The strategy includes the Securing our Future Outcomes that plan for a \$21 million per annum improvement to be delivered by:	Annual Budgets adopted in accordance with strategy.  Actual results consistent with Strategy targets	Reduced Deficit from Operations (\$4.5M per annum by 2016/17) without a major impact on staffing, industrial relations or service delivery.  Additional \$4.5 million	Real Operating Expenditure  Operating Performance Ratio  Infrastructure Backlog Ratio

	<p>a) An efficiency program to be achieved within three years that would reduce forecast expenditure by a minimum of \$4.5 million per annum without material impact on service levels</p>		<p>dollars allocated to asset renewal program.</p>	<p>Building and Infrastructure Asset Renewal</p>
	<p>b) A minor change to some service levels that will reduce cost by \$1.5 million per annum within a four year period (commencing 14/15).</p>	<p>Service revision programs developed and adopted in accordance with Resourcing Strategy.</p> <p>Implementation and actual results consistent with Strategy targets and change plans.</p>	<p>Reduced Deficit from Operations by \$1.5M per annum by 2016/17.</p> <p>Additional \$1.5 million dollars allocated to asset renewal program.</p>	<p>Operating Performance Ratio</p> <p>Infrastructure Backlog Ratio</p> <p>Real Operating Expenditure</p> <p>Building and Infrastructure Asset Renewal</p>
	<p>c) An increase in revenue from fees and charges of \$0.5M per annum within three years.</p>	<p>\$150,000 revenue improvement for 2014/15 has been budgeted and achieved.</p> <p>\$250,000 revenue improvement for 2015/16 has been identified and included in draft Annual Plan for</p>	<p>Reduced Deficit from Operations by \$0.5M per annum by 2016/17.</p> <p>Additional \$0.5 million dollars allocated to asset renewal program.</p>	<p>Operating Performance Ratio</p> <p>Infrastructure Backlog</p> <p>Building and Infrastructure Asset Renewal</p> <p>Own source revenue</p>

		<p>exhibition.</p> <p>\$130,000 target for 2016/17 to be identified and adopted.</p>		ratio
	<p>d) A rate increase that will bring an additional \$14.5Million per annum over three years.</p>	<p>Special Rate Variation over three years approved in 2014.</p> <p>Implementation of year one of approval achieved for 2104/15.</p> <p>Approval of final two years of variation in accordance with resource Strategy.</p> <p>Compliance with conditions attached to SRV is reported to OLG (including additional income is used for the purposes of improving its financial sustainability).</p>	<p>Apply a 6.24% rating increase in 2016/17 (year 1 &amp; 2 already complete).</p> <p>Reduced Deficit from Operations by \$14.5 million per annum by 2016/17.</p> <p>Additional \$14.5 million dollars allocated to asset renewal program.</p>	<p>Operating Performance Ratio</p> <p>Infrastructure Backlog Ratio</p> <p>Real Operating Expenditure</p> <p>Building and Infrastructure Asset Renewal</p> <p>Own source revenue ratio</p>
<p>Consider the longer term impacts of additional revenue at West Dapto, and ensure appropriate long term provisions are made from the commencement of the</p>	<p>a) Undertake forward planning to determine the long term impacts of development at West Dapto are appropriately managed, including:</p>	<p>Development of a long term financial impact statement for west Dapto.</p> <p>Maintenance of a</p>	<p>Maintenance of the forecast improvement in Operating Performance and asset renewal capabilities derived from Secure our Future</p>	<p>Operating Performance Ratio</p> <p>Infrastructure Backlog Ratio</p>

<p>development to ensure financial sustainability.</p>	<ul style="list-style-type: none"> <li>– Development of a long term financial impact statement for West Dapto</li> <li>- Maintain and update existing Section 94 Plan and West Dapto Infrastructure Plan</li> <li>- Ongoing review of Asset costing estimates.</li> </ul> <p>b) Increased annual rate revenue created from subdivision in West Dapto will be restricted and only allocated to operational expenditure as the area develops. In the interim period, the annual revenue should be made available to meet infrastructure or planning requirements in the area.</p>	<p>current and deliverable Section 94 Plan and West Dapto Infrastructure Plan.</p> <p>Delivery of assets to estimates. To be reviewed and assessed continuously.</p>	<p>adjustments.</p> <p>Clearer understanding of potential impacts of Fit for the Future Key Performance measures that may not imply reduced financial sustainability.</p>	<p>Real Operating Expenditure</p> <p>Building and Infrastructure Asset Renewal</p> <p>Own source revenue ratio</p>
--	---	--	---	--



<p>Council will develop actions in consultation with its community to move towards creating annual operational funds available for capital equal to depreciation</p>	<p>The Securing our Future actions described under creating a small surplus equally support this objective.</p>	<p>Annual Budgets adopted in accordance with strategy.</p> <p>Actual results consistent with Strategy targets</p>	<p>Improvement in asset renewal capacity to achieve sustainability.</p>	<p>Infrastructure Backlog Ratio</p> <p>Building and Infrastructure Asset Renewal</p>
--	---	---	---	--

DRAFT

## 3.2 Infrastructure and Service Management

Summarise your council's key strategies to improve performance against the Infrastructure and service management benchmarks in the 2016-20 period, including the outcomes you expect to achieve.

Council endorsed an Asset Management Policy in June 2005 and an Asset Management Strategy and Improvement Plan in its Resourcing Strategy 2012-22. This Strategy and Plan mainly informs the strategies included in this section of the Improvement Plan, with additional actions added to focus on improving Council's Asset Management Systems, data and processes, including condition data and service levels.

Council's Strategic Asset Management objectives are to:

- Establish and maintain clear linkages between Council's agreed community driven services and the planning, delivery and performance measurement of our asset management delivery programs (our policy framework).
- Enable and demonstrate responsible and efficient management of Council's assets to deliver services (our programs).
- Establish and embed within the organisation core understanding, appreciation and accountability to enable delivery of mature asset management practices (our people).
- Improve the information, processes and systems supporting the management of our assets (our processes and systems).

Council is the custodian of community assets with a current replacement value of over \$4billion. Council does face an increasing challenge to fund the ongoing maintenance and renewal of assets as they become due for replacement.

Key strategies for improvement include:

- The full life cost of capital expenditure will be considered before capital projects are approved. Asset renewal, maintenance and operational costs impacting on future budgets will be included in forecasts as part of the capital budgeting process.
- Council will remain a low debt user by maintaining a debt service ratio (principal and interest repayments compared to operational revenue) below 4%
- Council will apply at least 85% of Operational Funds Available for Capital to the renewal of existing assets.

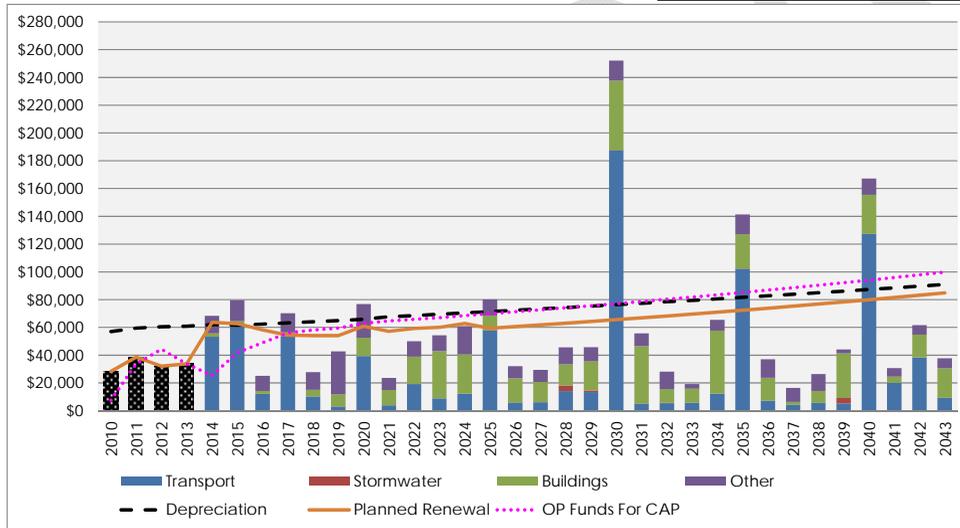
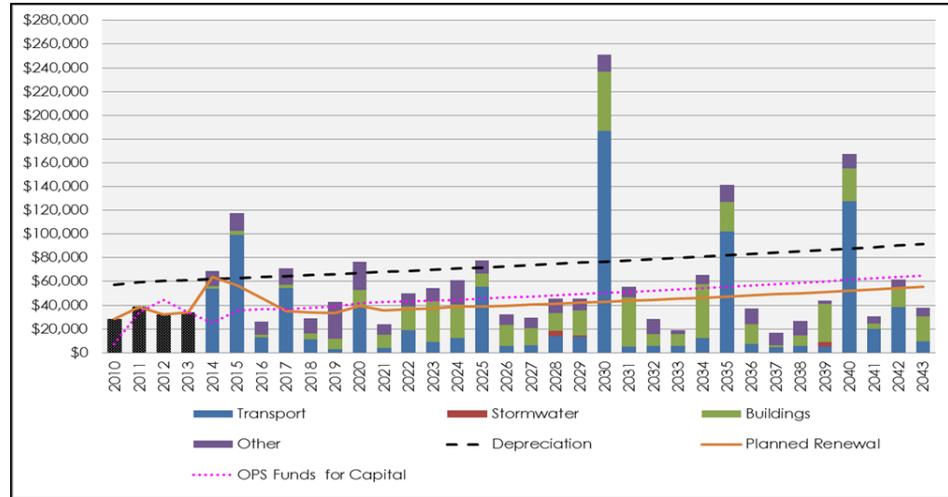
Explain the key assumptions that underpin your strategies and expected outcomes.

Asset Model Key Assumptions																													
Assumption	Commentary																												
Funding income	<p>Over the past 4 years Council has expended an average of \$5.4m per annum in external grant and contribution funding capital renewal of infrastructure items. To calculate future funding expenditure it can be assumed that this amount can be added to the funds for capital renewal, indexed from the 2014/15 figure. This is only reasonable for 2017/18 onward as the earlier years already include such funding components. Council's adopted capital budget does not include these figures in future years as the amounts are as yet unknown, however, for the purposes of modelling future expenditure for the asset renewal ratio in this report, this amount has been added to the capital budgeted. This can be seen in the below graph.</p> <table border="1"> <caption>Estimated data from the chart</caption> <thead> <tr> <th>Year</th> <th>Renewal budget (Blue)</th> <th>Expected grants (Red)</th> <th>Total Funding</th> </tr> </thead> <tbody> <tr> <td>2014 15</td> <td>48,000,000</td> <td>0</td> <td>48,000,000</td> </tr> <tr> <td>2015 16</td> <td>51,000,000</td> <td>0</td> <td>51,000,000</td> </tr> <tr> <td>2016 17</td> <td>55,000,000</td> <td>0</td> <td>55,000,000</td> </tr> <tr> <td>2017 18</td> <td>49,000,000</td> <td>6,000,000</td> <td>55,000,000</td> </tr> <tr> <td>2018 19</td> <td>51,000,000</td> <td>6,000,000</td> <td>57,000,000</td> </tr> <tr> <td>2019 20</td> <td>54,000,000</td> <td>6,000,000</td> <td>60,000,000</td> </tr> </tbody> </table>	Year	Renewal budget (Blue)	Expected grants (Red)	Total Funding	2014 15	48,000,000	0	48,000,000	2015 16	51,000,000	0	51,000,000	2016 17	55,000,000	0	55,000,000	2017 18	49,000,000	6,000,000	55,000,000	2018 19	51,000,000	6,000,000	57,000,000	2019 20	54,000,000	6,000,000	60,000,000
Year	Renewal budget (Blue)	Expected grants (Red)	Total Funding																										
2014 15	48,000,000	0	48,000,000																										
2015 16	51,000,000	0	51,000,000																										
2016 17	55,000,000	0	55,000,000																										
2017 18	49,000,000	6,000,000	55,000,000																										
2018 19	51,000,000	6,000,000	57,000,000																										
2019 20	54,000,000	6,000,000	60,000,000																										

Condition profile	Current condition profile of most assets is based on regular inspections in the field. However, some asset types do not have field condition, so a condition score is allocated based on the remaining life of the asset. This is reasonable for assets such as stormwater pipes, but not for visual assets. E.g. Councils building stock is componentised and currently holds condition data at the component level, not at the asset (sub-component) level. Condition data is continually being improved and obtained where possible to improve our 'bring to satisfactory' amount.
Service levels	Council currently costs 'bring to satisfactory' for all assets (with the exception of footpaths) to a condition 2 based on advice from auditors and initial engagement on service levels through the 'Securing our Future' project. Footpaths were specifically identified in our 'Securing our Future' community discussion as being 'satisfactory' at condition 3. Further engagement is required specifically on asset service levels, and may result in other asset service levels also being acceptable at condition 3. This would result in a decrease in infrastructure backlog ratio, however in the absence of this information, the existing condition 2 rating is applied.
Funding Maintenance	The Asset Maintenance Ratio is shown to be improving in outer years. Council is currently reviewing its maintenance budgets, specifically for buildings maintenance, and has increased maintenance expenditure by \$500k indexed annually.

Councils Resourcing Strategy was revised in February 2014 to include 'Securing our Future' outcomes, specifically the Special Rate Variation. The graphs below clearly highlight Councils renewal verses depreciation position without the SRV, and now the preferred position, which is with the adopted SRV amendments.

**Graph 1** shows Council 'baseline' position without SRV  
 - Columns indicate renewal costs based on age of assets



**Graph 2** shows Councils adopted position with SRV  
 - A stronger and more sustainable position

## 3.2 Infrastructure and Service Management

Outline your strategies and outcomes in the table below.

### 3.2 Infrastructure and service management

Objective	Strategies	Key milestones	Outcome	Impact on other measures
Council will remain a low debt user by maintaining a debt service ratio (principal and interest repayments compared to operational revenue) below 4%	a) Debt will be considered as part of the Capital budget process and will only be approved where there is an agreed economic, social, or environmental benefit from a project and other sources of funding are not available. Council will only use debt to fund capital expenditure. The term of any debt shall not exceed the life of the asset it is used to fund	Annual Budgets adopted in accordance with strategy.  Actual results consistent with Strategy targets	Debt provides opportunity to improve the delivery of assets and services where required without significantly impacting on financial sustainability.	Operating Performance Ratio  Infrastructure Backlog Ratio  Building and Infrastructure Asset Renewal

<p>The full life cost of capital expenditure will be considered before capital projects are approved.</p>	<p>Asset renewal, maintenance, and operational costs impacting on future budgets will be included in forecasts as part of the capital budgeting process to ensure future financial sustainability is not adversely impacted.</p>	<p>Annual Budgets adopted in accordance with strategy.</p> <p>Actual results consistent with Strategy targets</p>	<p>Positive operating results are maintained in future years.</p>	<p>Building and Infrastructure Asset Renewal Ratio</p>
<p>Council will apply at least 85% of Operational Funds Available for Capital to the renewal of existing assets.</p>	<p>a) To ensure the vast majority of self-source funds available are directed to asset renewal. This is a budget parameter applied to ensure additional funding available for capital is not unreasonably allocated to new capital works that may negatively impact future financial sustainability.</p>	<p>Annual Budgets adopted in accordance with strategy.</p> <p>Actual results consistent with Strategy targets</p>	<p>Improvement in asset renewal delivery to ensure sustainability capability is transferred to action.</p>	<p>Infrastructure Backlog Ratio</p> <p>Building and Infrastructure Asset Renewal</p>
	<p>b) Review Council's Asset Management Plans: Buildings, Recreation, Stormwater, Plant and Vehicles, Transport;</p>	<p>Review complete by 16/17</p>		<p>Building and Infrastructure Asset Renewal Ratio</p>

	c) Continue to work with the community to review levels of service;	Ongoing. Targeted project on infrastructure service levels scoped and consultation undertaken in 15/16 and completed in 16/17.		
Improved financial and asset management capacity within Council to realise 'core' maturity for asset management planning	Implement Council's detailed Asset Management Improvement Plan	Ongoing	In progress	
	Implement a governance process for review, monitoring and reporting of progress, achievements, costs and risks associated with implementing the asset management improvement program.	Priorities, resources, outcomes and risks to achieve the asset management objectives are identified and acknowledged.	Asset Management Steering Committee (AMSC) established in February 2012.	

### 3.3 Efficiency

Summarise your council's key strategies to improve performance against the Efficiency benchmark in the 2016-20 period, including the outcomes you expect to achieve.

Council's adopted Resourcing Strategy includes an efficiency program to be achieved within three years that would reduce forecast expenditure by a minimum of \$4.5 million per annum without material impact on service levels. This was an action resulting from the "securing our Future" program.

This efficiency program is currently in its first year of delivery reaching its 3<sup>rd</sup> year in 2016-17. The target is built into the forecast budget with a continued focus on business improvement such as efficiency and productivity gains, and better value for money through:

- Ongoing program of service reviews
- Procurement review
- Inter-council collaboration through the Joint Organisation
- Budget reductions applied to each of Council's 117 delivery streams as part of the annual budgeting process

Priority budget allocation to actions adopted by Council through Supporting Documents (adopted plans and strategies)

Explain the key assumptions that underpin your strategies and expected outcomes.

The efficiency program has been built on the principle of the organisation having the capacity to do more with the same or less. This is supported by a corporate program of service reviews and improved business improvement methodology. Further, Council intends on building on this through the scoping for introduction of a formal improvement framework. Current initiatives in 2015 see the investigation of the LEAN methodology.

The efficiency target has been incorporated into budgets for each of Council's 117 delivery streams.

The financial model assumptions also apply to this benchmark. Please see section 3.1

### 3.3 Efficiency

Outline your strategies and outcomes in the table below.

Please note Council’s efficiency program is part of an overall sustainability agenda and many of the strategies have already been captured in 3.1.

### 3.3 Efficiency

Objective	Strategies	Key milestones	Outcome	Impact on other measures
Ensure efficiency in delivery of services is continuously improved.	a) Council will maintain an ongoing review of its services that seeks to better define service requirements, refine delivery methods and balance service aims against affordability for both the Council and our customers.	A minimum of three service reviews completed each year.  Annual efficiency targets achieved.	\$4.5M operational improvement	Operating performance ratio  Real Operating Expenditure
	b) Council will deliver procurement savings through improved strategic procurement and collaboration with	Delivery of the Supply Action Plan  Delivery of supply contracts through state and regional	Strategic Contracts established  Identified savings achieved	Operating performance ratio

	other authorities and agencies, including the Joint Organisation	collaboration.		
	c) Collaborate with other councils to explore additional shared service opportunities	<p>Priorities agreed with partner organisations</p> <p>Business cases prepared and supported by the Council and partner organisations</p> <p>Shared service arrangement established</p>	Collaborative arrangements and relationships established	Operating performance ratio
Council will actively pursue grant funding and other contributions to assist in the delivery of core services.	Continue to actively seek grants and contributions to deliver core community infrastructure and services	<p>Development of Applications</p> <p>Approval of grants</p>	Improved capacity to deliver enhanced or existing services.	<p>Operating performance ratio</p> <p>Own source revenue ratio</p>



### 3.4 Improvement Action Plan

Summarise the key improvement actions that will be achieved in the first year of your plan.

This action plan builds on Council’s adopted revised Resource Strategy and revised Delivery Program 2012-17. It should be noted however the Integrated Planning and Reporting Act and Guidelines required council’s to prepare a new 4 year delivery program within nine months of the general election. This process will provide an opportunity for a review of councils direction and ensure the actions remain contemporary and in line with trends and other issues.

The improvement action plan remains consistent with the Council’s approved special rate variation conditions and the long term financial strategy.

Action plan	
Actions	Milestones
Reduce Council's discretionary spend (excluding assets) by 2.75%, including the implementation of a 3 year internal efficiency program, with savings to be directed to asset renewal (4.4.5.3)	Target delivered by the end of 2016/17
Apply the special rate variation of 6.24% in 2016-17 (4.4.5.6)	Adopted Annual Plan 2016-17 is consistent with Revenue Policy and applied.
Review and increase fees and charges to achieve a minimum of \$0.5M by 2016/17 to ensure the financial sustainability of service provision (4.4.5.7)	Adopted Annual Plan 2016-17 is consistent with Revenue Policy and applied.
Implement a new business improvement framework, utilising and focussing on information and data available (e.g. PWC benchmarking report) that identifies gaps in performance around our operations.	Business Improvement Framework chosen and commenced rolling out by 2016/17.

Explore innovative options to increase revenue at Council facilities (4.4.5.10)	Additional revenue targets achieved through annual budget process.
Continue to undertake pricing reviews to confirm and maintain appropriate subsidy levels (4.4.5.8)	Ongoing review.
Allocation of additional funds from the financial sustainability for renewal of major building projects as per capital program, including road resurfacing and reconstruction (deliver road resurfacing and reconstruction program), replacement of below standard playground facilities (develop and implement replacement program), and accelerate footpath renewal (accelerate capital program for footpath renewal). (5.3.2.3; 6.2.1.3; 5.5.2.6; 6.1.3.2)	Additional funds allocated through annual planning cycle process.
Continued delivery of improvements identified in the Strategic Asset Management Plan, internal service level agreements for asset maintenance and capital. (4.4.2.2)	Overarching priorities established. Policy framework adopted. Processes and specific programs and projects identified and delivered. Service level agreements developed and implemented.
Review the maturity assessment bi-annually to ensure continued improvement in asset management planning and practices. (AMP)	Rolling program.
Implement outcomes from engagement with the community on levels of service into our asset management system. Further develop performance measures, metrics and rating systems for identified levels of service to reflect the needs and expectations of our community.	Community desired levels of service incorporated into asset management system.
Annually review and report on the completeness and accuracy of the data for all assets using the confidence grading system adopted in the detailed AMPS (AMP)	Reported through the Annual planning and reporting process

<p>Develop a long term financial impact statement for West Dapto, informed by the review of the existing West Dapto Infrastructure Plan and West Dapto Section 94 Plan.</p>	<p>Financial impact statement developed. Planning for future additional funding commenced.</p>
<p>Implement the Play Strategy, Aquatics Facilities Strategy and the Sportsfields Strategy to either rationalise, enhance or expand to meet community needs.</p>	<p>Ongoing over life of the strategies</p>
<p>Continue to actively seek grants and contributions to deliver core community infrastructure and services (4.4.5.9)</p>	<p>Ongoing action.</p>
<p>Improve the efficiency of supply management in order to achieve operational efficiencies (4.4.5.11)</p>	<p>Ongoing. Partially achieved through the Joint Organisation.</p>
<p>Investigate provision of cremation services across the region and determine Council's role in the market (4.4.2.3)</p>	<p>Council's role in the market determined.</p>
<p>Implement outcomes of review of opening hours of Unanderra Library (4.3.2.3)</p>	<p>Opening hours adjusted.</p>
<p>Review community facilities and consider rationalisation, replacement or refurbishment to achieve facilities that are strategically located, good quality and meet identified community need.</p>	<p>Strategy being developed.</p>
<p>Undertake annual service review program (4.4.2.1).</p>	<p>Process improvements and/or financial savings achieved.</p>

	Ongoing action.
Participate in the shared service activities of the Illawarra Joint Organisation relevant to Wollongong City Council (4.4.1.2 / 4.4.2.1)	Pilot completed. New JO model implemented 2016/17
Continue to undertake Council's surplus land review (5.3.3.1)	Category 2 lands identified for sale.
<b>*Note – number references equal alignment with current Delivery Program.</b>	
<b>* Please attach detailed action plan and supporting financial modelling Attach- WCC Revised Resource Strategy 2012-2022, Revised Delivery Program 2012-17, Draft Annual Plan 2014-15. Strategic Asset Management Plan</b>	

## Outline the process that underpinned the development of your Action Plan.

This Improvement Plan is the culmination of work undertaken for the *Securing Our Future* Financial Sustainability Review commencing in September, 2013. Council engaged the community in conversations about long-term financial sustainability and the options for financial security via efficiencies, service levels and funding sources. This engagement process with the community went through four phases/steps.

### Step 1 – Call for submissions to inform the Citizen's Panel

In the lead up to the Citizen's Panel deliberations, Council invited the community to make submissions to the panel via online surveys, open submissions and an online discussion board. There was also a staff workshop.

## Step 2 – Citizen’s Panel

A panel of 34 randomly selected residents met to review Council services, options for operational efficiencies and revenue opportunities. The appointment of a small diverse, but representative, randomly selected group of citizens in the form of a panel was chosen over quantitative methods to allow them time and support to review information and deliberate together over the challenge. The panel provided a set of recommendations in the form of a report.

## Step 3 - Exhibition of the Citizen’s Panel’s report on recommended changes.

With the release of the Citizen’s Panel report, the community were invited to provide feedback on the findings and recommendations. This provided the general community with an opportunity to comment on the proposals.

The engagement was based on the following questions, considering the \$21 million operating deficit:

- 1 What are the priority services for Council to deliver and what level should Council deliver these services?
- 2 What are the opportunities to achieve operational improvements?
- 3 How should Council fund the delivery of these services to the desired level?

The majority of participants in step 1 indicated a preference for existing levels of Council service. There were mixed attitudes throughout the engagement regarding streamlining staff efficiencies and projects, conditional rate rises and increases in user pays.

The Citizen’s Panel were particularly focussed on trying to minimise the impact on the ratepayer by ‘tightening the belt’ through efficiencies and service level changes. The panel considered a range of information available to them, including community survey feedback, demographic information, and detailed financial and service output information on each of Council’s 117 service delivery streams. The panel reached consensus on services levels, and whilst a rate rise was not welcomed, the panel accepted a small rate rise was part of the solution given the magnitude of savings required to ensure financial sustainability. The proposed rate was considered by the panel as reasonable for the average rate payer.

Step 3 of the engagement process highlighted the importance of maintaining existing service levels to the community, particularly our rock pools and other social and recreational infrastructure.

Results from the engagement process directly informed the three scenarios/options put forward in the draft Resourcing Strategy.

#### Step 4 –Exhibition of Options, draft Resourcing Strategy and Draft Delivery Program

Following the development of the three options, Council resolved to exhibit the options, draft Resourcing Strategy and draft Delivery Program. The community were asked to consider the options and indicate their preference as well as review and comment on the draft strategies which explain the impacts of each option. The three options reflect the diversity of opinion obtained from the first round of consultation on the Panel's report.

The community were asked to provide feedback on different combinations of the following elements:

- ❖ Efficiencies including possible outsourcing and staff level changes
- ❖ Service changes including possible cuts, closures or privatisation
- ❖ Fees and charges increases
- ❖ Rates increases of varying levels.

The options are summarised as follows:

Option 1: Citizens' Panel recommendations including service cuts and outsourcing, moderate fee rise, small rate rise.

Option 2: Limited service cuts, moderate fee and rate rise, efficiencies including some outsourcing.

Option 3: More significant rate rise, efficiencies with low impact on services and staff.

The purpose of Step 4 was to measure both the community's views of acceptable levels of service, and community capacity and appetite for a potential rate rise.

Council placed on exhibition three scenarios in addition to the baseline scenario (status quo), to invest in asset renewal and achieve long term financial sustainability. These scenarios are presented below:

**Scenario 1:** Efficiencies \$7 million, service level adjustments \$4.3 million, increased fees & charges \$1.6 million and small rate rise (4.8%, 5.5%, 5.5% increase over three years).

**Scenario 2:** Efficiencies \$5 million, service level adjustments \$2.3 million, increased fees & charges \$370,000 and moderate rate rise (6.3%, 7.0%, 7.0% increase over three years).

**Scenario 3:** Efficiencies \$3.5 million, service level adjustments \$1 million, and higher rate rise (7.3%, 8.0%, 8.0% increase over three years).

Note is made that each of the above scenarios exclude rate increases for Business Subcategories 'Heavy 1 Activity 1' and '3c Regional Business (City Centre)' and special rates (aside from the estimated rate peg) due to the higher than average rates in the dollar already applied to their property values and the application of special rates to specific tasks that are not associated with the financial sustainability issues.

The community were given a number of opportunities to participate in each step of the engagement including online discussion, quick polls and surveys, and kiosks at community locations in each ward. During this stage in particular, the community were engaged through a Securing our Future website, a community newsletter letterbox dropped to more than 80,000 households, a TV commercial and You Tube clip, prominent advertisements in local papers, not to mention a number of stories picked up by these media outlets. Community members submitted letters, emails, quick poll responses and petitions.

Council considered the community feedback on each of the three scenarios given the diversity of opinion consider an alternate "hybrid" scenario. The alternate scenario was prepared in direct response to community feedback and was adopted as the preferred scenario. It remains consistent with Council's resolution of 9 December 2013:

*"Endorse the approach that a combination of increased revenue, operational efficiencies and service adjustments must be part of the solution toward achieving financial sustainability, and therefore is an essential component to the Securing Our Future Review".*

The preferred scenario is as follows: efficiencies \$4.5 million (minimum target), service level adjustments \$1.5 million, increased fees & charges \$500,000 (minimum) and a rate rise yielding \$15 million. This would be reflected by a 6.76% rate increase, to those properties impacted by the special rate variation, in each of the next three years inclusive of any rate peg.

This scenario takes into account the strong community feedback to:

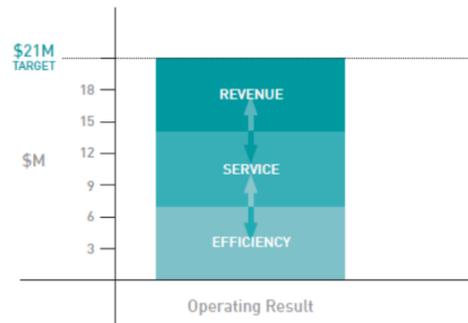
- Focus continued efforts on business improvement such as efficiency and productivity gains, and better value for money.
- Limit the need to reduce service levels considered to be core business by the community, and focus on the delivery of services which meet the changing needs of the Wollongong community as evidenced by the strong community opposition to the level of efficiency and service changes proposed by the Citizens' Panel (Scenario 1).
- Investigate further scenarios for user-pays where appropriate, to minimize the impact of higher rates on community members.
- Seek a special rate variation (SRV) in order to maintain the majority of Council services and deliver quality assets for the community today and for future generations, notwithstanding the points above.
- The SRV takes into account the community's (including local businesses) capacity to pay and seeks a moderate rate increase as opposed to the highest advertised rate proposed.

The Delivery Program was revised to take into account the community feedback and to reflect the adopted preferred scenario. Council's Annual Plans and this action plan have been developed following the results of the community engagement and the detail behind the preferred scenario.

### 3.5 Other actions considered

In preparing your Improvement Action Plan, you may have considered other strategies/actions but decided not to adopt them. Please identify what these strategies/actions were and explain why you chose not to pursue them.

The funding options in the form of scenarios that were considered to enable Council's operating result to be in a more sustainable position were discussed in the previous section. As a preferred scenario was determined at the time of the adoption of the revised Resourcing Strategy, a discussion here outlines the proposals that were considered during that time. The scenarios encompass three key focus areas as reflected in the schematic figure.



The table below reflects the details on each scenario and the implications for the 3 areas of efficiency, service and revenue.

	EFFICIENCY	SERVICE	REVENUE	
			Fees and Charges	Rates
<b>Scenario 1</b>	\$7M <ul style="list-style-type: none"> <li>• \$3.5M low impact efficiency dividend</li> <li>• \$3.5M higher impact – outsource management of tourist parks, review Russell Vale Golf Course, some operational activities, reduce back office resourcing, integrate management at key facilities, Employee Enterprise Agreement.</li> </ul>	\$4M <p>Includes sale of some facilities (including Lakeside Leisure Centre, closure of the cremators' operations and Unanderra Library, 10% playgrounds, parks and community centres), and reduction in others (ocean rock pools, pool season, street sweeping, cadet and apprenticeship program, events funding, urban renewal program, discontinuation of the Crown Street Façade Program).</p> <p>\$1M extend lives of footpaths.</p>	\$1.6M <p>Increase in fees and charges for car parking, heated pools, fitness trainers, sports fields, community pools (gold coin donation).</p>	\$8.4M <p>2.5% for each year for three years over and above 2.3% rate cap.</p>

NOTE: Proposals for increases to fees and charges are over and above the annual increases associated with indicates and statutory changes and will be reviewed as part of the annual planning process.

Scenario 1 is based upon the Citizen's Panel recommendations which are detailed in the Citizens Panel Report. It was the view of the Panel that this combination of recommendations reflects a balanced approach and is based on all of the information and data made available to it by Council. The Panel made its recommendations in an effort to minimise the impact on the least number of people and to minimise the impact on rates. Scenario 1 therefore includes a maximum rates increase of 2.5% per annum over and above the rate peg for three years, together with operational efficiencies and service reductions. Impacts of this scenario are estimated to be a real increase of \$102.71 for the average household after three years. There would also be a localised impact on the specific removal or reduction of services, although the risk is lower of unplanned service reduction due to failure to renew assets and a better quality of service (because of renewed services) than the baseline.

The Panel includes several proposals that have been interpreted as follows:

- Lakeside Leisure Centre – Disposal of land and facility. The Panel considered that future demand will be met by new facilities at West Dapto. This proposal suggests closing the asset and selling the land.
- Pensioner interest – remove interest exemption for full payment by May from Pensioner Policy. Pensioners are currently exempted from paying interest on overdue rates. The proposal is to discontinue doing this, so they are charged interest in line with the remaining rate paying population.
- Unanderra Library – Closure of library service. This proposal refers to the library service only. It does not recommend disposal of the building as it is attached to the Unanderra Community Centre. The Panel’s decision took into account spatial, budgetary and utilisation information.
- Urban Renewal and Civic Improvement - halve the current program \$300,000. This proposal recommends the reduction in the Urban Renewal and Civic Improvement Planning program, including the number of town and village centre plans undertaken each year.
- Pensioner waste exemptions – remove exemption. Elimination of the fee waiver for waste disposal (general and green waste) at Whytes Gully for Pensioners (i.e. charge them the same as everyone else). Based on the free twice yearly household pick up, this additional service was identified as no longer as great a need as previously.
- Crematorium - Exit the cremation operations and potential demolition of this part of the facility. This proposal includes closure of the existing ageing cremators. The surrounding Memorial Gardens (inclusive of infrastructure) is to continue to operate.
- Tourist Parks - lease - outsource all. The tourist parks at Bulli, Corrimal and Windang are located on Crown Land and managed under Trust. This proposal suggests externally sourcing the management and operations of the three tourist parks currently directly managed by Council staff.

Like all of the scenarios, Scenario 1 includes an efficiency target, however unlike Scenario 2 and 3 it has a higher degree of efficiency to be achieved via significant change to work practice, structure and service delivery models. These are referred to in the scenarios as high impact. Low impact refers primarily to a budget reduction without a major impact on staffing, industrial relations or service delivery.

The Panel’s recommendations could directly impact approximately 7% of the workforce and may result in reduced employment options. However, while there would be less employment directly provided by Council, there would be indirect local employment stimulation via contractors undertaking the bulk of the enhanced works program which will be funded by the savings.

		3-year annual increase	Net SRV Increase (three year total) Average \$	Total Rates Increase incl. Rate Page (three year total) Average \$	Net SRV Increase per week Average \$	Total Rates Increase per week (total – SRV + Rate Peg) Average \$
<b>SCENARIO 1</b>	<b>House</b>	2.5%	102.71	215.75	1.98	4.15
	<b>Pensioner</b>		102.67	215.68	1.97	4.15
	<b>Strata</b>		67.45	141.68	1.3	2.72
	<b>Business</b>					

### Scenario 2

Using the Citizen’s Panel recommendations as a starting point, Scenario 2 reflects community feedback and analysis from officers. It identifies where community feedback indicates strong opposition to key change points, particularly service reductions, but balances this with analysis of data and information that maintains some of the Panel’s key recommendations. Scenario 2 therefore includes a rates increase of 4% per annum above the rate peg for three years. Impacts of this scenario are higher rates, with an average increase of \$166.72 after three years. There would be lower localised service level impacts compared to Scenario 1 and there would be lower risk of unplanned service reduction due to failure to renew assets, and a better quality of service (because of renewed assets) compared to the baseline.

	EFFICIENCY	SERVICE	REVENUE	
			Fees and Charges	Rates
<b>Scenario 2</b>	\$5M <ul style="list-style-type: none"> <li>• \$3.5M low impact efficiency dividend</li> <li>• \$1.5M higher impact - outsource management of tourist parks, review Russell Vale Golf Course, some operational activities, reduce back office resourcing, integrate management at key facilities.</li> </ul>	\$2.3M <p>Includes sale/outourcing of Lakeside Leisure Centre, 10% playgrounds, parks and community centres, withdrawal (or lease or joint venture) of cremators' operations, discontinuation of the Crown Street Façade Project.</p> \$1M extend lives of footpaths.	\$370K <p>Increase in fees and charges for leasing child care facilities, car parking, heated pools, and fitness trainers.</p>	\$13.4M <p>4% for each year for three years over and above 2.3% rate cap.</p>

NOTE: Proposals for increases to fees and charges are over and above the annual increases associated with indicates and statutory changes and will be reviewed as part of the annual planning process.

Providing a variation of the Citizen's Panel recommendations, Scenario 2 provides some variation to the recommendations in Scenario 1. For example, in addition to the closure and demolition of the cremators, Council may also choose to explore the feasibility of a joint venture or a lease to a private operator willing to invest in modern cremators. The tourist parks, if pursued, would need to be market tested as would any other outsourcing proposal. Market testing Lakeside may find a provider willing to operate the facility and maintain a similar service due to lower labour costs. Many of these options would need to be further explored.

Scenario 2 could impact on the workforce at a similar level to Scenario 1. However, it also could result in direct employment stimulation via contractors undertaking the bulk of the enhanced works program which will be funded by the savings.

		3-year annual increase	Net SRV Increase (three year total) Average \$	Total Rates Increase incl. Rate Page (three year total) Average \$	Net SRV Increase per week Average \$	Total Rates Increase per week (total – SRV + Rate Peg) Average \$
<b>SCENARIO 2</b>	<b>House Pensioner</b>	4%	166.72	279.76	3.21	5.38
	<b>Strata</b>		166.66	279.67	3.21	5.38
	<b>Business*</b>		109.48	183.71	2.11	3.53
						...

### Scenario 3

This scenario explores the option to focus primarily on revenue (rates) and internal efficiencies. This responds to the call by some members within the community to leave services as they are. This means a more significant increase in rates of 5% for three years above the rate peg, with the average increase of \$210.40 after the three years. There would be internal efficiency gains delivered with minimal service reductions. There would also be minimal employment reductions (the reductions would be offset by indirect employment stimulation via local contractors), but more significant financial impacts for the ratepayer. There would be a lower risk of unplanned service reduction due to failure to renew assets and a better quality of service (because of renewed assets) compared to the baseline.

	EFFICIENCY	SERVICE	REVENUE
			Fees and Charges Rates
<b>Scenario 3</b>	\$3.5M \$3.5M low impact efficiency dividend.	\$1M \$1M extend lives of footpaths.	\$16.5M 5% for each year for three years over and above the 2.3% rate cap.

NOTE: Proposals for increases to fees and charges are over and above the annual increases associated with indicates and statutory changes and will be reviewed as part of the annual planning process.

		3-year annual increase	Net SRV Increase (three year total)	Total Rates Increase incl. Rate Page (three year total) Average	Net SRV Increase per week	Total Rates Increase per week (total – SRV + Rate Peg) Average
			Average	Average	Average	Average
			\$	\$	\$	\$
SCENARIO 3	House	5%	210.40	323.44	4.05	6.22
	Pensioner		210.34	323.34	4.04	6.22
	Strata		138.17	212.40	2.66	4.08
	Business*		...	...	...	...

#### Scenario 4 – Not Recommended

A fourth scenario was scoped that only included service adjustments and efficiencies as an option (with no rates increase above the annual rate peg) but it is not recommended. It included \$7.0 million efficiency measures and \$14.0 million in service adjustments. This would mean a significant reduction of non-mandated services, significant market testing to outsource delivery of Council’s community, cultural, recreational and environmental services, an estimated six year delivery due to phase in of significant workforce and service change, a reduction of 20% in staffing establishment, and impact on the delivery of Wollongong 2022.

Community response during the Citizen’s Panel exhibition period that indicated strong opposition to significant service reductions has resulted in this option being excluded from the recommended scenarios.

## 4. How will your plan improve performance?

### 4.1 Expected improvement in performance

Measure/ benchmark	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	Achieves FFTF benchmark?
<b>Operating Performance Ratio</b> (Greater than or equal to break-even average over 3 years)	-3.97%	-3.38%	-0.94%	0.23%	2.01%	2.83%	Yes
<b>Own Source Revenue Ratio</b> (Greater than 60% average over 3 years)	78.05%	81.20%	81.92%	83.11%	84.30%	86.13%	Yes
<b>Building and Infrastructure Asset Renewal Ratio</b> (Greater than 100% average over 3 years)	63.38%	78.55%	95.09%	97.65%	99.52%	100.12%	Yes
<b>Infrastructure Backlog Ratio</b> (Greater than 2%)	6.40%	6.49%	6.43%	6.42%	5.53%	4.87%	No
<b>Asset Maintenance Ratio</b> (Greater than 100% average over 3 years)	81.92%	91.81%	98.34%	99.35%	99.56%	100.28%	Yes
<b>Debt Service Ratio</b> (Greater than 0% and less than or equal to 20% average over 3 years)	2.28%	2.79%	2.96%	3.07%	2.98%	2.89%	Yes
<b>Real Operating Expenditure per capita</b> A decrease in Real Operating Expenditure per capita over time	1.02	1.01	1.00	0.99	0.98	0.97	Yes

## 4.1 Expected improvement in performance

If, after implementing your plan, your council may still not achieve all of the Fit for the Future benchmarks, please explain the likely reasons why.

### Infrastructure Backlog Ratio:

The use of written down value in the denominator of the Infrastructure Backlog Ratio is problematic as is the term "satisfactory condition" in the numerator, for reasons identified in section 2.3. Further, the notions that appear to be espoused in the OLG documents now measure assets that are within a life cycle and not due for renewal as backlog in the numerator of this calculation.

Council is seeing a significantly improving renewal ratio due to expenditure increases in asset renewal budget, and as a result Councils backlog position is shown to progressively decrease out beyond 2020. Improvements in condition data modelling, clarification of the definition from OLG regarding satisfactory condition, and use of 'Current Replacement Cost' instead of WDV would result in an improved position.

At 2014/15 Councils total infrastructure Written Down Value is \$1.4b, while total replacement cost is \$3.2b. The calculated cost to bring to satisfactory is \$93m. The ratio utilising replacement cost in the denominator results at 2.9% for the current year. This ratio constantly decreases for future years as tabled below.

Year	CRC backlog ratio
14/15	2.90%
15/16	2.88%
16/17	2.78%
17/18	2.56%
18/19	2.30%
19/20	2.01%

## 5. Putting your plan into action

### How will your council implement your Improvement Action Plan?

The actions detailed within this plan will be directly referred to as key deliverables within Council's Annual (operational) Plan each year. As such progress will be reported to Council via the Quarterly Reviews and Annual Report. In addition, updates will be provided to Council's Corporate Governance Committee and Audit Committee consisting an independent Chair, Councillors and attended by Council management.

In addition, as a key element to Council's improvement plan is the special rate variation, reports on compliance with regard to the IPART's determination will also be required as part of the Annual Report.

Supporting this, Councils Asset Steering Committee oversees the implementation of items raised in our Strategic Asset Management Plan, in particular detailed improvements at an asset management and financial level.

# Wollongong City Council

## Financial Benchmark Worksheet

	2009/10 Actual \$'000	2010/11 Actual \$'000	2011/12 Actual \$'000	2012/13 Actual \$'000	2013/14 Actuals \$'000	2014/15 Forecast \$'000	2015/16 Forecast \$'000	2016/17 Forecast \$'000	2017/18 Forecast \$'000	2018/19 Forecast \$'000	2019/20 Forecast \$'000	2020/21 Forecast \$'000	2021/22 Forecast \$'000	2022/23 Forecast \$'000	2023/24 Forecast \$'000	2024/25 Forecast \$'000
<b>OPERATING PERFORMANCE RATIO</b> (total continuing operating revenue exclude cap grants & contributions LESS Operating Expenses / Total continuing opt revenue (exc cap grants & contributions))																
Current budget (Post March QR & including changes proposed post exhibition of AP 2015-16)																
Indices for Fit for Future			-5.87%	-4.43%	-6.53%	-0.97%	-2.64%	0.78%	2.53%	2.72%	3.25%	2.82%	2.85%	2.64%	2.24%	2.77%
Three Year average																
Published statements			not provided	-6.24%	v											
<b>OWN SOURCE OPERATING REVENUE</b> ( Total continuing operating revenue LESS all grants & contributions and other specified items)(Total continuing operating revenue inclusive of capital grants & contributions)																
Current budget (Post December 2014 QR)																
Indices for Fit for Future			78.11%	74.09%	79.70%	80.34%	83.57%	81.86%	83.91%	87.12%	87.35%	87.51%	87.81%	87.98%	88.11%	88.32%
Three Year average																
Published statements			not provided	different calc 67.86%	v											
<b>DEBT SERVICE RATIO</b> (cost of debt service - i.e. interest exp & principal repayments)/(total continuing operating revenue-exc capital grants & cont)																
Current budget (Post December 2014 QR)																
Indices for Fit for Future			1.40%	1.63%	2.56%	2.65%	3.17%	3.07%	2.97%	2.89%	2.80%	1.74%	1.70%	1.01%	0.59%	0.14%
Three Year average																
<b>REAL OPERATING EXPENDITURE PER CAPITA</b> (Total operational expenditure excluding net loss from asset disposal & joint venture)/(population with future years' deflated"? By Local Government Cost Index)																
Current budget (Post December 2014 QR)																
Uses growth excluding WD & deflation factor advised by OLG .																
Deflation Factor	2.3%	3.0%	3.0%	3.4%	3.7%	2.8%	2.47%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Cumulative Deflation Factor	0.98	0.95	0.92	0.89	0.86	0.83	0.81	0.79	0.77	0.75	0.73	0.71	0.70	0.68	0.66	0.64
Deflated Expenditure	202,420	206,972	212,784	207,717	203,988	205,846	207,477	205,899	203,210	203,516	203,766	204,948	205,233	206,194	207,514	208,242
Cost per Capital after Deflation	1.02	1.03	1.05	1.02	0.99	1.00	1.00	0.98	0.97	0.96	0.96	0.96	0.96	0.96	0.96	0.96
Three Year average			1.03	1.03	1.02	1.00	1.00	0.99	0.98	0.97	0.96	0.96	0.96	0.96	0.96	0.96
Five Year Average					1.02	1.02	1.01	1.00	0.99	0.98	0.97	0.97				



**DRAFT**

# Wollongong Section 94A

## Development Contributions Plan (2015)





**DRAFT**

# Wollongong Section 94A Development Contributions Plan (2015)

Document Control						
Document ID: Wollongong City Council Section 94A Plan						
Rev No	Date	Revision Details	Typist	Author	Verifier	Approver
1	March 2006	Draft for exhibition (2006 version)	ZS	ZS	ZS	ZS
2	June 2006	In force (2006 version)	ZS	ZS	ZS	ZS
3	December 2006	Ministers Direction under S94E added	ZS	ZS	ZS	ZS
4	May 2007	Draft for exhibition (2007 version)	ZS	ZS	ZS	ZS
5	June 2007	In force (2007 version)	ZS	ZS	ZS	ZS
6	May 2008	Draft for exhibition (2008 version)	DG	DG	DG	DG
7	24 July 2008	In force (2008 version)	DG	DG	DG	DG
8	28 July 2009	Draft for exhibition (2009 version)	DG	DG	DG	DG
9	27 October 2009	Endorsed by Council	DG	DG	DG	DG
10	4 November 2009	In force (2009 version)	DG	DG	DG	DG
11	27 July 2010	Draft for exhibition (2010 version)	DH	DH	JB	RC
12	6 Sept 2010	In force (2010 version)	DH	DH	DG	DG
13	3 June 2011	Draft for exhibition (2011 version)	DH	DH	DG	DG
14	26 July 2011	In force (2011 version)	DH	DH	DG	DG
15	2 August 2012	Draft for exhibition (2012 version)	DH	DH	DG	DG
16	8 December 2012	In force (2012 version)	DH	DH	DG	DG
17	8 April 2013	Draft for exhibition (2013 version)	DH	DH	DG	DG
18	16 September 2013	In force (2013 version)	DH	DH	DG	DG
19	9 Sept 2014	Draft for exhibition (2014 version)	DG	DG	DG	DG
20	3 Nov 2014	In force (2014 version)	DG	DG	DG	DG
<b>21</b>	<b>27 April 2015</b>	<b>Draft for Council meeting (2015 version)</b>	<b>MH</b>	<b>MH</b>	<b>DG</b>	<b>DG</b>

# Table of Contents

Section	Page
<b>Part A - Summary Schedules</b>	<b>2</b>
1. Schedule 1 - Summary of levy	2
2. Schedule 2 – Works schedule summary	3
<b>Part B – Expected Development and Demand for Public Facilities</b>	<b>3</b>
3. Expected Development and Demand for Public Facilities	3
<b>Part C – Administration and Operation of the Plan</b>	<b>4</b>
4. What is the name of this contributions plan?	4
5. Where does this plan apply?	4
6. What is the purpose of this contributions plan?	4
7. When does this development contributions plan commence?	4
8. Relationship with other development contribution plans	4
9. What does Section 94A of the Act provide?	7
10. Council may require payment of the levy as a condition of development consent	7
11. How will the levy be calculated	7
12. Development to which this plan applies	7
13. Are there any exemptions to the levy?	7
14. Complying Development Certificates and the obligations of accredited certifiers	9
15. Construction certificates and the obligations of accredited certifiers	9
16. How is the proposed cost of carrying out development determined?	9
17. Cost estimate reports must accompany an application for a development application or a complying development certificate	10
18. Who may provide a report for the purposes of clause 16 of this plan?	10
19. How will the Council apply money obtained from the levy?	11
20. What are the funding priorities from levies authorised by this plan?	11
21. Pooling of levies	11
22. The Goods and Services Tax (GST)	11
23. When is the levy payable?	11
24. Can deferred or periodic payments of levies be made?	11
25. Are there alternatives to payment of the levy?	12
26. How will the levy be adjusted?	13
27. Savings and Transitional Arrangements	14
28. Are refunds for payments of levies possible?	14
<b>Part D – References</b>	<b>14</b>
29. What definitions apply?	14
30. Schedule 3 - Detailed Cost Report	15
31. Schedule 4 –Detailed Works Schedule	16
32. Schedule 5 - Works Schedule – Maps	23

## Part A - Summary Schedules

### 1. Schedule 1 - Summary of levy

The rate of the levy is calculated as follows:

Proposed cost of the development (Determined in accordance with Clause 15)	Maximum percentage rate of the levy
Up to \$100,000	Nil
\$100,001 - \$200,000	0.5%
More than \$200,000	1%

Within the B3 Commercial Core zone in the Wollongong City Centre an additional 1% levy is applied to all development with a cost of more than \$250,000 and that increases the gross floor area (i.e. total levy of 2%). This contribution provides funding towards the Special City projects nominated in the Civic Improvements Plan for the Wollongong City Centre, reproduced below. The timing of the implementation of the projects will be determined through Councils Management Plan process as funding permits, and then detailed in Part D Schedule 4.

Item	Cost Estimate (2009)
Crown Street Upgrade	\$14,200,000
City Beach Waterfront Improvements	\$11,000,000
Civic Precinct Revitalisation	\$21,000,000
MacCabe Park Landscape Improvements	\$12,000,000
Bus Transport Initiatives	\$20,000,000
Traffic Management Works	\$2,000,000
City Centre Car Park	\$8,000,000
<b>Total</b>	<b>\$88,200,000</b>

~~Note: Effective from 30 December 2009 in response to Council's request, the NSW Government Minister for Planning issued a direction removing the additional 1% levy under Section 94EE of the Environmental Planning and Assessment Act 1979 for development with a cost of more than \$250,000 in the Commercial Core (B3-zone), within the Wollongong City Centre. This special levy was applied to fund improvements to regional infrastructure, namely the Wollongong Railway Station and Wollongong Harbour. Council resolved at its meeting 2 March 2010 to refund all funds collected under this levy, refunds were finalized by 30 June 2010. As such the total levy payable is as per the table above.~~

## 2. Schedule 2 – Works schedule summary

Project	Actual Section 94A contribution (2011-12 to 2014-15)	Proposed Section 94 Contribution 2015-16	Forecast Section 94A contribution (2016-17 to 2017-18)
Roads and bridges	\$ 2,840,000	\$ 772,000	\$ 1,203,000
Footpaths and Cycleways	\$ 4,156,000	\$ 762,000	\$ 1,545,000
Car parks	\$ 764,000	\$ 500,000	\$ 260,000
Non-Commercial buildings	\$ 4,721,000	\$ 75,000	\$ -
Parks, Gardens and sports fields	\$ 2,054,000	\$ 325,000	\$ 217,000
Land Acquisitions	\$ -	\$ 750,000	\$ 1,500,000
Administration	\$ 387,000	\$ 102,000	\$ 214,000
<b>Total</b>	<b>\$ 14,922,000</b>	<b>\$ 3,286,000</b>	<b>\$ 4,939,000</b>

For further details refer to Part D Schedule 4 – Detailed Works Schedule page 16.

## Part B – Expected Development and Demand for Public Facilities

### 3. Expected Development and Demand for Public Facilities

This part broadly discusses the relationship between the expected types of development in the Council's area and the demand for additional public amenities and services to meet that development. That relationship is established through current demographic information.

The expected types of development include but are not limited to:

- Alterations and additions to existing development;
- Dwellings of all forms;
- Commercial development located primarily in commercial precincts;
- Industrial development;
- Subdivisions; and
- Mixed use development.

The relationship between expected development and the demand for public facilities is established through:

- The population projections undertaken by Council, adopted from the Australian Bureau of Statistics (ABS) information indicates that continued population growth in Wollongong is expected. A projected population of 234,000 is expected by 2026.
- Accelerating housing costs in metropolitan Sydney contribute to certain pressures in Wollongong, particularly new housing developments, which will largely impact the future needs of the region.
- The likely population growth will diminish the enjoyment and standard of public facilities for the existing population unless additional facilities are provided to meet the additional demand.
- The likely growth will require the provision of additional public facilities to meet additional demands.

Wollongong City Council wants to ensure that it has a sustainable local government area, safeguarding the economic, social, cultural, and environmental wellbeing of present and future generations. The section 94A levy will assist Council to provide high quality and diverse public facilities to meet the expectations of the existing and new residents of Wollongong City Council.

The additional public facilities to be provided to meet the expected future development are set out in Part D Schedule 4.

The demand for facilities within the Wollongong City Centre is based on the growth and development projected for the Wollongong City Centre in the Illawarra Regional Strategy and Wollongong City Centre Plan. In particular, this includes the total developable floor space allowed under the Wollongong LEP 2009 and Wollongong DCP 2009.

## Part C – Administration and Operation of the Plan

### 4. What is the name of this contributions plan?

This Plan is called the “Wollongong City Council Section 94A Development Contributions Plan”.

### 5. Where does this plan apply?

This plan applies to all land within the local government area of Wollongong City Council excluding Stages 1 & 2 and other additional areas of the West Dapto Urban Release area as shown on Figure 1.

### 6. What is the purpose of this contributions plan?

The purposes of this contributions plan are:

- To authorise the imposition of a condition on certain development consents and complying development certificates requiring the payment of a contribution pursuant to section 94A of the EP&A Act 1979.
- To assist the council to provide the appropriate public facilities which are required to maintain and enhance amenity and service delivery within the area.
- To publicly identify the purposes for which the levies are required.

### 7. When does this development contributions plan commence?

This Development Contributions plan takes effect from the date on which public notice was published, pursuant to clause 31(4) of the Environmental Planning and Assessment Regulation 2000.

This Section 94A Contributions Plan 2015 was adopted by Council at its Meeting of (Date to be inserted) and came into force on (Date to be inserted).

### 8. Relationship with other development contribution plans

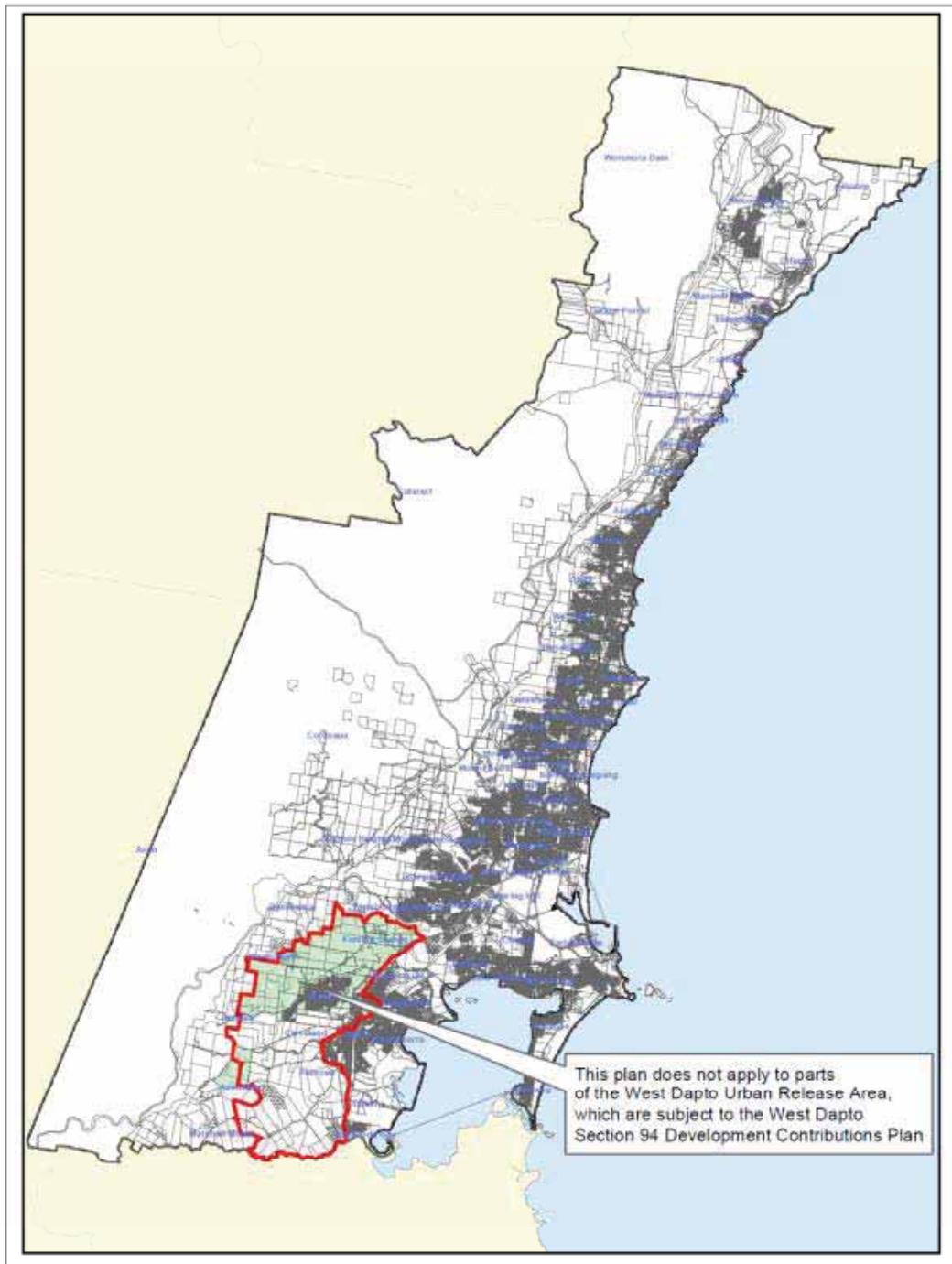
This plan repeals the following section 94 / 94A contributions plans applying in the Wollongong local government area:

- Wollongong Section 94A Contributions Plan (2014 version) – this plan repealed the following plan
- Wollongong Section 94A Contributions Plan (2013 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2012 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2011 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2010 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2009 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2008 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2007 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2006 version) – this plan repealed the following Section 94 plans:
  - CP No 1 Open Space Embellishment, Recreation Facilities, Community Facilities;
  - Amendment to CP No 1 Open Space;
  - CP No 2 Traffic Management & Road Works in City of Wollongong;
  - CP No 3 Car Parking in the City of Wollongong;
  - CP No 4 Studies & Administration;
  - CP No 6 Car Parking in Area between Fairy Creek & Georges Plan Nth Wollongong;
  - CP No 7 Open Space Dedication (Nth Side Kanahooka Road);
  - CP No 8 Roundabout at the intersection of Unara Road, Yalunga Street & Princes Highway, Dapto;
  - CP No 9 Mount Brown Local Area Traffic Management Scheme;

- CP No 10 Bank Street (Road Works & Intersection Upgrade);
- CP No 11 Bank Street (Car Parking Facility between Bank & Stewart Sts);
- CP No 12 Sandon Point Section 94 Land Acquisition; and
- CP No 13 Library Resources.

Any other section 94 contributions plans that are not repealed continue to apply to all areas and development to which they are stated to apply.

Figure 1



	<b>Wollongong Section 94A Contribution Area</b>	Drawn By: H Jones	
		Date: 13.05.2015	
		Site ref: Wollongong Section 13.05.15.Land	

## 9. What does Section 94A of the Act provide?

Section 94A of the Act provides as follows:

### 94A Fixed development consent levies

- (1) A consent authority may impose, as a condition of development consent, a requirement that the applicant pay a levy of the percentage, authorised by a contributions plan, of the proposed cost of carrying out the development.
- (2) A consent authority cannot impose as a condition of the same development consent a condition under this section as well as a condition under section 94.
- (3) Money required to be paid by a condition imposed under this section is to be applied towards the provision, extension or augmentation of public amenities or public services (or towards recouping the cost of their provision, extension or augmentation). The application of the money is subject to any relevant provisions of the contributions plan.
- (4) A condition imposed under this section is not invalid by reason only that there is no connection between the development the subject of the development consent and the object of expenditure of any money required to be paid by the condition.

## 10. Council may require payment of the levy as a condition of development consent

This plan authorises the Council to grant consent to development to which this plan applies subject to a condition requiring the applicant to pay to the Council a levy calculated as per **clause 11**.

## 11. How will the levy be calculated

The levy will be determined on the basis of the rate as set out in Part A Schedule 1 Summary of levy. The levy will be calculated as follows:

$$\text{Levy payable} = \%C \times \$C$$

Where:

**%C** is the levy rate applicable

**\$C** is the proposed cost of carrying out development as determined in accordance with clause 15.

Where an exemption is granted for a preceding application under Clause 12(q) "An application for demolition (where there is no replacement building or development)". On the same subject site (irrespective of sub-division or consolidation occurring) the following application(s) for development, qualifying under clause 11, will be additionally levied the relevant proportion of the levy that would have applied if the cost of development included the "demolition, excavation and site preparation, decontamination or remediation" in accordance with Clause 25J of the Regulation that occurred under the preceding application.

## 12. Development to which this plan applies

This Plan applies to all applications for development consent and complying development certificates required to be made by or under Part 4 of the Act in respect of development on land to which this plan applies.

## 13. Are there any exemptions to the levy?

The following Directions under Section 94E of the Environmental Planning and Assessment Act 1979 have been made by the Minister for Planning that require that a Section 94A levy cannot be imposed on development:

- a. for the purpose of disabled access (10/11/06);
- b. for the sole purpose of affordable housing (10/11/06) – (including Granny Flat/Secondary dwelling under 60m<sup>2</sup>);
- c. for the purpose of reducing the consumption of mains-supplied potable water, or reducing the energy consumption of a building (10/11/06);
- d. for the sole purpose of adaptive re-use of an item of environmental heritage (note: the term "item" and "environmental heritage" have the same meaning as in the Heritage Act 1977) (10/11/06);

- e. other than the subdivision of land, where a condition under section 94 of the Act has been imposed under a previous development consent relating to the subdivision of the land on which the development is proposed to be carried out (10/11/06);
- f. Seniors living development under SEPP Seniors Housing 2004 by a Social Housing provider (14/9/07);
- g. Components of school development that is a Building Education Revolution (BER) project (9/9/09);
- h. Port Kembla Lease Area, as mapped in the Ports SEPP (6/12/13)

In addition, Council may allow for the following exemptions (partial or full):

- i. An application by the Council for community infrastructure, such as but not limited to libraries, community facilities, child care facilities, recreational areas, recreational facilities or car parks.
- j. An application by the NSW Government for public infrastructure, such as but not limited to hospitals, police stations, fire stations; education facilities and public transport infrastructure.
- k. An application for an industrial, retail, commercial or residential development, where there is no increase in floor space within an existing building, such as but not limited to internal fit-out or alteration to existing structure.
- l. An application for the continued operation of a coal mine, where rail transport is used for the transportation of coal.
- m. An application for a place of public worship.
- n. An application for demolition (where there is no replacement building or development).
- o. An application for a residential care facility.
- p. An application for an industrial training facility.

The following exception (partial or full) requests will require a comprehensive submission:

- q. An application on behalf of the Council for community infrastructure, such as but not limited to libraries, community facilities, child care facilities, recreational areas, recreational facilities or car parks.
- r. An application on behalf of the NSW Government for public infrastructure, such as but not limited to hospitals, police stations, fire stations; education facilities and public transport infrastructure.
- s. An application for privately funded community infrastructure, such as but not limited to education facilities, universities, and private hospitals.
- t. Any other development for which Council considers an exemption is warranted, where the decision is made by formal ratification of the Council at a public Council meeting.

#### Submission Requirements for an exemption claim to be considered

For an exemption to be considered in accordance with points (q) to (t) above, any such application will need to submit a comprehensive submission arguing the case for exemption and including details of:

- Under which point the exemption claimed is to be considered
- The mechanism ensuring that such development will remain in the form proposed in the future (i.e. Not to increase future demand on public amenities and services), NB: where a further development application or application for complying development under the EP&A Act is required for any change to the development no mechanism is necessary, however if a change of use is available by way of exempt development then the requirement for a mechanism remains.
- Other items if applicable:
  - How the development will incorporate the maintenance of the item of heritage significance
  - How the development will contribute to the public benefit of the community
  - Works in the public domain included in the development

- How the residents/users will utilise existing private facilities attached to the development that replicate those types provided by council.

A comprehensive submission is not required for points (a) to (p) from the above list. Whilst assessment of any application will include consideration of the provisions of this plan for any exemption that may be warranted, where a comprehensive submission isn't required, the application should clearly state which point an exemption is expected to ensure it is considered.

Exemptions (partial or full) listed under points (i) to (t) will only be granted with approval of the Council Officer(s) whose position(s) holds the required Council delegations or in terms of point (t) by formal ratification of the Council at a public Council meeting.

#### 14. Complying Development Certificates and the obligations of accredited certifiers

Development applications for Complying Development are also subject to the provisions of this plan, and the payment of a Section 94A contribution. The Complying Development Certificate is to include a condition that requires the payment of a Section 94A contribution (in accordance with the requirements of clauses 1 to 12 above).

As the construction certificate is issued concurrently, payment is to be made to Council within 7 days of the date of the Complying Development Certificate.

In particular, the certifier must ensure that the applicant provides a receipt(s) confirming that levies have been fully paid and copies of such receipts must be included with copies of the certified plans provided to the council in accordance with clause 142(2) of the EP&A Regulation. Failure to follow this procedure may render such a certificate invalid.

#### 15. Construction certificates and the obligations of accredited certifiers

In accordance with Section 94EC of the Environmental Planning and Assessment Act and clause 146 of the EP&A Regulation 2000, a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it has verified that each condition requiring the payment of levies has been satisfied.

In particular, the certifier must ensure that the applicant provides a receipt(s) confirming that levies have been fully paid and copies of such receipts must be included with copies of the certified plans provided to the council in accordance with clause 142(2) of the EP&A Regulation. Failure to follow this procedure may render such a certificate invalid.

The only exceptions to the requirement are where the Council has agreed to a works in kind, material public benefit, dedication of land, or deferred payment arrangement. In such cases, council will issue a letter confirming that an alternative payment method has been agreed with the applicant.

#### 16. How is the proposed cost of carrying out development determined?

Clause 25J of the Regulation sets out how the proposed cost of carrying out development is to be determined. That clause provides as follows:

##### “25J Section 94A levy—determination of proposed cost of development

- (1) The proposed cost of carrying out development is to be determined by the consent authority, for the purpose of a section 94A levy, by adding up all the costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following:
  - (a) if the development involves the erection of a building, or the carrying out of engineering or construction work—the costs of or incidental to erecting the building, or carrying out the work, including the costs (if any) of and incidental to demolition, excavation and site preparation, decontamination or remediation,
  - (b) if the development involves a change of use of land—the costs of or incidental to doing anything necessary to enable the use of the land to be changed,
  - (c) if the development involves the subdivision of land—the costs of or incidental to preparing, executing and registering the plan of subdivision and any related covenants, easements or other rights.

- (2) For the purpose of determining the proposed cost of carrying out development, a consent authority may have regard to an estimate of the proposed cost of carrying out the development prepared by a person, or a person of a class, approved by the consent authority to provide such estimates
- (3) The following costs and expenses are not to be included in any estimate or determination of the proposed cost of carrying out development:
  - (a) the cost of the land on which the development is to be carried out,
  - (b) the costs of any repairs to any building or works on the land that are to be retained in connection with the development,
  - (c) the costs associated with marketing or financing the development (including interest on any loans),
  - (d) the costs associated with legal work carried out or to be carried out in connection with the development,
  - (e) project management costs associated with the development,
  - (f) the cost of building insurance in respect of the development,
  - (g) the costs of fittings and furnishings, including any refitting or refurbishing, associated with the development (except where the development involves an enlargement, expansion or intensification of a current use of land),
  - (h) the costs of commercial stock inventory,
  - (i) any taxes, levies or charges (other than GST) paid or payable in connection with the development by or under any law."

#### **17. Cost estimate reports must accompany an application for a development application or a complying development certificate**

An application for a development application or a complying development certificate is to be accompanied by a report, prepared at the applicant's cost in accordance with this clause, setting out an estimate of the proposed cost of carrying out the development for the purposes of clause 25J of the Regulation, per clause 16 above.

The following types of report are required:

- where the estimate of the proposed cost of carrying out the development is less than \$10,000,000 - a suitable cost estimate as determined by Council;
- where the estimate of the proposed cost of carrying out the development is \$10,000,000 or more - a detailed cost report in accordance with Part D Schedule 3.

Applicants will be required to declare upon signing of application for development/building work that the cost of carrying out development as evidenced by their submitted estimate has been calculated in accordance with the provisions of this plan, in particular clause 16.

#### **18. Who may provide a report for the purposes of clause 16 of this plan?**

For the purpose of clause 25J(2) of the Regulation and clause 16 of this plan, the following persons are approved by the Council to provide an estimate of the proposed cost of carrying out development in the following circumstances:

- where the proposed development cost is less than \$10,000,000 - a person who, in the opinion of the Council, is suitably qualified to provide a cost estimate;
- where the proposed development cost is \$10,000,000 or more - a quantity surveyor who is a registered member of the Australian Institute of Quantity Surveyors.

Upon reviewing a cost estimate, the Council may require a further estimate to be provided by a registered quantity surveyor at the applicant's cost. The Council may, at the applicant's cost, engage a person referred to in this clause to review a report submitted by an applicant in accordance with clause 16.

**19. How will the Council apply money obtained from the levy?**

Money paid to the Council under a condition authorised by this plan is to be applied by the Council towards meeting the cost of the public facilities that will be or have been provided within the area as listed in Part D Schedule 4.

**20. What are the funding priorities from levies authorised by this plan?**

Subject to s93E(2) of the Act and clauses 18 and 19 of this plan, the public facilities listed in Part D Schedule 4 are to be provided in accordance with the staging set out in that Schedule.

**21. Pooling of levies**

For the purposes of s93E(2) of the Act, this plan authorises money obtained from levies paid in respect of different developments to be pooled and applied by the Council progressively towards the public facilities listed in Part D Schedule 4 in accordance with the staging set out in that Schedule.

**22. The Goods and Services Tax (GST)**

At the time this Plan was made, the position of the Australian Taxation Office (ATO) was that the payment of development contributions made under the EP&A Act is exempt from the Goods and Services Tax (GST). Items in the works schedule of this Plan have been calculated without any GST component.

**23. When is the levy payable?**

A levy to be paid by a condition authorised by this plan must be paid to the Council at the time specified in the condition. If no time is specified, the levy must be paid in full prior to the first construction or subdivision certificate issued in respect of the development under Part 4A of the EP&A Act.

Payment can be made by cash, credit card, EFTPOS or bank cheque (payable to Wollongong City Council) only.

Payments can be made in person at Council's Customer service centre located on the ground floor of Wollongong City Council Administration Building, 41 Burelli Street, Wollongong between 8.30am and 5pm Monday to Friday except public holidays during business hours. Bank Cheques will be accepted by mail to Wollongong City Council - Locked Bag 8821, Wollongong DC NSW 2500.

**24. Can deferred or periodic payments of levies be made?**

Deferred or periodic payments may be permitted in the following circumstances:

- Deferred or periodic payment of the contribution will not prejudice the timing or the manner of the provision of public facilities included in the works program;
- In other circumstances considered reasonable by Council.

For a deferred or periodic payment to be considered, the applicant must satisfy to Council that:

- There are valid reasons for deferred or periodic payment;
- No prejudice will be caused to the community deriving benefit from the services being provided under this plan;
- No prejudice will be caused to the efficiency and operation of this development contribution plan.

If Council does decide to accept deferred or periodic payment, Council may require the applicant to provide a bank guarantee for the full amount of the contribution or the outstanding balance on condition that:

- a) The bank guarantee be issued by a bank for the amount of the total contribution, or the amount of the outstanding contribution, plus an amount equal to thirteen (13) months interest.
- b) Any charges associated with establishing or operating the bank security are payable by the applicant.
- c) The bank guarantee must carry specific wording identifying the exact obligation to which it relates (i.e. section 94A development contributions for development of Lot x DP xxx under Development Consent No. xxx)

- d) The bank unconditionally pays the guaranteed sum to the Council if the Council so demands in writing not earlier than 12 months from the provision of the guarantee or completion of the work.
- e) The bank must pay the guaranteed sum without reference to the applicant or landowner or other person who provided the guarantee, and without regard to any dispute, controversy, issue or other matter relating to the development consent or the carrying out of development.
- f) The bank's obligations are discharged when payment to the Council is made in accordance with this guarantee or when Council notifies the bank in writing that the guarantee is no longer required.
- g) Where a bank guarantee has been deposited with council, the guarantee shall not be cancelled until such time as the original contribution and accrued interest are paid.

Deferred or periodic payments may be permitted, in accordance with the above requirements, only with approval of the Council Officer(s) whose position(s) holds the required Council delegations.

#### 25. Are there alternatives to payment of the levy?

The council may accept an offer by the applicant to provide an "in-kind" contribution (i.e. the applicant completes part or all of work/s identified in the plan) or through provision of another material public benefit in lieu of the applicant satisfying its obligations under this plan. The decision to accept such offers is at the sole discretion of the Council.

Council may accept such alternatives in the following circumstances:

##### a) Offer made to the Council as part of a development application

The applicant may include in the relevant development application or in an application for a modification under section 96 of the Act, an offer to carry out works or provide a material public benefit towards which the levy is to be applied. The Council will consider the offer as part of its assessment of the development application or as an application for a modification to a development approval under section 96 of the Act where a levy has been imposed pursuant to this plan. If the Council agrees to the arrangement and grants consent to the application, it will substitute a condition of consent under section 80A or section 96 of the Act (whichever is relevant) requiring the works to be carried out or the material public benefit to be provided for a condition requiring payment of a levy under section 94A.

In assessing the applicant's offer, the Council will have regard to any relevant requirements of the current Practice Note issued by the NSW Government (DIPNR 2005) and such other matters as the Council considers relevant in the circumstances of the case including, but not limited to:

- (1) the value of the works to be undertaken is at least equal to the value of the contribution that would otherwise be required under this plan, Council does not issue credits to applicants for works in kind which are provided in excess of the approved condition outside of a standard procedure involving approval by Council, such as staged development; and
- (2) the standard of the works is to council's full satisfaction and the works are handed over to the Council without restriction of limitation; and
- (3) the provision of the material public benefit will not prejudice the timing or the manner of the provision of public facilities included in the works program.

##### b) Valuation of Offer made to the Council as part of a development application ("value of work")

The value of an offer to provide Works In Kind, or a material public benefit towards which the levy is to be applied, in lieu (in full or in part) of satisfying a condition of consent relating to payment of a Section 94/94A contribution will be valued utilising the following mechanism:

- (1) Any Credit will be calculated based on the actual cost of works or the agreed cost estimate, whichever is the lesser. The agreed cost estimate will be determined by a review of the costs submitted by the applicant via Council's Infrastructure Team or a Registered Quantity Surveyor at Councils discretion;

- (2) The agreed cost estimate can be amended by submission of a variation request by the applicant which will be reviewed and certified by a registered Quantity Surveyor;
- (3) The actual cost of works is required to be evidenced and verified by a registered Quantity Surveyor;
- (4) The Quantity Surveyor to act on the project will be chosen by Council from a list of 3 recommended by the applicant all of whom are to be members of Panels for The NSW Department of Commerce or Local Government Procurement; and
- (5) Quantity Surveyor service costs are to be borne by the applicant.

**c) Legal agreements pertaining to works in kind**

All offers, should they be accepted, to provide Works In Kind, or a material public benefit towards which the levy is to be applied, in lieu (in full or in part) of satisfying a condition of consent relating to payment of a Section 94/94A contribution will be subject to a legal agreement between Council and the applicant. All agreements will include, but not limited to, the following:

- The works to be undertaken;
- The timing of the works;
- The quality of the works;
- The costs of the works;
- the applicant's rights and responsibilities; and
- Council's rights and responsibilities.

**d) Offer to enter into a voluntary planning agreement**

An applicant may offer to enter into a voluntary planning agreement with the Council under s93F of the EP&A Act in connection with the making of a development application. This offer may include a monetary contribution, dedication of land, the carrying out of works, or another material public benefit for public purposes. Those purposes need not wholly relate to the impacts of the applicant's development not to the items listed in Part D Schedule 4.

The applicant's provision under a planning agreement may be additional to or instead of paying a levy in accordance with a condition of development consent authorised by this plan. This will be a matter for negotiation with the Council. The offer to enter into the planning agreement together with a copy of the draft agreement should accompany the relevant development application.

The Council will publicly notify the draft planning agreement and an explanatory note relating to the draft agreement along with the development application and will consider the agreement as part of its assessment of that application.

If the Council agrees to enter into the planning agreement, it may impose a condition of development consent under s93I (3) of the EP&A Act requiring the agreement to be entered into and performed. If the Council does not agree to enter into the planning agreement, it may grant consent subject to a condition authorised by this plan requiring the payment of a levy.

Applicants should refer to the Council's Policy on Planning Agreements, which has been prepared having regard to the Practice Note on Planning Agreements (DIPNR 2005).

**26. How will the levy be adjusted?**

As the date of the consent may vary to the actual time of payment of the contribution, Clause 25(4) of the EP&A Regulation allows council to adjust the contribution to reflect current between the date of the consent and the time of payment. Contributions required as a condition of consent under the provisions of this plan will be indexed quarterly in accordance with movements in the Consumer Price Index (All Groups Index) for Sydney issued by the Australian Bureau of Statistics.

The following formula for indexing contributions is to be used:

$$\text{Contribution at time of payment} = \$C \times (\text{CP2/CP1})$$

Where:

- \$C** is the original contribution as set out in the consent  
**CP1** is the Consumer Price Index (all groups index for Sydney) used in the proceeding indexation calculation  
**CP2** is the Consumer Price Index (all groups index for Sydney) at the time of indexation

## 27. Savings and Transitional Arrangements

A development application which has been submitted prior to the adoption of this plan but not determined shall be determined in accordance with the provisions of this plan, except in the West Dapto Release Area if Council has resolved to apply the West Dapto Section 94 Development Contribution Plan to the land but the amendment has not yet occurred. In that instance the West Dapto Section 94 Development Contribution Plan applies.

## 28. Are refunds for payments of levies possible?

For a refund of levy payments to be considered, the applicant/landowner must:

- Submit a written request to Council
- As a part of the request, demonstrate that the development that is the subject of the consent has not been commenced
- Submit the request for a refund by the first working day after 31 January within the year following payment of the levy e.g. payment is made in April 2011 then refund request can be made until first working day after 31 January 2012; payment is made in January 2011 then refund request can be made until first working day after 31 January 2012.
- Formally surrender the consent that applied the levy

In other circumstances considered reasonable by Council at its sole and unfettered discretion, where a formal request is made, part or full refunds may be provided.

## Part D – References

### 29. What definitions apply?

In this plan, unless the context or subject matter otherwise indicates or requires, the following definitions apply:

- **ABS** means the Australian Bureau of Statistics
- **EP&A Act** means the Environmental Planning and Assessment Act 1979
- **Council** means The Wollongong City Council
- **Development contributions** means a development contribution required to be paid by a condition of development consent imposed pursuant to section 94 of the Act
- **Levy** means a levy under section 94A of the Act authorised by this plan
- **Public facility & Public Infrastructure** means a public amenity or public service
- **Regulation** means the Environmental Planning and Assessment Regulation 2000

30. Schedule 3 - Detailed Cost Report

(Clause 17)

**Registered\* Quantity Surveyor's Detailed Cost Report**

[Development Cost in excess of \$10,000,000]

\*A member of the Australian Institute of Quantity Surveyors

DEVELOPMENT APPLICATION No.  REFERENCE:

CONSTRUCTION CERTIFICATE No.  DATE:

APPLICANT'S NAME: \_\_\_\_\_

APPLICANT'S ADDRESS: \_\_\_\_\_

DEVELOPMENT NAME: \_\_\_\_\_

DEVELOPMENT ADDRESS: \_\_\_\_\_

**DEVELOPMENT DETAILS:**

Gross Floor Area – Commercial	m <sup>2</sup>	Gross Floor Area – Other	m <sup>2</sup>
Gross Floor Area – Residential	m <sup>2</sup>	Total Gross Floor Area	m <sup>2</sup>
Gross Floor Area – Retail	m <sup>2</sup>	Total Site Area	m <sup>2</sup>
Gross Floor Area – Car Parking	m <sup>2</sup>	Total Car Parking Spaces	
Total Development Cost	\$		
Total Construction Cost	\$		
Total GST	\$		

**ESTIMATE DETAILS:**

Professional Fees	\$	Excavation	\$
% of Development Cost	%	Cost per square metre of site area	\$ /m <sup>2</sup>
% of Construction Cost	%	Car Park	\$
<b>Demolition and Site Preparation</b>	\$	Cost per square metre of site area	\$ /m <sup>2</sup>
Cost per square metre of site area	\$ /m <sup>2</sup>	Cost per space	\$ /space
<b>Construction – Commercial</b>	\$	Fit-out – Commercial	\$
Cost per square metre of site area	\$ /m <sup>2</sup>	Cost per m <sup>2</sup> of commercial area	\$ /m <sup>2</sup>
<b>Construction – Residential</b>	\$	Fit-out – Residential	\$
Cost per square metre of residential area	\$ /m <sup>2</sup>	Cost per m <sup>2</sup> of residential area	\$ /m <sup>2</sup>
<b>Construction – Retail</b>	\$	Fit-out – Retail	\$
Cost per square metre of retail area	\$ /m <sup>2</sup>	Cost per m <sup>2</sup> of retail area	\$ /m <sup>2</sup>

I certify that I have:

- Inspected the plans the subject of the application for development consent or construction certificate
- Prepared and attached an elemental estimate generally prepared in accordance with the Australian Cost Management Manuals from the Australian Institute of Quantity Surveyors
- Calculated the development costs in accordance with the definition of development costs in the section 94A Development Contributions Plan of the council of the City of Wollongong at current prices
- Included GST in the calculation of development cost
- Measured gross floor areas in accordance with the Method of Measurement of Building Area in the AIQS Cost Management Manual Volume 1, Appendix A2

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Position and Qualifications: \_\_\_\_\_

Date: \_\_\_\_\_

31. Schedule 4 –Detailed Works Schedule

The works listed in this schedule may be funded from a mix of sources, including contributions collected from this plan.

(Clauses 19 & 20)

Map Ref		Project	Actual Section 94A contribution (2011-12 to 2014-15)	Timing of Section 94A expenditure								
Map No.	Ref No.			Expenditure 2011-12	Expenditure 2012-13	Expenditure 2013-14	Expenditure 2014-15 (at March 2015)	Budget 2014-15	Budget 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast Section 94A contribution 2015-16 to 2017-18
		<b>Roads and Bridges</b>										
		City Centre Public Transport	\$ 404,000	\$ 50,000	\$ 129,000	\$ 150,000	\$ 75,000	\$ 75,000	\$ 22,000			
		City Wide Public Transport	\$ 125,000		\$ 50,000	\$ 75,000			\$ 100,000			\$ 100,000
		Road Reconstruction	\$ -									
		Road Upgrade	\$ -									
		Traffic Facility Improvements (50% RTA)	\$ -						\$ 650,000	\$ 450,000	\$ 753,000	\$ 1,853,000
7	1	Princes Hwy, Point St to Black Diamond Pl	\$ 200,000				\$ 99,000	\$ 200,000				
21	2	Lake Avenue Traffic Facilities : Flagstaff Rd to Gorrel St	\$ 40,000				\$ 40,000	\$ 40,000				
		Roads & Bridges - New & Upgrade (bulk vote)	\$ -									
16	3	Church St, Wollongong - Roundabout, cnr Ellen St	\$ -									
13	4	Cliff Rd, North Wollongong - new pedestrian safety facilities	\$ -									
	C	Parke St/Princes Hwy, Helensburgh - New roundabout	\$ 85,000		\$ 85,000							
13	48	Denison Street/T hrosby Drive, Gwynneville - bypass	\$ -									
14	83	Cordeaux Rd, Cordeaux Heights - Pedestrian Refuge	\$ -									
14	77	Cordeaux Rd. west of William James Dr - Upgrade	\$ 515,000				\$ 515,000	\$ 515,000				
16	76	Gladstone Ave, Coniston -Pedestrian Crossing	\$ -									
	C	Compton Street, Dapto- Traffic Calming augmentation	\$ 313,000		\$ 313,000							
16	58	Burelli Street - Kenny Street Traffic Signals	\$ 120,000				\$ 30,000	\$ 120,000				
16	37	Burelli Street/Corrimal Street, Wollongong - Traffic Lights	\$ 120,000					\$ 120,000				
16	36	Burelli Street - Auburn Street Traffic Signals	\$ 210,000				\$ 133,000	\$ 210,000				
	C	Carters lane, Fairy Meadow shoulder construct - Pioneer to Elliots	\$ 159,000		\$ 159,000							
	C	Squires Way, North Wollongong - kerb and gutter - Elliots Rd to iC entry	\$ 51,000		\$ 51,000							

Map Ref		Project	Actual Section 94A contribution (2011-12 to 2014-15)	Timing of Section 94A expenditure								
Map No.	Ref No.			Expenditure 2011-12	Expenditure 2012-13	Expenditure 2013-14	Expenditure 2014-15 (at March 2015)	Budget 2014-15	Budget 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast Section 94A contribution 2015-16 to 2017-18
10	74	Cabbage Tree Lane, FairyMeadow - kerb, gutter and drainage	\$ -									
1	39	Parkes St/Vera St, Helensburgh - kerb, gutter and drainage	\$ 275,000	\$ 25,000	\$ 250,000							
	C	Jarvie Rd, Cringlia - new kerb & gutter	\$ 50,000		\$ 50,000							
2	84	Walker St, Helensburgh - Replace culvert to widen and provide pedestrian access	\$ 151,000			\$ 141,000	\$ 151,000					
16	79	Keira St, Wollongong - Road & Footpath augmentation	\$ -									
	C	Burke Street, Berkeley - New T traffic Island	\$ 5,000	\$ 5,000								
	C	Ball Street, Woonona - New T traffic Island	\$ 1,000	\$ 1,000								
7	85	Sturdee Ave, Bulli - Augmentation design options	\$ 16,000	\$ 9,000	\$ 7,000							
		<b>Sub total</b>	<b>\$ 2,840,000</b>	<b>\$ 50,000</b>	<b>\$ 827,000</b>	<b>\$ 532,000</b>	<b>\$ 1,033,000</b>	<b>\$ 1,431,000</b>	<b>\$ 772,000</b>	<b>\$ 450,000</b>	<b>\$ 753,000</b>	<b>\$ 1,975,000</b>
		<b>Footpaths and Cycleways</b>										
		Footpaths - New footpaths	\$ -					\$ 400,000	\$ 250,000	\$ 330,000	\$ 980,000	
		Footpaths - Reconstruction or upgrading	\$ -					\$ 150,000	\$ 50,000	\$ 65,000	\$ 265,000	
		New cycle/shared paths	\$ -					\$ 200,000	\$ 200,000	\$ 250,000	\$ 650,000	
2	19	Gills Creek pedestrian path linkage, Walker St Helensburgh	\$ 20,000			\$ 18,000	\$ 20,000					
14	23	Cordeaux Rd Shared Path	\$ -					\$ 12,000			\$ 12,000	
16	79	Keira St footpath, Crown to Market St	\$ 400,000			\$ 400,000	\$ 400,000					
	C	Gloucester Bvde, Port Kembla - Primary School to Darcy Rd -Shared pathway	\$ 99,000	\$ 94,000	\$ 5,000							
23	38	Foreshore Rd, Port Kembla - Old Port Rd to Harbour - New on road Shared pathway	\$ 4,000	\$ 4,000								
	C	Southern cycleway - Port Kembla pool to Parkes St & along Foreshore Rd	\$ 42,000		\$ 42,000							
22	24	Five Islands Rd, Port Kembla - shared path between Flinders St & Wattle St	\$ 2,000		\$ 2,000							
	C	Princes Hwy, Dapto, Unara St to Northcliffe - New Shared pathway	\$ 442,000	\$ 135,000	\$ 3,000	\$ 304,000						
22	18	Shellharbour Rd, Port Kembla - Parkes St to King Street new on-road and off-road cycleway	\$ -									

Map Ref		Project	Actual Section 94A contribution (2011-12 to 2014-15)	Timing of Section 94A expenditure								
Map No.	Ref No.			Expenditure 2011-12	Expenditure 2012-13	Expenditure 2013-14	Expenditure 2014-15 (at March 2015)	Budget 2014-15	Budget 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast Section 94A contribution 2015-16 to 2017-18
	C	Amaroo Ave, Figtree - New footpath	\$ 9,000		\$ 2,000	\$ 7,000						
12	25	Grey St, Keiraville new footpath	\$ 19,000			\$ 19,000						
13	13	Tramway Sea Wall and Path, North Wollongong - Augmentation	\$ -									
16	14	Crown St Mall Upgrade	\$ 150,000				\$ 150,000	\$ 150,000				
16	14	City Centre Crown St, Wollongong - Augmentation	\$ 20,000		\$ 20,000							
	C	O'Briens Rd, Figtree - New shared pathway	\$ 55,000		\$ 55,000							
17	15	Cordeaux Rd, Figtree - new on road cycleway	\$ 85,000		\$ 85,000							
8	16	Channon St, Russell Vale - new footpath	\$ 47,000			\$ 47,000						
	C	Parkes St, Helensburgh - New shared pathway connection	\$ 75,000		\$ 75,000							
	C	Brian St, Balgownie - new footpath and pedestrain crossing	\$ 82,000		\$ 82,000							
	C	Unanderra Town Centre - T allegalla Street - new cycleway	\$ 25,000		\$ 25,000							
	C	Beach St to Hutton Ave, Bulli - New shared pathway	\$ 25,000		\$ 25,000							
	C	Brokers Rd, Balgonie - new footpath	\$ 43,000		\$ 43,000							
10	71	Foothills Rd, Balgownie - New footpath	\$ -									
5	60	Lawerance Hargrave Dr, Bartons Gully, Wombarra - New footpath	\$ -									
	C	Gibson Rd, Figtree - widen footpath	\$ 85,000		\$ 85,000							
	C	Abercrombie St, West Wollongong - New footpaths	\$ 274,000		\$ 274,000							
	C	McMillan St, Helensburgh - New north side footpath	\$ 36,000		\$ 36,000							
	C	Princes Hwy, West Wollongong - New shared pathway, London Dr to Abercrombie St	\$ 113,000		\$ 35,000	\$ 78,000						
	C	Princes Hwy, Bulli - New shared pathway, Black Diamond Pl to Point St	\$ 12,000		\$ 12,000							
	C	Murphys Avenue, Keiraville - New footpath	\$ 60,000			\$ 60,000						
	C	Mt Keira Rd, Mt Keira - New footpath	\$ 100,000			\$ 100,000						

Map Ref		Project	Actual Section 94A contribution (2011-12 to 2014-15)	Timing of Section 94A expenditure								
Map No.	Ref No.			Expenditure 2011-12	Expenditure 2012-13	Expenditure 2013-14	Expenditure 2014-15 (at March 2015)	Budget 2014-15	Budget 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast Section 94A contribution 2015-16 to 2017-18
	C	Derribong Dr, Cordeaux Heights - New footpath	\$ 149,000			\$ 149,000						
	C	Loftus St, Wollongong - New footpath	\$ 103,000			\$ 103,000						
13	5	Smith St, Shared Path - Harbour to Belmore St	\$ 30,000			\$ 10,000	\$ 10,000	\$ 20,000				
16	6	Gladstone Ave, Wollongong - cycleway Swan St underpass to Crown Street	\$ 8,000			\$ 8,000						
	C	Pioneer Rd, Towradgi - New footpath & bridging over culvert	\$ 82,000			\$ 82,000						
11	49	Squires Way, North Wollongong - Widen cycleway	\$ 25,000	\$ 25,000								
18	7	Lakelands Dve footpath; Fowlers Rd to Parkside Dve	\$ 383,000				\$ 69,000	\$ 383,000				
18	8	Cirrus Ave footpath; full length west side	\$ 82,000				\$ 81,000	\$ 82,000				
12	9	Dumfries Ave footpath; McMahon St to Foothills Rd	\$ 180,000				\$ 30,000	\$ 180,000				
7	10	Point Street footpath, nth side; Blackall St to Summerville	\$ 100,000				\$ 12,000	\$ 100,000				
6	11	Railway Rd footpath east side: King St - Redman Ave	\$ 33,000				\$ 4,000	\$ 33,000				
4	12	Grand Pacific Walk, North Wollongong to Otford - Stage 1 Stoney Ck Bridge, Coalcliff	\$ 467,000	\$ 187,000	\$ 280,000							
		Village & Town Centre - Upgrades (bulk vote)	\$ -									
17	72	Unanderra CBD Upgrade	\$ 100,000				\$ 36,000	\$ 100,000				
22	70	Warramong CBD upgrade	\$ 90,000					\$ 90,000				
		Cycle/Shared Paths Reconstruct or upgrading	\$ -							\$ 300,000	\$ 100,000	\$ 400,000
		Shared (Cycleways) Pathways - New & Upgrade (bulk vote) - see Bicycle Plan	\$ -									
		City wide Footpaths - New & Upgrade (bulk vote)	\$ -									
		<b>Sub total</b>	<b>\$ 4,156,000</b>	<b>\$ 233,000</b>	<b>\$ 1,074,000</b>	<b>\$ 1,291,000</b>	<b>\$ 810,000</b>	<b>\$ 1,558,000</b>	<b>\$ 762,000</b>	<b>\$ 800,000</b>	<b>\$ 745,000</b>	<b>\$ 2,307,000</b>
		<b>Car parks</b>	\$ -									
		Car Park Constructing/formalising	\$ -						\$ 500,000		\$ 260,000	\$ 760,000
	C	Station Street - Thomas Gibson Park	\$ 110,000	\$ 110,000								
	C	Bank/Stewart Street, Wollongong - 4hr Car park - Additional spaces	\$ 78,000		\$ 78,000							

Map Ref		Project	Actual Section 94A contribution (2011-12 to 2014-15)	Timing of Section 94A expenditure								Forecast Section 94A contribution 2015-16 to 2017-18
Map No.	Ref No.			Expenditure 2011-12	Expenditure 2012-13	Expenditure 2013-14	Expenditure 2014-15 (at March 2015)	Budget 2014-15	Budget 2015-16	Forecast 2016-17	Forecast 2017-18	
	C	Campbell Street, Woonona - Ocean Park car park	\$ 144,000	\$ 4,000		\$ 140,000						
19	54	Lakeside leisure Centre, Kanahooka - Upgrade and expansion	\$ 7,000	\$ 7,000								
	C	Market Street - Multi Storey Car park - Upgrade	\$ 20,000	\$ 20,000								
	C	Windang Foreshore Park P2 car park - augmentation	\$ 5,000	\$ 5,000								
	C	George Street, Wollongong - Car park extension	\$ 140,000	\$ 140,000								
	C	Stanwell Park shops Car Park - Upgrade	\$ 243,000	\$ 150,000	\$ 93,000							
	C	The Circle Car Park, Woonona - Upgrade	\$ 17,000	\$ 17,000								
		City wide car parks - New (bulk vote)	\$ -									
		<b>Sub total</b>	<b>\$ 764,000</b>	<b>\$ 4,000</b>	<b>\$ 449,000</b>	<b>\$ 311,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 260,000</b>	<b>\$ 760,000</b>
		<b>Non-Commercial buildings</b>										
		Lifeguards facilities Designs										
3	17	Bald Hill Amenities, Stanwell Tops - augmentation - Masterplan	\$ 33,000	\$ 33,000								
	C	North Beach Bathers Pavilion, North Wollongong - augmentation (Inc. Retaining Wall)	\$ 4,433,000	\$ 4,301,000	\$ 100,000	\$ 32,000						
	C	Wollongong Town Hall augmentation	\$ -									
16	26	Civic Plaza, Wollongong - Water Saving facilities implementation	\$ -									
	C	Dapto Pool - Disabled Access Improvements	\$ 40,000	\$ 40,000								
	C	Sandon Point Surf Club Expansion	\$ 125,000	\$ 125,000								
22	20	Warrawong Multipurpose Community Centre & Library design	\$ 13,000		\$ 13,000				\$ 75,000			\$ 75,000
	C	Windang Beach Lifeguard Tower - Design	\$ 52,000		\$ 52,000							
	C	Coedale Lifeguard Tower	\$ 25,000		\$ 25,000							
		Non-Commercial buildings - bulk vote	\$ -									
		<b>Sub total</b>	<b>\$ 4,721,000</b>	<b>\$ 4,301,000</b>	<b>\$ 298,000</b>	<b>\$ 122,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>
		<b>Parks, Gardens and sports fields</b>										
		New Bridges, Boardwalks & Jetties- Bulk	\$ 89,000					\$ 89,000	\$ 250,000		\$ 100,000	\$ 350,000
		Bridges, Boardwalks & Jetties - Upgrade							\$ 50,000			\$ 50,000
		Beach facilities - New (bulk vote)	\$ 10,000	\$ 10,000								
		Skate Parks								\$ 50,000	\$ 67,000	\$ 117,000

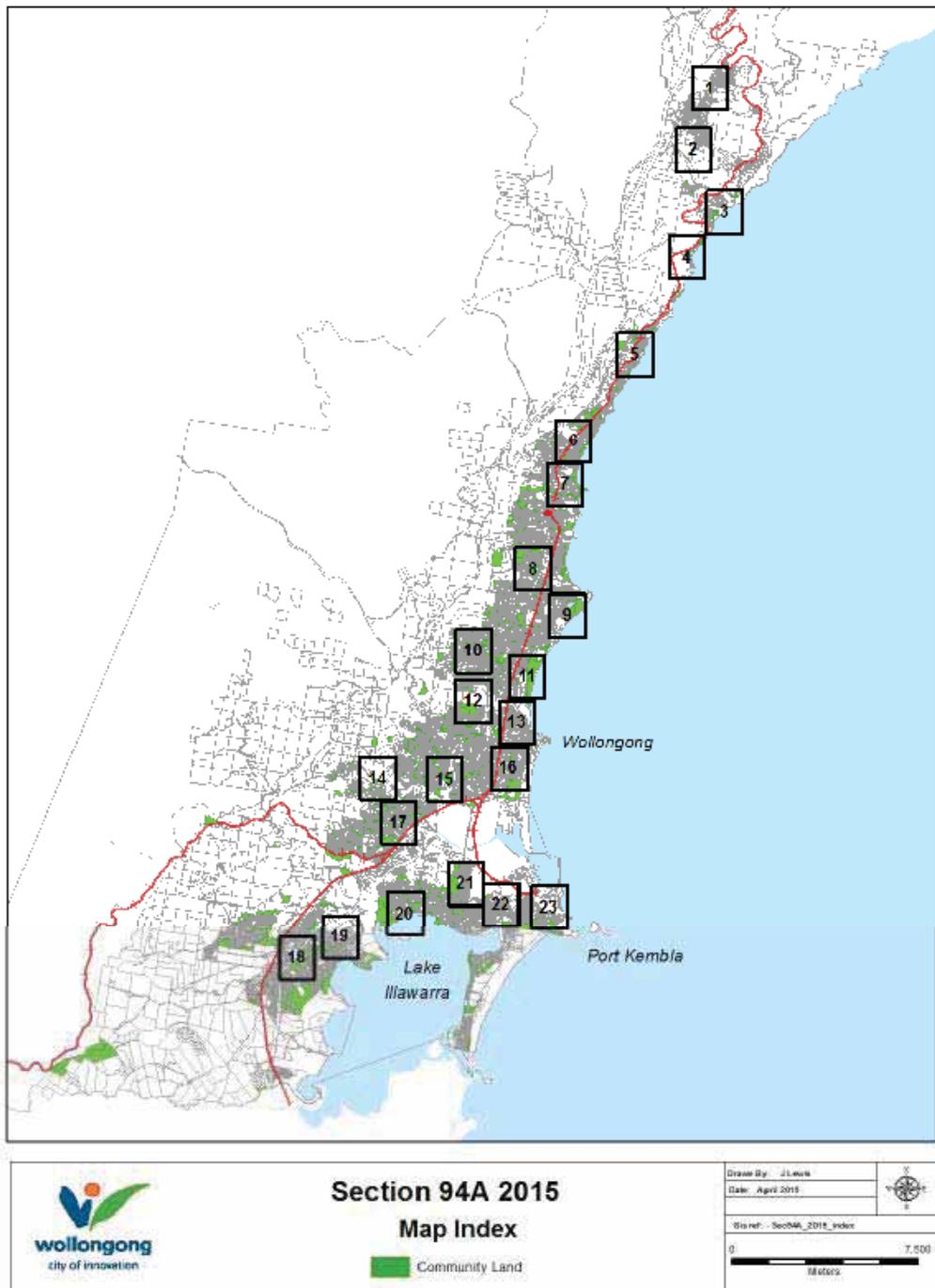
Map Ref		Project	Actual Section 94A contribution (2011-12 to 2014-15)	Timing of Section 94A expenditure								
Map No.	Ref No.			Expenditure 2011-12	Expenditure 2012-13	Expenditure 2013-14	Expenditure 2014-15 (at March 2015)	Budget 2014-15	Budget 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast Section 94A contribution 2015-16 to 2017-18
		Sporting facilities - New (bulk vote)	\$ 26,000		\$ 6,000	\$ 20,000						
		Recreation facilities - New (bulk vote)	\$ 20,000		\$ 20,000							
		Play Facilities Renew	\$ -						\$ 25,000			\$ 25,000
13	29	Stuart Park Playground	\$ 25,000				\$ 25,000	\$ 25,000				
13	30	Stuart Park - footbridge	\$ 20,000				\$ 9,000	\$ 20,000				
	C	Stanwell Park - New Playground	\$ 11,000	\$ 11,000								
	C	Bailey Park, Compton Street, Dapto - New Playground	\$ 10,000		\$ 10,000							
	C	Penrose Park - New Playground	\$ 10,000		\$ 10,000							
	C	Bramsen St Reserve, Bellambi - New Playground	\$ 5,000		\$ 5,000							
	C	Corrimal Memorial Park - New Playground	\$ 73,000		\$ 50,000	\$ 23,000						
	C	Waples Rd, Farmborough Heights - New Playground	\$ 10,000		\$ 10,000							
	C	Bruce Park, Oxlade St, Warrawong - New Playground	\$ 10,000		\$ 10,000							
	C	Keira Village Park, Keira Mine Rd - New Playground	\$ 20,000		\$ 20,000							
	C	Holborn Park, Berkeley - New Playground	\$ 25,000			\$ 25,000						
9	21	Happy Valley Reserve, East Corrimal - playground	\$ -									
		New Playground installations	\$ -									
		Sports field Irrigation Infrastructure - New (bulk vote)										
11	28	Thomas Dalton Park, Fairy Meadow - Sports field Irrigation	\$ 297,000	\$ 140,000	\$ 57,000	\$ 100,000						
	C	Thomas Dalton Park, Fairy Meadow - fence										
1	31	Carters Lane	\$ 15,000			\$ 15,000						
		Rex Jackson Oval - Sportsfield Irrigation	\$ 100,000					\$ 100,000				
	C	Rex Jackson Oval (soccer), Helensburgh - Sports field Irrigation	\$ 40,000		\$ 40,000							
	C	Fred Finch Park, Berkeley - Landscape and Design & Infrastructure	\$ 200,000	\$ 200,000								

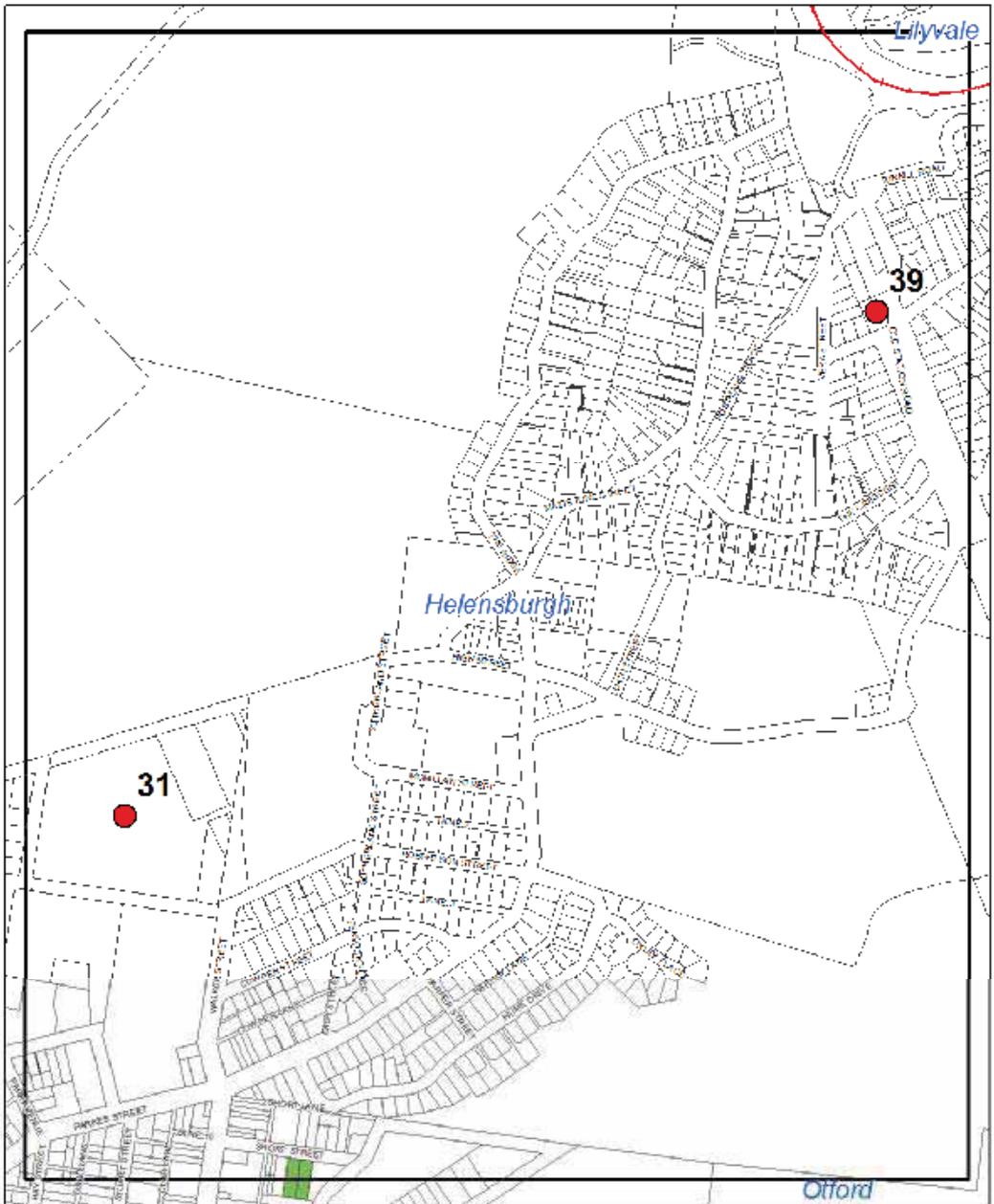
Map Ref		Project	Actual Section 94A contribution (2011-12 to 2014-15)	Timing of Section 94A expenditure								Forecast Section 94A contribution 2015-16 to 2017-18
Map No.	Ref No.			Expenditure 2011-12	Expenditure 2012-13	Expenditure 2013-14	Expenditure 2014-15 (at March 2015)	Budget 2014-15	Budget 2015-16	Forecast 2016-17	Forecast 2017-18	
	C	Holborn Park (Southern Suburbs Skate Park) Berkeley - provision	\$ 806,000	\$ 19,000	\$ 20,000		\$ 730,000	\$ 767,000				
		Lake Illawarra Foreshore Improvements	\$ 100,000		\$ 100,000							
16	26	Civic Plaza, Wollongong - Lighting augmentation	\$ -									
	C	MacCabe Park, Wollongong - Design Development - City Centre	\$ 12,000	\$ 12,000								
16	33	MacCabe Park, Wollongong - Landscape Improvements - City Centre	\$ -									
	C	MM Beach, Port Kembla - Access Steps	\$ 65,000		\$ 65,000							
	C	Puckeys Estate, Beach access	\$ 15,000	\$ 15,000								
	C	Charles Harper Park, Helensburgh - Public toilet	\$ 40,000	\$ 40,000								
15	22	Figtree Oval	\$ -									
23	98	King George V, Port Kembla, (main oval) - irrigation	\$ -									
		<b>Sub total</b>	\$ 2,054,000	\$ 382,000	\$ 423,000	\$ 248,000	\$ 764,000	\$ 1,001,000	\$ 325,000	\$ 50,000	\$ 167,000	\$ 542,000
		<b>Land Acquisitions</b>										
		Land Acquisitions - See Wollongong LEP 2009 - Land Reservation Acquisition Maps	\$ -						\$ 750,000	\$ 750,000	\$ 750,000	\$ 2,250,000
		<b>Sub total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000	\$ 750,000	\$ 2,250,000
		<b>Administration</b>										
		S94 Planner	\$ 90,000				\$ 68,000	\$ 90,000	\$ 93,000	\$ 96,000	\$ 98,000	\$ 287,000
		S94 Admin Support - Finance	\$ 9,000				\$ 9,000	\$ 9,000	\$ 9,000	\$ 10,000	\$ 10,000	\$ 29,000
		S94 Administration & Studies	\$ 288,000	\$ 96,000	\$ 96,000	\$ 96,000						
		Capital Project Planning										
		<b>Sub total</b>	\$ 387,000	\$ 96,000	\$ 96,000	\$ 96,000	\$ 77,000	\$ 99,000	\$ 102,000	\$ 106,000	\$ 108,000	\$ 316,000
		<b>TOTAL</b>	\$ 14,922,000	\$ 5,066,000	\$ 3,167,000	\$ 2,600,000	\$ 2,684,000	\$ 4,089,000	\$ 3,286,000	\$ 2,156,000	\$ 2,783,000	\$ 8,225,000

C = completed project (not mapped)

32. Schedule 5 - Works Schedule – Maps

Projects locations are noted as best as possible given their nature and scale of mapping. (Clauses 19 & 20)





	<b>Section 94A 2015</b> <b>Map 1</b>	Drawn By: J Lewis	
		Date: April 2015	
 Community Land		GIS ref: Sec94A_2015_mapbook	
			



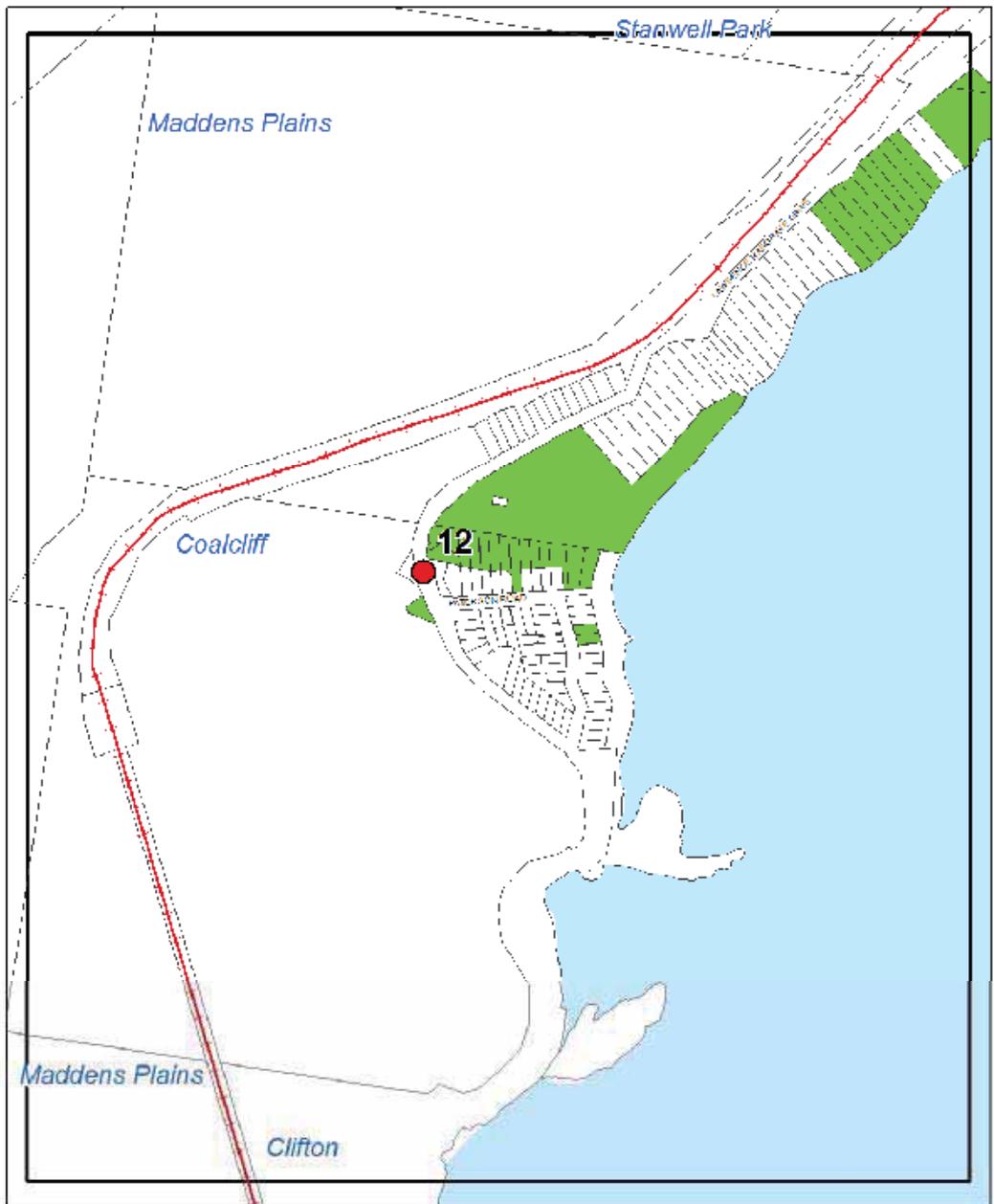
	<b>Section 94A 2015</b> <b>Map 2</b>	Drawn By: J Lewis	
		Date: April 2015	
 Community Land		GIS ref: - Section_2015_mapbook	
		0 300 Meters	

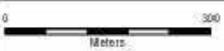


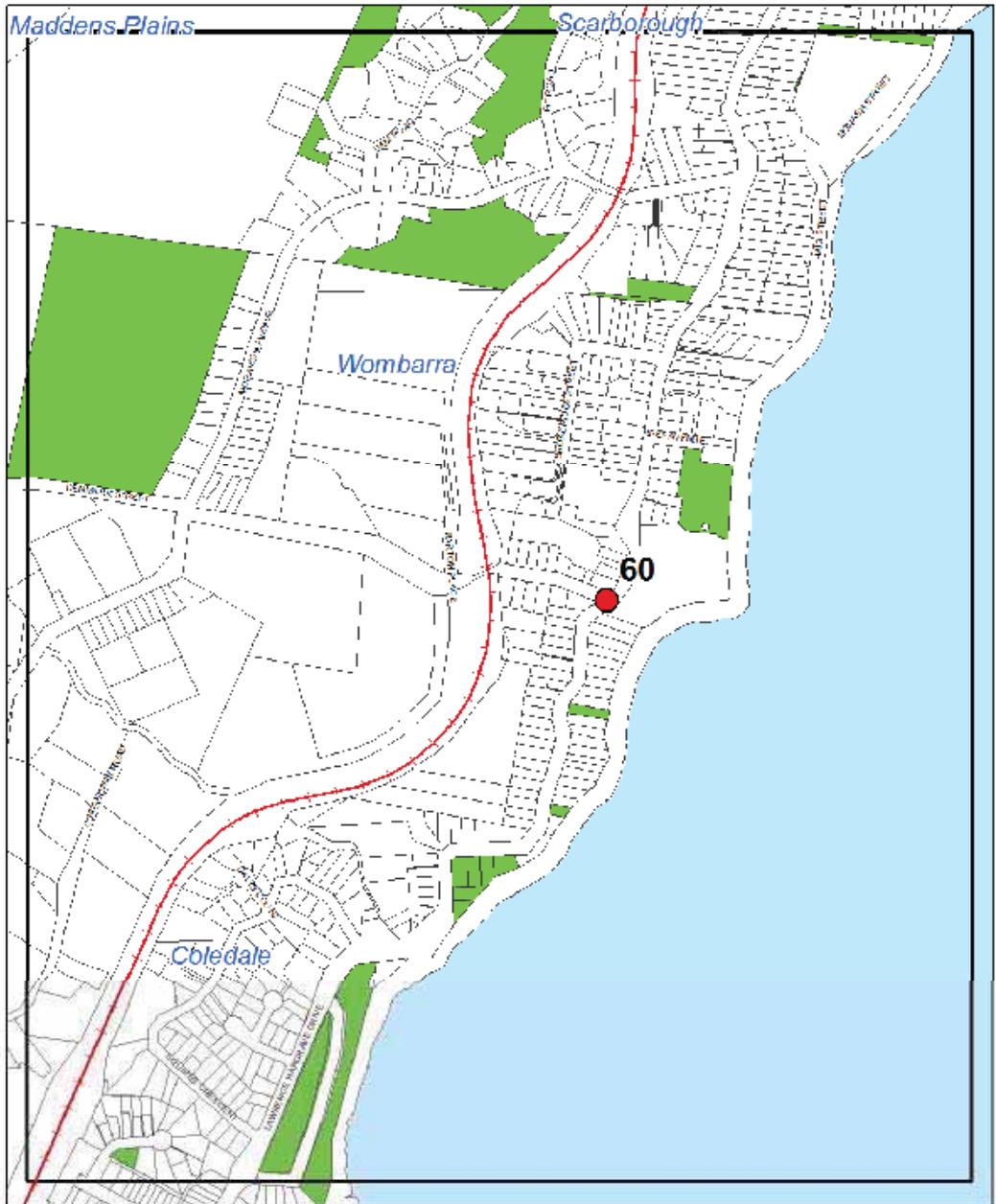
**Section 94A 2015**  
**Map 3**

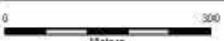
 Community Land

Drawn By: J Lewis	
Date: April 2015	
File ref: Sec94A_2015_mapbook	
	

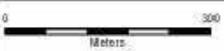


	<b>Section 94A 2015</b> <b>Map 4</b>	Drawn By: J Lewis	
		Date: April 2015	
 Community Land	GIS ref: - Section_2015_mapbook		
	0 300 Meters		



	<b>Section 94A 2015</b> <b>Map 5</b>	Drawn By: J. Lewis	
		Date: April 2015	
 Community Land	GIS ref: - Section_2015_mapbook		
	0 300 Meters		

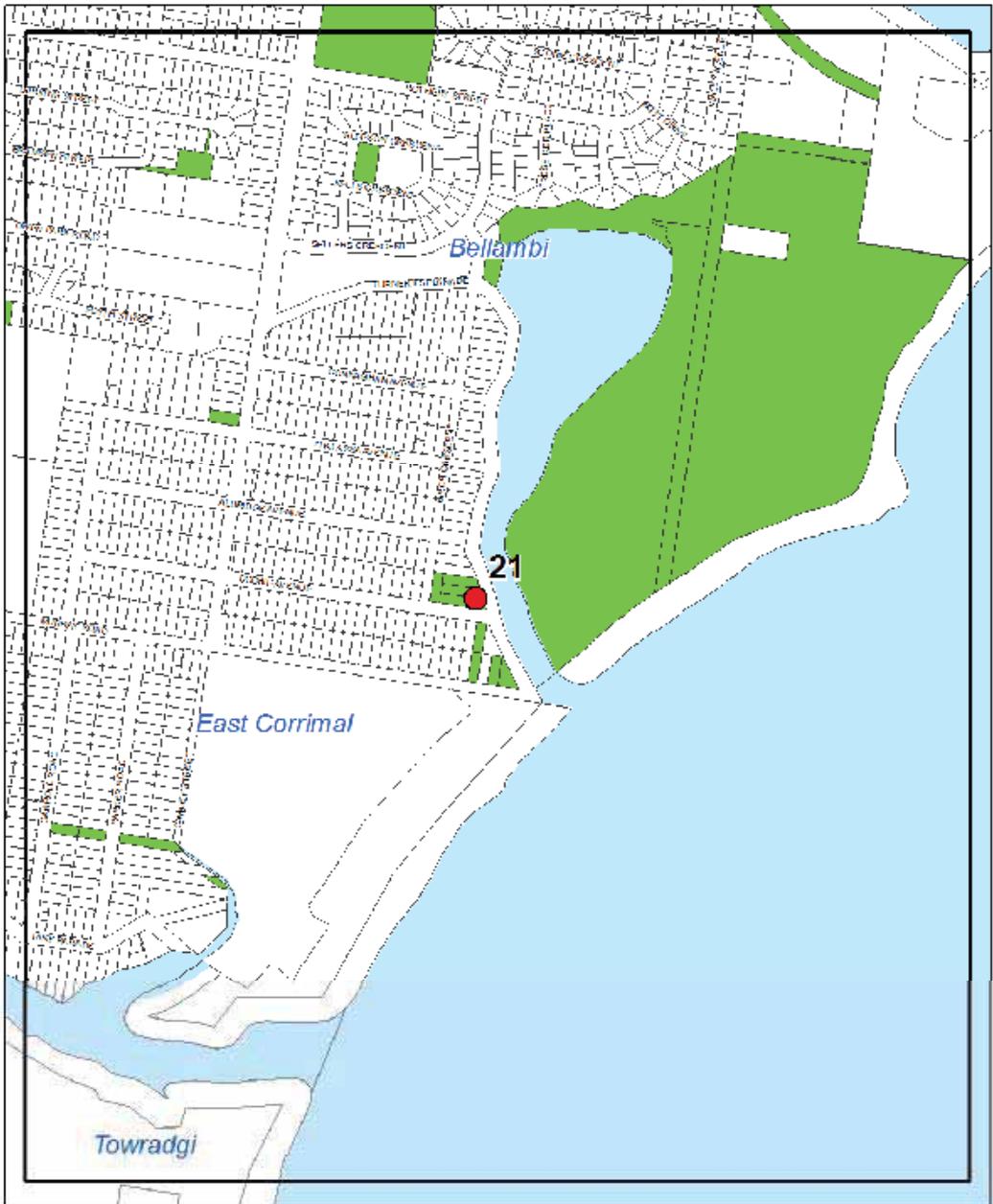


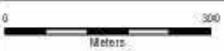
	<b>Section 94A 2015</b> <b>Map 6</b>	Drawn By: J Lewis	
		Date: April 2015	
 Community Land		GIS ref: Section_2015_roadbook	
			

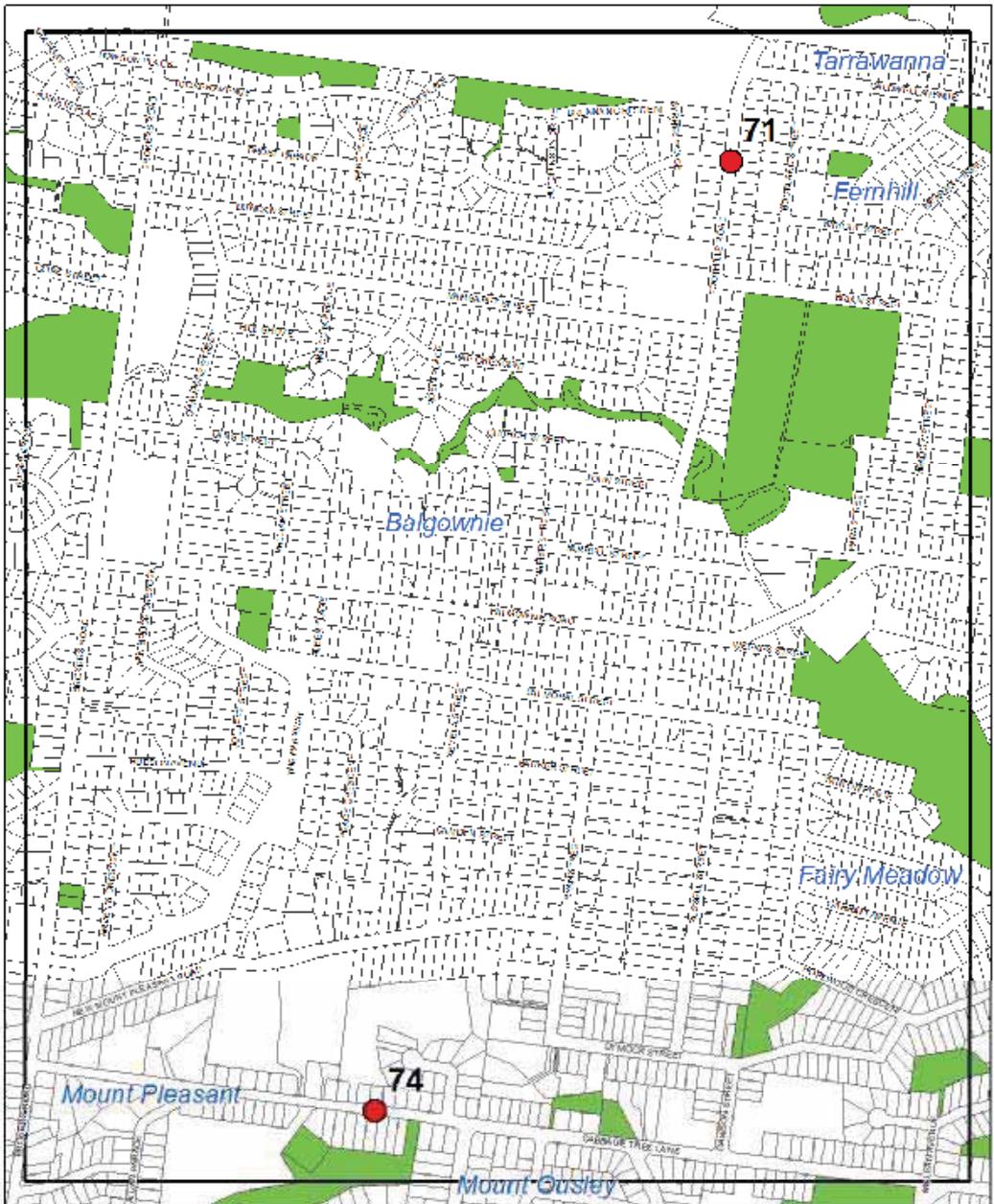




	<b>Section 94A 2015</b>	Drawn By: J Lewis	
	<b>Map 8</b>	Date: April 2015	
 Community Land		GIS ref: Section_2015_mapbook	
		0 300 Meters	



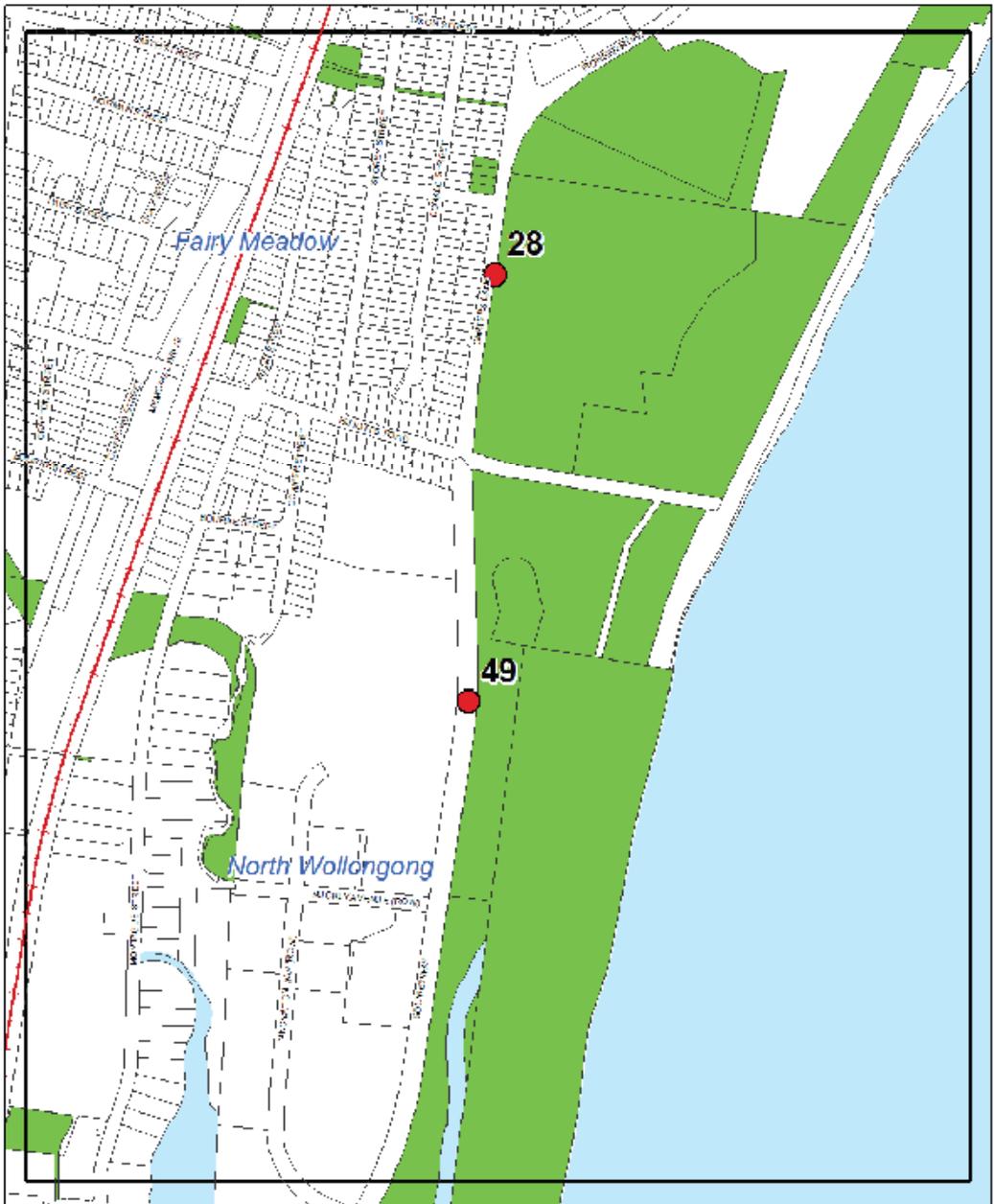
	<b>Section 94A 2015</b> <b>Map 9</b>	Drawn By: J Lewis	
		Date: April 2015	
 Community Land	GIS ref: - Section_2015_mapbook		
	0 300 Meters		



**Section 94A 2015**  
**Map 10**

Community Land

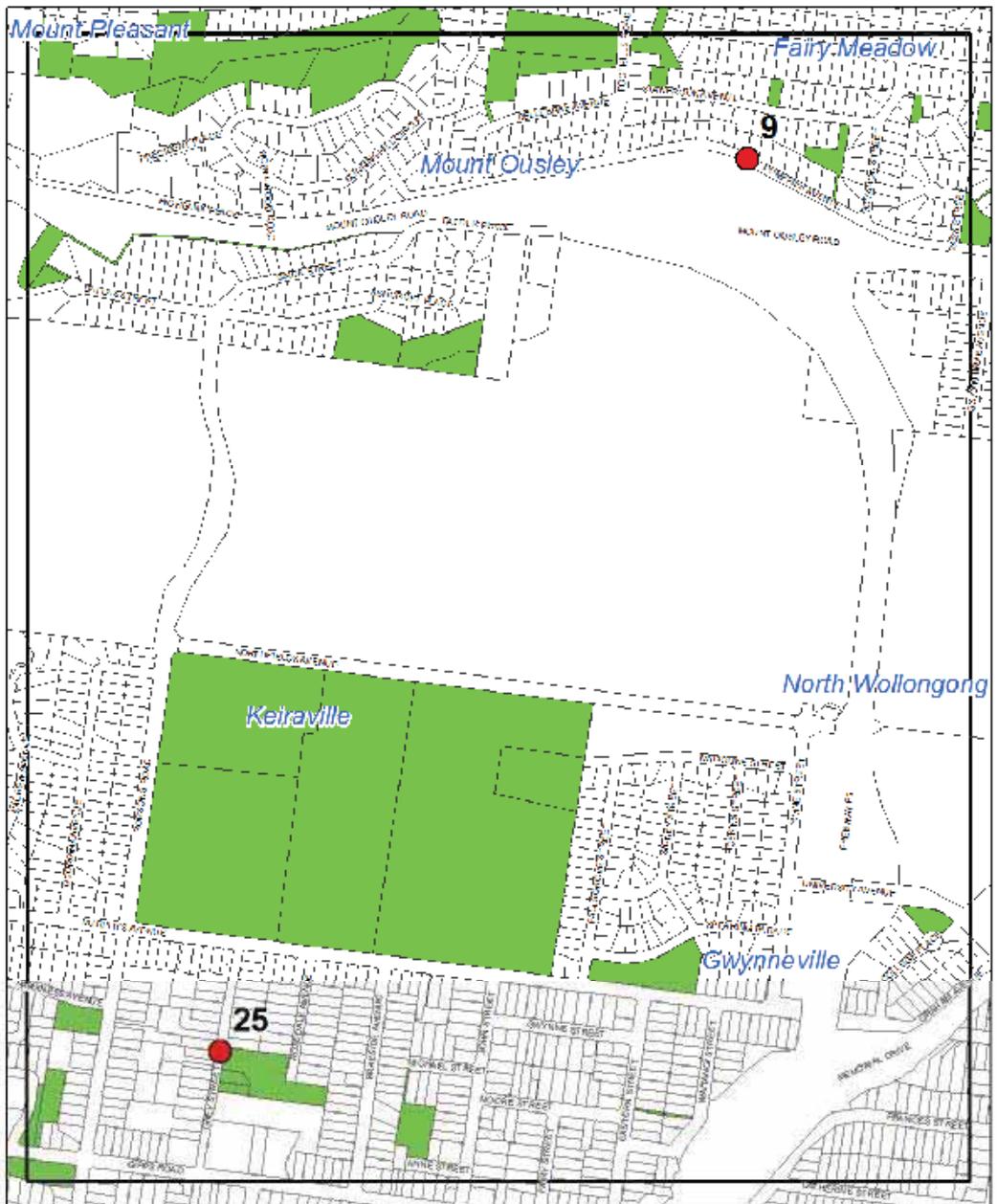
Drawn By: J Lewis	
Date: April 2015	
GIS ref: Section_2015_mapbook	
0 100 200 300 Meters	



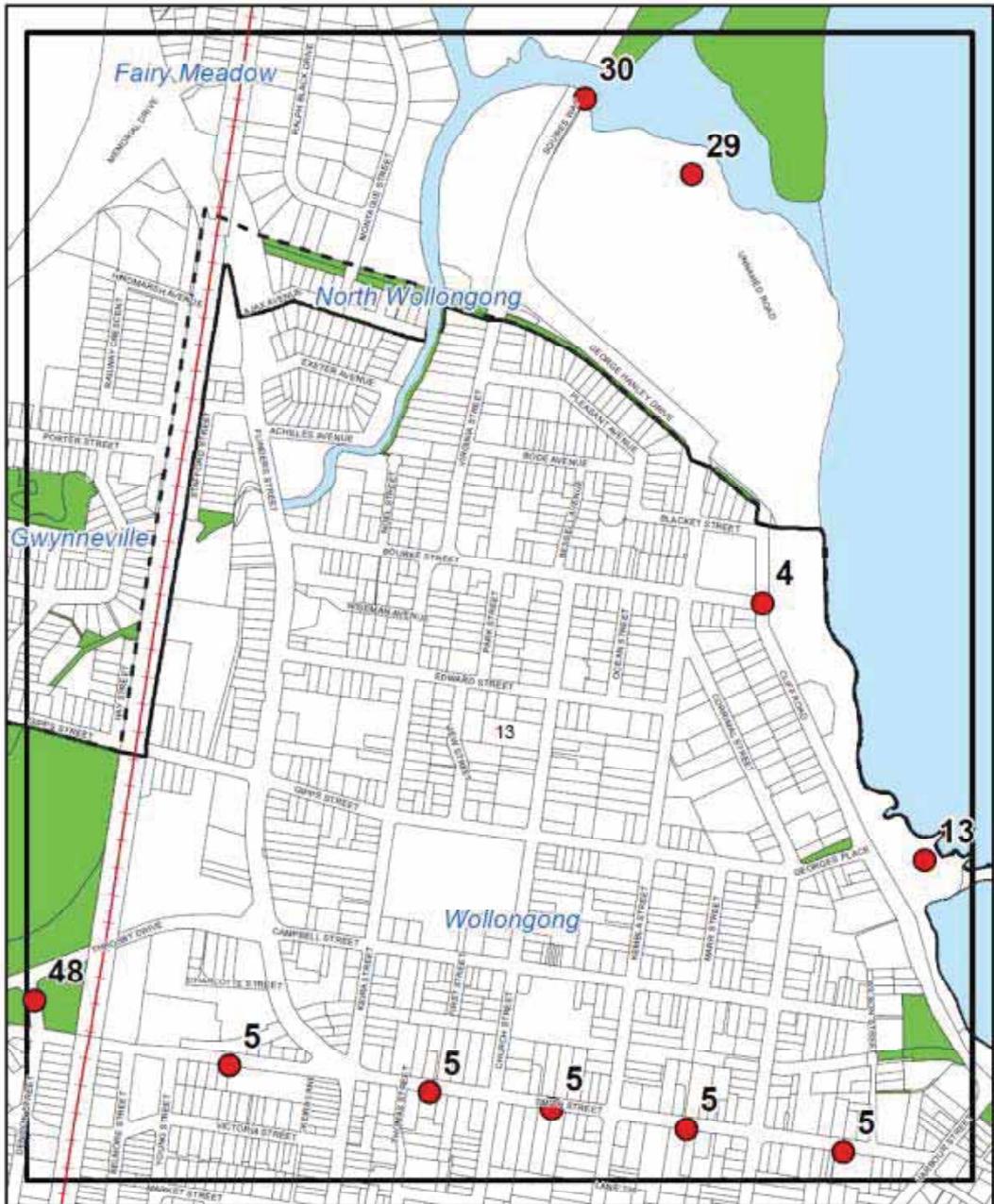
### Section 94A 2015 Map 11

Community Land

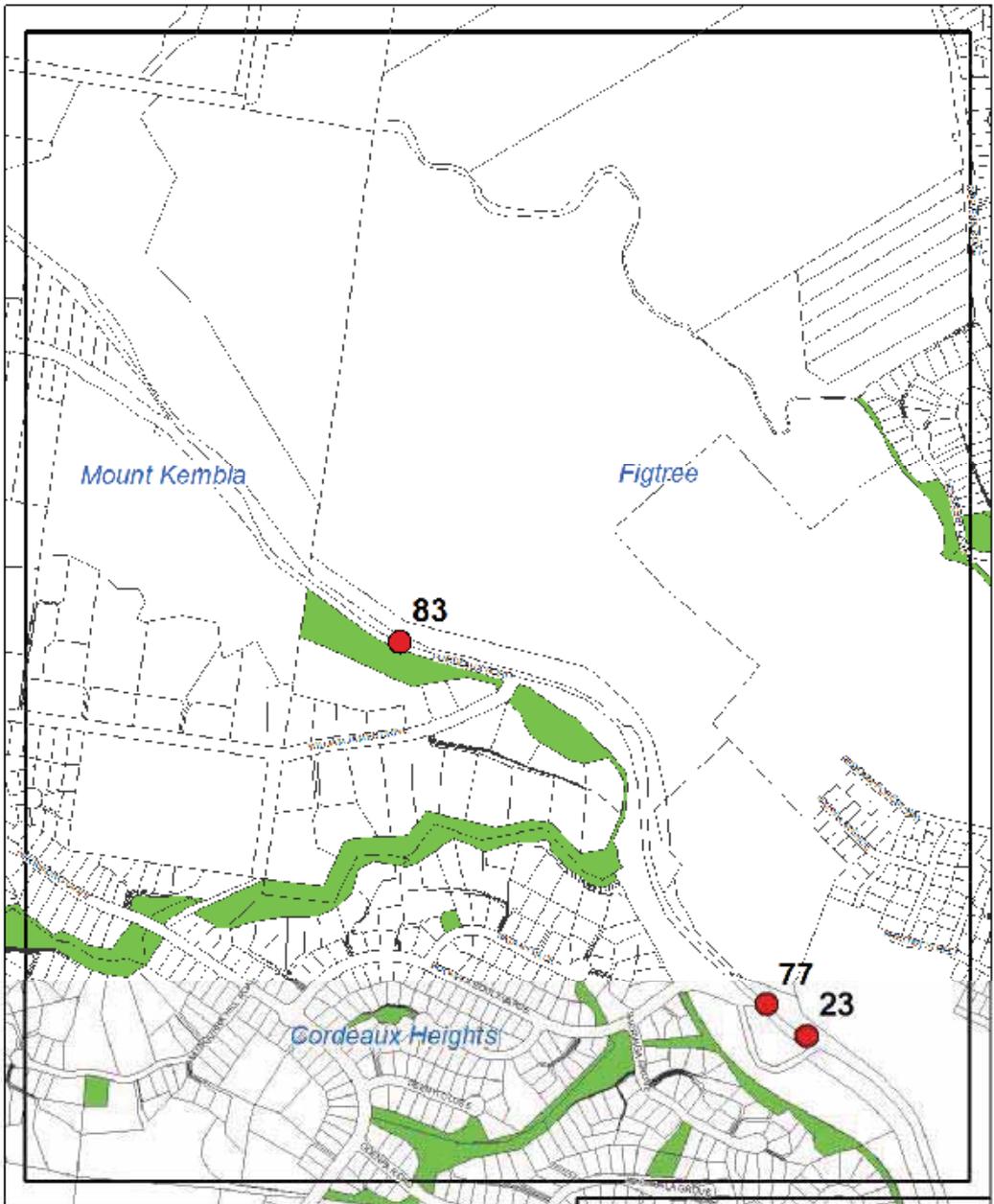
Drawn By: J.L. Smith	
Date: April 2015	
Client: Sec94A_2015_madbook	
0 300 Meters	



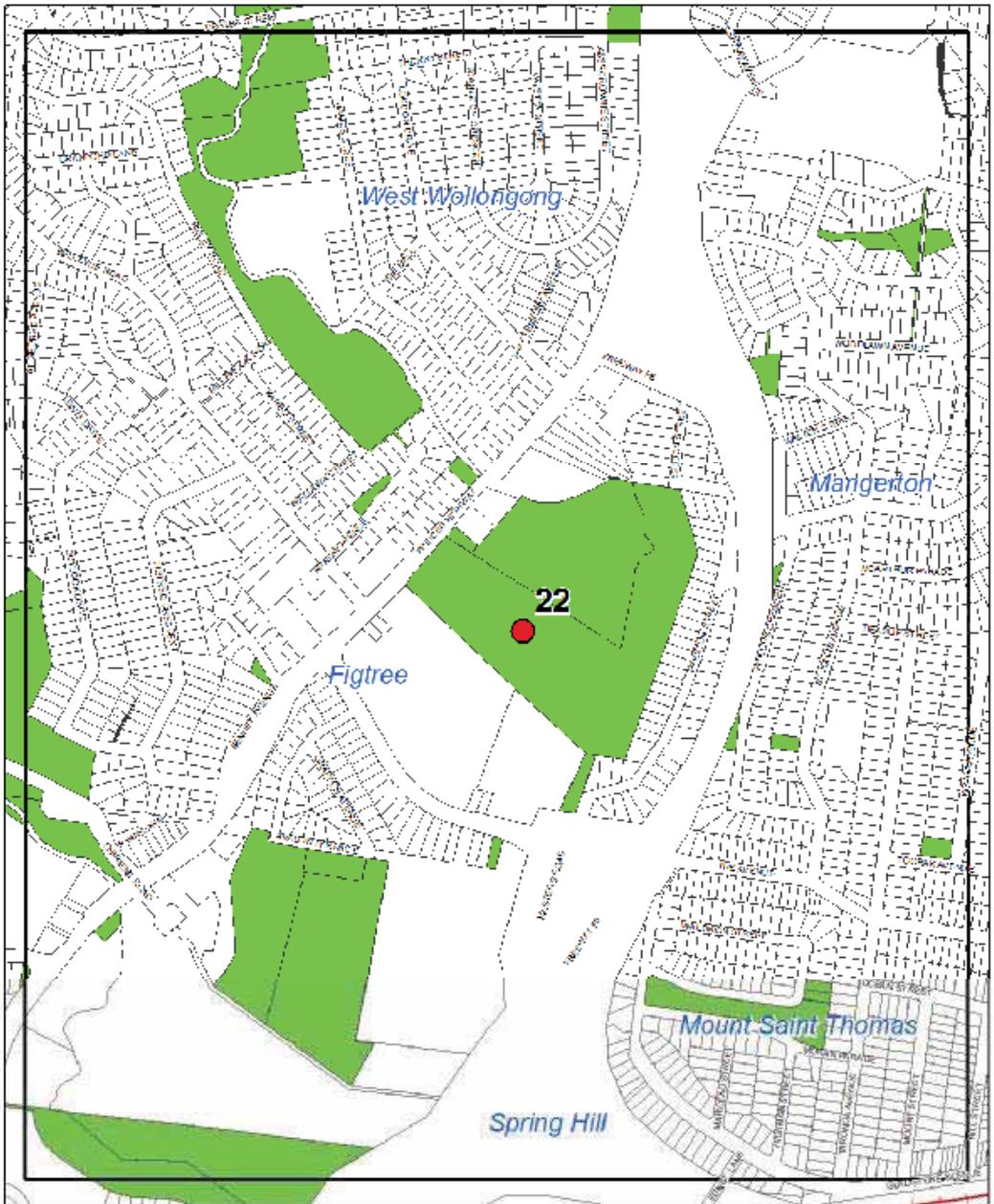
	<b>Section 94A 2015</b> <b>Map 12</b>	Drawn By: J Lewis Date: April 2015	
	 Community Land	GIS ref: - Section_2015_mapbook 0 300 Meters	

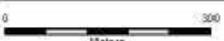


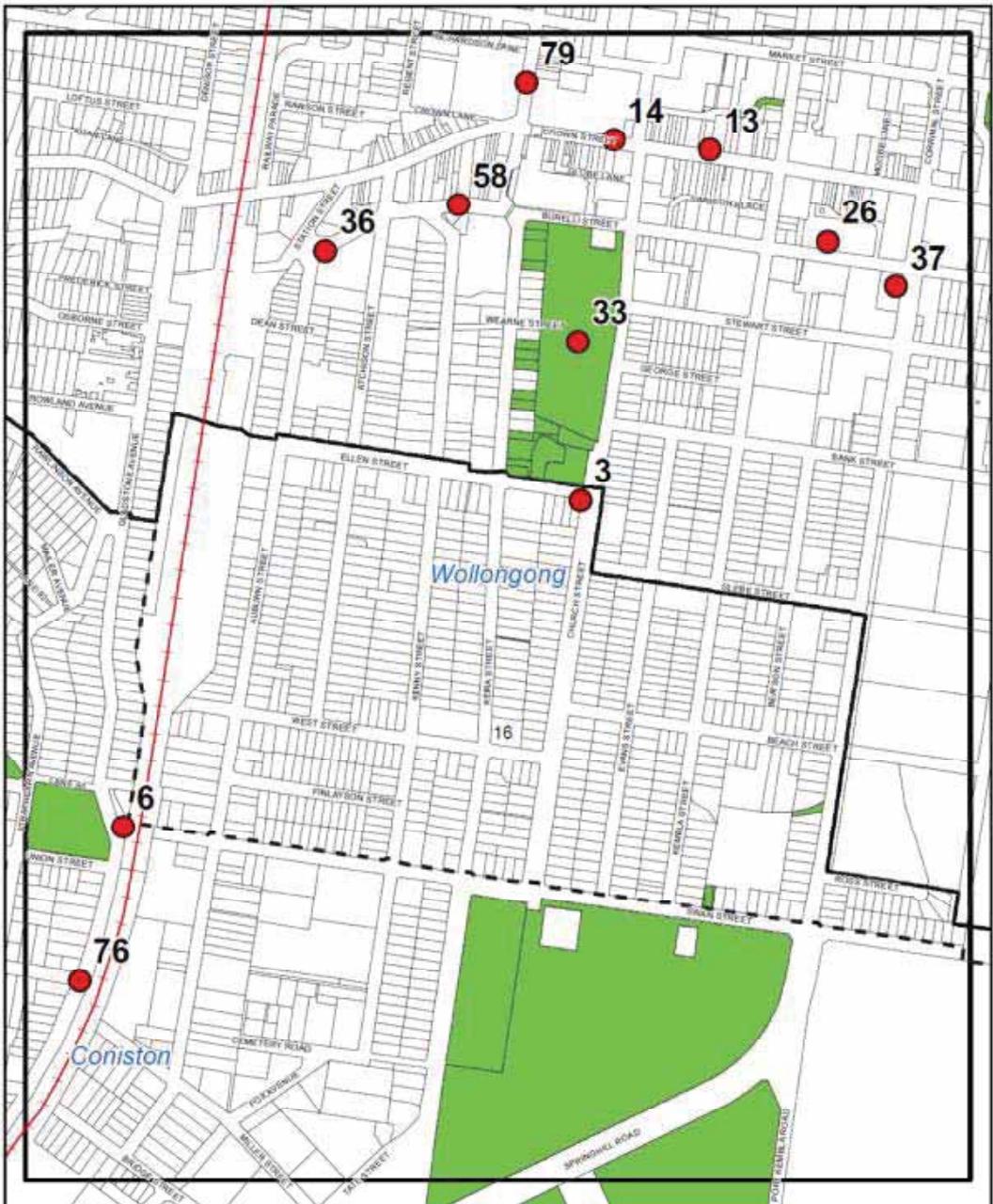
	<h3>Section 94A 2015</h3> <h3>Map 13</h3> <p><span style="display:inline-block; width:15px; height:10px; background-color:green; border:1px solid black;"></span> Community Land</p>	<p>Drawn By: J Lewis Date: April 2015</p> <p>Gis ref: -Sec94A_2015_mapbook</p> <p>0 300 Meters</p>
		



	<b>Section 94A 2015</b> <b>Map 14</b>	Drawn By: J Lewis	
		Date: April 2015	
 Community Land		GIS ref: - Section_2015_mapbook	
			



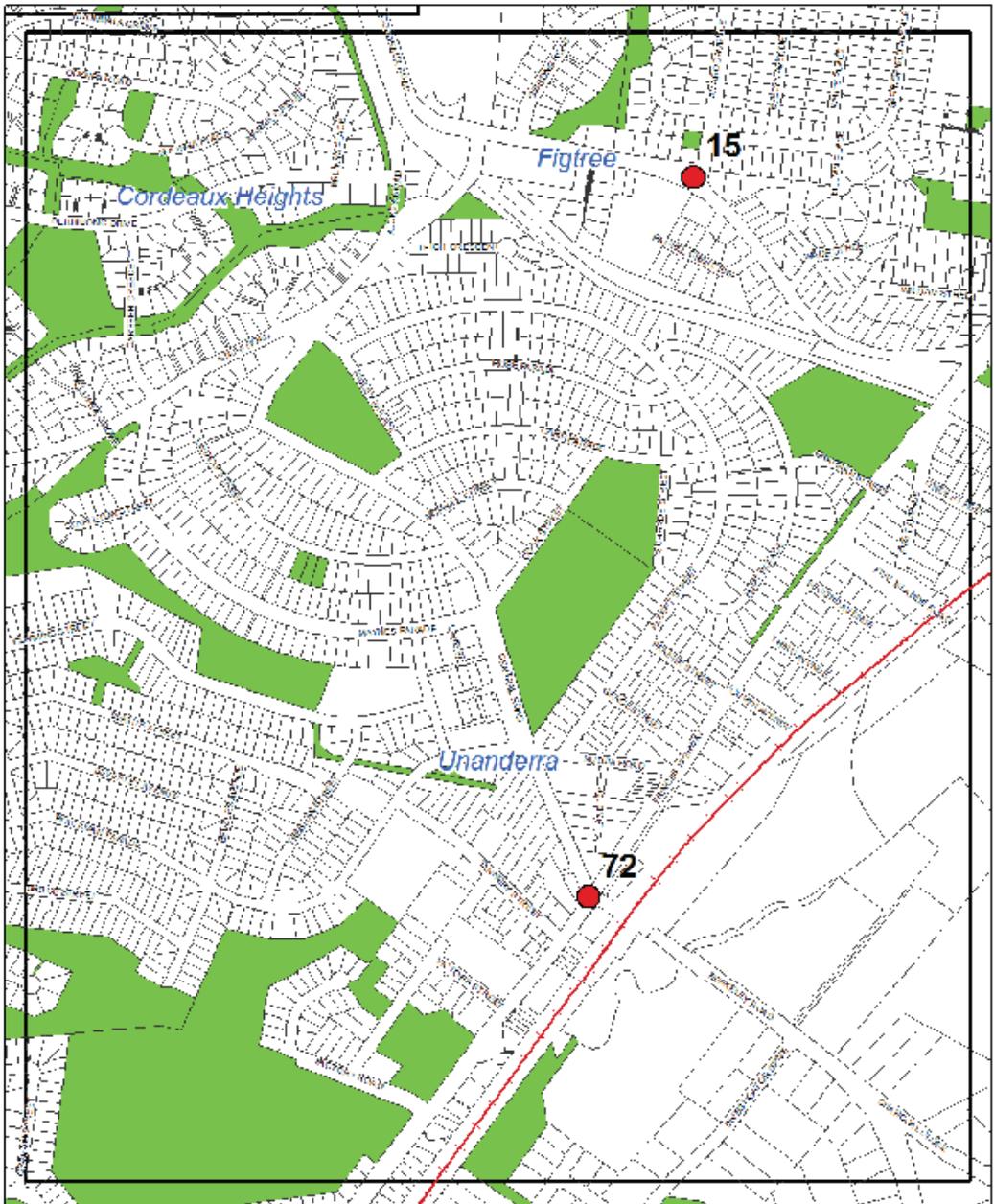
	<b>Section 94A 2015</b>	Drawn By: J Lewis	
	<b>Map 15</b>	Date: April 2015	
 Community Land		GIS ref: Section_2015_keybook	
			



**Section 94A 2015**  
**Map 16**

 Community Land

Drawn By: J. Lewis	
Date: April 2015	
Site ref: -Sec94A_2015_mapbook	
	



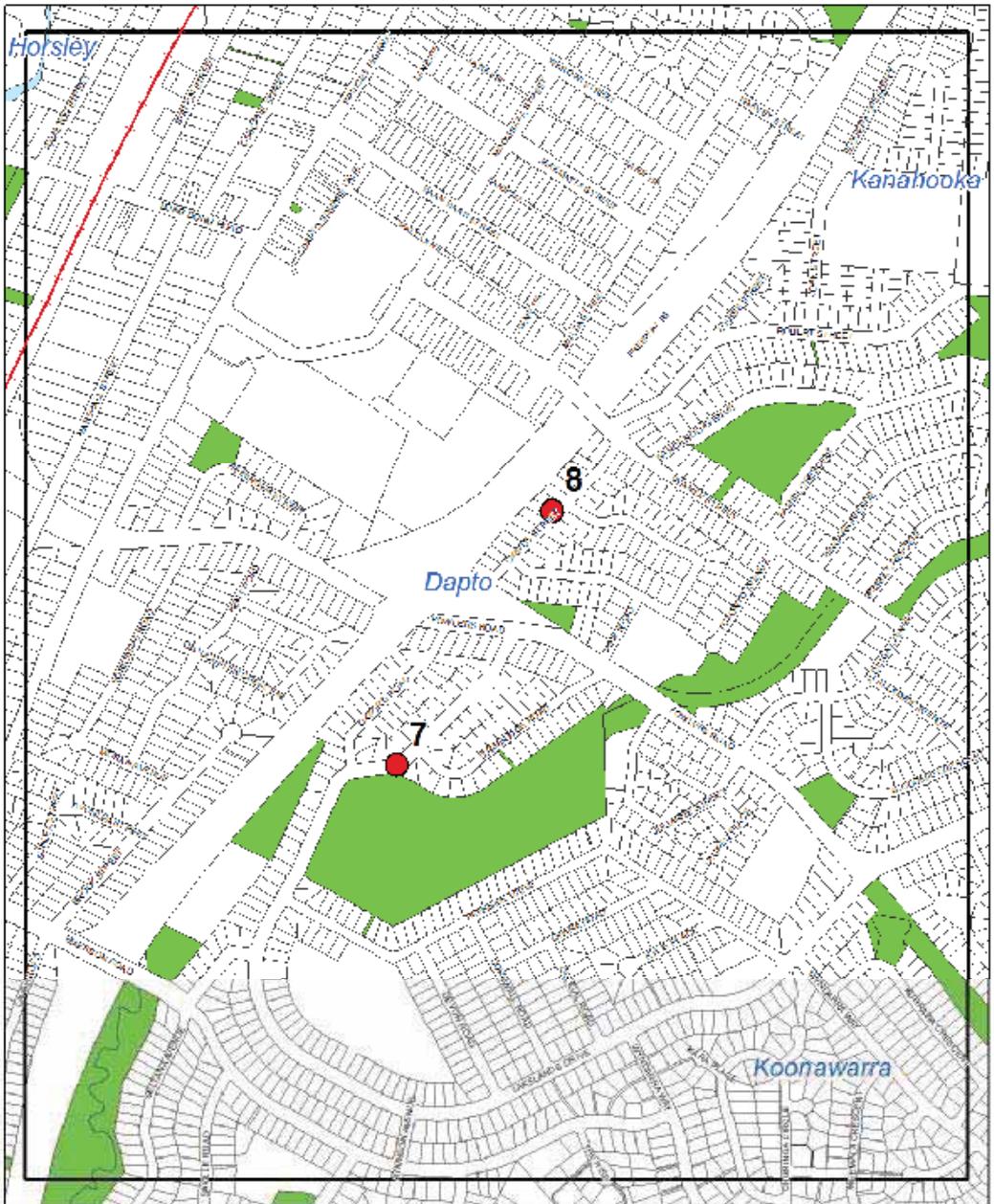
**Section 94A 2015**  
**Map 17**

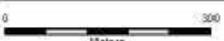
 Community Land

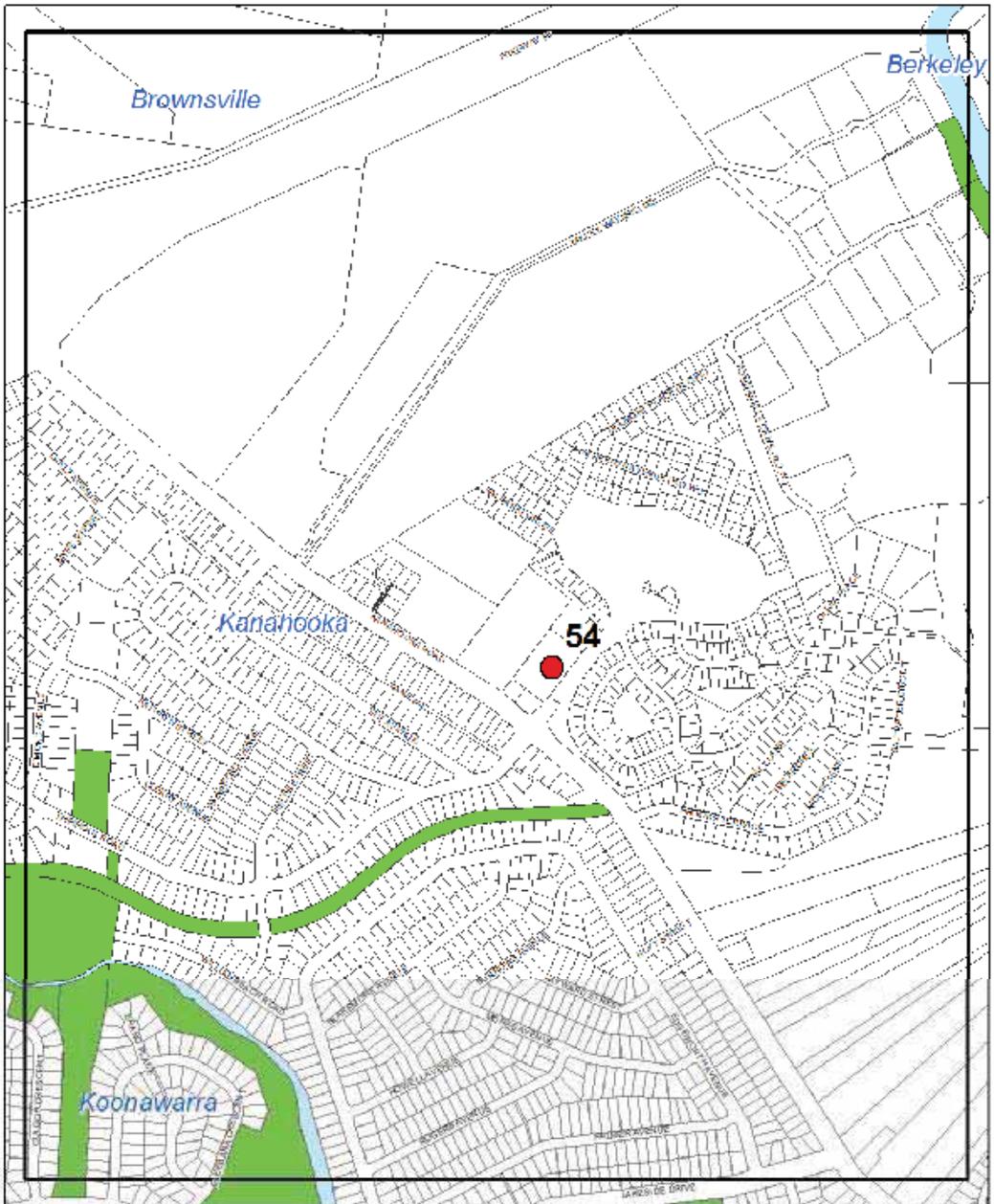
Drawn By: J11004  
Date: April 2015  
Client: - sec94A\_2015\_madbook

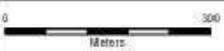
  


0 300  
Meters



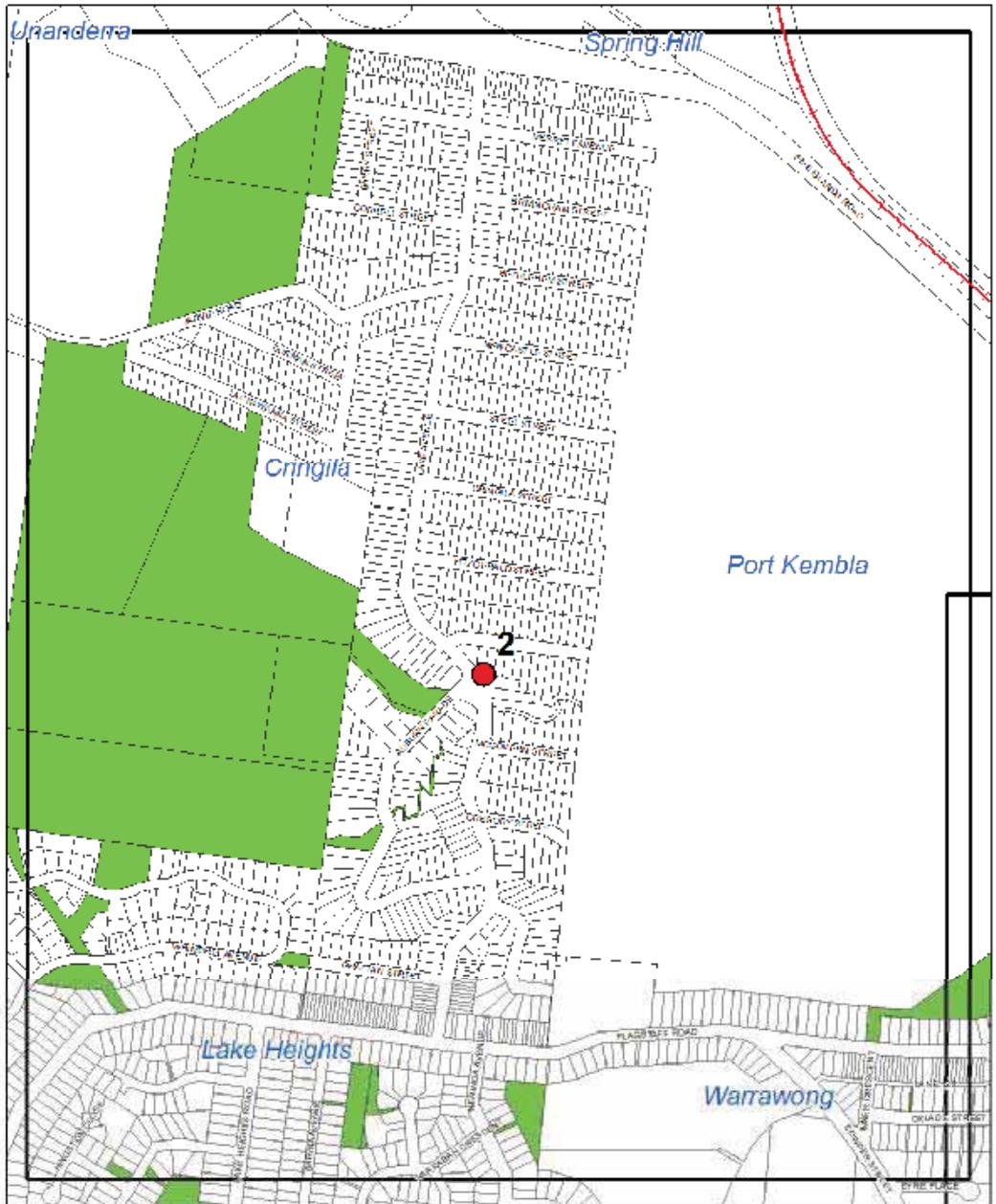
	<b>Section 94A 2015</b> <b>Map 18</b>	Drawn By: J Lewis	
		Date: April 2015	
 Community Land		GIS ref: - Section_2015_mapbook	
			

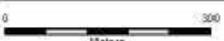


	<b>Section 94A 2015</b> <b>Map 19</b>	Drawn By: J Lewis	
		Date: April 2015	
 Community Land		GIS ref: - Section_2015_keybook	
			

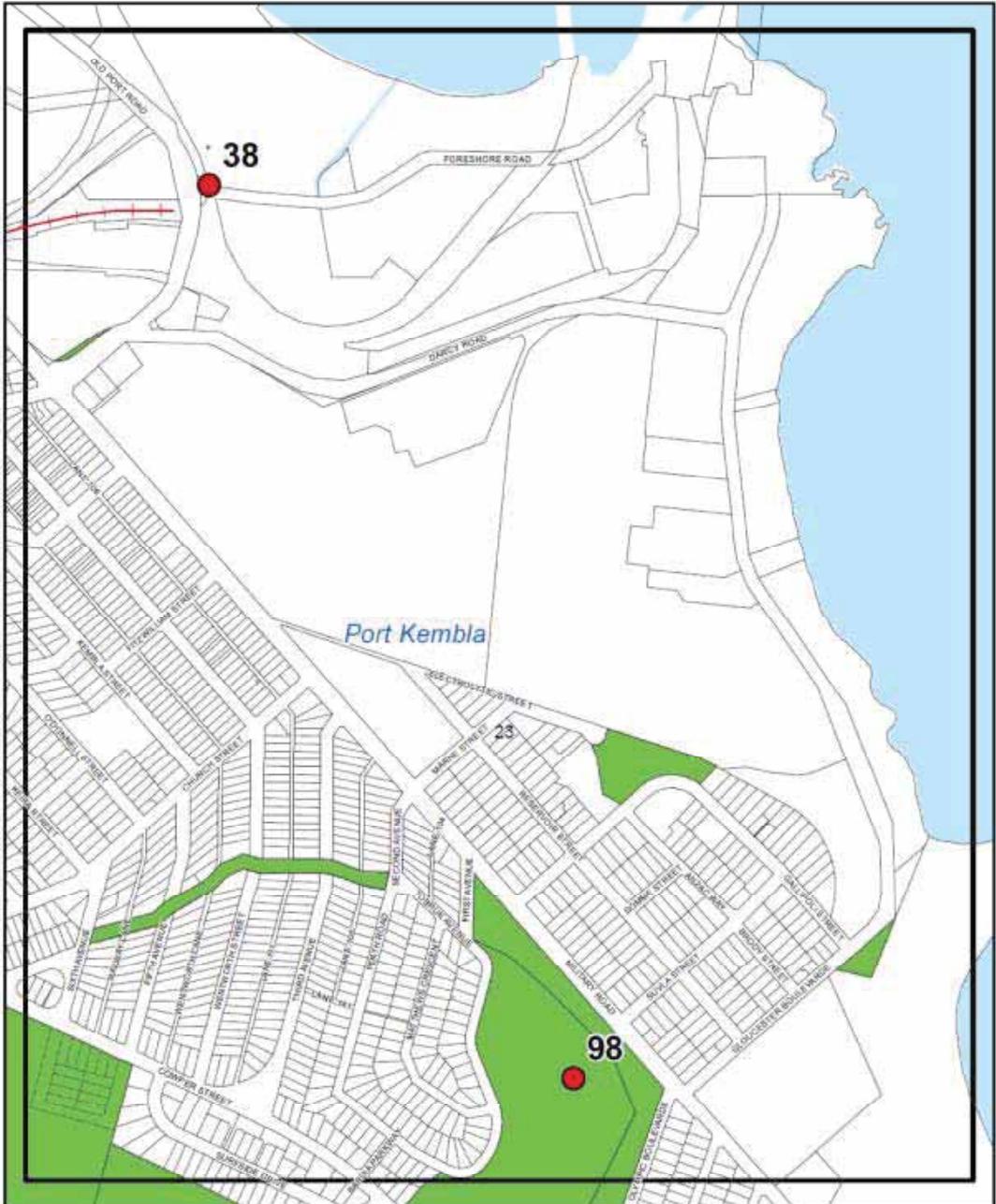


	<b>Section 94A 2015</b> <b>Map 20</b>  Community Land	Drawn By: J Lewis	
		Date: April 2015	
		Doc ref: Sec94A_2015_mapbook	
			



	<b>Section 94A 2015</b> <b>Map 21</b>	Drawn By: J Lewis	
		Date: April 2010	
 Community Land		GIS ref: - Section_2015_mapbook	
		 0 300 Meters	





	<h3>Section 94A 2015</h3> <h4>Map 23</h4>	Drawn By: J. Lewis Date: April 2015	
	 Community Land	Georef: Sec94A_2015_mapbook 0 300 Meters	

# Infrastructure

## West Dapto

Urban Release area

Housing

Jobs

Business

Parks

Facilities

Shops

Transport





## WEST DAPTO RELEASE AREA

### **DRAFT** SECTION 94 CONTRIBUTIONS PLAN (**2015**)

WOLLONGONG CITY COUNCIL

<b>Document Control</b>						
Document ID: West Dapto Section 94 Plan						
<b>Rev No</b>	<b>Date</b>	<b>Revision Details</b>	<b>Typist</b>	<b>Author</b>	<b>Verifier</b>	<b>Approver</b>
1	Apr 2010	Draft for exhibition	DG	DG	DG	DG
2	Oct 2010	2 <sup>nd</sup> Draft for exhibition	DH	DH	DG	DG
3	Dec 2010	In force (2010 version)	DH	DH	DG	DG
4	Aug 2011	Draft for exhibition (2011 version)	DH	DH	DG	DG
6	Dec 2011	In force (2011 version)	DH	DH	DG	DG
<b>7</b>	<b>May 2015</b>	<b>Draft for exhibition (2015 version)</b>	<b>DG</b>	<b>DG</b>	<b>DG</b>	<b>DG</b>

# Contents

<b>Executive Summary .....</b>	<b>5</b>
<b>1. Introduction .....</b>	<b>12</b>
1.1 Name of the plan .....	12
1.2 Background.....	12
1.3 Commencement of the plan .....	13
1.4 Area to which the plan applies.....	13
1.5 What is the purpose of this plan? .....	13
1.6 Relationship with other Plans and Policies.....	14
1.7 Savings and transitional arrangements .....	14
<b>2. Administration and operation of the Plan.....</b>	<b>16</b>
2.1 What are development contributions? .....	16
2.1.1 Section 94 contributions.....	16
2.1.2 Planning agreement contributions .....	16
2.2 Development to which this Plan applies .....	17
2.2.1 Exemptions .....	17
2.3 Facilities Address by this Plan.....	19
2.4 Relationship to Special Infrastructure Contributions .....	20
2.5 Definitions .....	20
2.6 Formulas for determining contribution rates applicable under this Plan .....	21
2.6.1 Are there allowances for existing development? .....	22
2.7 Section 94 contributions may be required as a condition of consent .....	22
2.7.1 Land dedication.....	22
2.8 When is the contribution payable? .....	22
2.9 How are contributions adjusted at the time of payment .....	22
2.10 Deferred or periodic payments .....	23
2.11 Construction certificates and the obligation of accredited certifiers .....	24
2.12 Indexation of contribution rates under this Plan .....	24
2.12.1 Contribution rates for all works schedule items (other than land yet to be acquired).....	24
2.12.2 Contribution rates for works schedule items involving land yet to be acquired.....	25
2.13 Works in kind and other material public benefits offered in part or full satisfaction of contributions .....	25
2.13.1 Offer made to the Council as part of a development application.....	25
2.13.2 Valuation of offer made to the Council as part of a development application ("value of work") .....	26
2.13.3 Legal agreements pertaining to works in kind .....	26
2.13.4 Offer to enter into a voluntary planning agreement .....	26
2.14 Pooling of funds.....	27
2.15 The Goods and Services Tax (GST) .....	27
2.16 Accountability and access to Information .....	27
2.17 Review of Plan without the need for public exhibition .....	27
2.18 Facility Costs .....	28
<b>3. Facility Needs Associated with the Expected Development.....</b>	<b>29</b>
3.1 Introduction .....	29
3.2 Development Staging .....	29
3.3 Development and Population Projections .....	31
3.4 Demographic and socio-economic characteristics .....	31
3.4.1 Existing population characteristics.....	31
3.4.2 Future population characteristics .....	32
3.4.3 Employment .....	33
3.5 Facility Demands .....	33
3.6 Demand and facility staging .....	34

<b>4.</b>	<b>Strategy Plans .....</b>	<b>36</b>
4.1	Community facilities .....	36
4.1.1	Existing facilities .....	36
4.1.2	Planning standards and principles .....	36
4.1.3	Facilities required .....	38
4.1.4	What is the strategy for delivering facilities? .....	41
4.1.5	How is cost apportionment determined? .....	41
4.1.6	Contribution rates .....	41
4.2	Open space and recreation .....	43
4.2.1	Existing facilities .....	43
4.2.2	Planning standards and principles .....	43
4.2.3	Facilities required .....	46
4.2.4	What is the strategy for delivering facilities? .....	50
4.2.5	Contribution rates .....	51
4.3	Roads and public transport .....	52
4.3.1	Existing facilities .....	53
4.3.2	Proposed transport network and services .....	58
4.3.3	Road network requirements .....	62
4.3.4	Works program .....	72
4.3.5	Transport infrastructure cost and apportionment .....	76
4.3.6	Contribution rates .....	80
4.4	Drainage management .....	80
4.4.1	Existing facilities and current provision level .....	81
4.4.2	Additional facilities required .....	81
4.4.3	Works program .....	87
4.4.4	Contribution rates .....	87
4.5	Section 94 plan Administration .....	88
4.5.1	Introduction .....	88
4.5.2	Works program .....	89
4.5.3	Contribution rates .....	89

## Executive Summary

West Dapto is a major greenfield release area and an important component of the Illawarra and Greater Sydney Metropolitan Area housing supply market. It is estimated that the area will supply approximately 17,034 dwellings over a 50+ year period resulting in an additional population of some 48,849 persons. Additionally some 183 hectares of employment land will be provided when fully developed. The West Dapto Release Area represents the culmination of a number of years of planning, technical investigations, studies and consultation.

The Wollongong LEP (West Dapto) 2010 was notified on 5 May 2010 and released Stages 1 and 2 which will facilitate the development of 6,272 dwellings and 174 hectares of employment land over the next 20+ years resulting in an additional population of approximately 19,316 persons. Future LEPs will rezone the remaining stages of the release area to enable additional urban development. On 6 June 2014, the Wollongong LEP (West Dapto) 2010 was repealed and the provisions merged into the Wollongong LEP 2009.

The future community will require additional infrastructure and facilities to meet its needs. The type of infrastructure and services that can be included in a section 94 plan has been limited by regulation.

A total expenditure of \$817 million is proposed for the West Dapto Release Area, of which \$518 million can be collected from the future population, as the residential contribution is currently capped at \$30,000 per lot/ dwelling. The costs are based on current values, and will need to be indexed over the life of the Plan.

### Summary of infrastructure

	Item	No. / rate of facilities	Total cost of facilities	Council / existing development contribution	Council - Funding Gap contribution	Section 94 contribution
<b>Community facilities</b>	3 new Community centres	4750m2	\$ 16,194,595	\$ -	\$ -	\$ 16,194,595
	Upgrade Wongawilli Hall	200m2	\$ 638,916	\$ -	\$ -	\$ 638,916
	<b>Sub total</b>		<b>\$ 16,833,511</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,833,511</b>
<b>Open space &amp; recreation</b>	Sports Parks (9.4ha - 2 cricket/AFL or 4 fields. 9.56ha - 4 Soccer fields)	2	\$ 10,944,853	\$ 5,472,427	\$ -	\$ 5,472,427
	Neighbourhood Parks (2ha active, 2ha passive - fields)	7	\$ 24,289,828	\$ -	\$ -	\$ 24,289,828
	Playgrounds (1/500 dwellings)	10	\$ 3,357,063	\$ -	\$ -	\$ 3,357,063
	Local parks (2ha, 1 field)	13	\$ 31,067,295	\$ -	\$ -	\$ 31,067,295
	Town Centre parks	1	\$ 5,136,114	\$ -	\$ -	\$ 5,136,114
	Community leisure & recreation centre (1/100000 persons)	1	\$ 12,701,211	\$ 4,127,894	\$ -	\$ 8,573,318
	Cycleways (urban edge) km	47	\$ 15,683,909	\$ -	\$ -	\$ 15,683,909
	<b>Sub total</b>		<b>\$ 103,180,274</b>	<b>\$ 9,600,320</b>	<b>\$ -</b>	<b>\$ 93,579,954</b>
<b>Roads</b>	Upgrade existing roads (2 lanes)		\$ 155,950,691	\$ 2,031,398	\$ 17,038,745	\$ 136,880,548
	Upgrade existing roads (4 lanes)		\$ 125,274,495	\$ 11,696,097	\$ 9,590,310	\$ 103,988,088
	New collector roads (2 lane)		\$ 106,922,705	\$ 5,132,718	\$ 6,674,173	\$ 95,115,814
	New major collector roads (4 lanes)		\$ 194,699,905	\$ 9,378,611	\$ 13,942,075	\$ 171,379,219
	<b>Sub total</b>		<b>\$ 582,847,797</b>	<b>\$ 28,238,825</b>	<b>\$ 47,245,303</b>	<b>\$ 507,363,669</b>
<b>Public transport</b>	Bus shelters	289	\$ 9,550,694	\$ 2,478,554	\$ -	\$ 7,072,140
	Bus transport kiosks	7	\$ 1,156,658	\$ -	\$ -	\$ 1,156,658
	Dapto multi-modal interchange		\$ 5,507,897	\$ 2,203,159	\$ 0	\$ 3,304,738
	<b>Sub total</b>		<b>\$ 16,215,250</b>	<b>\$ 4,681,713</b>	<b>\$ 0</b>	<b>\$ 11,533,537</b>
<b>Drainage</b>	Watercourse acquisition (ha)	244	\$ 10,751,416	\$ -	\$ -	\$ 10,751,416
	Detention basin Land Acquisition	64	\$ 25,952,869	\$ -	\$ -	\$ 25,952,869
	Detention basin Construction	64	\$ -	\$ -	\$ -	\$ -
	Enhanced Storage Areas	5	\$ 35,403,202	\$ -	\$ -	\$ 35,403,202
	Trunk drainage		\$ 18,202,160	\$ -	\$ -	\$ 18,202,160
	<b>Sub total</b>		<b>\$ 90,309,647</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 90,309,647</b>
<b>Administration</b>	1 Equivalent person plus studies & valuations	\$150,000 / yr (for 51 yrs) plus actuals	\$ 7,661,000	\$ -	\$ -	\$ 7,661,000
	<b>Sub total</b>		<b>\$ 7,661,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,661,000</b>
<b>Sub-total</b>			<b>\$ 817,047,479</b>	<b>\$ 42,520,858</b>	<b>\$ 47,245,303</b>	<b>\$ 727,281,319</b>
	Funding contribution from Horsley S94 plan		<b>-\$ 3,863,776</b>			<b>-\$ 3,863,776</b>
<b>TOTAL</b>			<b>\$ 813,183,703</b>	<b>\$ 42,520,858</b>	<b>\$ 47,245,303</b>	<b>\$ 723,417,543</b>

The following developable areas, development density and occupancy rates have been used in the preparation of this plan:

### Summary of development

For low density residential development a total contribution rate of \$30,000 per dwelling/lot is proposed. This proposed rate is at the limit imposed by the State Contributions Cap of \$30,000. To encourage additional affordable housing, introduce a reduced contribution rate for:

- dual occupancy of \$20,000 for the additional dwelling (less than 125m<sup>2</sup> in area),
- multi-dwelling housing, residential flat buildings, seniors living, shop-top housing (residential component), of \$15,000 for up to 5 additional dwellings (less than 125m<sup>2</sup> in area) and \$10,000 for more than 5 additional dwellings (less than 125m<sup>2</sup> in area);
- subdivisions of more than 50 lots where a rate of \$390,000 per hectare will apply based on the net residential density of the land zoned for residential use;

The reduced contribution rate will be reviewed after 2 years, or the completion of the West Dapto Review.

For industrial or employment land, the contribution rate has been set on a per hectare basis at approx. 10% of the residential rate excluding Community Facilities and Open Space contributions, i.e. \$38,455 per developable hectare (subject to indexation).

The section 94 plan will be monitored and updated regularly. Major reviews will occur every 5 years and as part of the release of future land for urban development.

Zone	Developable area	Density	Yield	Occ rate	Est. pop
R3 Medium Density	91.38	25.0	2,285	2.5	5,818.23
R2 Low Density	934.74	14.6	13,674	3.0	41,448.70
R5 Large Lot Residential	45.37	5.0	227	3.2	725.85
E4 Environmental Living	118.30	3.9	456	3.2	1,460.45
B2 Local Centre	11.59	20.2	235	2.6	619.57
B1 Neighbourhood Centre	10.49	15.0	157	2.9	456.12
<b>Subtotal</b>	<b>1,211.87</b>	<b>14.1</b>	<b>17,034</b>		<b>50,529</b>
Zone	Developable area	Density	Yield	Occ rate	Est. pop
IN3 Heavy Industry	44.42				
IN2 Light Industry	134.43				
<b>Subtotal</b>	<b>178.85</b>		<b>0.00</b>		<b>0.00</b>
<b>Total</b>	<b>1,390.72</b>		<b>17,034</b>		<b>50,529</b>

## Summary of Section 94 Contributions

	R3 Medium Density	R2 Low Density	R5 Large Lot Residential	E4 Environmental Living	B2 Local Centre	B1 Neighbourhood Centre	IN3 Heavy Industry	IN2 Light Industry	Total
Density	25.0	14.6	5.0	3.9	20.2	15.0			
Area	91.38	934.74	45.37	118.30	11.59	10.49	44.42	134.43	1,390.72
Pop %	11.51%	82.03%	1.44%	2.89%	1.23%	0.90%			100%
Employment Area %							24.84%	75.16%	100%
<b>total</b>	\$ 68,535,579	\$ 410,232,464	\$ 6,804,868	\$ 13,691,849	\$ 7,036,763	\$ 4,718,478	\$ 1,903,298	\$ 5,759,986	\$ 518,683,284
per hectare - employment land	NA	NA	NA	NA	NA	NA	\$ 42,848	\$ 42,848	
per hectare - residential land for subdivisions of 50 or more lots, where a net residential density of at least 15 dwellings per hectare is achieved.	\$ 390,000	\$ 390,000	NA	NA	NA	NA	NA	NA	
per lot / dwelling house	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	NA	NA	
per dual occupancy (additional dwelling - less than 125m <sup>2</sup> in area)	\$20,000	\$20,000	\$ 30,000.00	\$ 30,000.00	NA	NA	NA	NA	
per additional dwelling (less than 125m <sup>2</sup> in area) in a multi dwelling housing, shop top housing, residential flat building or seniors housing development, up to 5 dwellings	\$15,000	\$15,000	NA	NA	\$15,000	\$15,000	NA	NA	
per additional dwelling (less than 125m <sup>2</sup> in area) in a multi dwelling housing, shop top housing, residential flat building or seniors housing development, more than 5 dwellings	\$10,000	\$10,000	NA	NA	\$10,000	\$10,000	NA	NA	

## Works program Summary

				Total	0	1	2	3	4	5	6	7	8	9	10	11	12		
				\$,000	01/07/09	01/07/10	01/07/11	01/07/12	01/07/13	01/07/14	01/07/15	01/07/16	01/07/17	01/07/18	01/07/19	01/07/20	01/07/21		
WORKS PROGRAM				\$,000	30/06/10	30/06/11	30/06/12	30/06/13	30/06/14	30/06/15	30/06/16	30/06/17	30/06/18	30/06/19	30/06/20	30/06/21	30/06/22		
				s94 & GAP Funding Expenditure															
				Council cost															
				Expenditure totals															
COMMUNITY	Stage	1	0	5,114.1															
		2	0	639															
		3	0	8,501															
		4	0	0															
		Y-MM	0	2,579	2,579														
	TOTAL		0	16,834	16,834	0	0	0	0	0	0	0	0	0	0	1,000	2,000		
Facility total				16,834															
OPEN SPACE & RECREATION	Stage	1/2	3,092	47,540															
		3	6,509	22,764															
		4	0	15,081															
		Y-MM	0	8,196	8,196														
		TOTAL		9,600	93,580	103,181	0	0	0	0	0	0	0	0	0	0	1,000	1,500	
Facility total				103,180															
ROADS & TRAFFIC	Stage	1/2	28,860	452,299	481,160	360	6,573	6,008	5,598	12,099	8,914	7,787	17,723	23,434	23,864	22,989	35,576	13,887	
		3	0	32,162	32,162	0	0	0	0	0	0	0	0	0	0	0	0	0	
		4	0	15,572	15,572	0	0	0	0	0	0	0	0	0	0	0	0	0	
		Y-MM	0	53,954	53,954	0	0	0	0	0	0	0	0	0	0	0	0	0	
		TOTAL		28,860	553,988	582,848	360	6,573	6,008	5,598	12,099	8,914	7,787	17,723	23,434	23,864	22,989	35,576	13,887
Facility total				582,848															
PUBLIC TRANSPORT	Stage	1/2	2,479	3,338	5,816														
		3	0	5,849	5,849														
		4	2,203	991	3,195														
		Y-MM	0	1,355	1,355														
		TOTAL		4,682	11,534	16,215	0	0	0	0	0	300	60	120	120	120	120	120	120
Facility total				16,215															
DRAINAGE & STORMWATER MANAGEMENT	Stage	1		23,706	23,706														
		2		18,018	18,018														
		3		13,940	13,940														
		4		18,248	18,248														
		Y-MM		0	16,398	16,398													
	TOTAL		0	90,310	90,310	0	0	0	0	0	0	2,000	0	1,000	0	1,000	0	1,000	
Facility total				90,310															
ADMINISTRATION	Stage	1/2		3,201	3,201	0	0	0	0	11	150	150	150	150	150	150	150	150	
		3		1,860	1,860														
		4		1,900	1,900														
		Y-MM		0	700	700													
		TOTAL		0	7,661	7,661	0	0	0	0	12	150	150	150	150	150	150	150	150
Facility total				7,661															
MISCELLANEOUS				0	0														
				0	0														
				0	0														
				0	0														
		TOTAL		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Facility total				0															
<b>TOTAL WORKS AND SERVICES COSTS</b>				43,142	773,905	817,049	360	6,573	6,008	5,598	12,111	9,364	9,997	17,993	24,704	24,134	24,259	37,846	18,657

			13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
			01/07/22	01/07/23	01/07/24	01/07/25	01/07/26	01/07/27	01/07/28	01/07/29	01/07/30	01/07/31	01/07/32	01/07/33	01/07/34	01/07/35	01/07/36	01/07/37
<b>WORKS PROGRAM</b>			30/06/23	30/06/24	30/06/25	30/06/26	30/06/27	30/06/28	30/06/29	30/06/30	30/06/31	30/06/32	30/06/33	30/06/34	30/06/35	30/06/36	30/06/37	30/06/38
<b>COMMUNITY</b>	Stage	1	2,114															
		2		100	539													
		3																
		4																
		Y-MM									50	200	1,000	1,329				
	TOTAL		2,114	100	539	0	0	0	0	0	50	200	1,000	1,329	0	0	0	0
	Facility total																	
<b>OPEN SPACE &amp; RECREATION</b>	Stage	1/2	2,000	3,500	5,806	1,500	1,000	1,500	500	500	500	2,000	3,000	2,000	2,000	2,000	3,000	3,000
		3																
		4																
		Y-MM																
		TOTAL		2,000	3,500	5,806	1,500	1,000	1,500	500	500	500	2,000	3,000	2,000	2,000	2,000	3,000
	Facility total																	
<b>ROADS &amp; TRAFFIC</b>	Stage	1/2	5,958	3,528	7,197	5,530	7,000	10,243	6,000	8,000	11,341	21,999	20,000	16,900	12,161	5,500	8,478	6,600
		3	0	0	0	0	0	0	0	0	2,000	2,000	3,000	2,000	2,685	4,185	1,500	1,000
		4	0	0	0	0	0	0	0	0	1,000	3,772	1,987	2,000	418	0	0	1,000
		Y-MM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		TOTAL		5,958	3,528	7,197	5,530	7,000	10,243	6,000	8,000	14,341	27,771	24,987	20,900	15,264	9,685	9,978
	Facility total																	
<b>PUBLIC TRANSPORT</b>	Stage	1/2	120	120	120	120	120	120	210	210	210	210	120	120	138		60	30
		3											60	60	120	120	120	120
		4																
		Y-MM																
		TOTAL		120	120	120	120	120	120	210	210	210	180	180	258	120	180	150
	Facility total																	
<b>DRAINAGE &amp; STORMWATER MANAGEMENT</b>	Stage	1		1,000		1,000		1,000		1,000		1,000		1,000		1,000		1,000
		2					1,000		1,000		1,000		1,000		1,000		1,000	1,000
		3										1,000		1,000		1,000		1,000
		4											1,000		1,000		1,000	1,000
		Y-MM																
	TOTAL		0	1,000	0	1,000	1,000	1,000	1,000	1,000	1,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Facility total																	
<b>ADMINISTRATION</b>	Stage	1/2	150	150	150	150	150	150	150	50	50	50	50	50	50	50	50	50
		3								50	50	50	50	50	50	50	50	50
		4								50	50	50	50	50	50	50	50	50
		Y-MM																
		TOTAL		150	150	150	150	150	150	150	150	150	150	150	150	150	150	150
	Facility total																	
<b>MISCELLANEOUS</b>																		
	TOTAL		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Facility total																	
<b>TOTAL WORKS AND SERVICES COSTS</b>			10,342	8,398	13,812	8,300	9,270	13,013	7,860	9,860	16,251	32,331	31,317	26,559	19,672	13,955	15,368	13,900

		29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	
		01/07/38	01/07/39	01/07/40	01/07/41	01/07/42	01/07/43	01/07/44	01/07/45	01/07/46	01/07/47	01/07/48	01/07/49	01/07/50	01/07/51	01/07/51	01/07/51	01/07/51
WORKS PROGRAM		30/06/39	30/06/40	30/06/41	30/06/42	30/06/43	30/06/44	30/06/45	30/06/46	30/06/47	30/06/48	30/06/49	30/06/50	30/06/51	30/06/52	30/06/52	30/06/52	
COMMUNITY	Stage	1																
		2																
		3								500	500	1,000	784			1,000	2,000	
		4																
	TOTAL	Y-MM	0	0	0	0	0	0	0	500	500	1,000	784	0	0	1,000	2,000	
	Facility total																	
OPEN SPACE & RECREATION	Stage	1/2	2,000	3,000	3,000	3,000	3,000	326										
		3								2,000	500	500	2,000	3,000	2,000	2,000	2,000	1,000
		4												2,000	2,000	3,000	3,000	
		Y-MM																
	TOTAL		2,000	3,000	3,000	3,000	3,000	326	0	2,000	500	500	2,000	3,000	4,000	4,000	5,000	4,000
	Facility total																	
ROADS & TRAFFIC	Stage	1/2	6,636	3,000	7,000	11,882	14,000	14,051	8,710	6,335	2,124	3,000	3,000	3,000	5,500	7,000	7,000	7,000
		3	0	2,000	0	0	1,000	0	3,000	2,000	2,000	1,791	0	0	0	0	0	0
		4	1,034	0	4,362	0	0	0	0	0	0	0	0	0	0	0	0	0
		Y-MM	0	0	0	1,000	1,000	1,000	3,000	7,000	6,982	1,336	0	0	0	1,000	3,000	4,000
	TOTAL		7,669	5,000	11,362	12,882	16,000	15,051	14,710	15,335	11,106	6,336	4,791	3,000	5,500	8,000	10,000	11,000
	Facility total																	
PUBLIC TRANSPORT	Stage	1/2	60	30	60	120	60	120	60	120	60	120	500	500	500	300	98	
		3	120	120	120	120	120	120	120	120	120	150	150	150	210	200	210	
		4																
		Y-MM				60	60	60	60	60	60	60	60	60	95	120	120	120
	TOTAL		180	150	180	240	240	300	240	300	240	330	710	710	745	630	418	330
	Facility total																	
DRAINAGE & STORMWATER MANAGEMENT	Stage	1	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	706					
		2	1,000											1,000	1,000	1,018		
		3		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	940						
		4		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
	TOTAL	Y-MM	2,000	3,000	3,000	3,000	3,000	3,000	500	500	1,000	1,000	500	1,000	1,000	1,000	1,000	2,000
	Facility total																	
ADMINISTRATION	Stage	1/2	50	50	50	50	50	50	35	35	35	35						
		3	50	50	50	50	50	50	50	40	40	40	60	60	60	60	60	
		4	50	50	50	50	50	50	50	50	50	50	60	60	60	60	60	
		Y-MM							25	25	25	25	30	30	30	30	30	
	TOTAL		150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	
	Facility total																	
MISCELLANEOUS																		
	TOTAL		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Facility total																	
TOTAL WORKS AND SERVICES COSTS		11,999	11,300	17,692	19,272	22,390	18,827	18,600	21,285	17,496	12,756	11,857	10,644	13,395	15,798	18,568	19,480	

		45	46	47	48	49	50	51	52	53	54	55	56
		01/07/51	01/07/51	01/07/51	01/07/51	01/07/51	01/07/51	01/07/51	01/07/51	01/07/51	01/07/51	01/07/51	01/07/51
WORKS PROGRAM		30/06/52	30/06/52	30/06/52	30/06/52	30/06/52	30/06/52	30/06/52	30/06/52	30/06/52	30/06/52	30/06/52	30/06/52
COMMUNITY	Stage 1												
	Stage 2												
	Stage 3	2,000	500	218									
	Stage 4												
	Y-MM												
	TOTAL	2,000	500	218	0	0	0	0	0	0	0	0	0
Facility total													
OPEN SPACE & RECREATION	Stage 1/2												
	Stage 3	2,000	2,000	2,000	2,000	2,000	2,000	2,272					
	Stage 4	3,000	690	1,000	391								
	Y-MM	500	1,000	1,500	2,500	2,000	696						
	TOTAL	5,500	3,690	4,500	4,891	4,000	2,696	2,272	0	0	0	0	0
	Facility total												
ROADS & TRAFFIC	Stage 1/2	7,000	3,500	4,500	2,332	1,500	2,500	2,000	5,000	2,340	0	0	0
	Stage 3	0	0	0	0	0	0	0	0	0	0	0	0
	Stage 4	0	0	0	0	0	0	0	0	0	0	0	0
	Y-MM	4,000	5,000	5,335	2,000	3,000	2,000	2,000	1,301	0	0	0	0
	TOTAL	11,000	8,500	9,835	4,332	4,500	4,500	4,000	6,301	2,340	0	0	0
	Facility total												
PUBLIC TRANSPORT	Stage 1/2												
	Stage 3	1,000	1,000	300	400	249							
	Stage 4	300	300	300	300	300	300	300	300	300	300	195	
	Y-MM	120	120	120	60								
	TOTAL	1,120	1,420	720	760	549	300	300	300	300	300	300	195
	Facility total												
DRAINAGE & STORMWATER MANAGEMENT	Stage 1												
	Stage 2												
	Stage 3												
	Stage 4	1,000	1,000		1,000	1,000	1,000	1,000	1,000	248			
	Y-MM	1,000	1,000	1,000	1,000	1,000	1,000	1,000	898				
	TOTAL	2,000	2,000	1,000	2,000	2,000	2,000	1,000	1,898	248	0	0	0
Facility total													
ADMINISTRATION	Stage 1/2												
	Stage 3	60	60	60	60	60	60	60	60	60	60		
	Stage 4	60	60	60	60	60	60	60	60	60	60		
	Y-MM	30	30	30	30	30	30	30	30	30	30	150	
	TOTAL	150	150	150	150	150	150	150	150	150	150	150	0
	Facility total												
MISCELLANEOUS													
	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0
Facility total													
TOTAL WORKS AND SERVICES COSTS		21,770	16,260	16,423	12,133	11,199	9,646	7,722	8,649	3,038	450	450	195

# 1. Introduction

## 1.1 Name of the plan

This development contributions plan is called the West Dapto Section 94 Development Contributions Plan 2015.

## 1.2 Background

West Dapto is a major greenfield release area and an important component of the Illawarra and Greater Sydney Metropolitan Area housing supply market. It is estimated that the area will supply approximately 17,034 dwellings over a 50+ year period resulting in an additional population of some 48,849 persons. West Dapto Release Area represents the culmination of a number of years of planning, technical investigations, studies and consultation.

As it is a greenfield release area (i.e. it is located on the urban periphery and is not an 'infill' area) it will require a range of new public services and facilities to cater to the new population that is expected. Consequently, this plan is one mechanism that the Council will use to deliver a range of those public services and facilities.

Council's vision for the planning and development of West Dapto Release Area is:

*In accordance with the goals of the Wollongong City Council Corporate Plan, Council will manage the development program for West Dapto to achieve an economic, environmental and socially sustainable urban development for the current and future residents of Wollongong.*

Planning for the first two stages of the West Dapto Release Area is now complete and this section 94 plan draws together the substantial information and specialist studies which led to the rezoning of these areas. Planning for later stages of the release is also well progressed with the development parameters largely determined. Some of the studies which have been used to determine key infrastructure and servicing requirements include:

- West Dapto Local Environmental Study, WCC, 2007.
- Social, Cultural and Recreation Needs Study – Elton Consulting, 2007
- Energy and Communications Study - Maunsell Australia Pty Ltd, 2004
- Water Cycle Management Study - URS, 2004
- Transport Management and Access Plan - KBR Pty Ltd, 2007
- West Dapto T-Map extension Study – Connell Wagner 2008
- Infrastructure & Economic Assessment Report - GHD, 2006

Following the completion of these reports and the exhibition of the Local Environmental Study, draft Local Environmental Plan and draft Development Control Plan for West Dapto, at the request of Council the NSW Growth Centres Commission undertook a comprehensive review of the West Dapto release area (West Dapto Release Area Review & sub-consultant reports – NSW Growth Centers Commission, 2008). The review was initiated following concerns about the viability and affordability of the release area, the costs and timing of the provision of infrastructure, access, flooding, riparian corridors, staging and the Yallah-Marshall Mount vegetation strategy. The review has led to some changes to the previously exhibited development concept with most notably a reduction in dwelling yield (and therefore ultimately the expected population) and a corresponding reduction in infrastructure requirements. The review also led to a decision to proceed to rezone stages 1 and 2 of the Release Area with later stages to be rezoned at a later date.

Accordingly while this section 94 plan takes account of infrastructure requirements for the entire release area it focuses on Stages 1 and 2.

The review by the NSW Growth Centres Commission included a number of consultant studies, some of which have been used in the development of this contribution plan, including:

- West Dapto Market Assessment and Demographics Peer Review - Colleen Coyne Property Research Pty Ltd, 2008
- West Dapto Land Value Assessment – Hill PDA, 2008
- West Dapto Release Area Urban Design Analysis – Urbis, 2008
- West Dapto Review – Flooding & Stormwater Strategy – Bewsher Consulting Pty Ltd, 2008
- West Dapto Retail Study Peer Review – SGS Economics & Planning, 2008
- West Dapto Masterplan Traffic & Transport Review – Urbanhorizon Pty Ltd, 2008
- West Dapto Release Area Access Review – Cardno, 2008
- West Dapto Transport Link Review – Cardno, 2008
- Peer Review – Urbanhorizon Traffic & Transport Report – Northrop, 2008
- Flood Access Strategy for West Dapto – Molino Stewart Pty Ltd, 2008
- Review of the West Dapto Section 94 Contributions Plan – Newplan, 2008

Subsequent to Council's endorsement of the recommendations of the NSW Growth Centres Commission and review of submissions received following the exhibition of the draft documents, additional investigations have occurred, including:

- Mullet Creek Flood Study – West Dapto Release Area (Bewsher 2009)
- Road Infrastructure (Section 94) Estimates Review (GHD 2010)
- Mullet Creek Flood Extension Investigations (Bewsher 2011)

### **1.3 Commencement of the plan**

This Plan was endorsed by Council on [date to be inserted] and commenced on [date to be inserted].

### **1.4 Area to which the plan applies**

This plan applies to all land within the West Dapto Release Area ~~stages 1 and 2~~ as identified in Figure 1.1. The figure shows the complete release area, where works will occur, however contributions can only be collected from the released stages, where urban development is permissible. As future areas are released the plan will be updated.

The Wollongong Section 94A Development Contribution Plan will continue to apply to development in the unreleased areas.

### **1.5 What is the purpose of this plan?**

The primary purpose of this Plan is to authorize Council, when granting consent to an application to carry out development on land to which this Plan applies, to require a contribution to be made towards the provision, extension or augmentation of public amenities and public services that will, or are likely to be, required as a consequence of development in the West Dapto Release Area.

Other purposes of the Plan are:

- to provide the framework for the efficient and equitable determination, collection and management of development contributions toward the provision of public amenities and services generated by development within the Precincts;
- to determine the demand for public facilities generated by the incoming population to the release area and ensure that development makes a reasonable contribution toward the provision of services and facilities that are required for that population;
- to ensure that the existing community is not unreasonably burdened by the provision of public amenities and public services required (either partly or fully) as a result of development in the release area; and

- to ensure Council's management of development contributions complies with relevant legislation and guidelines, and achieves best practice in plan format and management.

## 1.6 Relationship with other Plans and Policies

This plan repeals the following section 94 / 94A contributions plans applying in that part of the Wollongong local government area as referred to in section 1.4:

- West Dapto Release Area Section 94 Development Contributions Plan (2011) – this plan repealed the following plan:
- West Dapto Release Area Section 94 Development Contributions Plan (2010) – this plan repealed the following plan:
- Wollongong Section 94A Contributions Plan (2010 version) – this plan repealed the following plan:
- Horsley Section 94 Contributions Plan.

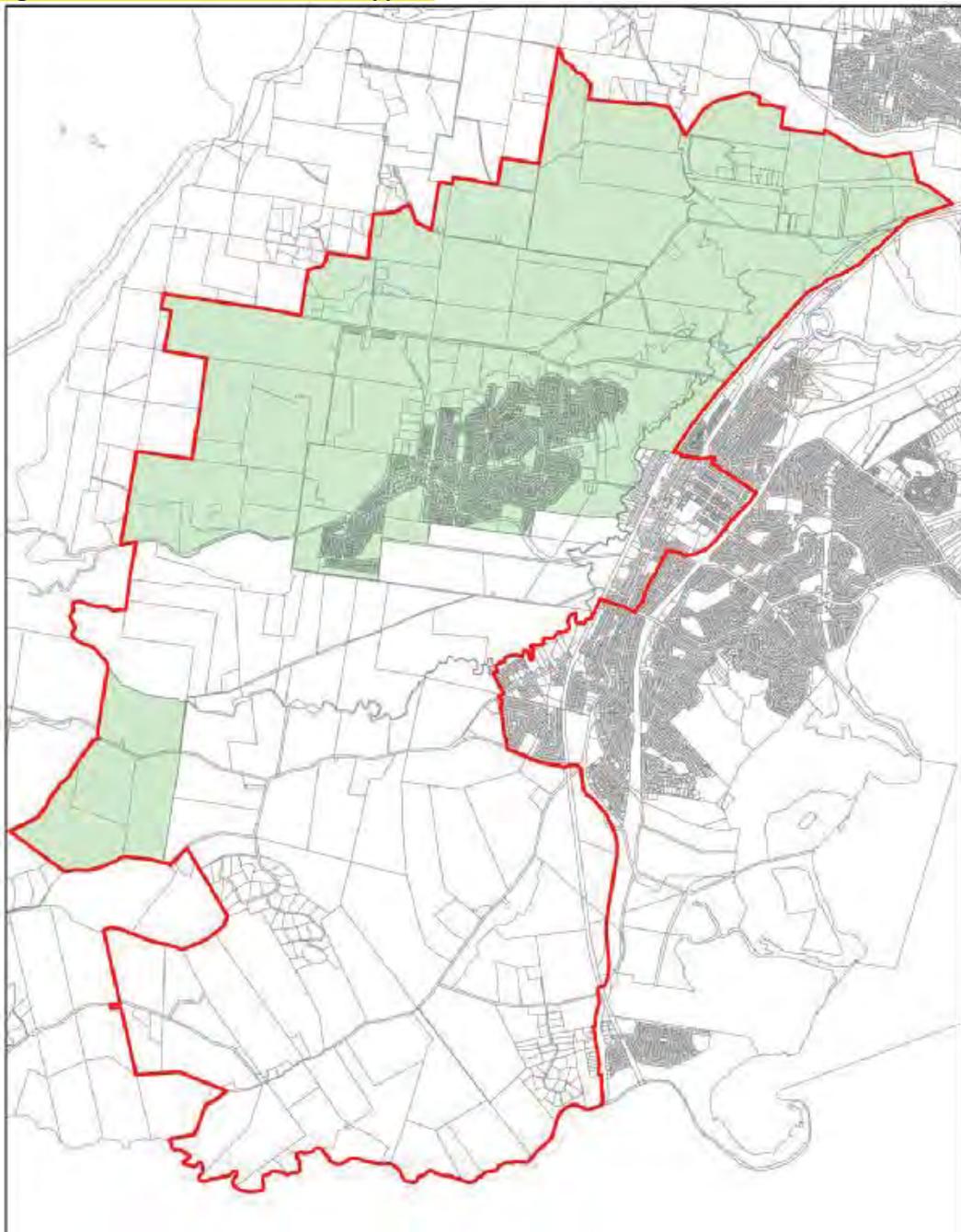
Any other contributions plan approved by Council (and in force under Division 6 or Part 4 of the EP&A Act at the time this Plan commenced) does not apply to development that is subject to a requirement to pay a contribution under this Plan.

## 1.7 Savings and transitional arrangements

~~A development application that has been submitted under the Wollongong LEP (West Dapto) 2010 prior to the adoption of this plan but not determined shall be determined in accordance with the provisions of this plan.~~

~~Development applications submitted under Wollongong LEP 1990 for development that is reliant on the approval of Wollongong LEP (West Dapto) 2010 shall be determined in accordance with the provisions of this plan.~~

**Figure 1.1 - Land to which the Plan applies**





SCALE 1:32000 @ A3



### WEST DAPTO RELEASE AREA SECTION 94 AREA

West Dapto Release Area, 2015  
 Contribution Collection Area



THIS DOCUMENT IS A DRAFT. It will be subject to the highest degree of scrutiny of being reviewed, as required for the purposes of the Information Code.

<small>Author(s)</small>	<small>Approved by</small>
<small>Prepared by</small>	<small>Approved on</small>
<small>Date</small>	<small>Date</small>

## 2. Administration and operation of the Plan

### 2.1 What are development contributions?

Development contributions are contributions made to those undertaking development approved under the Environmental Planning and Assessment Act 1979 (EP&A Act).

Contributions may be in the form of money, dedication of land or some other material public benefit (or a combination of these) directed:

- in the case of contributions made under Section 94 of the EP&A Act – toward the provision or improvement of public amenities or services (or the recouping of the cost of provision or improvement of public amenities or services); or
- in the case of contributions made under a planning agreement prepared in accordance with Sections 93F to 93L of the EP&A Act – toward public purposes.

#### 2.1.1 Section 94 contributions

Section 94 of the EP&A Act enables Councils to seek contributions from developers where development is likely to increase the demand for public facilities. Section 94 contributions are levied at the time of development consent.

The EP&A Act establishes that a Council can only require a section 94 contribution if:

- it is satisfied that a development, the subject of a development application, will or is likely to require the provision of, or increase the demand for, public amenities and public services within the area;
- it has adopted a contributions plan justifying the contribution; and
- the contribution is reasonable.

The power to levy a section 94 contribution relies on there being a clear relationship (or 'nexus') between the development being levied and the need for the public amenity or service for which the contribution is required.

Generally, contributions can only be made towards:

- capital costs including land acquisition costs;
- public facilities which a Council has a responsibility to provide; and
- public facilities which are needed as a consequence of new development.

Further detail on the types of public facilities that can be funded through section 94 contributions is included in Section 2.3 of this Plan.

#### 2.1.2 Planning agreement contributions

The EP&A Act allows for the negotiation of ~~voluntary~~ planning agreements between Councils, developers, and/or other planning authorities for the provision of public purposes.

Public purposes are defined in the EP&A Act as (without limitation):

- the provision of (or the recoupment of the cost of providing) public amenities or public services;
- the provision of (or the recoupment of the cost of providing) affordable housing;
- the provision of (or the recoupment of the cost of providing) transport or other infrastructure relating to land;

- The funding of recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure;
- the monitoring of the planning impacts of development; and
- the conservation or enhancement of the natural environment.

Wollongong City Council (Council) may, in accordance with its Planning Agreements Policy negotiate planning agreements with relevant parties in relation to proposed developments, Refer to Section 2.13.

## 2.2 Development to which this Plan applies

Council may impose a contribution under section 94 of the EP&A Act on consents issued for different types of development. The type and quantum of the contribution will relate to the form of the development proposed.

The following types of development are required to make a section 94 contribution:

- Subdivision for residential purposes; construction of a dwelling, a dual occupancy, multiple dwelling housing, multi unit housing, seniors housing or other dwellings; and
- Development of industrial land, including subdivision.

Development contributions will not be sought for retail premises, office premises, business premises, community facilities and recreational facilities (excluding any residential components).

### 2.2.1 Exemptions

~~This Plan shall not apply to development:~~

- ~~a. An application by or on behalf of the Council for community infrastructure, such as libraries, community facilities, child care facilities, recreational areas, recreational facilities or car parks.~~
- ~~b. An application for or on behalf of the NSW Government for public infrastructure, such as hospitals, police stations, fire stations; education facilities and public transport infrastructure.~~
- ~~c. An application for privately funded community infrastructure, such as education facilities, universities, and private hospitals, excluding any residential, industrial or commercial components.~~
- ~~d. Development for the purposes of infrastructure utilizing special infrastructure contributions under section 94EF of the EP&A Act;~~
- ~~e. Development for the purposes of infrastructure under this Plan or another contributions plan prepared under section 94 of the EP&A Act;~~
- ~~f. Development for facilities provided by Sydney Water, Integral Energy, telecommunication suppliers or natural gas suppliers; and;~~

~~In addition Council may allow for the following exemptions (partial or full):~~

- ~~g. that in the opinion of Council does not increase the demand for the categories of public facilities and services addressed by this Plan;~~
- ~~h. Development for the purpose of disabled access;~~
- ~~i. Development for the sole purpose of affordable housing;~~
- ~~j. for the purpose of reducing the consumption of mains-supplied potable water, or reducing the energy consumption of a building;~~
- ~~k. for the sole purpose of adaptive re-use of an item of environmental heritage (note: the term "item" and "environmental heritage" have the same meaning as in the *Heritage Act 1977*);~~
- ~~l. Seniors living development under SEPP Seniors Housing 2004 by a Social Housing provider~~
- ~~m. Components of school development that is a Building Education Revolution (BER) project~~

n. Any other development for which Council considers an exemption is warranted, where the decision is made by formal ratification of the Council at the public Council meeting.

The following Directions under Section 94E of the Environmental Planning and Assessment Act 1979 have been made by the Minister for Planning that require that a Section 94 levy cannot be imposed on development:

- a. for the purpose of disabled access (10/11/06);
- b. for the sole purpose of affordable housing (10/11/06) – (including Granny Flat/Secondary dwelling under 60m<sup>2</sup>);
- c. for the purpose of reducing the consumption of mains-supplied potable water, or reducing the energy consumption of a building (10/11/06);
- d. for the sole purpose of adaptive re-use of an item of environmental heritage (note: the term “item” and “environmental heritage” have the same meaning as in the *Heritage Act 1977*) (10/11/06);
- e. other than the subdivision of land, where a condition under section 94 of the Act has been imposed under a previous development consent relating to the subdivision of the land on which the development is proposed to be carried out (10/11/06);
- f. Seniors living development under SEPP Seniors Housing 2004 by a Social Housing provider (14/9/07);
- g. Components of school development that is a Building Education Revolution (BER) project (9/9/09).
- h. Port Kembla Lease Area, as mapped in the Ports SEPP (6/12/13)

In addition, Council may allow for the following exemptions (partial or full):

- i. An application by the Council for community infrastructure, such as but not limited to libraries, community facilities, child care facilities, recreational areas, recreational facilities or car parks.
- j. An application by the NSW Government for public infrastructure, such as but not limited to hospitals, police stations, fire stations; education facilities and public transport infrastructure.
- k. An application for an industrial, retail, commercial or residential development, where there is no increase in floor space within an existing building, such as but not limited to internal fit-out or alteration to existing structure.
- l. An application for the continued operation of a coal mine, where rail transport is used for the transportation of coal.
- m. An application for a place of public worship.
- n. An application for demolition (where there is no replacement building or development).
- o. An application for a residential care facility.
- p. An application for an industrial training facility.

The following exception (partial or full) requests will require a comprehensive submission:

- q. An application on behalf of the Council for community infrastructure, such as but not limited to libraries, community facilities, child care facilities, recreational areas, recreational facilities or car parks.
- r. An application on behalf of the NSW Government for public infrastructure, such as but not limited to hospitals, police stations, fire stations; education facilities and public transport infrastructure.
- s. An application for privately funded community infrastructure, such as but not limited to education facilities, universities, and private hospitals.
- t. Any other development for which Council considers an exemption is warranted, where the decision is made by formal ratification of the Council at a public Council meeting.

## Submission Requirements for an exemption claim to be considered

For an exemption to be considered in accordance with point's (q) to (t) above, any such development will need to submit a comprehensive submission arguing the case for exemption and including details of:

- Under which point the exemption claimed is to be considered
- The mechanism ensuring that such development will remain in the form proposed in the future (i.e. Not to increase future demand on public amenities and services), NB: where a further development application or application for complying development under the *EP&A Act* is required for any change to the development no mechanism is necessary, however if a change of use is available by way of exempt development then the requirement for a mechanism remains.
- Other items if applicable;
  - How the development will incorporate the maintenance of the item of heritage significance
  - How the development will contribute to the public benefit of the community
  - Works in the public domain included in the development
  - How the residents/users will utilise existing private facilities attached to the development that replicate those types provided by council.

A comprehensive submission is not required for points (a) to (p) from the above list. Whilst assessment of any application will include consideration of the provisions of this plan for any exemption that may be warranted, where a comprehensive submission isn't required, the application should clearly state which point an exemption is expected to ensure it is considered.

Exemptions (partial or full) listed under points (i) to (t) will only to be granted with approval of the Council Officer(s) whose position(s) holds the required Council delegations or in terms of point (t) by formal ratification of the Council at a public Council meeting.

### 2.3 Facilities Address by this Plan

Part 5B of the EP&A Act Circulars issued by the NSW Department of Planning and Environment provide guidance on the types of facilities that may be funded through local infrastructure contributions introducing the concept of community infrastructure. Key community infrastructure includes:

- Local roads
- Local bus facilities
- Local parks that service a development site or precinct
- Drainage and stormwater management works
- Land and facilities for local community infrastructure that services a development site or precinct
- Land for other community infrastructure and recreation facilities
- District infrastructure where there is direct connection with the development.

The types of public facilities that will be required to meet demands of the expected future development in Stages 1 and 2 of the West Dapto release area are as follows:

- community facilities;
- open space and recreation facilities;
- traffic and transport management facilities; and
- water cycle management facilities.

The specification of works identified in this Plan are in accordance with the provisions of Part 5B. Department's Circulars.

[Note – In 2011, the State Government introduced a policy referred to as the “Comprehensive Housing Supply Strategy” and is aimed at delivering additional land releases, lower levies and faster planning decisions. The Strategy includes a legal cap of \$20,000 per residential dwelling/lot in existing urban areas and \$30,000 per residential lot in greenfield areas on Section 94 Contributions for new development without any exception. The West Dapto Release area was granted greenfield area status for the \$30,000 cap to apply by Ministerial direction on 4 March 2011 under Section 94E of EP & A Act 1979.

The policy also provides for further restrictions on the types of facilities that may be funded through Section 94 contributions in areas where the Plan calls for contributions above the Cap. Under the policy, funding for infrastructure costs above the Cap would require councils to apply to the Independent Pricing and Regulatory Tribunal (IPART) for a special rate determination to apply to the release area or the Local Government Area or a combination.

~~The Policy announcements require the provisions of Part 5B the Environmental Planning and Assessment Amendment Act 2008 to be amended and the timing for release and commencement of these is unknown however, this plan has been prepared to be consistent with the current and expected new legislative requirements.]~~

## 2.4 Relationship to Special Infrastructure Contributions

This Plan does not affect the determination, collection or administration of any special infrastructure contribution levied under section 94EF of the EP&A Act in respect to development on land to which this Plan applies.

Applicants should refer to details of Special Infrastructure Contributions issued by the Department of Planning in relation to West Dapto release area.

## 2.5 Definitions

In this Plan, the following words and phrases have the following meanings:

<b>Applicant</b>	means the person, company or organisation submitting a development application.
<b>Attributable cost</b>	means the estimated cost for each item in the works schedules set out in <del>Section xx</del> of this Plan, which may differ from the final actual cost of the item. It will be the value used in determining the amount of any offset of monetary contributions as a result of any works-in-kind proposal.
<b>Contribution</b>	means the dedication of land, the making of a monetary contribution or the provision of a material public benefit, as referred to in section 94 of the EP&A Act.
<b>Council</b>	means the Council of the City of Wollongong.
<b>CPI</b>	means the All Groups Consumer Price Index (Sydney) as published by the Australian Bureau of Statistics.
<b>Embellishment</b>	means the enhancement of any public facility provided by the Council by the provision of services, facilities or works.
<b>EP&amp;A Act</b>	means the <i>Environmental Planning and Assessment Act 1979</i> as amended.
<b>EP &amp; A Regulation</b>	means the <i>Environmental Planning and Assessment Regulation 2000</i> as amended.
<b>LEP</b>	means a local environmental plan made by the Minister under section 70 of the EP&A Act.
<b>LGA</b>	means local government area
<b>Net developable land</b>	means all land within West Dapto that can be used for economic purposes plus half the width of any adjoining access roads that provide vehicular access, but excluding land:

- that has been identified by the [NSW Department of Planning] to be required for the provision of infrastructure utilising the special infrastructure contributions under section 94EF of the EP&A Act;
- set aside for publicly owned community facilities and/or community services provided or to be provided under this Plan or another contributions plan prepared under section 94 of the EP&A Act;
- set aside for roads provided or to be provided under this Plan or another contributions plan prepared under section 94 of the EP&A Act;
- used as regional RTA roads;
- used as existing roads to be included as part of the proposed road network;
- identified in the Wollongong Development Control Plan 2009 Chapter D16 as being set aside for public open space;
- that is flood affected, below the 1 in 100 year flood level;
- that is located in a high hazard flood zone;
- that is within a core riparian zone or riparian buffer area;
- for public schools and TAFE colleges;
- for publicly owned health facilities;
- for ambulance stations, fire stations & police stations;
- for bus depots, bus/rail interchanges;
- for rail corridors, rail stations & associated parking facilities; and
- facilities provided by Sydney Water, Integral Energy or equivalent water, sewer or energy provider.

For the purposes of this Plan, economic purposes are residential purposes and retail, commercial, business, industrial, education and other employment purposes.

<b>Planning Agreement</b>	means a voluntary planning agreement referred to in Section 93F of the EP&A Act.
<b>Public facility</b>	means any public amenity or public service, as referred to in section 94 of the EP&A Act, the need for which has increased or been created by development.
<b>Recoupment</b>	means the payment of a monetary contribution to the Council to offset the cost (plus any interest) that the Council has already incurred in providing public facilities in anticipation of development.
<b>Settlement</b>	means the payment of a monetary contribution, the undertaking of a work in kind or the exchange of documents for the dedication of land required as a result of new development.
<b>Special Infrastructure Contribution</b>	means a contribution imposed as a condition of development consent in accordance with section 94EF of the EP&A Act.
<b>Works in kind</b>	means the undertaking of a work or provision of a facility by an applicant which is already nominated in the works schedule of a contributions plan.
<b>Works schedule</b>	means the schedule of the specific public facilities for which contributions may be required, and the likely timing of provision of those public facilities based on projected rates of development, the collection of development contributions and the availability of funds from supplementary sources, as set out in this Plan.

## 2.6 Formulas for determining contribution rates applicable under this Plan

The formulas used to determine the contribution rates applicable under this Plan are set out in Sections:

- 4.1.6 Community facilities

- 4.2.5 Open space & recreation
- 4.3.6 Roads & Public transport
- 4.4.4 Drainage
- 4.5.3. Administration

### **2.6.1 Are there allowances for existing development?**

Contributions determined under this Plan will be calculated as provided for under clause 2.6. Council will determine any applicable credit(s) based on the number & type of existing development i.e. Residential Lot or Dwelling; Industrial Land area.

## **2.7 Section 94 contributions may be required as a condition of consent**

This Plan authorises the Council or an accredited certifier, when determining a development application or an application for a complying development certificate relating to development to which this Plan applies, to impose a condition under section 94 of the EP&A Act requiring:

- the payment of a monetary contribution; and/or
- the dedication of land free of cost,

to the Council towards the provision of public facilities to meet the demands of the development as specified in the works schedule to this Plan.

### **2.7.1 Land dedication**

Developers of land to which this Plan applies will be required to provide either:

- sufficient, usable and (where appropriate) embellished land for the particular facilities identified in this Plan to meet the needs of the population attributable to the proposed development; or, alternatively
- an equivalent monetary contribution to Council for the acquisition and embellishment of land for the particular facilities identified in this Plan.

Council will, wherever appropriate, require developers to dedicate land free of cost for the facilities identified in this Plan. Where the development does not, or cannot provide the full land area required as a contribution the shortfall will be required as a monetary contribution. The contribution rates included in this Plan reflect the monetary contribution required where land is not dedicated free of cost.

Where the contribution required is by way of dedication free of cost, the land:

- (where the dedication relates to the provision of community or open space and recreation facilities) is to have an associated draft plan of management prepared in accordance with Part 2, Division 2 of the Local Government Act 1993 and Part 4, Division 2 of the Local Government (General) Regulation 2005 and prepared at full cost to the developer; and
- The value, as determined in accordance with either section 2.13, the [Land Acquisition \(Just Terms Compensation\) Act 1991](#) or if listed for sale on the open market potentially by way of negotiation in accordance with Councils obligations and policies, will be offset against monetary contributions required under this Plan.

## **2.8 When is the contribution payable?**

A contribution must be paid to the Council at the time specified in the condition that imposes the contribution. If no such time is specified, the contribution must be paid prior to the issue of a subdivision certificate, construction certificate or complying development certificate.

## **2.9 How are contributions adjusted at the time of payment**

The contributions stated in a consent are calculated on the basis of the section 94 contribution rates determined in accordance with this plan. If the contributions are not paid within the quarter in which consent is granted, the contributions payable will be adjusted and the amount payable will be

calculated on the basis of the contribution rates that are applicable at time of payment in the following manner:

$$\$C_P = \frac{\$C_{DC} + [\$C_{DC} \times \{(\$C_Q - \$C_C) / \$C_C\}]}{1}$$

where:

- $\$C_P$  is the amount of the contribution calculated at the time of payment
- $\$C_{DC}$  is the amount of the original contribution as set out in the development consent
- $\$C_Q$  is the contribution rate applicable at the time of payment
- $\$C_C$  is the contribution rate applicable at the time of the original consent

It is noted that residential contributions cannot be increased by indexation above the \$30,000 cap. Employment land contributions are not limited by the cap and are indexed quarterly.

The current contributions are published by Council and are available from Council offices. Should the Council not validly publish the applicable contribution rates, the rate applicable will be calculated in accordance with the rate prevailing in the previous quarter.

Notwithstanding anything else contained within this clause, its application is only permitted to the effect that the aggregate contribution per residential dwelling/Lot equals, not to exceed, the relevant State Government Contributions Cap as specified by Directions under Section 94E of the Environmental Planning and Assessment Act 1979 made by the Minister for Planning from time to time. No limit applies to the indexation of contributions for non residential uses.

## 2.10 Deferred or periodic payments

Deferred or periodic payments may be permitted in the following circumstances, only with approval of the Council Officer(s) whose position(s) holds the required Council delegations:

- Compliance with the provisions is unreasonable or unnecessary in the circumstances of the case.
- Deferred or periodic payment of the contribution will not prejudice the timing or the manner of the provision of public facilities included in the works program.
- Where the applicant intends to make a contribution by way of a planning agreement, works in kind or land dedication in lieu of a cash contribution, and Council and the applicant have a legally binding agreement for the provision of the works or land dedication.
- There are circumstances justifying the deferred or periodic payment of the contribution.

If Council does decide to accept deferred or periodic payment, Council may require the applicant to provide a bank guarantee by a bank for the full amount of the contribution or the outstanding balance on condition that:

- The bank guarantee be by a bank for the amount of the total contribution, or the amount of the outstanding contribution, plus an amount equal to thirteen (13) months interest plus any charges associated with establishing or operating the bank security.
- The bank unconditionally pays the guaranteed sum to the Council if the Council so demands in writing not earlier than 12 months from the provision of the guarantee or completion of the work.
- The bank must pay the guaranteed sum without reference to the applicant or landowner or other person who provided the guarantee, and without regard to any dispute, controversy, issue or other matter relating to the development consent or the carrying out of development.
- The bank's obligations are discharged when payment to the Council is made in accordance with this guarantee or when Council notifies the bank in writing that the guarantee is no longer required.

- Where a bank guarantee has been deposited with Council, the guarantee shall not be cancelled until such time as the original contribution and accrued interest are paid.

## 2.11 Construction certificates and the obligation of accredited certifiers

In accordance with section 94EC of the EP&A Act and clause 146 of the EP & A Regulation 2000, a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it has verified that each condition requiring the payment of monetary contributions has been satisfied.

In particular, the certifier must ensure that the applicant provides receipts confirming that contributions have been fully paid and copies of such receipts must be included with copies of the certified plans provided to the Council in accordance with clause 142(2) of the EP & A Regulation 2000. Failure to follow this procedure may render such a certificate invalid.

The only exceptions to the requirement are where a works in kind, material public benefit, dedication of land, or deferred payment arrangement has been agreed by the Council. In such cases, Council will issue a letter confirming that an alternative payment method has been agreed with the applicant.

## 2.12 Indexation of contribution rates under this Plan

The purpose of this clause is to ensure that the monetary contribution rates imposed at the time of development consent reflect the indexed cost of the provision of facilities included in this Plan.

The Council may, without the necessity of preparing a new or amending contributions plan, make changes to the monetary section 94 contribution rates set out in this Plan to reflect quarterly changes to the Consumer Price Index (for all works schedule items identified in this Plan apart from the items comprising land yet to be acquired) and the Land Value Index prepared by or on behalf of the Council from time to time and specifically adopted by this Plan (for works schedule items identified in this Plan involving land yet to be acquired).

Notwithstanding anything else contained within this clause, its application is only permitted to the effect that the aggregate contribution per residential dwelling/Lot equals, not to exceed, the relevant State Government Contributions Cap as specified by Directions under Section 94E of the Environmental Planning and Assessment Act 1979 made by the Minister for Planning from time to time. No limit applies to the indexation of contributions for non residential uses.

The contribution rates will be reviewed by reference to the following specific indices:

- Construction costs by the All Groups CPI (Sydney) as published by the Australian Bureau of Statistics.
- Land acquisition costs by reference to average land valuation figures published by Council ~~in the Council Management Plan.~~
- Specific valuations for particular parcels of land that are identified in the section 94 plan as published by the Council ~~in the Council Management Plan.~~
- Changes in the capital costs associated with provision of administration and salary costs for staff involved in implementing Council's section 94 plan by reference to increases in salary rates under the Wollongong City Council Enterprise Agreement ~~as published by the Council on an annual basis in the Council Management Plan.~~
- Changes in the capital costs of various studies and activities required to support the strategies in the plan by reference to the actual costs incurred by Council in obtaining these studies as published by the Council ~~in the Council Management Plan.~~

### 2.12.1 Contribution rates for all works schedule items (other than land yet to be acquired)

For changes to the All Groups CPI (Sydney) index, the contribution rates within the plan will be reviewed on a quarterly basis in accordance with the following formula:

$$\$C_A + \frac{\$C_A \times ([\text{Current Index} - \text{Base Index}])}{[\text{Base Index}]}$$

where:

$\$C_A$	is the contribution at the time of adoption of the plan expressed in dollars
Current Index	is the All Groups CPI (Sydney) as published by the Australian Bureau of Statistics available at the time of review of the contribution rate
Base Index	is the All Groups CPI (Sydney) as published by the Australian Bureau of Statistics at the date of adoption of this plan.

Note: *In the event that the current All Groups CPI is less than the base All groups CPI, the current All Groups CPI shall be taken as not less than the previous All Groups CPI.*

### 2.12.2 Contribution rates for works schedule items involving land yet to be acquired

For changes to land values, the Council will publish at least on an annual basis the revised land index values that are to be used to change the base land values contained in the plan which will be determined in accordance with the following formula:

$$\$C_{LV} + \frac{\$C_{LV} \times ([\text{Current LV} - \text{Base LV Index}])}{[\text{Base Index}]}$$

where:

$\$C_{LV}$	is the land values within the plan at the time of adoption of the plan expressed in dollars
Current LV Index	is the land value index as published by the Council available at the time of review of the contribution rate
Base LV Index	is the land value index as published by the Council at the date of adoption of this plan.

Note: This clause does not cover the adjustment of a contribution between the time of consent and the time payment is made. This is covered by clause 2.9.

## 2.13 Works in kind and other material public benefits offered in part or full satisfaction of contributions

A person may make an offer to the Council to carry out work or to provide another kind of material public benefit in lieu of making a contribution in accordance with a section 94 condition imposed under this Plan, in the terms described below. The decision to accept such offers is at the sole discretion of the Council.

### 2.13.1 Offer made to the Council as part of a development application

The applicant may include in the relevant development application or in an application for a modification under section 96 of the Act, an offer to carry out works or provide a material public benefit towards which the contribution is to be applied. The Council will consider the offer as part of its assessment of the development application or as an application for a modification to a development approval under section 96 of the Act where a contribution has been imposed pursuant to this plan. If the Council agrees to the arrangement and grants consent to the application, it will substitute a condition of consent under section 80A or section 96 of the Act (whichever is relevant) requiring the works to be carried out or the material public benefit to be provided for a condition requiring payment of a contribution under section 94.

In assessing the applicant's offer, the Council will have regard to any relevant requirements of the current Practice Note issued by the NSW Government (DIPNR 2005) and such other matters as the Council considers relevant in the circumstances of the case including, but not limited to:

- a. the value of the works to be undertaken is at least equal to the value of the contribution that would otherwise be required under this plan. Council does not issue credits to applicants for works in kind which are provided in excess of the approved condition outside of a standard procedure involving approval by Council, such as staged development; and
- b. the standard of the works is to council's full satisfaction and the works are handed over to the Council without restriction of limitation; and
- c. the provision of the material public benefit will not prejudice the timing or the manner of the provision of public facilities included in the works program.

### **2.13.2 Valuation of offer made to the Council as part of a development application ("value of work")**

The value of an offer to provide Works In Kind, or a material public benefit towards which the contribution is to be applied, in lieu (in full or in part) of satisfying a condition of consent relating to payment of a Section 94/94A contribution will be valued utilising the following mechanism, and in terms of land dedication in accordance with Clause 2.7.1:

- a. Any Credit will be calculated based on the actual cost of works or the agreed cost estimate, whichever is the lesser. The agreed cost estimate will be determined by a review of the costs submitted by the applicant via Council's Infrastructure Team or a Registered Quantity Surveyor at Councils discretion);
- b. The agreed cost estimate can be amended by submission of a variation request by the applicant which will be reviewed and certified by a registered Quantity Surveyor;
- c. The actual cost of works is required to be evidenced and verified by a registered Quantity Surveyor;
- d. The Quantity Surveyor to act on the project will be chosen by Council from a list of 3 recommended by the applicant all of whom are to be members of Panels for The NSW Department of Commerce or Local Government Procurement; and
- e. Quantity Surveyor service costs are to be borne by the applicant.

### **2.13.3 Legal agreements pertaining to works in kind**

All offers, should they be accepted, to provide Works In Kind, or a material public benefit towards which the contribution is to be applied, in lieu (in full or in part) of satisfying a condition of consent relating to payment of a Section 94/94A contribution will be subject to a legal agreement between Council and the applicant. All agreements will include, but not limited to, the following:

- the works to be undertaken;
- the timing of the works;
- the quality of the works;
- the costs of the works;
- the applicant's rights and responsibilities; and
- Council's rights and responsibilities.

### **2.13.4 Offer to enter into a voluntary planning agreement**

An applicant may offer to enter into a voluntary planning agreement with the Council under s93F of the EP&A Act in connection with the making of a development application. This offer may include a monetary contribution, dedication of land, the carrying out of works, or another material public benefit for public purposes. Those purposes need not wholly relate to the impacts of the applicant's development but need to be consistent with not to the items listed in Part 4.

The applicant's provision under a planning agreement may be additional to or instead of paying a contribution in accordance with a condition of development consent authorised by this plan. This will

be a matter for negotiation with the Council. The offer to enter into the planning agreement together with a copy of the draft agreement should accompany the relevant development application.

The Council will publicly notify the draft planning agreement and an explanatory note relating to the draft agreement along with the development application and will consider the agreement as part of its assessment of that application.

If the Council agrees to enter into the planning agreement, it may impose a condition of development consent under s93I (3) of the *EP&A Act* requiring the agreement to be entered into and performed. If the Council does not agree to enter into the planning agreement, it may grant consent subject to a condition authorised by this plan requiring the payment of a contribution.

Applicants should refer to the Council's Policy on Planning Agreements, which has been prepared having regard to the Practice Note on Planning Agreements (DIPNR 2005).

## **2.14 Pooling of funds**

Council's ability to forward fund services and amenities identified in this Plan is very limited. Consequently their provision is largely contingent upon the availability of contributions funds.

To provide a strategy for the orderly delivery of the public services and amenities, this Plan authorises monetary section 94 contributions paid for different purposes in accordance with the conditions of various development consents authorised by this Plan and any other contributions plan approved by the Council to be pooled and applied progressively for those purposes.

In any case of the Council deciding whether to pool and progressively apply contributions funds, the Council will have to first be satisfied that such action will not unreasonably prejudice the carrying into effect, within a reasonable time, of the purposes for which the money was originally paid.

## **2.15 The Goods and Services Tax (GST)**

At the time this Plan was made, the position of the Australian Taxation Office (ATO) was that the payment of development contributions made under the EP&A Act is exempt from the Goods and Services Tax (GST). Items in the works schedule of this Plan have been calculated without any GST component.

## **2.16 Accountability and access to Information**

Council is required to comply with a range of financial accountability and public access to information requirements in relation to section 94 contributions. These are addressed in Divisions 5 and 6 of Part 4 of the EP & A Regulations 2000 and include:

- maintenance of, and public access to, a contributions register;
- maintenance of, and public access to, accounting records for contributions receipts and expenditure;
- annual financial reporting of contributions, and
- public access to contributions plans and supporting documents.

These records are available for inspection free of charge at Council.

## **2.17 Review of Plan without the need for public exhibition**

Pursuant to Clause 32(3) of the EP & A Regulations, Council may make certain minor adjustments or amendments to the Plan without prior public exhibition and adoption by Council. Minor adjustments could include minor typographical corrections amendments to rates resulting from changes in the Consumer Price Index or Land Value Index (see Section 2.13), or the omission of details concerning works that have been completed.

## **2.18 Facility Costs**

Costs for facilities included in this Plan were derived from the services of a qualified quantity surveyor as well as from Council's experience of facility costs in other areas. Assumptions used to derive estimated costs of facilities included in this Plan are detailed in Parts 3 & 4.

At the time this Plan was prepared, the planning of facilities was carried out at a strategic level. That is there were few, if any, facility concept plans upon which estimated costs could be based. As a result, a contingency allowance equivalent to 15 percent of the base cost was added to all works included in this Plan (excluding land acquisition).

The contingency allowance is considered reasonable given the embryonic stage of planning of most facilities included in the Plan.

For an item of work that is to be provided through a works-in-kind agreement or a planning agreement, the credit for the item will include any contingency amount provided for in the plan.

The contingency allowance will be removed from the works costs at the time that concept plans are prepared for respective facilities. Such action will warrant amendment and re-exhibition of the Plan.

## 3. Facility Needs Associated with the Expected Development

### 3.1 Introduction

This section sets out the strategies that Council intends to follow to cater to the needs of future population growth and development in the West Dapto release area. It identifies the resulting demand for public services and public facilities and the costs and timing of provision of the works that the Council intends to provide to cater to that demand.

It is important to note that the West Dapto area will develop over many years and planning for facilities at this stage of the development must recognise that population demands will vary over time, and may possibly vary from the assumptions that are used to determine the contributions that are set out in this plan. The Council will continually monitor population growth and demand, and where necessary, will appropriately adjust the facilities to ensure that the facilities are delivered to meet the demands of the population.

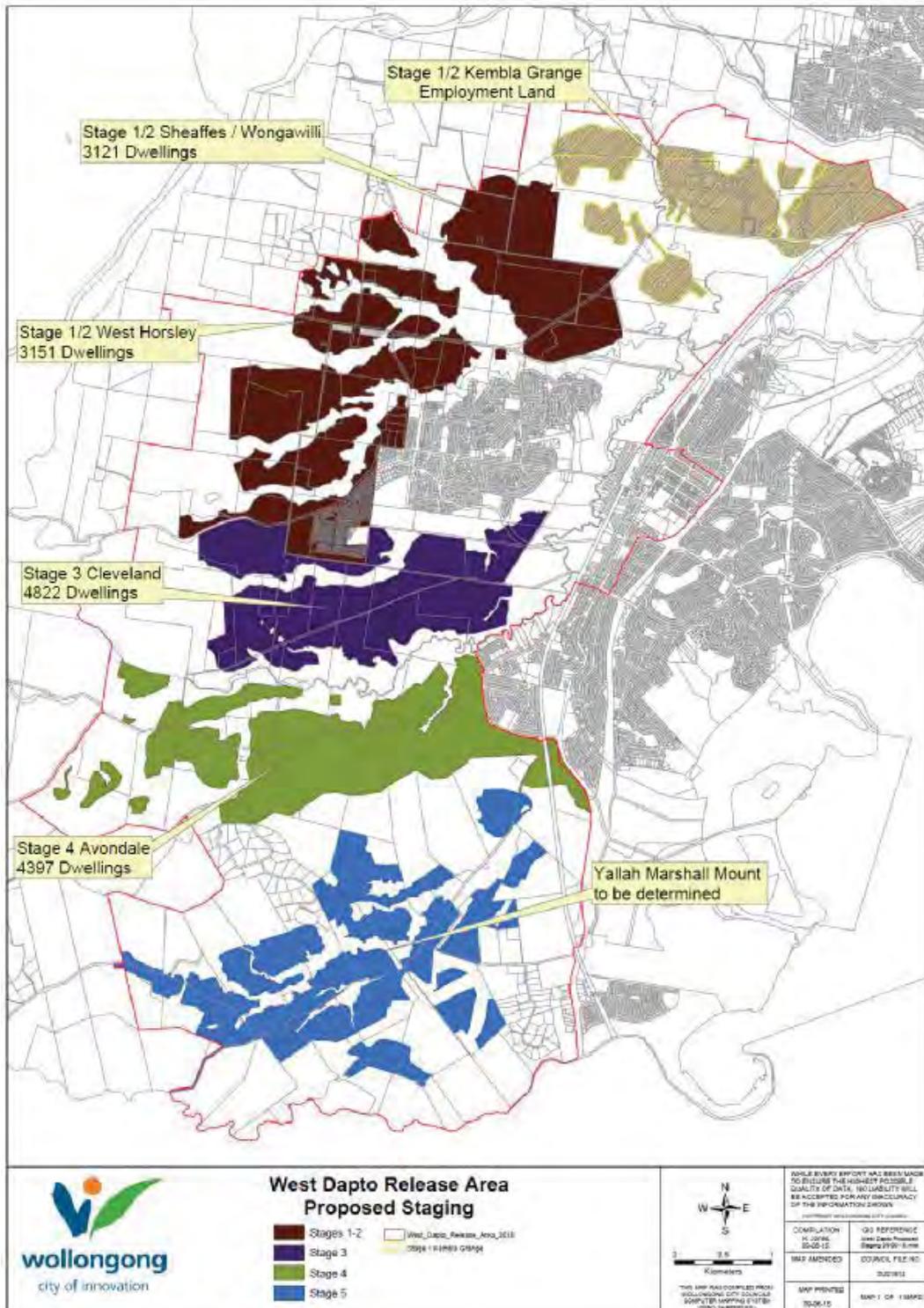
### 3.2 Development Staging

To ensure the orderly development of West Dapto and the timely and efficient provision of local and regional infrastructure, the urban development needs to be staged over a 50 year plus timeframe. The release area has been divided into **five (5)** ~~four (4) sequential~~ stages and ~~one (1) independent precinct (Yallah-Marshall Mount)~~ (Figure 3.1)

~~It is proposed that~~ Urban development **has** commenced ~~in with~~ Stages 1 & 2 at Kembla Grange, Wongawilli and West Horsley which will enable the development of two new town centres, around 6,676 dwellings and the release of the Kembla Grange Employment Area. It is estimated that the residential component of Stage 1 will take approximately 20, up to 40, years to be developed. As development in Stages 1 & 2 passes the midpoint, the detailed planning for Stage 3 (Cleveland), will be finalised and then the stage released, and so on. The Wollongong LEP (West Dapto) 2010 only zones ~~Stages 1 and 2 for urban development,~~ **which has now been incorporated into the Wollongong LEP 2009. In 2011 the Huntley precinct was rezoned to permit urban development, around a golf course.** Subsequent stages will be rezoned subject to demand, the availability of services and other key criteria being met. Within Stages 1 and 2 there are a number of precincts / neighbourhoods which will be developed. There will be a number of development fronts.

**Council is currently considering Planning Proposals for part of Stage 3 and for** the Yallah-Marshall Mount precinct. ~~is not proposed to be subject to a staging program which will allow development to occur at any time. The Yallah-Marshall Mount precinct is proposed to be linked into infrastructure supplied from the south, and will not have to wait for infrastructure to be extended from Kembla Grange in the north. Council has resolved to prepare a revised draft LEP for the Yallah-Marshall Mount area, which will be prepared in conjunction with the Duck Creek Flood Study, a review of vegetation conservation issues and revised master plan, over the next 2 years.~~

**Figure 3.1 – West Dapto Staging Plan**



### 3.3 Development and Population Projections

The future development of West Dapto will result in an increase in the number of people living and working in the area. The expected development and estimates of the incoming population attributable to the expected residential development in Stages 1 to 5 is shown in Table 3.1.

**Table 3.1 Development and population projections**

Zone	Developable area	Density	Yield	Occ rate	Est. pop
R3 Medium Density	91.38	25.0	2,285	2.5	5,818.23
R2 Low Density	934.74	14.6	13,674	3.0	41,448.70
R5 Large Lot Residential	45.37	5.0	227	3.2	725.85
E4 Environmental Living	118.30	3.9	456	3.2	1,460.45
B2 Local Centre	11.59	20.2	235	2.6	619.57
B1 Neighbourhood Centre	10.49	15.0	157	2.9	456.12
<b>Subtotal</b>	<b>1,211.87</b>	<b>14.1</b>	<b>17,034</b>		<b>50,529</b>
Zone	Developable area	Density	Yield	Occ rate	Est. pop
IN3 Heavy Industry	44.42				
IN2 Light Industry	134.43				
<b>Subtotal</b>	<b>178.85</b>		<b>0.00</b>		<b>0.00</b>
<b>Total</b>	<b>1,390.72</b>		<b>17,034</b>		<b>50,529</b>

\*Occupancy rates based on Elton Report (p.9)

^ Assumed current precinct population based on 2006 census. Total population for census district is 423 (excluding Horsley).

### 3.4 Demographic and socio-economic characteristics

#### 3.4.1 Existing population characteristics

The most recent census figures available for the Wollongong area is the 2006 Census. The following is a snapshot of relevant statistics:

- Lower rates of population growth compared to Sydney but comparable to other LGAs in the Illawarra region.
- An increasingly older population, with the proportion of children and young adults decreasing as a percentage of the overall population.
- A higher proportion of family households with children (62%) as compared to other household types.
- An average household size of 2.5 persons per dwelling (occupancy rate).
- Low proportions of indigenous people and people from non English speaking backgrounds as compared to the rest of NSW.
- Relatively high proportions of residents in low to middle income brackets as compared to the rest of NSW and higher rates of unemployment.
- Similar proportions of people employed in professional occupations, with higher rates working in trades and lower rates in managerial positions.
- Higher rates of home and car ownership but similar rates of renters to the rest of NSW.

The current population of Dapto has characteristics which differ from the wider Wollongong area. The characteristics of the population living in the Precincts may be summarised as follows:

#### Dapto Precinct

- Negative population growth.

- An older age profile to that of Wollongong, with a small increase in people between the ages of 65 and 84.
- The instance of home ownership has dropped 7.6% between 2006 and 2001.
- Weekly household income levels have high levels of occurrence at both the lower brackets (\$0-699) and the highest bracket (\$2000+).
- In 2006 the unemployment in Dapto was 2.8% above the National average.

#### Horsley Precinct

- A high population growth rate, with a 24.3% increase in population between 2001 and 2006.
- There has been a 1.5% increase in population aged between 65 and 84
- There has been a minor drop in population between the ages of 0 and 17.
- A 5% drop in home ownership is seen across 2001 to 2006, with a minor increase in those with mortgages.

### 3.4.2 Future population characteristics

Features of projected population change and future characteristics of the West Dapto resident populations are summarised below and generally reflective of new release areas. The characteristics are indicative in nature and should be read with some caution.

- The existing predominantly rural populations of West Dapto are likely to be displaced by the population attributable to the expected development in those precincts.
- In the early stages a high proportion of first and second time buyers in their late 20s and 30s, with young children or about to start a family.
- Projected future occupancy rates<sup>1</sup> at five years after dwelling occupation of:
  - 3.2 persons per dwelling for large houses on lots greater than 600m<sup>2</sup>;
  - 2.9 persons per dwelling for standard houses on lots 450-600m<sup>2</sup>
  - 2.5 persons per dwelling for small houses on lots 350-450m<sup>2</sup>
  - 2.2 persons per dwelling for townhouse/villas
  - 1.7 persons per dwelling for apartment dwellings
- A proportion of empty nesters can be expected which will build up over time given the proposed diversity in housing stock and once district wide services and public transport become well established.
- Over time, the peaks in the age distribution associated with a predominance of young families will reduce and the population will become more diverse. Increasing
- Low levels of single person households and group households are estimated.
- Most dwellings are likely to be owner-occupied (around 90%) with well over half being mortgaged
- The numbers of young children aged 0-4 are likely to build up over the first ten years of each major stage to an anticipated maximum of 12% of overall population and then decline. The number of children aged 5-11 are likely to be higher than the number of 0-4 year olds, building up to about 14%, whereas the proportion of 12-17 year olds is likely to be less than younger age groups, building up to around 11% after about 15 years.
- Adults aged 25-39 are likely to be the biggest age group, around 30%.
- The proportion of older people is likely to be low for the first ten years or so, but will rise over time.

---

<sup>1</sup> Elton (2007), p. 9

- Over time, it can be expected that the population profile will come to more closely approximate that of an established area with a variety of age and household characteristics, particularly if there are a range of housing types and affordability available in the release area.

### 3.4.3 Employment

The following information regarding employment trends is from the *West Dapto Market Assessment and Demographics Peer Review* report prepared by Colleen Coyne Property Research Pty Limited (November 2008).

Historically the Illawarra regional economy was based on coal mining, steel manufacturing, and other heavy industries and port-related activities. Over the past twenty years there has been a significant rationalization of these industries, and a diversification of the economy. Education, tourism and information technology have emerged as important employers in the region.

Among the key trends are the following:

- Goods producing industries (agriculture, mining, construction and utilities) generally experienced a fall in the number of workers employed from 1996 to 2006. However mining employment rose from 2001 to 2006 (up by 59.4% to 2,168 workers or 2.0% of the total in 2006). The construction workforce also rose throughout the decade, reflecting ongoing building activity throughout the region;
- Manufacturing experienced a significant contraction from 16.3% of the 1996 employed workforce to 12.3% in 2006, remaining the largest individual sector in the Wollongong SSD;
- Goods related services – wholesale trade, transport, postal and warehousing activities, experienced an overall decline in employment over the decade to 2006 of 2.1%, but employment in transport, postal and warehousing activities actually increased by 14.3% over the decade to 5,290 workers or 4.8% of the total in Wollongong SSD;
- The retail sector remained one of the largest individual sectors in Wollongong SSD in 2006, accounting for 11.6% of the total employed. However this sector had grown only marginally from 2001 but is expected to increase its employment numbers as several new retail ventures are underway or proposed;
- Similarly, employment associated with tourism and hospitality services, the accommodation, food services, arts, recreation and other services sector saw increased employment in Wollongong SSD over the decade.
- In Wollongong SSD, business and professional services were a stable component of the resident workforce over the decade, at 12.0% of employees. Examination of individual components however shows that information media and telecommunications actually declined from 2001 to 2006, offset by increases in other sub sectors, notably professional, scientific and technical services;
- The leading sector in Wollongong SSD in 2006 was education, health and social services, employing 21.4% of residents, above the Sydney region with 17.1% of employees.
- The above trends indicate the increasing diversification of the Wollongong SSD workforce away from goods producing and goods related services to knowledge-based and service industries.

Planning for West Dapto includes land dedicated as employment areas as well as for retailing. It is envisaged that development of these areas will result in additional demand for facilities and services in the release area.

## 3.5 Facility Demands

The estimated increase in population at West Dapto to some 50,507 people will increase Wollongong's overall population from the current 198,324 (Estimated Resident Population as at 30 June 2008 from Community Profile – [www.wollongong.nsw.gov.au](http://www.wollongong.nsw.gov.au)) to 248,831.

Existing recreation and community facilities in Dapto and Horsley do not have the capacity to serve the future population growth and new facilities are required to service the new population.

Studies listed in Section 3.2 of this Plan have identified that the expected development in Stages 1 and 2 will generate the following impacts on public services and amenities:

- Increased demand for spaces that will meet community needs and foster the development of social capital in West Dapto, such as child care, meeting spaces and a library;
- Increased demand for local active and passive recreation facilities, such as sports fields, playgrounds, walking trails and bike paths;
- Increased demand for facilities that will support safe and convenient travel between land uses within the release area and to and from destinations out of the area, such as new roads and public transport facilities;
- Increased demand for water cycle management facilities as a result of the extra stormwater runoff generated by impervious surfaces associated with urban (as distinct from rural) development and the need to manage the drainage function of the main watercourses.

A range of public facilities and public amenities have been identified as being required to address the impacts of the expected development, including:

- Community facilities;
- Open space and recreation facilities;
- Transport and traffic management facilities; and
- Drainage management facilities;

More detail on the demand for public facilities and the relationship with the expected development is included in Part D of this Plan. Strategies for the delivery of these facilities and amenities are also detailed in Part D of this Plan. Part D also details the costs and programs of works related to these facility categories.

Details on assumptions used for costing purposes are contained in the Appendices of this Plan.

### **3.6 Demand and facility staging**

The program for delivery of the required facilities in each Stage (as shown in Section 5) has been based on the anticipated lot development program.

Details of the anticipated lot program for Stages 1 and 2 are shown in Table 3.2. An annual development yield of up to 500 dwelling per year has been included in the plan.

The data in Table 3.2 are an indication of the projected staging only. The roll-out of development over time will be dependent on a number of factors, including market demand and the timing of extensions to infrastructure and services. The program has been prepared in response to strategic level information and will evolve as each Stage develops. Changes to the program may impact on the sequencing and timing of the delivery of facilities addressed by this Plan. Lot programming and facility staging will be regularly reviewed and such reviews may result in amendments to the Plan.

**Table 3.2 Anticipated Lot Development Program – West Dapto Stages 1 and 2 (5 year intervals)**

		<b>Stages 1 &amp; 2- Kembla Grange, Wongawilli &amp; West Horsley</b>	<b>Stages 3 &amp; 4 - Cleveland &amp; Avondale</b>	<b>Stage 5 - Yallah Marshall Mount</b>	<b>Total</b>
0 - 5 years	2009/10 - 2014/15	463	0	0	463
6 - 10 years	2015/16 - 2019/20	1236	400	244	1880
11 - 15 years	2020/21 - 2024/25	1225	350	248	1823
16 - 20 years	2025/26 - 2029/30	1220	289	370	1879
21 - 25 years	2030/31 - 2034/35	1114	906	476	2496
26 - 30 years	2035/36 - 2039/40	896	1078	204	2178
31 - 35 years	2040/41 - 2044/45	74	1336	0	1410
36 - 40 years	2045/46 - 2049/50	6	1420	0	1426
40+ years	2050/51+	0	3441	0	3441
<b>Total</b>		<b>6234</b>	<b>9220</b>	<b>1542</b>	<b>16996</b>

## 4. Strategy Plans

### 4.1 Community facilities

The residential development in the West Dapto release area will result in additional demands for community facilities. Council will need to facilitate the provision of a range of community facilities to meet the expected population, including:

- child care centres and facilities; and
- multi-purpose community centres, incorporating halls, meeting rooms and possibly a library.

This Plan documents the community facilities requirements pertaining to expected development of the release area and identifies those facilities that Council will facilitate the provision of.

This Plan addresses local community facilities demands only. The NSW Government is responsible for the provision of other community facilities, such as public primary and high schools, hospitals and emergency services.

#### 4.1.1 Existing facilities

The following existing community facilities and services are currently provided in the area covered by the Plan:

- Horsley Community Hall (Bong Bong Road, Horsley), was constructed to serve the Horsley community, and cannot be expanded to serve the future population.
- The Wongawilli Community Hall (Wongawilli road, Wongawilli) is a small facility that serves the local population. It is proposed to be expanded as part of the development of stages 1 & 2.
- Marshall Mount Progress Association Hall (Marshall Mount Road, Marshall Mount) is a small privately owned facility.

The following existing community facilities and services are currently provided in the wider Dapto area:

- Ribbonwood Community Centre (Princes Highway Dapto) is a large multi-purpose community centre, library and child care centre. It serves the existing Dapto, Kanahooka, Koonawarra and Horsley communities. The halls and meeting rooms are at capacity and do not have the capacity to serve the future population. The library will serve the Stages 1 & 2, although additional library facilities may be required for stages 3 & 4.
- 16 child care centres

#### 4.1.2 Planning standards and principles

The requirements for community facilities as a result of the expected development of West Dapto were initially documented in the *Social, Cultural and Recreational Needs Study for the West Dapto New Release Area* prepared by Elton Consulting (July 2007). Further analysis of community facility needs of the release area was also undertaken by the Growth Centres Commission in light of the revised reduced yield of the release area.

The following is a summary of the key planning standards and principles identified by Elton Consulting when determining appropriate community facilities for the release area.

A traditional or conventional approach to the planning of social infrastructure relies on the use of planning standards or thresholds. Standards identify the threshold at which the population requires and can sustain the provision of a service. They are usually expressed as a ratio comparing population numbers and facility or service provision, for example: 1 primary school per 2,000 new dwellings and 1 child care place for every 10 children aged 0-4 years old.

Standards can be used to provide an indication of initial requirements, and when applied flexibly, and as one component of a more comprehensive methodology, they can be useful in providing an initial estimate of need.

Although useful as a starting point, leading practice for the planning of community facilities and human services encourages that a range of other factors, beyond population size, be considered including:

- The type of, and market for, the development and the likely characteristics and needs of the future population
- The capacity of surrounding services and their accessibility
- The plans and capacities of local Council and human service agencies, and
- The potential for collaboration among local government, human service agencies and the non-profit sector to identify more effective and efficient approaches to the provision of facilities.

Accordingly, the approach to planning community facilities has been based on:

- Review of literature including relevant community planning studies, government inquiries, best practice in community facilities provision from Australia and overseas and relevant Wollongong Council documents
- Calculation of population projections
- Identification and application of relevant planning standards
- Consultation with individual human service providers including state government agencies, local government and non government organisations, using basic projections and planning standards as a starting point

Table 4.1.1 details standards currently being used across the Sydney region and NSW for a range of facilities to place the assessment of the existing level of provision of facilities in context.

**Table 4.1.1 Council facilities – standards for provision <sup>a</sup>**

Facility	Standard	Typical Floor space requirements <sup>b</sup>	Typical Floor space requirements (Oran Park)
Children's services: <ul style="list-style-type: none"> <li>• Long day care</li> <li>• OOSH</li> <li>• Multi purpose centres</li> </ul>	1 place per 11 children 0-4 years <sup>c</sup>	3000m <sup>2</sup> site with building of 300-400m <sup>2</sup> for 60 place facility	
Youth centre	1 per 20 000 persons or 1 per 3 000 13-19 year olds	300-400m <sup>2</sup>	
Community centre	1 per 7000-10 000 persons <sup>d</sup>	600-800m <sup>2</sup>	42m <sup>2</sup> per 1,000 people (10,000 people would be 420m <sup>2</sup> )
Library <sup>e</sup>	District: 1 per 30 000 persons Branch: 1 per 5 000 persons Resources: 1 item per 2.5 persons <sup>f</sup>	1000m <sup>2</sup> 600-700m <sup>2</sup>	Branch 39m <sup>2</sup> per 1,000 people (5,000 people would be 195m <sup>2</sup> )
	Branch – 10,000 people Central – 20-35,000	DoP advice	
Seniors centre	1 per 30 000 persons	1000-2000m <sup>2</sup>	

Notes:

- a. Standards derived from Blacktown Council / Baulkham Hills Council / Campbelltown Council / Department of Planning / various other statutory authorities.
- b. Floor space requirements based on modest facility only.
- c. Where private facilities are provided this may be relaxed to 1:20. 60 place centre required for population of 7 000.
- d. Current Department of Community Service standard.
- e. Library standards typically predicated on persons including workers.
- f. State Library current standard

#### 4.1.3 Facilities required

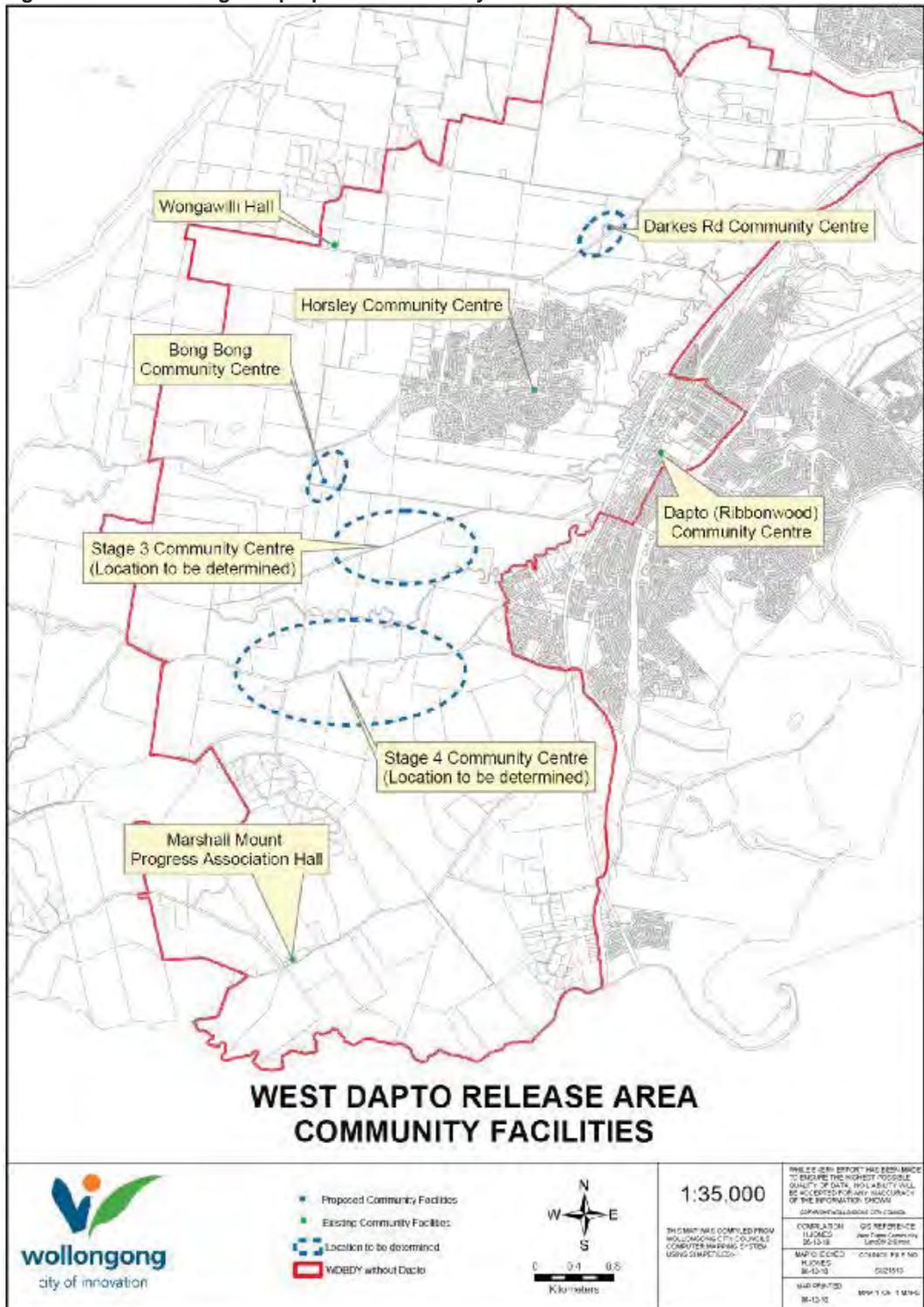
The process outlined above, together with these general standards of provision, have been used to guide the level of community facility provision in West Dapto, as shown in the works schedule. However, the review of planning for the release area undertaken by the Growth Centres Commission noted that there was a need to review the number and size of community facilities and services in the context of the reduced yield for the release area. As a result, the number of multi-purpose community centres identified in the Elton report has been reduced from four to three.

The key strategies to provide for the community needs of the West Dapto area are as follows:

- Medium sized multipurpose community centres are to be located in Stages 1 and 3;
- For each of these multipurpose community centres to have a different focus such as art, recreation, technology or health, with the specific focus to be determined when emerging community characteristics and needs are more clearly recognised;
- A smaller Neighbourhood Centre type facility is proposed for the smaller, more local neighbourhood centres (Stages 2 and 4);
- The multipurpose community centres would act as community resource hubs in the larger centres, while the neighbourhood centres, combined with multipurpose children's centres, would serve the same function in the smaller centres;
- Although a specifically focused cultural facility could also be justified (refer Elton), it is proposed that each of the community and neighbourhood centres include cultural components within them.
- Multipurpose Children's Centres are proposed for the main centres to contain a full range of child care options from long day care, pre-school, occasional care and playgroup in a one stop shop.

The proposed facilities and their cost estimate are indicated in table 4.1.2.

Figure 4.1.1 Existing and proposed community facilities



**Table 4.1.2 Required community facilities**

Stage	Facility	Floor Space (m2)	Construction Cost				Construction Cost (including contingency)	Additional studies or reports	Total Facility Cost	Land area (ha)	Land cost			Total Cost 2010 indexation 2010-15	Total Cost 1.1016	Apportionment to S94 West Dapto (%)	Cost apportioned to West Dapto	Council contribution
			Key	Construction rate (\$/m2)	Cost	Contingency 15%					Key	Acquisition rate (\$/ha)	Cost					
<b>Stage 1/2 - Darkes Town Centre</b>																		
1	Multi Purpose Community Centre and childrens centre	1,500	a	\$ 2,500	\$ 3,750,000	\$ 562,500	\$ 4,312,500	\$ 30,000	\$ 4,342,500	0.6	u	\$ 500,000	\$ 300,000	\$ 4,642,500	\$ 5,114,083	100%	\$ 5,114,083	\$ -
<b>Stage 1/2 - Wongawilli</b>																		
2	Enhancements to Wongawilli Community hall	200	a	\$ 2,500	\$ 500,000	\$ 75,000	\$ 575,000	\$ 5,000	\$ 580,000	NA	u		NA	\$ 580,000	\$ 638,916	100%	\$ 638,916	\$ -
<b>Stage 3 - Cleveland precinct</b>																		
3	Multi Purpose Community Centre including Library (Technology centre)	2,500	a	\$ 2,500	\$ 6,250,000	\$ 937,500	\$ 7,187,500	\$ 30,000	\$ 7,217,500	1	u	\$ 500,000	\$ 500,000	\$ 7,717,500	\$ 8,501,440	100%	\$ 8,501,440	\$ -
<b>Yallah - Marshall Mount</b>																		
Y-MM	Multi Purpose childrens centre with community hall	750	a	\$ 2,500	\$ 1,875,000	\$ 281,250	\$ 2,156,250	\$ 10,000	\$ 2,166,250	0.35	u	\$ 500,000	\$ 175,000	\$ 2,341,250	\$ 2,579,073	100%	\$ 2,579,073	\$ -
<b>Totals</b>				<b>4,950</b>	<b>\$ 12,375,000</b>	<b>\$ 1,856,250</b>	<b>\$ 14,231,250</b>	<b>\$ 75,000</b>	<b>\$ 14,306,250</b>	<b>1.95</b>		<b>\$ 975,000</b>	<b>\$ 15,281,250</b>	<b>\$ 16,833,511</b>		<b>\$ 16,833,511</b>	<b>\$ -</b>	
													\$ 15,281,250					

#### **4.1.4 What is the strategy for delivering facilities?**

Council will require contributions from developers under this Plan toward provision of the facilities and services identified in this Plan. These contributions may be in the form of monetary contributions, works in kind, land dedications, or a combination of these.

The planning for the specific location of facilities has not yet been finalised although each multi-purpose facility is to be located within a centre. All facilities will be developed in a manner that allows the facilities to serve the local needs generated by the population of the release area.

Council will prepare design concepts for the facilities so that specification and costing of the facilities can be more accurately defined as implementation of this Plan proceeds. This may result in amendment of this Plan.

The community facilities strategy for West Dapto is based on strategic information contained in the Elton report, the review undertaken by the Growth Centres Commission and other background documents. It is likely that, as the planning process for individual areas within each stage proceeds, modified and more cost effective solutions that still meet the strategy objectives will be developed.

Where alternatives to the works schedule are proposed in conjunction with the development of land and the alternatives are approved by the Council, the development contribution applicable to a development the subject of a development application may be reviewed, or the works schedule in this Plan updated, or both.

Contributions will be collected from residential development toward community facilities identified under this Plan.

As workers in the employment areas are unlikely to significantly increase the demand for community facilities within the release area, no contributions are to be collected from employment development towards community facilities.

#### **4.1.5 How is cost apportionment determined?**

The contribution catchment for community facilities is the expected additional resident population for West Dapto. The community facilities are required to meet the demand generated by the additional resident population rather than the existing community.

Facilities included in this Plan have been sized to reflect the demand generated by the population attributable to the expected residential development in ~~Stages 1 and 2~~. Although there is likely to be some demand for the facilities generated by employees working in Stages 1 and 2 and living outside the area, this Plan has not quantified this demand. As a result, the cost of facilities identified in this Plan has not been apportioned to the population attributable to expected non residential development in the Precincts.

#### **4.1.6 Contribution rates**

Contributions for community facilities will be determined as follows:

##### **Residential**

On a per residential dwelling / Lot basis. All developments will make the same contribution (based on dwelling or Lot number) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

##### **Employment Lands**

On a net developable land basis. All developments will make the same contribution (based on land area) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

The following contribution rates therefore apply:

**Residential Contribution rate (per lot/dwelling):**

<b>Zone</b>	<b>Community facilities</b>
R3 Medium Density	\$ 1,145
R2 Low Density	\$ 1,145
R5 Large Lot Residential	\$ 1,145
E4 Environmental Living	\$ 1,145
B2 Local Centre	\$ 1,145
B1 Neighbourhood Centre	\$ 1,145

**Employment Lands Contribution rate (per hectare):**

<b>Zone</b>	<b>Community facilities</b>
IN3 Heavy Industry	\$ -
IN2 Light Industry	\$ -

## 4.2 Open space and recreation

The residential development in the West Dapto release area will result in additional demands for open space and recreation facilities. Council will need to facilitate the provision of a range of open space and recreation facilities to meet the expected population, including:

- Playgrounds
- Ovals and fields for a variety of sports; and
- Passive open space areas, including bushland;
- Swimming pools;
- Recreation centres.

This Plan documents the facilities requirements pertaining to expected development of the release area and identifies those facilities that Council will facilitate the provision of.

### 4.2.1 Existing facilities

*Wollongong Planning People Places – A Strategic Framework for Open Space, Recreation Facilities and Community Facilities* (Suter & Associates, April 2006) noted that in the Horsley/West Dapto area, there is currently 176.2 ha of open space which equates to 33 ha per 1,000 people.

The following facilities existing within Horsley:

- Reed Park (Bong Bong Road), which contains which contains 4 cricket fields / rugby league fields and 3 tennis courts;
- Dimond Bros Park (Bong Bong Road) which contains a skate park;
- Horsley Park (Homestead Drive) which contains a basketball court
- Purrungully Woodland Reserve – bushland reserve for passive open space;
- Integral Energy Recreation Park which contains a running track for Kembla Joggers, passive recreation bushland, picnic facilities and an indoor shooting range;
- The land surrounding the detention basins at Fairwater Drive, Glen-Ayre Avenue and Glenwood Grove provide for passive open space;
- A network of cycle paths was developed in Horsley through the Horsley Section 94 Plan.

The following facilities existing within the wider Dapto area:

- Dapto Showground (Princes highway) is owned by the Dapto Agricultural and Horticultural Society and contains a greyhound race track, and showground which is used as a rugby league field;
- Dapto Swimming Pool (Bangaroo Avenue);
- Lakelands Oval 1 senior and 7 junior fields;
- Lakeside Leisure Centre (Kanahooka Road), which contains a gym, squash courts and tennis courts;
- William Beach Reserve which contains 1 senior field, 1 junior field and 3 tennis courts;
- Dapto Citizens (Fowlers Road) and Dapto (Marshall Street) Bowling Clubs (privately owned);
- Dapto League Squash Club (Lakelands Drive) (privately owned) 4 courts;
- Penrose Park (Huntley Road, Penrose);
- Hector Harvey Park (Gilba Road, Koonawarra) which contains a baseball field.

Playing fields and courts are also to be located in the public and private schools in the district. Public access to these facilities is at the discretion of the school.

Whilst there is a very high supply of open space, much of this is located in natural areas such as Purrungully Woodland Reserve, Integral Energy Recreation Park and detention basins.

### 4.2.2 Planning standards and principles

The requirements for open space and recreation facilities as a result of the expected development of West Dapto were initially documented in the *Social, Cultural and Recreational Needs Study for the*

*West Dapto New Release Area* prepared by Elton Consulting (July 2007). In addition, *Wollongong Planning People Places – A Strategic Framework for Open Space, Recreation Facilities and Community Facilities* (Suter & Associates, April 2006) provides an overall assessment of existing open space and recreation facilities currently provided in the wider area, future demand for facilities and implications for planning of open space. The following discussion regarding the provision of open space and recreation facilities at West Dapto is drawn from these two studies. Further analysis of open space needs of the release area was also undertaken by the Growth Centres Commission in light of the revised reduced yield of the release area.

*Planning People Places* makes the following comments with respect to open space provision in the Horsley/West Dapto area:

- The number of sporting fields is greater than the average provision for Wollongong but not significantly greater. Also, demand could be higher than the average due to the family focus in the area. This highlights the need for adequate fields to be provided for the new population.
- There is a good supply of playgrounds in the area although demand could be higher than the estimate due to the family focus in the area;
- There are no netball courts in the area, although there is regional provision of 48 courts in Fred Finch Park, Berkeley.
- There is no swimming pool in the area, although there is a 50m outdoor pool in Dapto located on the eastern side of the Freeway.

In terms of demand for open space, the review undertaken by Elton Consulting found the following demand patterns evident:

- High demand for recreation program for all age groups;
- A need for recreation opportunities that complement rather than replicate existing opportunities;
- A need for opportunities to increase incidental exercise through design of footpaths and street networks as well as accessible, safe, well lit walking and cycling tracks;
- Adequate public transport to facilities is important especially for youth;
- Quality of facilities and open space is as important as quantity;
- Need for flexibility in design to allow for community maturation, changing needs, priorities and preferences;
- Need for more multipurpose indoor facilities that combine community and recreation opportunities;
- High demand for walking and cycle networks, especially linking into the Lake Illawarra foreshore pathways and the Escarpment, and
- Demand for more recreation opportunities for young people beyond skate parks and BMX facilities. There is also demand for entertainment opportunities (including commercial) Programs and events that target young people (including arts and culture) and public spaces that are safe and welcoming to young people (beyond shopping malls). (Elton Consulting, 2007, p.32)

Notwithstanding the amount of open space that is currently provided in the area, the development of West Dapto for over 50,000 people will result in additional demands for open space and recreation facilities specifically catering to the needs of the incoming population and appropriately located so that residents have reasonable access to such facilities. In addition to neighbourhood-based open space, *Planning People Places* identified the following priorities for open space and recreation in the Horsley/West Dapto area:

- a significant recreation park that will serve the wider area through the proposed Integral Energy Recreation Park;
- adequate provision of sportsgrounds to support the new West Dapto population, in addition to the existing provision;

- potentially a significant (regional, city wide or district) sport and recreation facilities due to the availability of land. However, do not locate all significant new facilities in this area;
- upgrading of the existing youth facility at Horsley (shade, seating, links to other activity opportunities);
- an indoor sport and aquatic facilities provided there is sufficient population to support such a facility. If the population increases by 50,000 such facilities are likely to be feasible, However, if the population growth is less, this could be a constraint to development. Detailing planning and feasibility assessment will be required.

This Plan documents the open space and recreation facilities requirements pertaining to expected development of West Dapto.

The amount of land proposed for local open space and recreation facilities in West Dapto has been determined taking account of the following issues:

- the extent of existing open space in the area;
- increasing difficulties faced by Council in maintaining parks to a standard that meets community expectations;
- the need to plan for fewer but larger neighbourhood and local parks.

Overall, Elton Consulting has estimated the need for a total additional 68.0 ha of open space at West Dapto. If this is added to the existing provision of 176.2ha (including 106ha of natural areas), this would take the total provision of open space in West Dapto to 244.2ha. Based on an estimated ultimate population 62,507 (50,507 in West Dapto and around 12,000 in Horsley), this equates to 3.9ha per 1,000 population. The quantum of additional open space proposed for the West Dapto area population is 61 ha, this allows for 50% of the 2 proposed sports parks being city wide shared facilities. Therefore the total estimated open space for West Dapto is 237.2ha which equates to 3.8ha per 1,000 population, an addition of 1.3ha per 1000 people. Notwithstanding the very high rate of open space provision in Wollongong as a whole, the rate of 3.9ha per 1,000 at West Dapto is considered appropriate given that:

- the generally accepted standard rate of open space provision is 2.83 ha per 1,000 people;
- it is Council's objective to focus on the quality rather than quantity of open space; and
- that 45% of total final open space consists of natural areas & the additional open space proposed equates to only 26%.

The following recreation planning principles have been developed to guide the allocation of open space:

- Based on the discrete residential areas a mix of district and local recreation and open space areas are proposed, to satisfy the local population of each precinct
- Active recreation areas for competitive sport should be designed to ensure that they are not affected by flooding and are available year round for sporting competitions
- Clustering and co-location of facilities is preferred, to achieve economies of scale
- Dual use agreements are recommended to permit community use of school facilities and in particular playing fields and school halls
- Smaller pocket parks are not considered functional as a recreation open space and are infeasible from a maintenance perspective. Council has identified 2 hectares as a minimum size
- Parks will be located in areas that are easily accessible and are linked to pedestrian path and cycle way access. Provision should be based on walkable catchments with the objective that most residents of West Dapto will be able to walk to a park or similar open space
- Playgrounds need to provide a range of opportunities and experiences for children and provide a level of amenity for carers including seats, water bubblers and shade

- Throughout the development provision should be made for cyclists using roads. This may vary from 'bikes lanes' and 'sealed shoulders' to footpath reserves and key routes through open space or simply adequate road space to allow cyclists to travel safely with other traffic, and
- Passive recreation areas should be provided within conservation areas to increase access to these areas and to create activity nodes for passive surveillance, encourage social interaction and provide natural settings for reflection and 'getting away'.

#### **4.2.3 Facilities required**

Key open space and recreation facilities recommendations for the West Dapto release area are as follows:

- 1 sports park in Stage 1 to provide city wide competitive sporting facilities including AFL, rugby and cricket fields;
- 1 sports park in Stage 3 to provide city wide competitive sporting facilities including soccer fields;
- 1 community leisure and recreation centre in Stage 3 to provide district level indoor and outdoor recreation facilities, indoor sports hall (minimum 2 basketball courts), outdoor tennis/netball courts (minimum of 12 tennis court complex). Community meeting space and option for commercial café operation also included
- 7 neighbourhood parks to provide neighbourhood level informal space for residents, workers and visitors to recreate. They include a mix of hard and soft landscapes and may offer areas for performance, street theatre, community events and celebrations, occasional markets and informal ball game areas. It is proposed that neighbourhood parks will be located to maximise access especially for pedestrians and cyclists. The parks may also be located to take advantage of the Conservation Areas
- 7 neighbourhood parks would be evenly split between active and passive recreational uses. The active component would be in the form of a sports park to accommodate demand for local sport training and competition including multipurpose fields, tennis and/or netball courts, half court basketball, amenities including toilets, parking
- 10 playgrounds, 8 integrated within neighbourhood parks, 1 located in the sports park in Stage 1 as well as one located in the town centre park in Stage 2. The play areas should cater for children of 2-10 years.
- 13 local parks to be provided throughout all areas to provide locally available open space. These parks, in accordance with Council's requirements, will be a minimum of 2 hectares in size and provide both active and passive recreation. They have been planned based on a 400-600 metre walking distance to enable most residents within West Dapto to walk to a park.
- 1 town centre park in the Stage 3 town centre to provide district level space for residents, workers and visitors to recreate. As a town centre park, this space should accommodate relatively large scale performance, celebrations and other cultural events and enjoy a strong relationship with adjoining retail activities.
- Public art (including interactive forms) encouraged. Playground to be included. High quality design to reinforce civic quality of town centre
- A cycleway network linking key destinations and activity centres.

The specific open space and recreation facilities identified are shown in Table 4.2.2.

The facilities listed will be complemented by the provision of existing natural passive open space areas and (where this can be negotiated with owners and developers of riparian corridor land) along and adjacent to riparian corridors in the release area.

**Figure 4.2.1 Existing and proposed open space facilities**

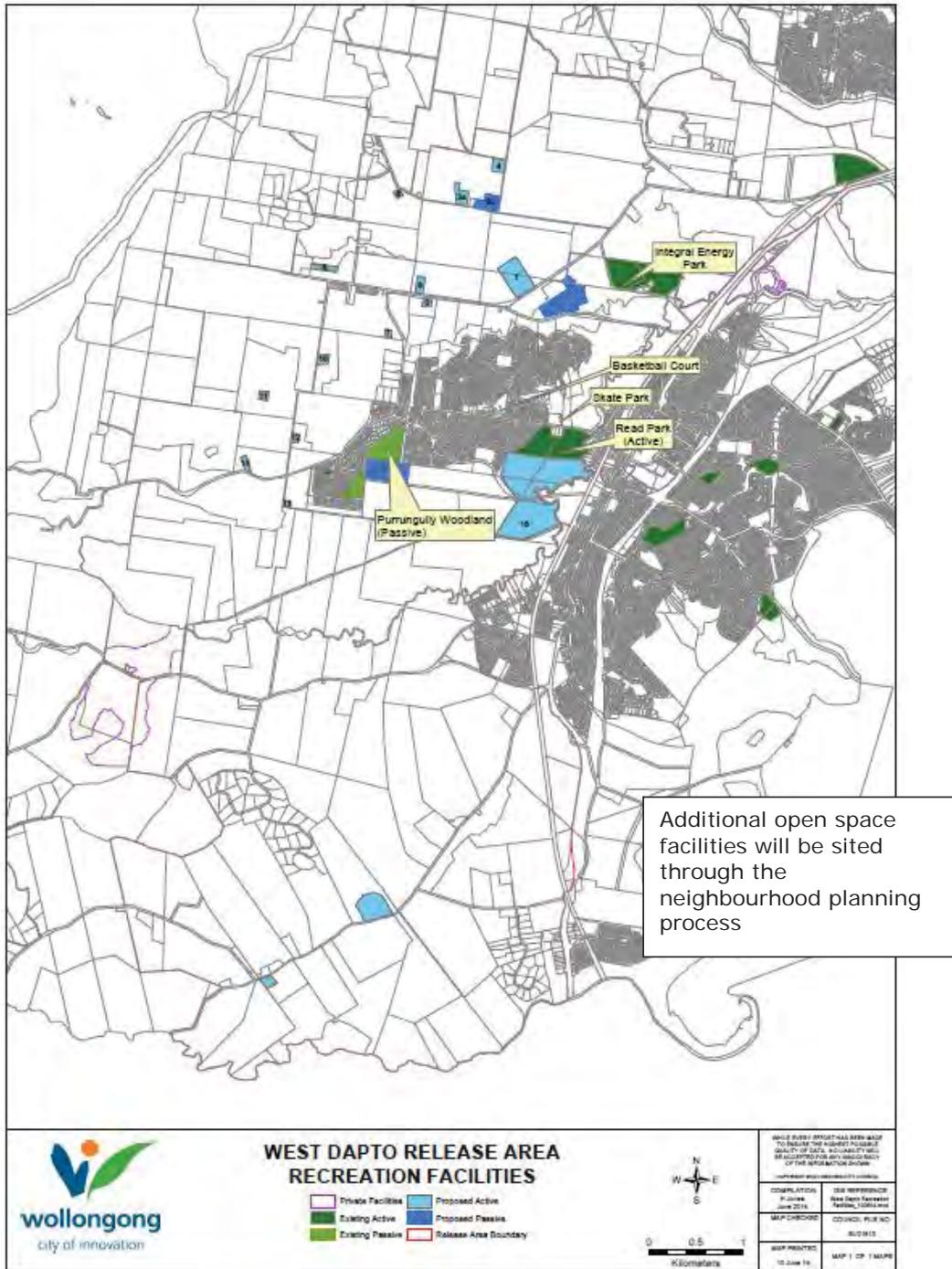
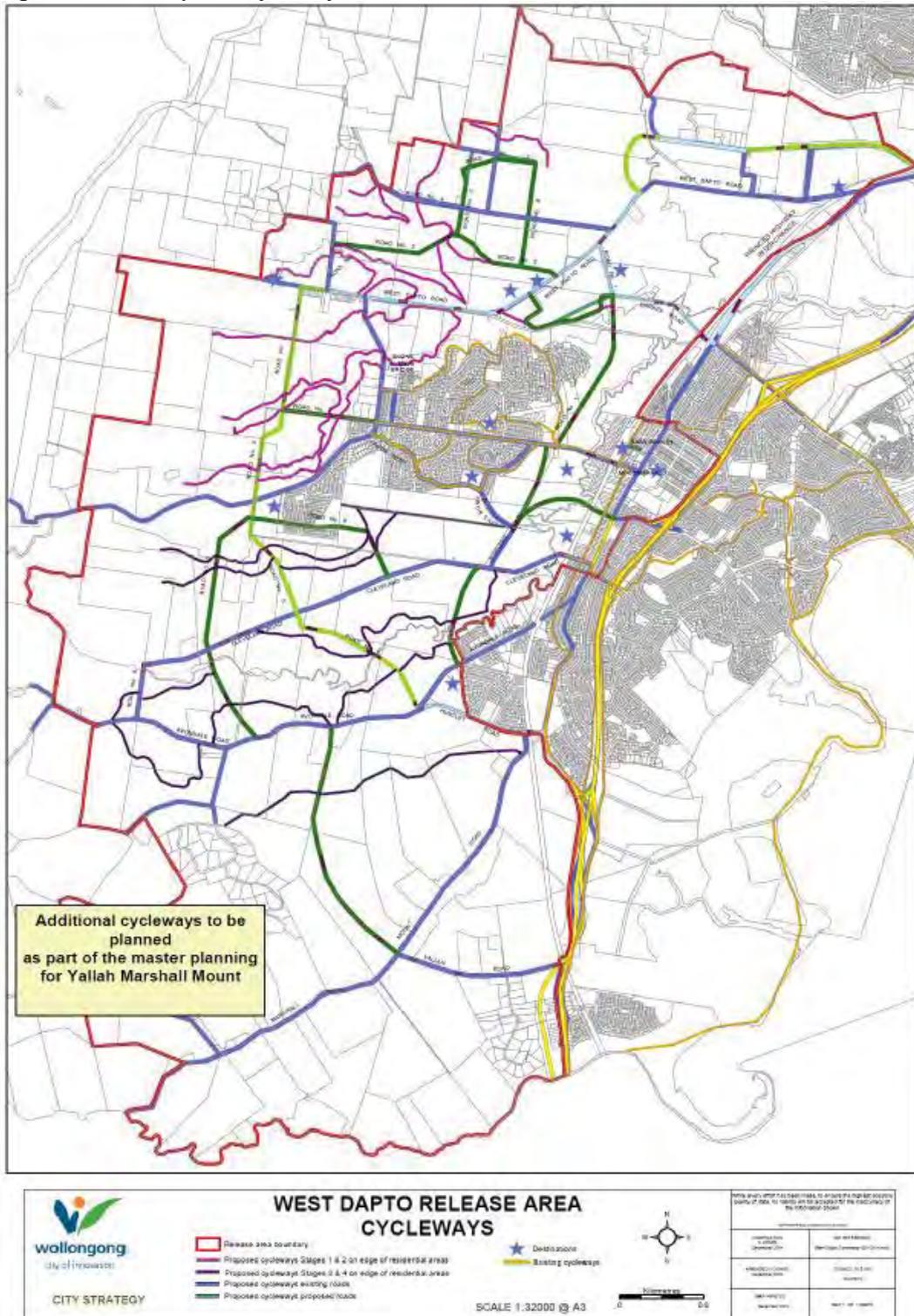


Figure 4.2.2 Proposed cycleway network



**Table 4.2.2 Proposed Open Space and Recreation Facilities**

Stage	Map Ref	Facility			Location	Description	Cost estimate (construction)	Additional studies	Contingency 15%	Construction Sub-total	Land Area (Ha)			Land Cost (\$'ha)	Total Cost 2010	Total Cost	Apportionment to S94 West Dapto (%)	Cost apportioned to West Dapto	Council cost
											Urban	Non-developable	Riparian	\$500,000					
		Developable												\$40,000	Indexation 2010-15	1.1016			
<b>Stage 1/2 - Darkes Town Centre</b>																			
1/2	1	Sports park	1	Item	Edge of centre and adjacent to conservation land	\$ 3,400,000	\$ 30,000	\$ 510,000	\$ 3,940,000		2.82	6.58	\$ 1,673,200	\$ 5,613,200	\$ 6,183,386	50%	\$ 3,091,693	\$ 3,091,693	
1/2	1	Playground - District level	1	Item	Within Sports park	\$ 350,000		\$ 52,500	\$ 402,500				\$ -	\$ 402,500	\$ 443,386	100%	\$ 443,386	\$ -	
1/2	2	Ridge Park (Local park)	1	Item	On ridge opposite Darkes Town centre	\$ 850,000		\$ 127,500	\$ 977,500	7.00	2.75		\$ 4,875,000	\$ 5,852,500	\$ 6,446,994	100%	\$ 6,446,994	\$ -	
1/2	3	Local park	1	Item	Within residential area	\$ 750,000		\$ 112,500	\$ 862,500	2.00			\$ 1,000,000	\$ 1,862,500	\$ 2,051,692	100%	\$ 2,051,692	\$ -	
<b>Stage 1/2 - Sheaffes - Wongawilli</b>																			
1/2	4	Neighbourhood park	1	Item	Adjacent to Village Centre	\$ 1,000,000		\$ 150,000	\$ 1,150,000	4.00			\$ 2,000,000	\$ 3,150,000	\$ 3,469,975	100%	\$ 3,469,975	\$ -	
1/2	4	Playground - Neighbourhood level	1	Item	Within neighbourhood park	\$ 200,000		\$ 30,000	\$ 230,000				\$ -	\$ 230,000	\$ 253,363	100%	\$ 253,363	\$ -	
1/2	5	Local park	1	Item	Within residential areas	\$ 750,000		\$ 112,500	\$ 862,500	1.00	1.00		\$ 1,000,000	\$ 1,862,500	\$ 2,051,692	100%	\$ 2,051,692	\$ -	
1/2	7	Neighbourhood park	1	Item	Town Centre	\$ 1,000,000		\$ 150,000	\$ 1,150,000	4.00			\$ 2,000,000	\$ 3,150,000	\$ 3,469,975	100%	\$ 3,469,975	\$ -	
1/2	7	Playground - Neighbourhood level	1	Item	Within neighbourhood park	\$ 200,000		\$ 30,000	\$ 230,000				\$ -	\$ 230,000	\$ 253,363	100%	\$ 253,363	\$ -	
1/2	8	Local park	1	Item	Within residential areas	\$ 750,000		\$ 112,500	\$ 862,500	1.00	1.00		\$ 1,000,000	\$ 1,862,500	\$ 2,051,692	100%	\$ 2,051,692	\$ -	
1/2	6	Local park	1	Item	Within residential areas	\$ 750,000		\$ 112,500	\$ 862,500	1.00	1.00		\$ 1,000,000	\$ 1,862,500	\$ 2,051,692	100%	\$ 2,051,692	\$ -	
<b>Stage 1/2 - West Horsley</b>																			
1/2	10	Neighbourhood park	1	Item	Adjacent to Village Centre	\$ 1,000,000		\$ 150,000	\$ 1,150,000	3.50	0.50		\$ 2,000,000	\$ 3,150,000	\$ 3,469,975	100%	\$ 3,469,975	\$ -	
1/2	10	Playground - Neighbourhood level	1	Item	Within neighbourhood park	\$ 200,000		\$ 30,000	\$ 230,000				\$ -	\$ 230,000	\$ 253,363	100%	\$ 253,363	\$ -	
1/2	9	Local park	1	Item	Within residential areas	\$ 750,000		\$ 112,500	\$ 862,500	1.50	0.50		\$ 1,000,000	\$ 1,862,500	\$ 2,051,692	100%	\$ 2,051,692	\$ -	
1/2	11	Local park	1	Item	Within residential areas	\$ 750,000		\$ 112,500	\$ 862,500	2.00			\$ 1,000,000	\$ 1,862,500	\$ 2,051,692	100%	\$ 2,051,692	\$ -	
1/2	12	Local park	1	Item	Within residential areas	\$ 750,000		\$ 112,500	\$ 862,500	1.00	1.00		\$ 1,000,000	\$ 1,862,500	\$ 2,051,692	100%	\$ 2,051,692	\$ -	
1/2	13	Town Centre Park	1	Item	Bong Bong Town Centre	\$ 2,750,000		\$ 412,500	\$ 3,162,500	1.50	1.50		\$ 1,500,000	\$ 4,662,500	\$ 5,136,114	100%	\$ 5,136,114	\$ -	
1/2	13	Playground - Neighbourhood Level	1	Item	Within town centre park	\$ 200,000		\$ 30,000	\$ 230,000				\$ -	\$ 230,000	\$ 253,363	100%	\$ 253,363	\$ -	
1/2		Cycleway (Total Stage 1/2)	20.25	km	On edge of urban area	\$ 5,062,750		\$ 759,413	\$ 5,822,163			5.06	\$ 202,510	\$ 6,024,673	\$ 6,636,656	100%	\$ 6,636,656	\$ -	
<b>Stage 3 - Cleveland</b>																			
3		Sports park	1	Item	South end Reed park adjoins Cleveland Rd	\$ 3,400,000	\$ 30,000	\$ 510,000	\$ 3,940,000			9.56	\$ 382,400	\$ 4,322,400	\$ 4,761,467	50%	\$ 2,380,734	\$ 2,380,734	
3		Playground	1	Item	Within neighbourhood park	\$ 300,000		\$ 45,000	\$ 345,000				\$ -	\$ 345,000	\$ 380,045	100%	\$ 380,045	\$ -	
3		Community Leisure, Recreation Centre	1	Item	North West of E3 - adjoins Reed park	\$ 10,000,000	\$ 30,000	\$ 1,500,000	\$ 11,530,000				\$ -	\$ 11,530,000	\$ 12,701,211	67.5%	\$ 8,573,318	\$ 4,127,894	
3		Neighbourhood park	1	Item	Within or adjacent to Town Centre	\$ 1,000,000		\$ 150,000	\$ 1,150,000	4.00			\$ 2,000,000	\$ 3,150,000	\$ 3,469,975	100%	\$ 3,469,975	\$ -	
3		Playground	1	Item	Within neighbourhood park	\$ 300,000		\$ 45,000	\$ 345,000				\$ -	\$ 345,000	\$ 380,045	100%	\$ 380,045	\$ -	
3		Local parks	2	Item	Within residential areas	\$ 1,500,000		\$ 225,000	\$ 1,725,000	4.00			\$ 2,000,000	\$ 3,725,000	\$ 4,103,384	100%	\$ 4,103,384	\$ -	
3		Cycleway	10.00	km	On edge of urban area	\$ 2,500,000		\$ 375,000	\$ 2,875,000			4.49	\$ 280,483	\$ 3,155,483	\$ 3,476,015	100%	\$ 3,476,015	\$ -	
<b>Stage 4 - Avondale</b>																			
4		Neighbourhood parks	2	Item	Town Centre and within residential areas	\$ 2,000,000		\$ 300,000	\$ 2,300,000	8.00			\$ 4,000,000	\$ 6,300,000	\$ 6,939,951	100%	\$ 6,939,951	\$ -	
4		Playgrounds	2	Item	Within neighbourhood parks	\$ 600,000		\$ 90,000	\$ 690,000				\$ -	\$ 690,000	\$ 760,090	100%	\$ 760,090	\$ -	
4		Local parks	2	Item	Within residential areas	\$ 1,500,000		\$ 225,000	\$ 1,725,000	4.00			\$ 2,000,000	\$ 3,725,000	\$ 4,103,384	100%	\$ 4,103,384	\$ -	
4		Cycleway	10.00	km	On edge of urban area	\$ 2,500,000		\$ 375,000	\$ 2,875,000			2.50	\$ 100,000	\$ 2,975,000	\$ 3,277,199	100%	\$ 3,277,199	\$ -	
<b>Yallah - Marshall Mount</b>																			
5		Neighbourhood park	1	Item	Close to hamlet centre	\$ 1,000,000		\$ 150,000	\$ 1,150,000	4.00			\$ 2,000,000	\$ 3,150,000	\$ 3,469,975	100%	\$ 3,469,975	\$ -	
5		Playground	1	Item	Within neighbourhood park	\$ 300,000		\$ 45,000	\$ 345,000				\$ -	\$ 345,000	\$ 380,045	100%	\$ 380,045	\$ -	
5		Local park	1	Item	Within residential areas	\$ 750,000		\$ 112,500	\$ 862,500	2.00			\$ 1,000,000	\$ 1,862,500	\$ 2,051,692	100%	\$ 2,051,692	\$ -	
5		Cycleway	7.00	km	On edge of urban area	\$ 1,750,000		\$ 262,500	\$ 2,012,500			1.75	\$ 70,000	\$ 2,082,500	\$ 2,294,039	100%	\$ 2,294,039	\$ -	
<b>Totals</b>						<b>\$ 50,862,750</b>	<b>\$ 90,000</b>	<b>\$ 7,629,413</b>	<b>\$ 58,582,163</b>	<b>55.50</b>	<b>12.07</b>	<b>29.94</b>	<b>\$ 35,083,593</b>	<b>\$ 93,665,755</b>	<b>\$ 103,180,274</b>		<b>\$ 93,579,954</b>	<b>\$ 9,600,320</b>	

#### 4.2.4 What is the strategy for delivering facilities?

Council will require contributions from developers under this Plan toward provision of the facilities and services identified in this Plan. These contributions may be in the form of monetary contributions, works in kind, land dedications, or a combination of these.

The planning for the location of facilities has not yet been finalised. All facilities will be developed in a manner that allows the facilities to serve the local needs generated by the population of the West Dapto release area.

Council will prepare design concepts for the facilities so that specification and costing of the facilities can be more accurately defined as implementation of this Plan proceeds. This may result in amendment of this Plan.

The open space and recreation facilities strategy is based on strategic information. It is likely that, as the planning process for the different sub-precincts proceeds, modified and more cost effective solutions that still meet the strategy objectives will be developed.

Where alternatives to the works schedule are proposed in conjunction with the development of sub-precincts and the alternatives are approved by the Council, the development contribution applicable to a development the subject of a development application may be reviewed, or the works schedule in this Plan updated, or both.

The works program costings are based on the following assumptions:

- The Sports Park in Stage 1 will serve as a city wide facility. Based on this city wide status it is assumed that the West Dapto population of 46,400 will comprise about 50% of the total catchment for this facility.
- The Town Centre Park and playground in Stage 3 will serve a district level function.
- Land costs are based on a land value of \$500,000 per hectare for urban land and \$40,000 per hectare for riparian land;
- A provisional cost for playground equipment has been included however additional information will be required relating to the level of site works, drainage and landscaping required;
- Playgrounds are proposed to be located within the conservation area or the community parks therefore no additional cost has been included for land acquisition for playgrounds;
- Cycleways has been included, to be located along the edge of urban areas. Additional cycleways are proposed as part of the main road network;
- Capital works for landscaping assumes an average cost of \$90/m<sup>2</sup> for town centre areas; and.
- A fee has been included for planning studies which given the timeframe for the study may be required to determine the most appropriate future facility mix given the population, trends, recreation needs and to finalise an architectural brief prior to construction.
- Contingency will be included at 15% of the construction costs

#### 4.2.5 Contribution rates

Contributions for open space and recreational facilities will be determined as follows:

##### Residential

On a per residential dwelling / Lot basis. All developments will make the same contribution (based on dwelling or Lot number) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

##### Employment Lands

On a net developable land basis. All developments will make the same contribution (based on land area) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

The following contribution rates therefore apply:

##### **Residential Contribution rate (per lot/dwelling):**

<b>Zone</b>	<b>Open Space</b>
R3 Medium Density	\$ 6,204
R2 Low Density	\$ 6,204
R5 Large Lot Residential	\$ 6,204
E4 Environmental Living	\$ 6,204
B2 Local Centre	\$ 6,204
B1 Neighbourhood Centre	\$ 6,204

##### **Employment Lands Contribution rate (per hectare):**

<b>Zone</b>	<b>Open Space</b>
IN3 Heavy Industry	\$ -
IN2 Light Industry	\$ -

### 4.3 Roads and public transport

In order to accommodate the future residential and non-residential development within the West Dapto area, a significant provision of transport infrastructure including major improvements to the existing road network will be required. New access arrangements are required to connect the new development to the external main road system as well as the provision of a network of minor roads to provide local area access and connectivity.

Forecast population and employment growth will result in considerable growth in vehicular traffic on many roads including those for which Council has responsibility. This traffic growth will create a need for various new or improved road and traffic management facilities. Consequently, the nexus for road and traffic management facilities can be clearly established.

The volume and characteristics of that traffic growth is directly related to land use. Manuals such as the Roads and Traffic Authority's *Guide to Traffic Generating Developments* (RTA 2002) clearly demonstrate the nexus between development and traffic increases. It provides traffic generation rates by land use type including residential, industrial, retail and recreational activities. In addition, a sophisticated computer model of the Regional transport system has been developed and calibrated to surveyed trip rates for a range of trip purposes and associated land use types. This model (see details in sections below) replicates future traffic volumes for combinations of development and transport scenarios in order to assess consequential impacts and evaluate transport and land use options. The impact of additional traffic has a range of consequences. These include:

- Impacts on road network efficiency.
- Impacts on amenity and safety.
- Reduction in the life of road pavements.
- Increased public expenditure.

Council has undertaken various investigations of the requirements for road upgrading to meet the future needs of the West Dapto area. The following documentation is provided to demonstrate the relationship between the planned future land use and necessary road and traffic management infrastructure for the purpose of identifying a developer monetary contribution

The future form of urban development at West Dapto has been determined by Wollongong City Council, State Government Agencies and others through a series of workshops and stakeholder consultations. Following that consultation, a Transport Management and Accessibility Plan (TMAP) was prepared that identified the necessary transport and traffic management infrastructure needs for all types of travel, namely:

- car travel including flood improved access
- heavy vehicle movements and freight transport
- public transport (rail)
- public transport (bus)
- walking
- cycling.

The overarching goal for the design and development of West Dapto is the achievement of long term sustainability. The project will incorporate economic, environmental and social principles to achieve a sustainable urban environment.

Significant amounts of open space in the form of environmental corridors create wider landscapes within easy reach of all parts of the new development areas, promoting walking, cycling, recreation and enjoyment of the natural surrounds.

Other features of the draft plan aimed at improving the sustainability of the area include public transport opportunities, easy access to pedestrian and bicycle routes, and provision of local shops within walking distance to homes. Establishment of local employment opportunities will help minimise vehicle use for short trips, and provision of community facilities within the development area will help promote a sense of community and facilitate social interaction. This will be further enhanced with the integration of the release area with the existing communities of Dapto and Horsley.

### 4.3.1 Existing facilities

The existing local main road network is shown in Figure 4.3.1. Regional access can be gained to the West Dapto Release Area by two key north-south arterial road links, being the Princes Highway and the F6 Southern Freeway. These are external to and east of the Release Area. The Princes Highway is the main long distance coastal route south of Sydney. Through Wollongong it provides the principle link between suburbs where it is bypassed by the M1 Freeway. The Princes Highway generally has two lanes in each direction and has a number of roundabouts and signalised junctions and crossings along its route through the study area.

The F6 Southern Freeway is the primary high speed, high capacity arterial road through Wollongong. The F6 Southern Freeway generally has two lanes in each direction through Dapto heading north but widens to three lanes in each direction north of Figtree. There are a number of existing access points to the F6 within the study area, including a full interchange at Northcliffe Drive and north facing ramps only at Kanahooka Road and Fowlers Road.

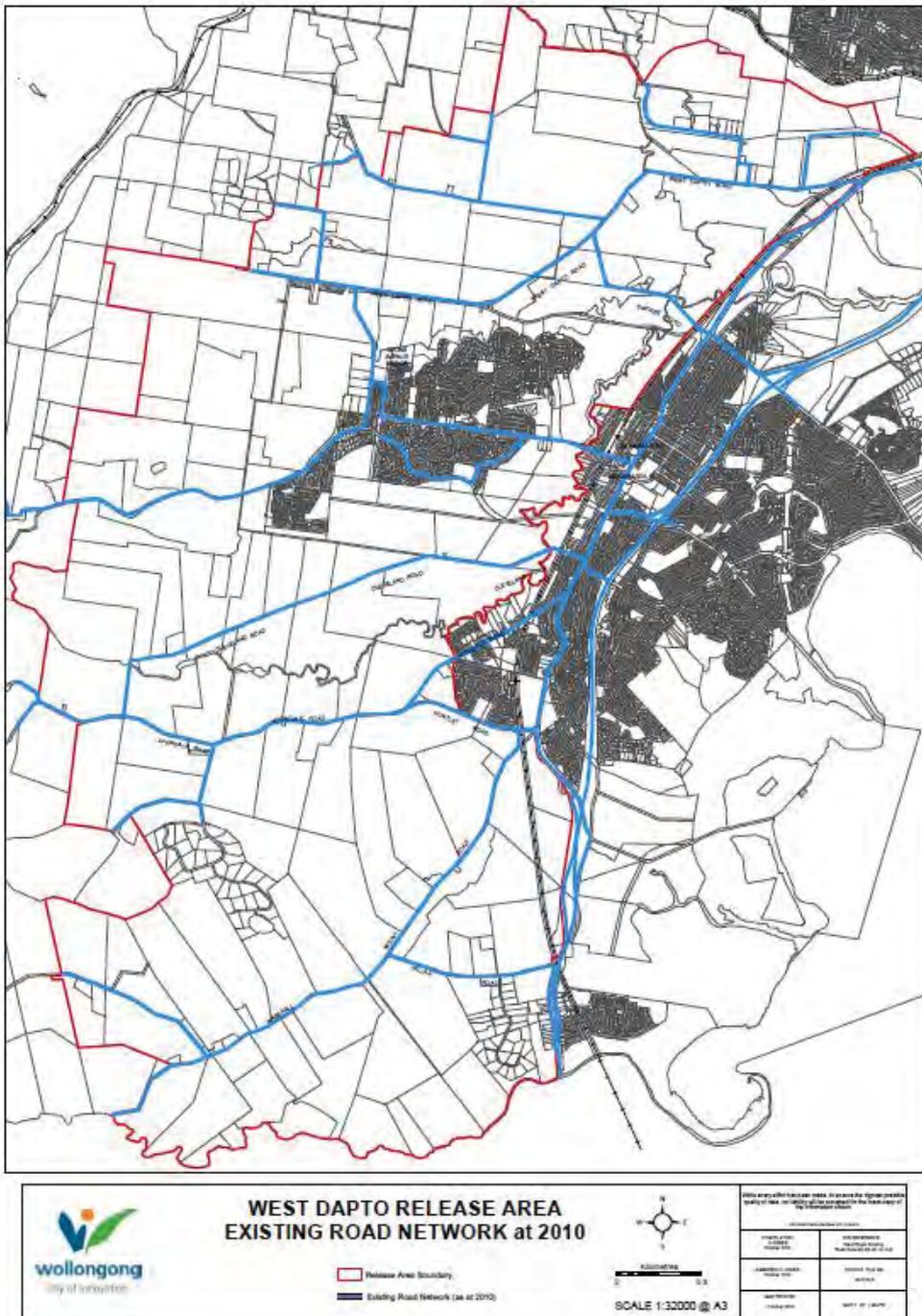
The roads in the network in the West Dapto area generally run east-west by nature, with the exception of Shone Avenue and Marshall Mount Road. The road network is significantly constrained by the South Coast rail line which runs parallel to the Princes Highway through Dapto and currently intersects at-grade with most of the east-west links mentioned above. The railway has four at-grade level crossings and two overbridges (table 4.3.1). Two private branch rail lines cross local roads, at-grade crossing is on West Dapto Road some one kilometre west of the Princes Highway at Kembla Grange and the other at-grade crossing is on Shone Avenue immediately south of West Dapto Road, Wongawilli.

In addition, access is constrained by flooding from Mullet Creek, Duck Creek and Marshall Mount Creek (table 4.3.1).

**Table 4.3.1 Existing access roads and constraints**

Access road	Rail crossing	Flood constrained
West Dapto Road	Level Crossing	Yes
Darkes Road	Level Crossing	Yes
Bong Bong Road	Level Crossing	Yes
Cleveland Road	Bridge – recently replaced by RailCorp	Yes
Avondale Road	Level Crossing (State government recently announced a safety upgrade)	Yes
Huntley Road	Bridge	No
Yallah Road	No	Yes – minor
Marshall Mount Road (from Calderwood)	No	Yes – Marshall Mount Creek

**Figure 4.3.1 Existing Road Network (as at 2010)**



## Existing Traffic Volumes

The existing average daily vehicle flows within the region, as compiled by the RTA for the Year 2006 (RTA website; Southern Region Traffic Volumes report), indicate that the F6 Southern Freeway is the most heavily trafficked road through the study area. Approximately 49,700 vehicles per day (vpd) travel on the Princes Highway at the Macquarie Rivulet Bridge, south of the F6 and Princes Highway interchange at Yallah. The average daily traffic flow on the F6 varies between 37,700 vpd south of Fowlers Road to 60,200 vpd south of Northcliffe Drive. Traffic volumes are significantly lower on the Princes Highway than the F6. This road has approximately 13,000 vpd south of Dapto rising to 30,000 vpd north of Unanderra.

There are approximately 37,000 vpd bypassing the Dapto area on the F6. A further 10,000 vehicles per day join or leave the F6 from the Fowlers Road ramps at Dapto and a further 14,000 vpd join or leave the F6 from the Kanahooka Road ramps just north of Dapto. Daily traffic volumes peak south of Northcliffe Drive and decrease by 7,000 vehicles per day between Northcliffe Drive and Five Islands Road. There has been significant daily traffic growth over the past ten years on both the Princes Highway and F6. Between 1990 and 2000 daily volumes on the Princes Highway through Dapto and Unanderra have grown by approximately 2,100 vehicles per day. Daily traffic volumes also grew by a similar amount (approximately 2,000 per day) along Northcliffe Drive. Along the F6, the daily traffic growth has been in the order of 12,000 to 14,000 vpd over the ten years, which is a growth rate in excess of 1,000 vehicles per year. The current prevailing background daily traffic growth on the M1 Freeway independent of Horsley and other West Dapto development is estimated as over 1200 trips per day, per year which is a growth rate of over 3% per year.

## Existing Travel Demand

A general picture of transport demand in the region is provided by the NSW Government Department of Transport and Infrastructure's "Household Travel Survey" (HTS). The HTS data for Dapto for all travel revealed that the private car has a mode share of 82.6%, which equates to approximately 121,000 trips per day. There were 84,300 car driver trips (57.6%) and approximately 36,600 car passenger trips (25.0%). The car is clearly the most common mode of transport for the journey to work with 93% of all work trips compared to 4% by train and 3% walking. However, travel to and from work represents a relatively small proportion of all trip purposes with some 84% of car driver and 93% of car passenger trips made for purposes other than the journey to work.

The HTS data reveals that, per day, most car driver trips within Dapto were either local trips (37,786) or to/from Wollongong (30,861). These trips represent 81% of daily car driver movements. Other significant car driver destinations were south to/from the neighbouring Local Government Area (LGA) of Shellharbour (8,377) and north to/from Sutherland (2023).

Approximately 1163 trips per day were to/from other LGAs within Sydney, which is less than the trips by train. The car passenger trips were typically more locally based. There were 19,098 trips within Dapto and a further 12,555 trips to and from Wollongong. There were a significant number of car passenger trips to and from Shellharbour (3,952) but very few car passenger trips to other destinations. Car passenger trips were predominantly non work home based trips.

## Transport Mode Share

The HTS concentrates upon the main travel mode only, such that a bus journey that includes a walk at one or both ends is recorded as a bus journey and not a walk trip. It should be noted that the HTS is based on a relatively small sample (typically less than 1%) of the total movements of the population surveyed in 1998/1999/2000.

**Table 4.3.2 – Travel mode split for all trips – Dapto and Wollongong LGA**

Travel mode	Dapto*	Wollongong
Bicycle	0.3%	1.0%
Bus	1.4%	2.9%
Other	0.3%	0.4%

Travel mode	Dapto*	Wollongong
Taxi	0.0%	0.3%
Train	1.3%	2.5%
Vehicle driver	57.6%	56.8%
Vehicle passenger	25.0%	23.5%
Walking	14.1%	12.5%

Note: \* Dapto is defined by HTS zones 5763, 5764, 5765, 5766, 5767 - Source: Household Travel Survey 2003

The HTS data reveals that the transport mode split for all trip purposes to, from and exclusively within Dapto is 82.6% by car (driver and passenger), 2.7% by public transport (bus, train and taxi) and 14.4% by non-motorised transport modes (walk and bicycle). For the whole of Wollongong LGA, car mode share is slightly lower than Dapto at 80.3%. Public transport mode share in Wollongong is 5.7%, which is over twice as high as Dapto; whilst non-motorised transport mode share is fractionally less than Dapto at 13.5% (Table 3.15).

The travel information for both Wollongong and Dapto shows high levels of private car use and relatively low use of public transport, especially for Dapto. Walking however has a relatively high mode share in both Wollongong and Dapto and is a particularly common mode of transport in Dapto, with one trip in seven being purely by walking.

The journey to work is a key generator of trips and an understanding of the mode share of these trips is a key indicator of the likely peak road and public transport network demands. For Dapto the mode split for journeys to work is very heavily dominated by the car, being 93%. Of the remaining 7% of work trips, 4% are undertaken by train and 3% undertaken on foot.

For the sub-regional and regional trips from Dapto to Wollongong and other neighbouring LGAs, the car is overwhelmingly the dominant mode of transport. However, the car loses its dominance for the longer distance regional trips. Over half of all the longer distance trips to and from the Sydney Region beyond Sutherland were by train (55%) whilst the remainder were by car. These trips reflect the continuing importance of the train for longer distance travel, in particular commuting trips.

All the surveyed bus trips were either made within Dapto or between Dapto and Wollongong. There were slightly more bus trips from Dapto to other Wollongong LGA destinations than train trips, reflecting the greater frequency and penetration of bus routes from Dapto to the places of education and other services located in the subregional centres of Wollongong LGA.

The travel mode shares are different for different destinations e.g. local, sub-regional are regional trips as summarised by Table 4.3.3 below

**Table 4.3.3 – Travel mode share for outbound Dapto trips to destination (24 hours)**

Destination	Local		Sub-Regional		Central Sydney		Regional Other	
	To destinations within Dapto		To other destinations within Wollongong		To Sydney LGAs excluding Campbelltown & Sutherland		To other LGAs e.g. Shellharbour, Sutherland, Campbelltown, Wollondilly	
Travel Mode	Trips	%	Trips	%	Trips	%	Trips	%
Walk	20,604	25.9						
Bicycle	496	0.6						
Bus	1,263	1.6	538	2.4				
Train			317	1.4	685	54.6		
Car driver	37,786	47.4	15,270	67.5	569	45.4	7,246	77.5
Car passenger	19,098	24.0	6,489	28.7			2,098	22.5
Taxi								
Other	397	0.5						

Total	79,644	100.0	22,614	100.0	1253	100.0	9344.	100.0
-------	--------	-------	--------	-------	------	-------	-------	-------

The following points summarise the current transport situation for Dapto and the study area

- Car is the dominant travel mode with almost 83% of mode share for all trips
- Train and bus trips account for 1.3% and 1.4% of all trips respectively
- Walking is common, with 14% of all trips but cycling is much less common (0.3% of trips)
- Walking is very localised and bus travel is wholly contained within Wollongong LGA
- Trains take more people to Sydney from Dapto than the car although cars take more people to every other destination.

### Non-motorised Travel Mode Share

Walking and cycling activity are difficult to quantify as most trips by whatever mode include an element of walking. Walk trips recorded in the HTS are exclusively walking trips and therefore do not represent the total amount of walking activity. Notwithstanding, officially recorded walking trips account for approximately 20,600 (14%) daily trips to, from or within Dapto, although due to the short nature of the trip, all are within the Dapto local area. Very little walking was undertaken for the journey to work trips, making up only 3% of all journey to work trips. The majority of walking is undertaken on trips away from home (non-home based trips) for a variety of purposes and indicating that another mode of transport was generally used for the main leg of the journey. The home based walking trips were most commonly undertaken for shopping or social reasons.

Cycling is a considerably less common mode of transport in Dapto than walking, with approximately 500 daily trips recorded from or within Dapto accounting for 0.3% of daily trips. Surveyed cycling trips were all home based with only 5% of these trips being to/from work. The remainder of cycling trips were typically for social reasons.

### Existing Public Transport Services

Existing public transport to and from Dapto are provided by train, bus and taxi services. While the mode share data shown previously in Tables 4.3.2 and 4.3.3 indicate the relatively small proportion of all trip purposes made by public transport, the actual patronage is never-the-less significant. Peak hour trains run at approximately 30 minute intervals in the peak direction between Dapto and Sydney Central stations for an average 103 minute (1hr 43minute) journey. For the 95 kilometre journey to Central Station, the average speed is only 55 km/h. These peak period trips are mainly made by commuters working in Central Sydney. The additional travel time necessary to reach other Sydney destinations by train tends to limit the attractiveness of this mode of transport. According to recent CityRail surveys, some 1,180 passenger movements per average week day (sum of in and out movements) occur at Dapto rail station with the majority travelling to destinations outside the region. In comparison, this is only some 25% of passenger movements surveyed at Wollongong Station.

A number of bus services link Dapto directly with major centres such as Wollongong CBD, Warrawong and Shellharbour Square each generally experiencing low to medium patronage levels. Recent bus service improvements associated with the NSW Government's Outer Metropolitan Regions Bus Network Reviews have resulted in changes to local bus services in and around Dapto. For example, Route No. 31 servicing the Horsley area now has additional services giving a 20 minute to 30 minute service directly to Wollongong CBD via Dapto Town Centre. Likewise, the "Lakelink" service now proceeds directly north and south along the highway through Dapto without deviating east through the suburbs of Koonawarra and Kanahooka. Route changes have reduced travel time from Dapto to the Wollongong CBD to 33 minutes. This trip time is commonly perceived as being approximately double that of a private car. However, walk time from destination parking location to final destination results in comparable door to door travel times. Council's recent implementation of paid on-street parking in the Wollongong CBD will likely have a modest positive impact on public transport patronage.

### Figure 4.3.2 Existing Dapto Bus Routes



Taxi services are well utilised within the Dapto local area, particularly at night when bus and train services are less frequent. Some 75% of taxi trips are between the Dapto Town Centre and the lower socio economic areas to the east of Dapto. During the day, taxis provide a more convenient service than buses for those people with quantities of shopping and not having access to a private car.

#### 4.3.2 Proposed transport network and services

##### Transport Studies and Computer Modelling

A number of studies including land use planning, urban design, flood modelling and environmental assessment have enabled the extent of developable land in the West Dapto study area to be determined. The future permitted use of that land together with permitted development densities has resulted in a planned residential dwelling yield and expected future population.

Subsequently, a number of transport studies have been completed in order to determine the necessary transport infrastructure and services needed to facilitate access for the future development of the West Dapto area. These studies include:

- Transport Management & Accessibility Plan. Kellogg Brown & Root Pty Ltd. March 2007.
- West Dapto T-MAP Extension Study. Connell Wagner Pty Ltd. October 2008.
- West Dapto Release Area Review. NSW Growth Centres Commission. November 2008.
- Post GCC “WOLSH” Final Development Model. Wollongong City Council. October 2009.

Wollongong City Council (WCC), together with the NSW Roads and Traffic Authority (RTA) and Shellharbour City Council (SCC) have jointly developed a number of transportation computer models for various geographic areas in the Illawarra. (Technical Background Report, Gabites Porter N.Z. Pty Ltd. March 2003) A number of Wollongong / Shellharbour (WOLSH) models were developed including a 24 hour average week day traffic model as well as AM and PM peak hour models. These “base” models are also supplemented by “future” models that include future land use growth throughout both LGAs and also likely future road network improvements. Each of these models incorporate a “3 step” process.

**Step 1. Trip generation.** A household category model is used with regression equations for trip productions and regression derived equations for attractions. Calibrated vehicle trip rates with resultant pre-determined transport mode split for some seven trip purposes are modelled. The NSW Government Department of Transport and Infrastructure's "Household Travel Survey" (HTS) data were used extensively in the model calibration process.

**Step 2. Trip distribution.** The resultant trips are then distributed using a standard doubly constrained gravity model with distribution functions based on travel time.

**Step 3. Trip assignment.** The distributed trips are then assigned to the coded road network using a capacity restraint technique with chosen trip paths based on behavioural costs relating to time and distance. Trip time costs are influenced by road link characteristics and delays due to intersection congestion. Furthermore, an incremental assignment technique using multiple iterations and loading profile to achieve network equilibrium of travel "cost" on multiple paths results in final modelled traffic volumes for each direction of each road.

The TRACKS (Gabites Porter N.Z. Pty Ltd.) transport modelling software has been used with the WOLSH models as an aid to determine an appropriate transport system to support the planned West Dapto land use. It should be understood that any computer transport modelling system does not prepare a transport plan nor does it solve transport planning issues and problems of its own accord. The system essentially provides a "what if" tool to evaluate combinations of land use scenarios and infrastructure packages that have been, in this case, formulated by experienced transport planning professionals in consultation with a range of Government Agencies, various organisations as well as the wider general public.

The transport studies undertaken for the West Dapto area emphasise the need to implement an integrated land use and transport strategy that is sustainable, affordable and socially acceptable. Whilst the studies recognise the strategic location of the railway system and the need to encourage a significant proportion of future travel to and from the study area by rail, they also make allowance for a significant bus based transit component of travel together with significant provision to encourage non-motorised modes of travel. Land use planning controls that stipulate permitted land use types and relevant development densities applicable to a hierarchy of village and neighbourhood centres will make an important contribution to a sustainable and viable transport system. Also, significant interconnectivity is planned between the various settlements and town centres through the provision of roads, paths and trails which further contributes to a transport system having significant potential for reduced car dependency.

### **Transport Mode Share Requirements**

To simply adopt a "business as usual" approach to transport planning for necessary infrastructure for the proposed West Dapto development would result in unsustainable outcomes. In an age of increasing scarcity of non-renewable resources, financial rigour and greater awareness of the need for social justice, it is imperative that any planned transport system deliver outcomes for each of these areas that reflect best practice.

Transport planners use a number of key performance indicators to evaluate a transport system. These may include the proportion of all or certain trip purposes by various modes of transport, transit patronage, road traffic volumes and road network "level of service" (LOS) This measure indicates the level of road network congestion with a possible range from LOS A representing free flowing conditions to LOS F, being gridlocked. Previous sections in this document present transport mode split data and traffic volumes for the Dapto and Citywide areas. The data clearly show the high level of unsustainable car dependence in the local Dapto area in particular. Some 83% of all trip purposes and 93% of journey to work trips are made by the private car in the Dapto area. The computer modelling undertaken for the West Dapto studies confirm the simple logic that the extrapolation of these existing mode split proportions of car travel is unsustainable.

As previously described, the transport network constraints applicable to West Dapto restrict the number of east west links that connect to the major north south transport corridors. In fact, there is only a single north south rail line together with the Princes Highway and the higher capacity arterial

M1 Freeway. Accordingly, significant future growth in traffic volumes on the M1 Freeway is expected with a resultant need for additional capacity. Preliminary road infrastructure planning for the purposes of coding a future road network into the computer modelling system began with a “given” that the M1 Freeway would generally be limited to three lanes in each direction. This decision was made for economic and environmental reasons taking into account the actual project issues as well as the significant flow on impacts. The provision of this enhanced arterial road capacity should be subject to the inclusion of high vehicle occupancy transit lanes in each direction. Limiting the number of lanes on this major arterial therefore effectively places a maximum traffic volume possible on this road for a given LOS and for a given transport mode split.

Transport modelling of future growth throughout the Wollongong and Shellharbour Local Government Areas has been undertaken and reveals a number of major arterial roads with traffic volumes and levels of service reaching and in some cases, exceeding road capacity. This modelling also includes future land use at final development for West Dapto, Tallawarra as well as future growth in the Shellharbour LGA’s Albion Park area. All this new development was initialled modelled on a “business as usual” basis. Further modelling then examined a scenario which replicates a mode shift of between 15% and 20% for the new development only. The proposed future road network as coded was then better able to accommodate the traffic volumes generated by that new development.

The modelled mode shift of some 20% could therefore be taken as a target. However, it is widely accepted that it is virtually impossible to predict with any degree of confidence, a transport mode split through the modelling of the wide range of known influences. It is common practice to set a reasonable mode shift target of say, 10% to 15% and simply list a number of actions with little more than a hope that they will achieve the nominated mode shift. The need to achieve such a significant 15% to 20% mode shift in the West Dapto area presents significant transport planning challenges. The following actions grouped under a number of sub-headings must be implemented from the early stages of development. Failure to do so will result in a number of outcomes such as unacceptable and economically damaging traffic congestion, significant unsustainable expenditure on transport infrastructure or a significant limitation being placed on future development with associated social and land supply implications.

**Table 4.3.4 Proposed Measures to support Public Transport**

<b>Measures to Achieve Transport Mode Shift and Support Bus Use</b>	
<b>1. Planning and Urban Design</b>	
i)	Villages with mixed use and medium density development
ii)	Accessibility to services and village centres (short walk distances and radial paths)
iii)	Pedestrian and cycle links (secure and all weather in village centres)
iv)	Public transport “kiosks” at strategic locations (with retail component)
v)	Personal security (CPTED principles applied throughout)
<b>2. Public Transport Operations</b>	
i)	Minimise bus travel times (car equivalent door to door)
ii)	High service frequency shuttle feeder bus services (10 to 15 min. headways)
iii)	Low cost of bus fares (maximum = car fuel equivalent)
iv)	Integrated ticketing to facilitate transfers (smart card technology)
v)	Integrated timetables (bus/bus and bus/rail)
<b>3. Transport Infrastructure</b>	
i)	Public Transport Interchanges (in village centres, Dapto and other district centres)
ii)	Bus priority and bus only links where necessary
iii)	Bus vehicle design (accessible, versatile and comfortable)
iv)	Multi-use bus design for off peak goods delivery
v)	Provision of real time bus information via internet and SMS
<b>4. Social and Community</b>	
i)	Enhanced public perception of public transport
ii)	Public education of true cost of car travel
iii)	Personal safety and security (pedestrian/traffic interface, lighting and urban design)
iv)	Subsidised home delivery of goods (for bus and rail users during off peak periods)

## 5. Planning and Economic Policy

- i) Bus service subsidised/cross subsidised at start-up
- ii) Resident “shareholder” participation scheme with patronage dividend incentives
- iii) Financial viability of transit operations including interchange management
- iv) Regional parking management policy at rail and Regional/District centres

### Proposed Transport Services

A balanced and integrated transport system is proposed that makes provision for not only for the private car but goods (and where appropriate, heavy freight) vehicles, public transport services and provision for pedestrians and cyclists. Each of these modes and services are outlined separately below however, the overall system has been developed in an integrated manner to achieve the outcomes previously identified.

Private car use is clearly the most commonly used mode of transport primarily due to its relative convenience and perceived lower cost than available alternatives. Although there is a widespread collective public acceptance of the negative and unsustainable impacts of private car use, individual behaviour and choices appear less influenced by such ideals and accordingly, car use is increasing. Whilst every effort must be made to reduce private car dependence, it is generally understood that the car will continue to dominate the transport system. The road network also must provide for local servicing by heavy vehicles. These needs range from residential garbage collection services to deliveries of building materials and ongoing supply of retail goods to village centres. Therefore, the appropriate amount of road infrastructure and traffic management facilities must be provided at the appropriate point in time. It is envisaged that road and traffic management infrastructure will be provided just “not in time” meaning a lower LOS than publically desired will be permitted before additional road infrastructure will be provided. Conversely, public transport services and infrastructure to support non-motorised transport modes will be provided just “ahead of time” in order to gain early community acceptance and set behavioural patterns from the start of development.

Rail services have significant potential to increase its mode share of travel to and from Dapto however, a number of initiatives will be necessary. These include, service frequency improvements (and possible associated track duplication south of Unanderra), carriage capacity increases to eight car sets and substantial improvements to local bus/rail feeder services. While there is rail patronage increase potential, such growth is primarily driven by the longer distance inter-regional travel demand. Although regional planning aims to increase local service and employment opportunities, trips to these local destinations are better served by other modes such as bus services.

Bus services to and from Dapto, while currently not well utilised, have potential for significant patronage increases. The strategy to achieve such increases is centred on the provision of a high frequency regional trunk and local feeder service as recommended by the State Government’s *Review of Bus Services in New South Wales, February 2004*. (Unsworth Report) The wide range of measures proposed to support a significant increase in bus use (see Table 3 above) are all important actions necessary as part of the integrated transport strategy. Significant new infrastructure such as a high quality bus/bus and bus/rail interchange in Dapto Town Centre, village based transit mini interchanges known as “transit kiosks” together with road intersection bus priority facilities and quality bus shelters will be necessary. A road hierarchy applicable to the proposed development in West Dapto adopts cross sections that permit passage of full sized busses through residential areas and Village Centres. (See Figure 3 for details of minor and major collector road types.) Funding for the purchase of modern buses and their operation is yet to be resolved in consultation with the relevant NSW State Government Agencies. Express bus services utilising main road trunk routes with limited stops will be necessary to link Dapto with major surrounding centres such as Wollongong CBD, Shellharbour Square and Warrawong. These services must be given priority at congested intersections and have opportunity to use Bus Lanes/High Occupancy Vehicle lanes on the M1 Freeway. Such priority is essential to permit overall door to door travel times that match those of the private car. Early planning, funding and implementation of such services is essential.

Walking and cycling trips have the potential to contribute significantly to the achievement of the sought after sustainable transport mode split target. Through the provision of well planned and designed suburban centres with quality pedestrian and cyclist infrastructure, it is envisaged a high

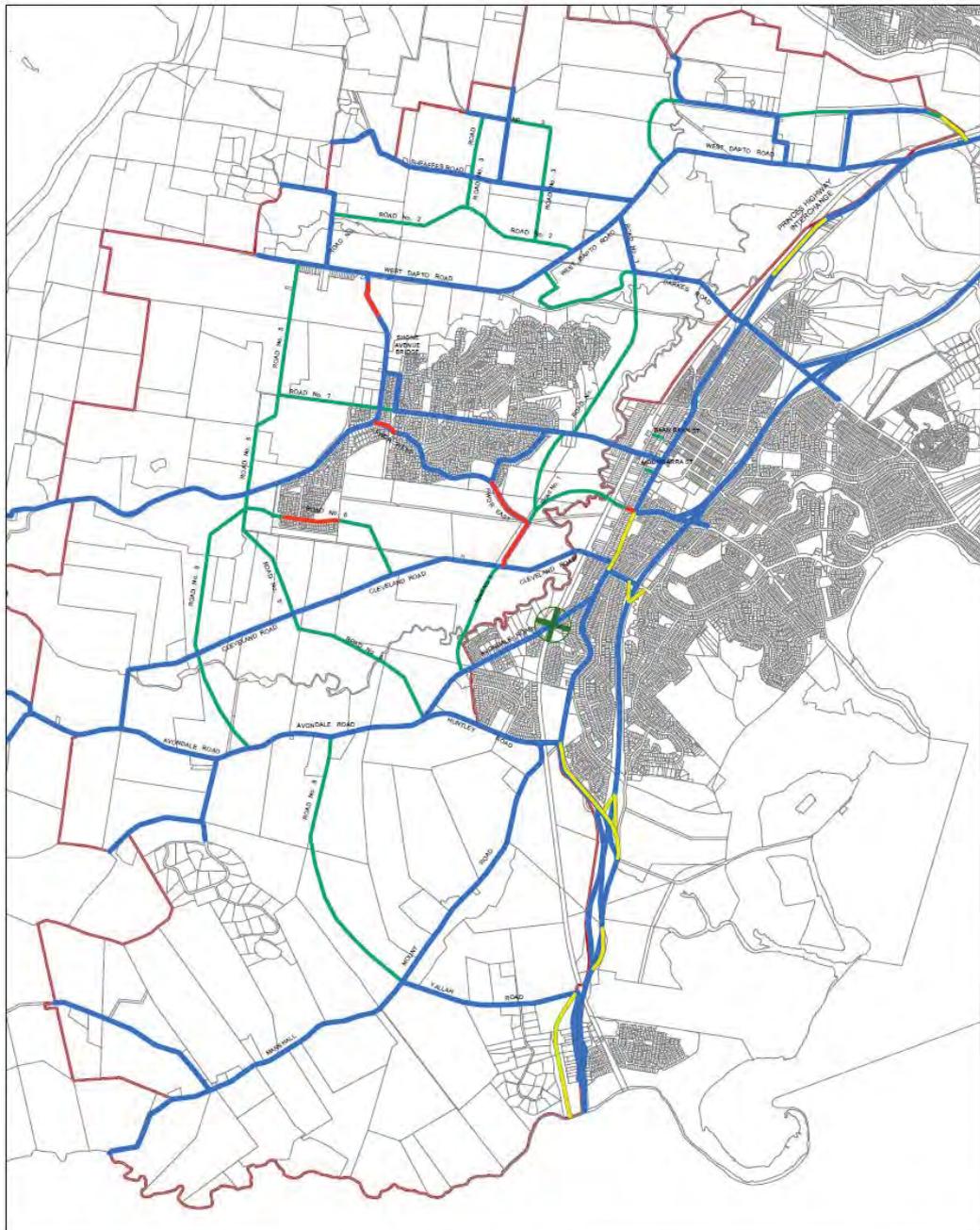
proportion of local trips can use these sustainable modes. The community health benefits to be realised will complement a number of other social benefits such as reduced household transport costs, environmental quality contributions and social cohesion through casual interaction of local residents. The necessary infrastructure and design considerations for pedestrians and cyclists are discussed in more detail in following sections.

### 4.3.3 Road network requirements

The proposed 'local' road network as detailed in Figure 4.3.3 below is made up of a number of new road links and upgrades to existing roads. The network aims to maximise connectivity within the West Dapto area and to provide access to and from the regional road network. Road network planning assisted by computer traffic modelling results has enabled a hierarchy of proposed road types to be developed. (See Figure 4.3.5 – Road Types 3 and 4.) The major road network proposed for the West Dapto release area consists of two types of road, being major collector and minor collector. Both these road types are suitable for proposed bus routes.

- Under the strategy, the existing West Dapto Road would be bypassed by a major east-west link by extending Northcliffe Drive to connect the future suburbs of Wongawilli, Horsley and Kembla Grange with the Princes Highway and the M1 Freeway. A grade separated rail overpass would replace the existing level crossing west of the Princes Highway on West Dapto Road.
- A second major east-west link would be the extension of Fowlers Road to Fairwater Drive.
- ~~A second major east-west link would involve the upgrade of Darkes Road, ultimately to four lanes, would connect West Dapto Road and the new development in Stages 1 and 2 to the M1 Freeway via Kanahooka Road. In keeping with its intended function and road type, Darkes Road will include a rail overbridge immediately west of Princes Highway and improved access to and from the south by new south facing M1 Freeway ramps at Kanahooka Road.~~
- A new north-south link road would be provided from the Darkes Road 'elbow' connecting to Bong Bong Road then further south to Cleveland and Avondale Roads.
- A new north-south link would be provided through the far western section of the development area connecting West Dapto Road with Huntley Road. This link would also connect with a number of prominent east-west links including Bong Bong Road and Cleveland Road.
- South of Bong Bong Road, Fairwater Drive will connect to Cleveland Road via the new north-south Darkes Road to Avondale Road link. **Cleveland Road will be closed at the level crossing.**
- External to the study area, the ~~£6~~ M1 Freeway would be upgraded to 3 lanes in each direction. New south facing Freeway ramps would be provided at Kanahooka Road and Emerson Road with upgraded north facing ramps at Fowlers Road. Along the Princes Highway, a new bridge would be provided at the Mullet Creek crossing to provide four lanes of capacity.

**Figure 4.3.3 Proposed road network**



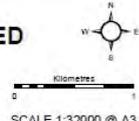


**wollongong**  
city of innovation

### WEST DAPTO RELEASE AREA PROPOSED ROAD NETWORK MODIFIED

**Legend**

- Completed New Roads
- Proposed New Roads
- Existing Road Network 08-10-14
- Release Area Boundary
- Main Road Upgrade

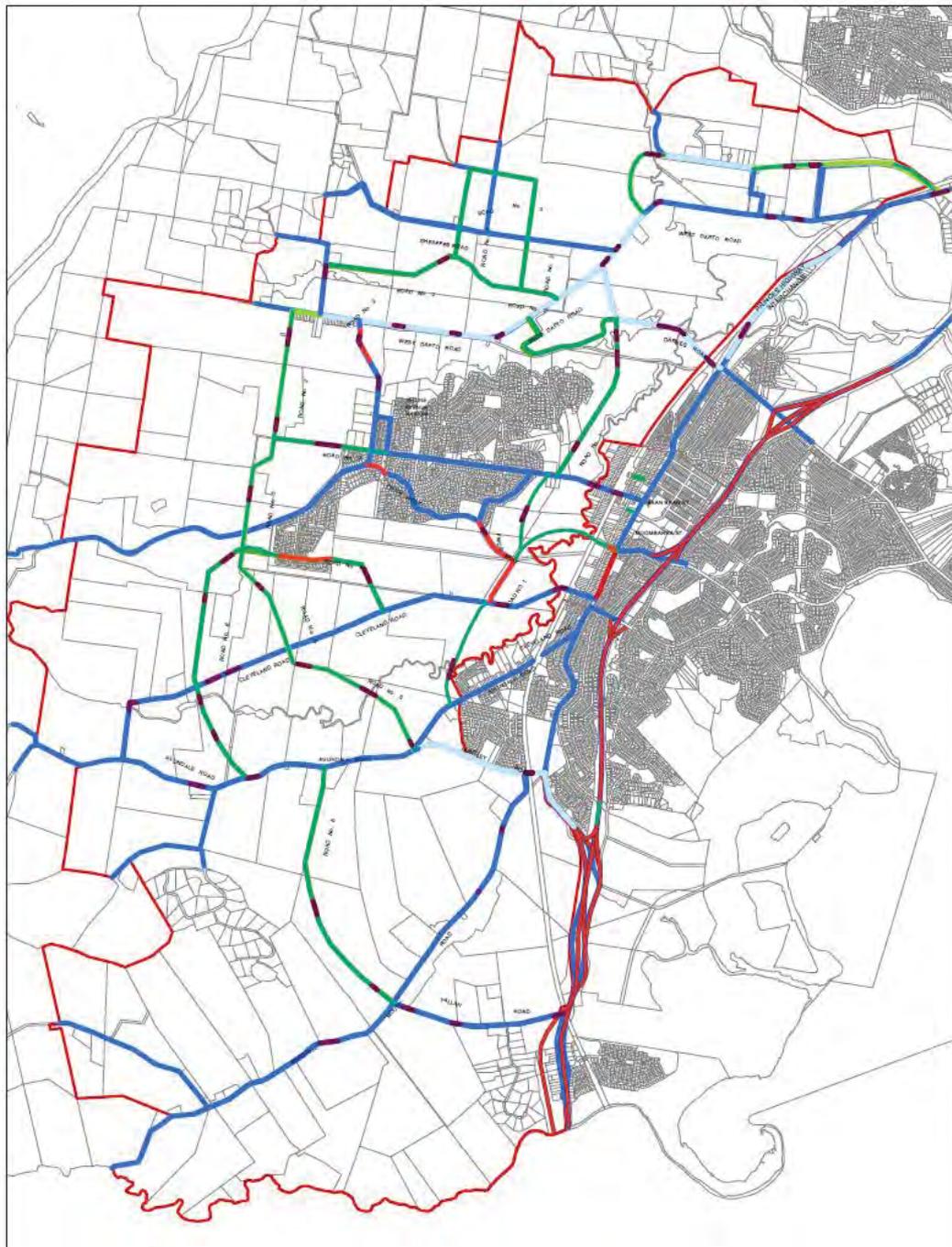


SCALE 1:32000 @ A3

While every effort has been made to ensure the highest possible quality of data, no liability will be accepted for the accuracy of the information shown.

CONSULTATION AUTHOR MARCH 2015	INFORMATION West Dapto Proposed Multi-Phase Release 2015-17 (1 of 2)
APPROVED BY MARCH 2015	CONSULTING NO. 102295
DATE PRINTED MARCH 2015	WEST DAPTO RELEASE AREA

**Figure 4.3.4 Proposed Road Types**





**wollongong**  
city of innovation

**WEST DAPTO RELEASE AREA  
PROPOSED ROAD TYPES**

<ul style="list-style-type: none"> <li><span style="color: red;">—</span> WDC Bridges</li> <li><span style="color: orange;">—</span> Completed New Roads</li> <li><span style="color: green;">—</span> Proposed New Roads</li> <li><span style="color: lightgreen;">—</span> New Road - Proposed 4 Thru 6 Lanes</li> <li><span style="color: darkgreen;">—</span> New Road - Proposed 2 Thru 4 Lanes</li> </ul>	<ul style="list-style-type: none"> <li><span style="color: lightblue;">—</span> Existing Road - Proposed 4 Lanes</li> <li><span style="color: blue;">—</span> Existing Road - Proposed 2 Lanes</li> <li><span style="color: darkblue;">—</span> Arterial Road Infrastructure</li> <li><span style="color: red;">—</span> Existing Road - Proposed 6 Lanes</li> <li><span style="color: darkred;">—</span> WDCD Without Dapto</li> </ul>
---	---

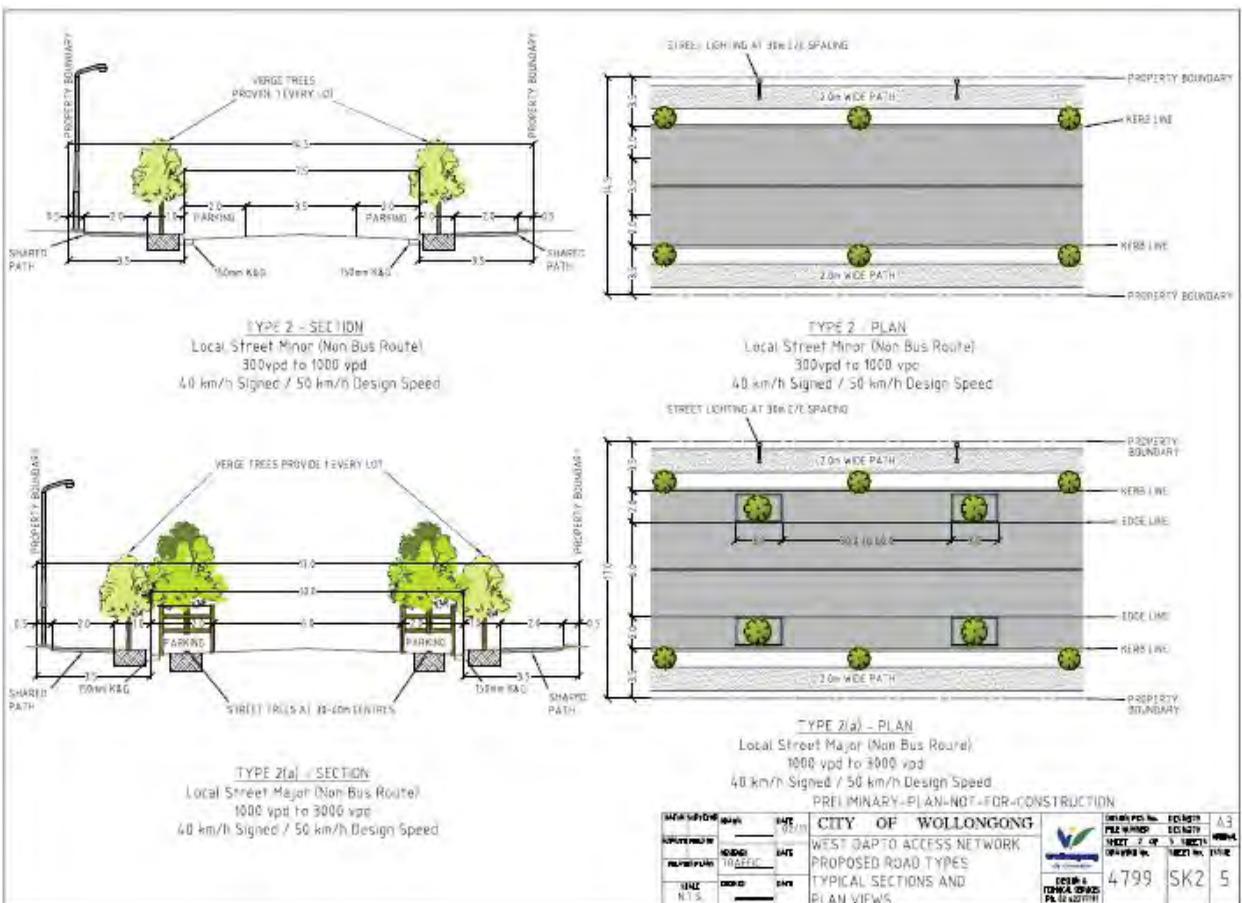


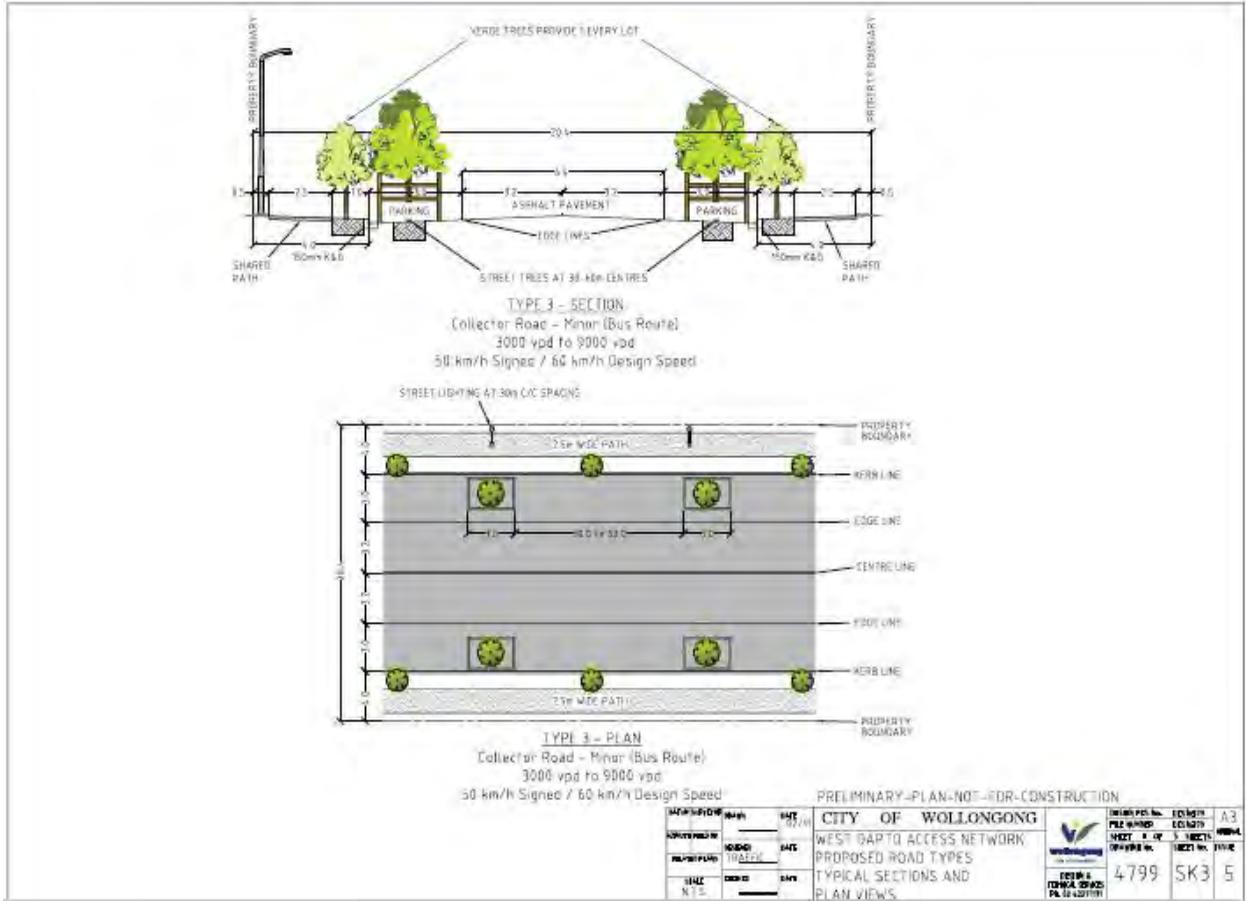
SCALE 1:32000 @ A3

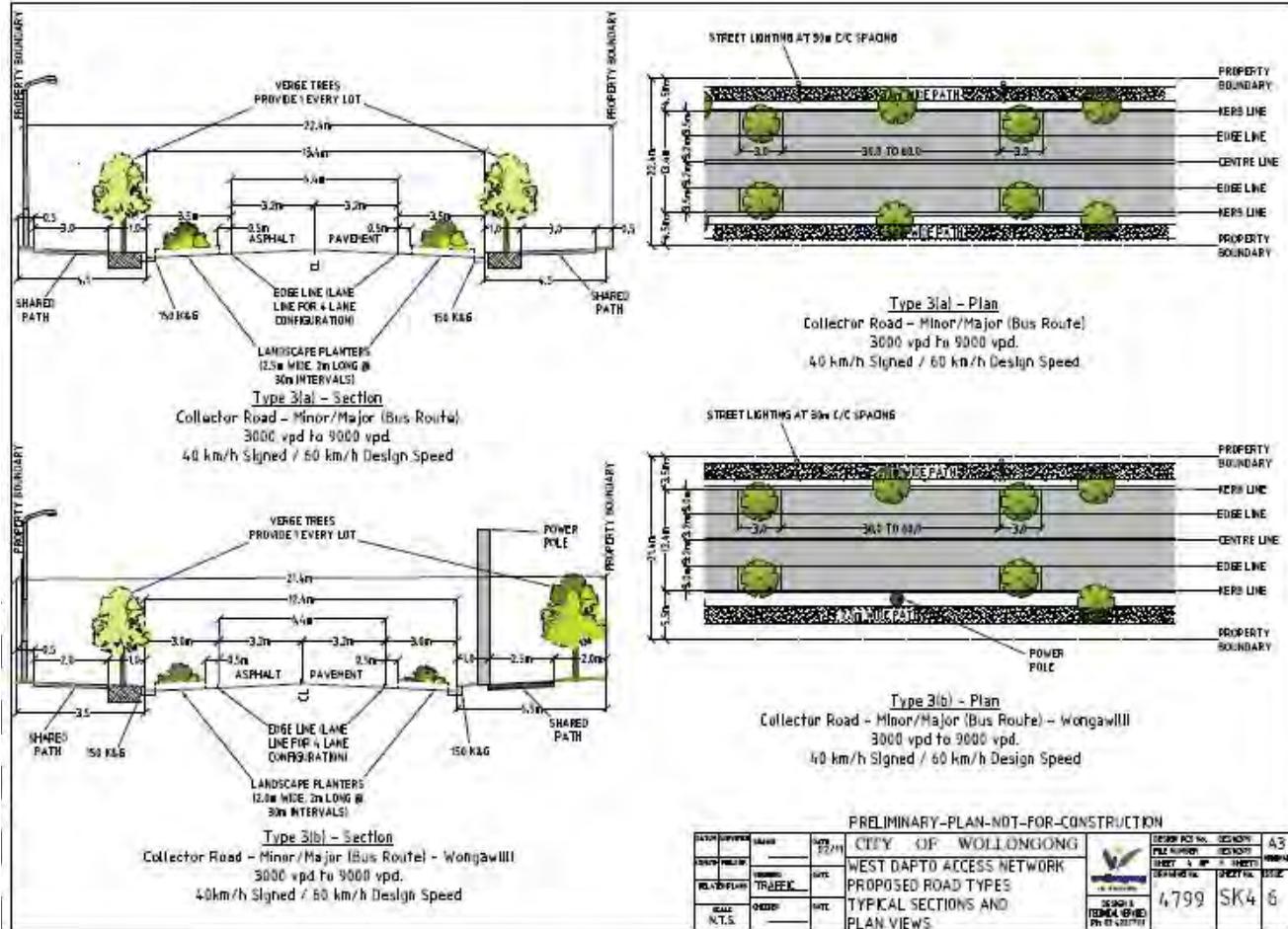
While every effort has been made to ensure the highest possible quality of data, no liability will be accepted for the accuracy of the information shown.

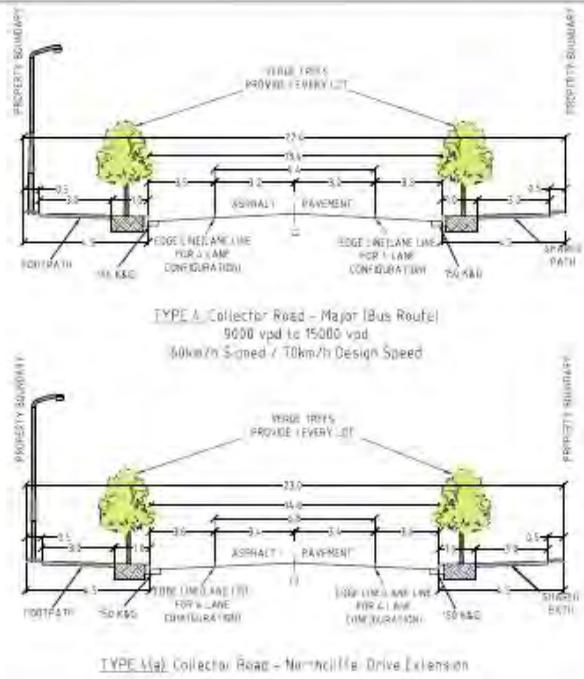
DEVELOPER WDCD 2015	EXAMINER WDCD 2015
MAPS & DATA 2015	CONSULTING 2015
MAP DATED 2015	MAP OF 1:32000

Figure 4.3.5 Proposed Collector Road Type Cross Sections







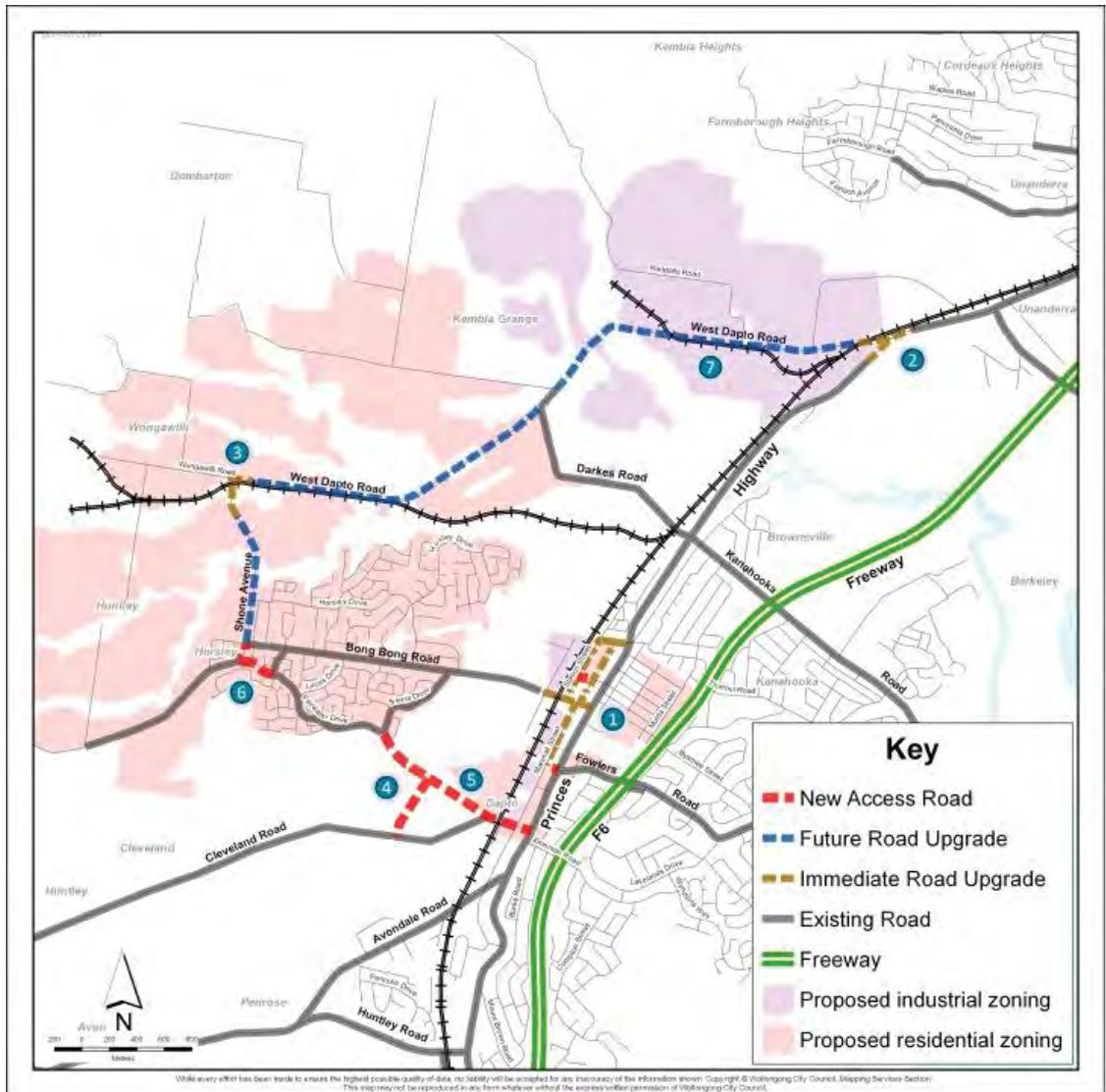


PRELIMINARY PLAN-NOT FOR CONSTRUCTION

DATE	DATE	CITY OF WOLLONGONG	PROJECT No.	4759	SECTION	SK5	SHEET	5	OF	5
DATE	DATE	WEST DAPTO ACCESS NETWORK	PROJECT No.		SECTION		SHEET		OF	
DATE	DATE	PROPOSED ROAD TYPES	PROJECT No.		SECTION		SHEET		OF	
DATE	DATE	TYPICAL SECTIONS AND	PROJECT No.		SECTION		SHEET		OF	
DATE	DATE	PLAN VIEWS	PROJECT No.		SECTION		SHEET		OF	

Council at its meeting of 27 October 2009, endorsed the Initial Access Strategy for West Dapto which overcomes existing legacy issues and enables the existing road network to be upgraded to serve the increased demand as shown in Figure 4.3.6 below.

**Figure 4.3.6 Initial access strategy**



**Table 4.3.4 Initial access strategy**

Map code	Road Link	Purpose
1a	Bong Bong Road / Princes Highway connections	Improve access along Bong Bong Road across the rail line. Upgrade Bong Bong Road - Station Street intersection. <b>DELAYED</b>
1b	Fowlers Road extension to Marshall Street	The extension of Fowlers Road from the Princes Highway to Marshall Street provides improved distribution of traffic accessing the M1 Freeway and development west of the rail line either by Cleveland Road or through the Dapto Town Centre. A roundabout will be provided at Marshall Street. <b>COMPLETED</b>
2	Princes Highway Interchange with West Dapto Road	Initial access strategy - Rationalise existing traffic movements from West Dapto Road into and out of the Princes Highway with traffic lights. <b>COMPLETED</b>
3	Shone Avenue including bridge works	Upgrade existing road to cater for increased traffic volumes. Bridge works are located to the north end to improve access and safety for the new developments to the west of Horsley. <b>COMPLETED</b>
4	Fairwater Drive East	Provides a connection from the south east end of Horsley to either Cleveland Road or other major east west roads in the north via Road No 1 without travelling through Dapto Town Centre. While Fairwater Drive has been partly constructed by developers of Horsley, it was always envisaged to serve greater West Dapto. <b>COMPLETED</b>
6	Fairwater Drive West	Provides a connection to and from the south west end of Horsley and Bong Bong Village. <b>COMPLETED</b>
7	West Dapto Road reconstruction	To provide interim improvements to facilitate access to adjacent employment lands and early releases of Stages 1 and 2 development prior to closure of the railway level crossing and replacement with the Northcliffe Drive extension.

Following the completion of the Initial Access Strategy, the following key 'local' roads and road related infrastructure required to service the West Dapto Release Area:

**Table 4.3.5 Local Road upgrades**

Road Link	Purpose
Darkes Road	The upgrade of Darkes Road from the Princes Highway to West Dapto Road as a major collector road provides direct access to the Freeway across the Princes Highway with a bridge over the South Coast rail line.
Cleveland Road	Upgrade of the existing roadway to cater for increased traffic volumes. <b>COMPLETED between railway and Fairwater Drive</b>
Avondale Road	Upgrade of the existing roadway to cater for increased traffic volumes
Huntley Road	Upgrade of the existing roadway to cater for increased traffic volumes
Marshall Mount Road	Upgrade of the existing roadway to cater for increased traffic volumes
Yallah Road	Upgrade of the existing roadway to cater for increased traffic volumes

**Table 4.3.6 New road requirements**

Road Link	Purpose
Princes Highway / Fowlers Rd – Fairwater Drive link	A major collector road connecting Princes Highway / Fowlers Rd intersection with Fairwater Drive, Horsley and with a bridge over the South Coast rail line, Mullet Creek and the Mullet Creek floodplain. Includes provisions for pedestrian / cycleways.
Northcliffe Drive extension	A major collector road to provide a heavy vehicle and volume high traffic linkage from the Princes Highway and M1 Freeway to the northern employment areas and to the northern and western residential areas with a bridge over the South Coast rail line. Construct a grade separated interchange connecting West Dapto Road to Northcliffe Drive via Wylie Road. This will remove the level crossing. This project is not included in the Section 94 plan and will require funding from the Government funding.
Road No 1	<p>A new roadway linking Darkes Road to Avondale Road. Consists of 3 sections:</p> <ul style="list-style-type: none"> <li>• Darkes Road to Bong Bong Road</li> <li>• Bong Bong Road to Cleveland Road – with two subsections, north and south of Fairwater Drive (east)</li> <li>• Cleveland Road to Avondale Road</li> </ul> <p>This new linkage allows traffic exiting Horsley to travel north and access the Princes Highway to the Freeway without travelling through the centre of Dapto.</p>
Road No 2	A major north-south collector road that serves the wider western area of the development by providing access from Bong Bong Village and surrounding residential areas and linking to West Dapto Road, Darkes Road or Northcliffe Drive extension.
Road No 3	A minor collector road that provides access from local areas onto the major collector road network and Darkes Road Village.
Road No 4	A minor collector road that provides access from local areas to the major collector road network just north of Darkes Road Village.
Road No 5	A major collector road that serves the southern and western areas of the development by providing links from Stages 3 and 4. It connects Avondale and Huntley Roads in the south to Road No 2 in the north.
Road No 6	A minor collector road that serves the southern and western areas of the development. It connects Avondale Road in the south to Road No.5 in the north at Bong Bong Village then continues south east to connect to Cleveland Road.
Road No 7	This is the extension of Bong Bong Road / Iredale Street west from Shone Avenue to join Road No 2. This link provides access between the new developments, Horsley, Dapto rail station and Dapto Town Centre, which would otherwise be isolated by the surrounding riparian areas.
Road No 8	A new road linking from the intersection of Yallah – Marshall Mount Road to Avondale Road.

The road works proposed are to utilise as far as possible the existing roadways as a matter of financial and practical efficiency. The existing road reserves in many places are sufficient to accommodate a wider carriageway, and the existing carriageways, while not in all cases being structurally adequate, may be successfully overlain where necessary by new pavement without the need for complete reconstruction. The key 'local' roads required to service the West Dapto Release Area are shown in Figure 4.3.3 above.

## Footpath/Cycleway requirements

Footpaths and cycleways are an important component of West Dapto and the realisation of a “sustainable” community. A significant emphasis on the design and planning for West Dapto has been the notion of walkable communities which enable sustainable living to occur.

The future strategy for walking and cycling for West Dapto will primarily require solutions at a local level. Walking is typically a preferred travel mode for journeys of up to one kilometre in length while cycling is typically feasible for many journeys of up to 2-5 kilometres on a regular basis. Transit orientated development encourages walking and cycling by locating residential, commercial and retail land uses in close and compatible proximity. To facilitate walking and cycling, it will be necessary to have high quality infrastructure that is well maintained and provides a direct route between key origins and destinations. Personal security is of utmost importance and “safer by design” (CPTED) principles are proposed to be applied.

To address walking infrastructure within the study area, walking routes should follow the road network which should be generally radial for up to one kilometre from each local village or neighbourhood centre. For cycling, the future study area urban form should make provision for either on-road or off-road cycleways as appropriate, giving consideration to the road type, traffic volumes and the local environment, either natural or built. Included in the design of the collector roads are 38km of cycleways. Additionally, 20km of share cycleways/pedestrian paths are proposed around the edge of the urban area in Stage 1/2 and 17km in stages 3 and 4. Additional cycleways will be considered in the redesign of the Yallah-Marshall Mount precinct.

Paved footpaths and or shared paths will be required to be provided adjacent to all future Type 2, 3 and 4 roads to be constructed within West Dapto. (See Figure 6 above) The base year travel data show that 26% of trips within Dapto were walking trips and 0.6% of trips were on cycleways. Future forecasts for walking and cycling indicate over 41,000 walk trips and 1,000 cycle trips per day for the urban release area at current trip rates and mode split. It should be anticipated that with transit orientated development and high quality infrastructure the number of walk and cycle trips should rise considerably.

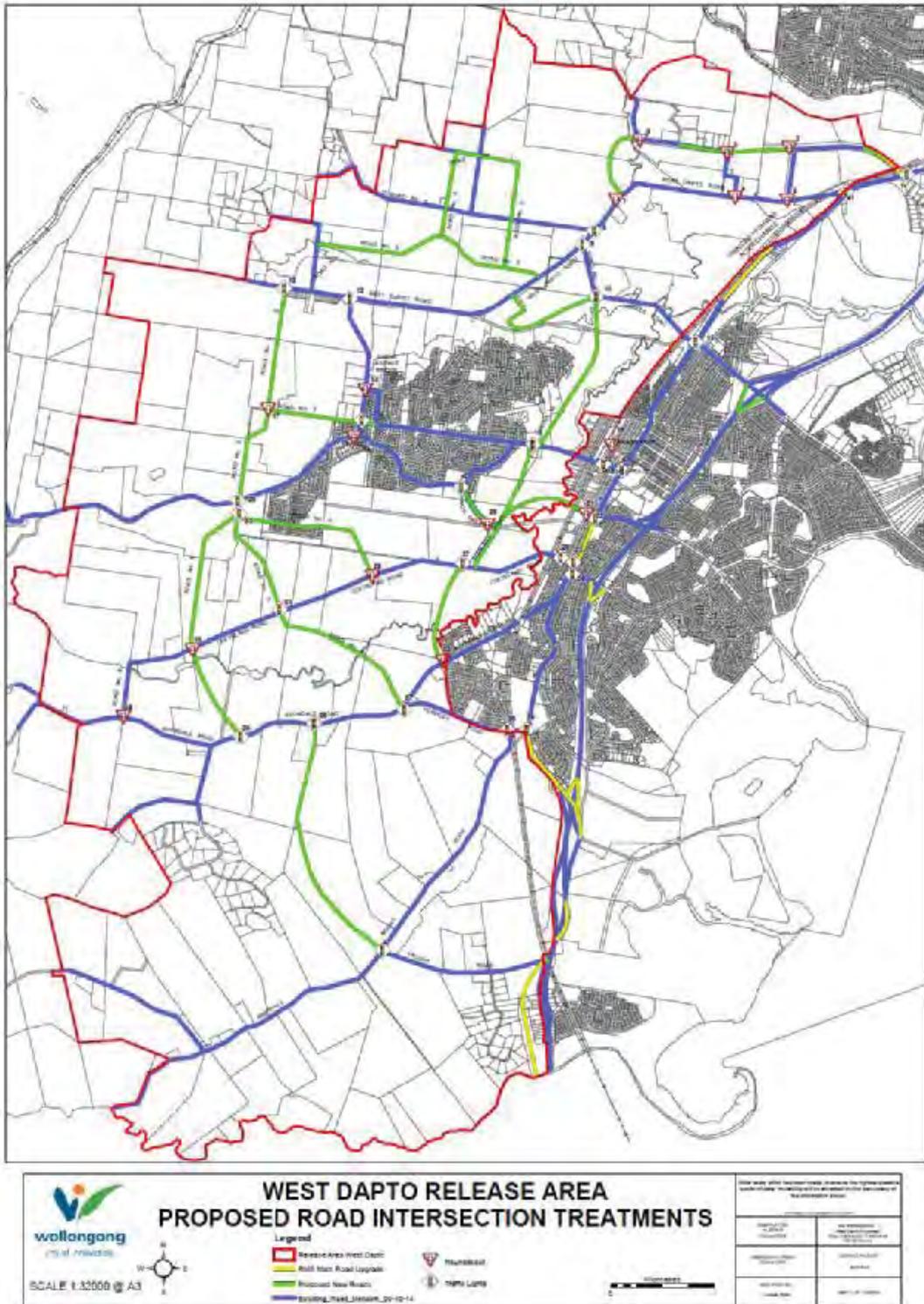
Shared off-road cycle and footpaths should be a minimum of 2.5 metres in width. Shared paths adjacent to collector roads will be provided in accordance with the dimensions shown in Figure 4.3.5.

The location of the off road shared path network generally following the edges of the residential area is shown in Figure 4.3.8 and will be further refined as more detailed Precinct Plans are submitted by land developers. These off road shared paths of 2.5 metres in width, total a distance of 20km in Stages 1 and 2, and 20 kilometres in length in stages 3 and 4, and 7km in Yallah Marshall Mount, for a cost of \$13 million. Due to their less direct alignment, they would mainly be used for recreation purposes rather than for commuting. The total West Dapto release area would require some 100 kilometres of shared pathway which has been evenly distributed throughout the urban release area in proportion to the population projections anticipated in the various stages.

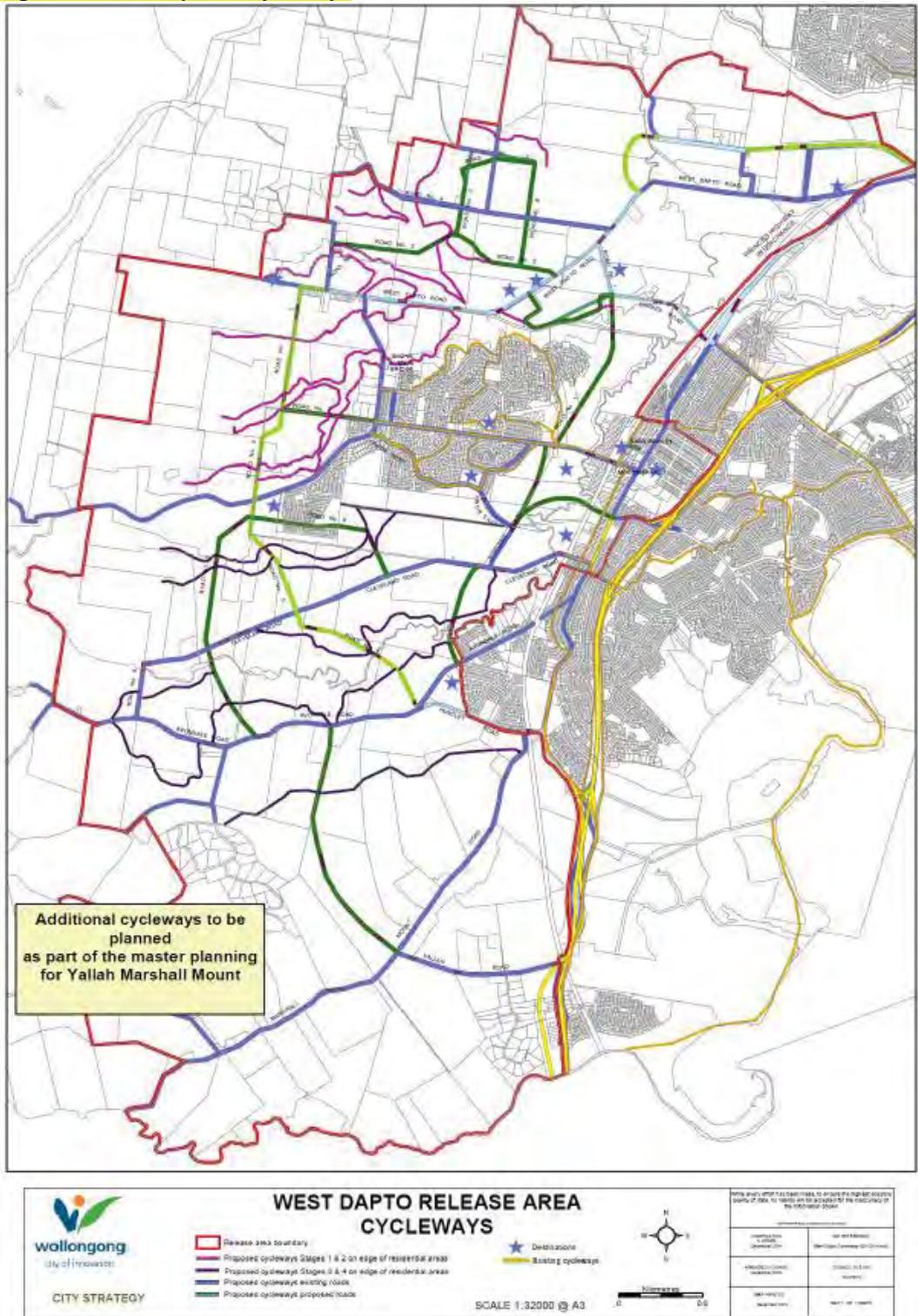
### 4.3.4 Works program

Table 4.3.7 below shows the works program for proposed roads and traffic management facilities required to meet demand expected to be generated by future development across the West Dapto area. This also shows the costs to be funded by section 94 development contributions. Costs shown as being funded by “Council Gap contribution” will be reduced via the allocation of any cost savings achieved in construction or acquisition allowances or via State or federal Grant funding.

**Figure 4.3.7 Proposed Intersection treatments**



**Figure 4.3.8 Proposed Cycleways**



**Table 4.3.7 Works program**

West Dapto Section 94 - roads																
Summary																
		Length (m)	Acquisition area (ha)	Acquisition cost	Pavement cost	Intersection cost	Water course Bridge cost	Rail level crossing cost	Rail bridge cost	Total	Apportmentment to WD	West Dapto cost contribution	Section 94 Funding contribution	Developer Direct funding	Council / existing development contribution	Council Gap contribution
<b>Completed projects</b>																
Fairwater Drive (West)	2 lanes - new	250.00	0.000	\$ -	\$ 1,936,216	\$ 228,391	\$ -	\$ -	\$ -	\$ 2,164,607	0%	\$ -	\$ -	\$ -	\$ 2,164,607	\$ -
Fairwater Drive (East)	2 lanes - new	477.00	0.954	\$ 695,528	\$ 3,696,784	\$ 1,716,229	\$ 4,432,381	\$ -	\$ -	\$ 10,540,921	91%	\$ 9,597,509	\$ 9,017,072	\$ -	\$ 943,412	\$ 580,437
Road 1 - Muller Creek Parkway (Middle south) (FW Dr E to Cleveland)	2 lanes - new	486.00	0.900	actual costs part of Fairwater Drive East	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	91%	\$ -	\$ -	\$ -	\$ -	\$ -
Fowlers Rd extension (Princes Hwy to Marshall St)	2 lanes - new	85.00	0.000	\$ -	\$ 389,812	\$ 1,048,019	\$ -	\$ -	\$ -	\$ 1,447,831	18%	\$ 264,434	\$ 248,441	\$ -	\$ 1,183,397	\$ 15,992
Cleveland Rd (railway to Road 1)	2 lanes - upgrade	648.00	0.09	\$ 49,696	\$ 1,167,849	\$ -	\$ 5,542,232	\$ -	\$ -	\$ 6,799,776	100%	\$ 6,799,776	\$ 6,380,959	\$ -	\$ -	\$ 408,817
Princes Highway / West Dapto Rd intersection	2 lanes - upgrade	87.00	0.000	\$ -	\$ 1,199,202	\$ 2,220,092	\$ -	\$ -	\$ -	\$ 3,419,294	94%	\$ 3,220,596	\$ 3,025,821	\$ -	\$ 198,698	\$ 194,775
Shone Avenue north (West Dapto Road to Horley Dr)	2 lanes - upgrade	727.80	1.125	\$ 409,268	\$ 2,688,218	\$ 436,307	\$ 9,718,813	\$ -	\$ -	\$ 13,252,606	91%	\$ 12,066,498	\$ 11,336,741	\$ -	\$ 1,186,108	\$ 729,757
<b>Sub-total</b>		<b>2,730.80</b>	<b>3.07</b>	<b>\$ 1,154,492</b>	<b>\$ 11,088,080</b>	<b>\$ 5,649,037</b>	<b>\$ 19,693,426</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37,585,036</b>		<b>\$ 31,908,812</b>	<b>\$ 29,979,033</b>	<b>\$ -</b>	<b>\$ 5,676,223</b>	<b>\$ 1,929,779</b>
<b>Existing local roads</b>																
West Dapto Rd	2 lanes / 4 lanes	12,236.16	0.782	\$ 195,267	\$ 26,721,408	\$ 1,973,149	\$ 69,630,839	\$ -	\$ -	\$ 98,520,663	91%	\$ 89,703,064	\$ 65,943,457	\$ 16,618,265	\$ 8,817,599	\$ 7,141,342
Warragwille Rd	2 lanes / 4 lanes	622.06	0.914	\$ 2,864,107	\$ 29,297,877	\$ -	\$ -	\$ -	\$ -	\$ 32,161,983	91%	\$ 29,283,486	\$ 27,512,481	\$ -	\$ 2,878,498	\$ 1,771,005
Darkes Rd level crossing	upgrade level crossing	136.00	0.000	\$ -	\$ 458,720	\$ 833,896	\$ -	\$ -	\$ 27,539,487	\$ 28,832,102	100%	\$ 28,832,102	\$ 27,088,397	\$ -	\$ -	\$ 1,743,706
Darkes Road	2 lanes	1,683.10	1.431	\$ 223,290	\$ 9,248,564	\$ 833,896	\$ 8,599,273	\$ -	\$ -	\$ 18,865,023	100%	\$ 18,865,023	\$ 14,185,738	\$ 3,418,850	\$ -	\$ 1,260,434
Shone Ave south	2 lanes	491.00	0.00	\$ -	\$ 2,542,115	\$ 725,941	\$ -	\$ -	\$ -	\$ 3,268,056	91%	\$ 2,975,565	\$ 1,807,482	\$ 954,750	\$ 292,491	\$ 213,332
Bong Bong Rd rail crossing	2 lanes	20.00	0.000	\$ -	\$ -	\$ -	\$ -	\$ 2,809,909	\$ 28,399,380	\$ 31,209,289	99%	\$ 30,957,802	\$ 29,085,538	\$ -	\$ 251,487	\$ 1,872,264
Bong Bong Rd (East) (Horley to Dapto)	2 lanes	736.00	0.000	\$ -	\$ 3,810,584	\$ 1,146,524	\$ 10,271,127	\$ -	\$ -	\$ 15,228,235	100%	\$ 15,176,328	\$ 14,259,059	\$ -	\$ 61,307	\$ 917,669
Bong Bong Rd (west)	2 lanes	1,996.00	0.544	\$ 299,630	\$ 10,334,137	\$ 573,262	\$ -	\$ -	\$ -	\$ 11,207,029	100%	\$ 11,207,029	\$ 1,595,492	\$ 8,632,000	\$ -	\$ 979,537
Avondale Rd	2 lanes	3,386.00	0.660	\$ 363,521	\$ 17,530,756	\$ 152,679	\$ 2,646,435	\$ 51,774	\$ -	\$ 20,745,165	100%	\$ 20,745,165	\$ 2,535,027	\$ 16,382,800	\$ -	\$ 1,827,338
Cleveland Rd (east of railway)	2 lanes	120.00	0.000	\$ -	\$ 621,291	\$ 1,407,158	\$ -	\$ -	\$ -	\$ 2,028,448	67%	\$ 1,365,851	\$ 1,273,852	\$ -	\$ 51,307	\$ 703,290
Cleveland Rd (west of Road 1)	2 lanes	4,060.00	2.74	\$ 1,491,078	\$ 20,864,862	\$ -	\$ 4,478,582	\$ -	\$ -	\$ 26,624,320	100%	\$ 26,624,320	\$ 6,967,836	\$ 17,618,300	\$ 0	\$ 2,238,164
Huntley Road	4 lanes	1,114.00	0.446	\$ 245,432	\$ 6,503,946	\$ 1,407,158	\$ -	\$ -	\$ 3,053,578	\$ 11,210,113	100%	\$ 11,210,113	\$ 10,532,149	\$ -	\$ -	\$ 677,964
Yallah Road	2 lanes	1,923.00	0.658	\$ 362,420	\$ 9,996,186	\$ -	\$ 1,832,147	\$ -	\$ -	\$ 12,190,762	100%	\$ 12,190,762	\$ 7,101,262	\$ 4,168,900	\$ -	\$ 880,590
Marshall Mount Road	2 lanes	5,610.40	0.890	\$ 490,171	\$ 29,047,417	\$ 1,146,524	\$ 6,356,995	\$ -	\$ -	\$ 37,041,107	100%	\$ 37,041,107	\$ 10,267,345	\$ 23,704,911	\$ -	\$ 3,068,851
<b>Sub-total</b>		<b>34,133.72</b>	<b>9.04</b>	<b>\$ 6,534,913</b>	<b>\$ 166,927,662</b>	<b>\$ 10,200,185</b>	<b>\$ 103,775,397</b>	<b>\$ 2,861,683</b>	<b>\$ 58,992,445</b>	<b>\$ 349,292,286</b>		<b>\$ 336,328,307</b>	<b>\$ 220,155,114</b>	<b>\$ 91,498,776</b>	<b>\$ 12,342,689</b>	<b>\$ 25,295,707</b>
<b>New local roads</b>																
Northcote Dr - Redcliffs Rd - West Dapto Rd extension	4 lanes	12,748.28	2.475	\$ 1,022,867	\$ 18,361,480	\$ 2,112,609	\$ 31,088,776	\$ -	\$ -	\$ 52,575,613	100%	\$ 52,546,901	\$ 34,396,931	\$ 13,025,575	\$ 28,611	\$ 5,124,395
Sean Bean St extension	2 lanes	87.60	0.024	\$ 51,930	\$ 433,542	\$ 262,837	\$ -	\$ -	\$ -	\$ 758,319	0%	\$ -	\$ -	\$ -	\$ 758,319	\$ -
Princes Highway to Fairwater Drive link	4 lanes	2,000.000	0.000	\$ 13,500,000	\$ 8,000,000	\$ 40,000,000	\$ -	\$ -	\$ 30,000,000	\$ 93,500,000	90%	\$ 84,150,000	\$ 79,000,782	\$ -	\$ 9,350,000	\$ 5,089,218
Road 1 - Muller Creek Parkway (north) (Bong Bong to Darkes)	2 lanes	1,527.00	3.054	\$ 1,590,901	\$ 7,905,926	\$ 573,262	\$ 8,636,383	\$ -	\$ 2,270,135	\$ 20,976,607	100%	\$ 20,976,607	\$ 19,707,985	\$ -	\$ -	\$ 1,268,622
Road 1 - Muller Creek Parkway (Middle north) (FW Dr E to Bong Bong)	2 lanes	728.00	1.456	\$ 447,241	\$ 3,769,164	\$ 152,679	\$ 3,701,307	\$ -	\$ -	\$ 8,070,392	100%	\$ 8,070,392	\$ 7,582,311	\$ -	\$ -	\$ 488,081
Road 1 - Muller Creek Parkway (South) (Cleveland to Avondale)	2 lanes	1,060.00	2.120	\$ 93,414	\$ 4,689,681	\$ 152,678	\$ 9,870,152	\$ -	\$ -	\$ 14,775,926	100%	\$ 14,775,926	\$ 9,286,973	\$ 4,440,800	\$ -	\$ 1,048,853
Road 2	2 lanes - Bridges only funded by S94	193.00	0.386	\$ 17,008	\$ -	\$ -	\$ 11,905,871	\$ -	\$ -	\$ 11,922,879	100%	\$ 11,922,879	\$ 11,201,808	\$ -	\$ -	\$ 721,071
Road 3	2 lanes - not S94 funded															
Road 4	4 lanes	4,895.60	8.287	\$ 4,373,805	\$ 27,840,857	\$ 2,300,098	\$ 27,135,207	\$ -	\$ -	\$ 61,649,968	100%	\$ 61,649,968	\$ 57,921,506	\$ -	\$ -	\$ 3,728,462
Road 5	2 lanes - Bridges only funded by S94	0.00	0.000	\$ -	\$ -	\$ 878,620	\$ 11,103,921	\$ -	\$ -	\$ 11,982,541	100%	\$ 11,982,541	\$ 10,432,379	\$ 797,600	\$ -	\$ 752,562
Road 7	2 lanes - Part S94 funded	329.96	0.269	\$ 46,645	\$ 1,185,423	\$ -	\$ 6,168,945	\$ -	\$ -	\$ 7,403,913	99%	\$ 7,327,930	\$ 6,697,257	\$ 180,025	\$ 72,983	\$ 449,849
Road 8 - Yallah to Avondale	2 lanes	2,573.00	5.146	\$ 2,605,324	\$ 12,151,413	\$ 573,262	\$ 6,970,795	\$ -	\$ -	\$ 22,300,794	100%	\$ 22,300,794	\$ 20,952,088	\$ -	\$ -	\$ 1,348,706
<b>Sub-total</b>		<b>24,141.41</b>	<b>23.29</b>	<b>\$ 12,248,945</b>	<b>\$ 89,817,467</b>	<b>\$ 15,006,046</b>	<b>\$ 156,581,258</b>	<b>\$ -</b>	<b>\$ 32,270,135</b>	<b>\$ 305,933,851</b>		<b>\$ 295,703,939</b>	<b>\$ 257,229,521</b>	<b>\$ 18,454,600</b>	<b>\$ 10,219,913</b>	<b>\$ 20,019,818</b>
<b>Total - local roads</b>		<b>61,005.93</b>	<b>35.40</b>	<b>\$ 19,938,350</b>	<b>\$ 267,833,210</b>	<b>\$ 30,855,268</b>	<b>\$ 280,050,081</b>	<b>\$ 2,861,683</b>	<b>\$ 91,262,580</b>	<b>\$ 692,891,173</b>		<b>\$ 663,941,058</b>	<b>\$ 507,363,669</b>	<b>\$ 109,953,376</b>	<b>\$ 28,238,825</b>	<b>\$ 47,245,303</b>
<b>Regional roads - infrastructure not included in S94 Plan</b>																
Princes Highway	Widening, bridges & intersections	3,058.50	0.141	\$ 77,606	\$ 16,543,025	\$ 833,896	\$ 25,677,818	\$ -	\$ -	\$ 43,132,345	0%	\$ -	\$ -	\$ -	\$ -	\$ -
Northcote Rd - Redcliffs Rd - West Dapto Rd extension	Bridge over railway									\$ 66,094,769	0%	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Sub-total</b>		<b>3,058.50</b>	<b>0.14</b>	<b>\$ 77,606</b>	<b>\$ 16,543,025</b>	<b>\$ 833,896</b>	<b>\$ 25,677,818</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 66,094,769</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL</b>		<b>64,064.43</b>	<b>35.54</b>	<b>\$ 20,015,956</b>	<b>\$ 284,376,235</b>	<b>\$ 31,689,164</b>	<b>\$ 305,727,899</b>	<b>\$ 2,861,683</b>	<b>\$ 157,357,349</b>	<b>\$ 802,028,287</b>		<b>\$ 663,941,058</b>	<b>\$ 507,363,669</b>	<b>\$ 109,953,376</b>	<b>\$ 28,238,825</b>	<b>\$ 47,245,303</b>

NB: Works Program total cost include portions to be delivered by industry directly via conditions of development consent

### 4.3.5 Transport infrastructure cost and apportionment

#### Methodology

The provision of the road and transport infrastructure identified for the West Dapto release area is considered essential in order to allow the proposed development to occur and will primarily benefit that development. West Dapto as planned could not function adequately without such upgrades and are planned to allow for a functioning transport system with sufficient access to services in an efficient but sustainable manner. As such, where any planned works and services are predominantly of benefit to the existing community, the new development will either not be required to contribute to the cost or else, contribute a portion only.

#### Development and Infrastructure Nexus

The nexus between the proposed infrastructure and the proposed development has been clearly demonstrated through the planning process and quantified by computer transport modelling. With few exceptions, the existing transport infrastructure is deemed adequate for the needs of the existing community only. Clearly, the proposed development requires a significant investment in transport infrastructure. The works necessary and associated costs are set out in a previous section.

This Section 94 Plan determines a contribution for transport infrastructure that includes:

- New collector roads
- Upgrading existing collector roads
- Provision of road bridges
- Provision of bus related infrastructure
- Off road shared paths

#### Apportionment of Cost

While Figure 4.3.3 shows the proposed framework of higher order roads that are required to service West Dapto, Figure 4.3.9 below indicates those roads that will be partially or totally funded through the application of a Section 94 contribution. It is these roads that form the basis of the Works Program set out in Table 4.3.7. The total cost for the necessary roads, bridges and other identified transport infrastructure is to be apportioned across all new development.

Developers would be required to construct all other necessary roads including all local roads to service future allotments. The need for the provision of higher order collector roads and necessary road width results in the need for land acquisition.

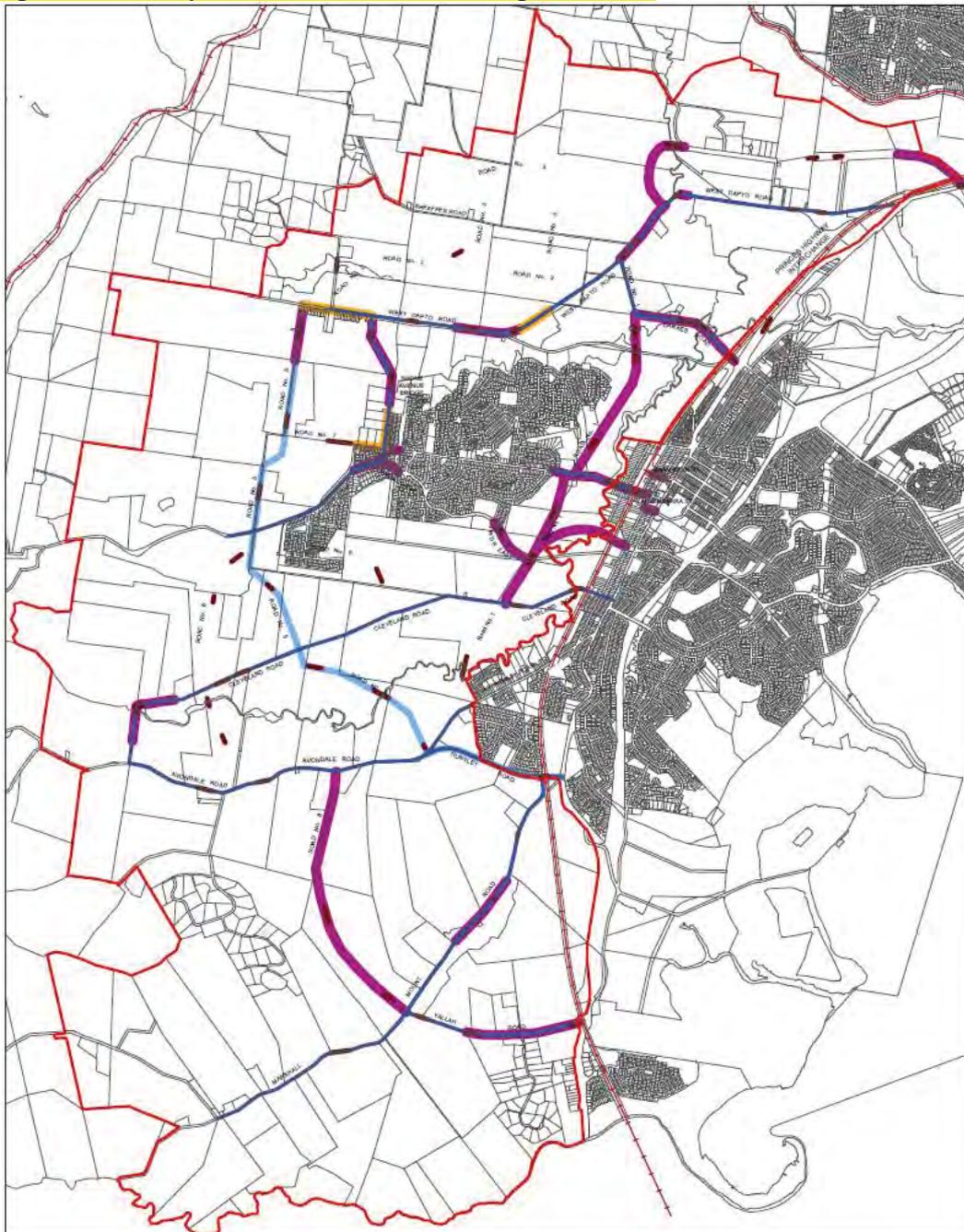
Figure 4.3.9 and the Works Programs identify the portion of the selected roads that are classed as "Difficult Roads" which are required to be constructed to achieve overall road network objectives but will have little to no new adjoining development land to fund construction directly.

Figure 4.3.9 also identifies the main link for emergency access during flood events. Figure 4.3.10 indicates the current envisaged flood access network

Section 94 levies will fund the following necessary road & transport infrastructure groups:

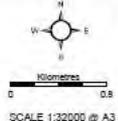
1. Public transport
2. Difficult Roads
3. Flood Access main link
4. Where a necessary higher order collector road is designated as 4 lanes, but not classed as part of "Difficult Roads", the cost difference between a 2 lane major collector road and the 4 lane collector road.
5. Bridges on all roads identified in Figure 4.3.9

**Figure 4.3.9 Proposed roads to be funded through Section 94**





**WEST DAPTO RELEASE AREA  
PROPOSED SECTION 94 ROAD NETWORK**



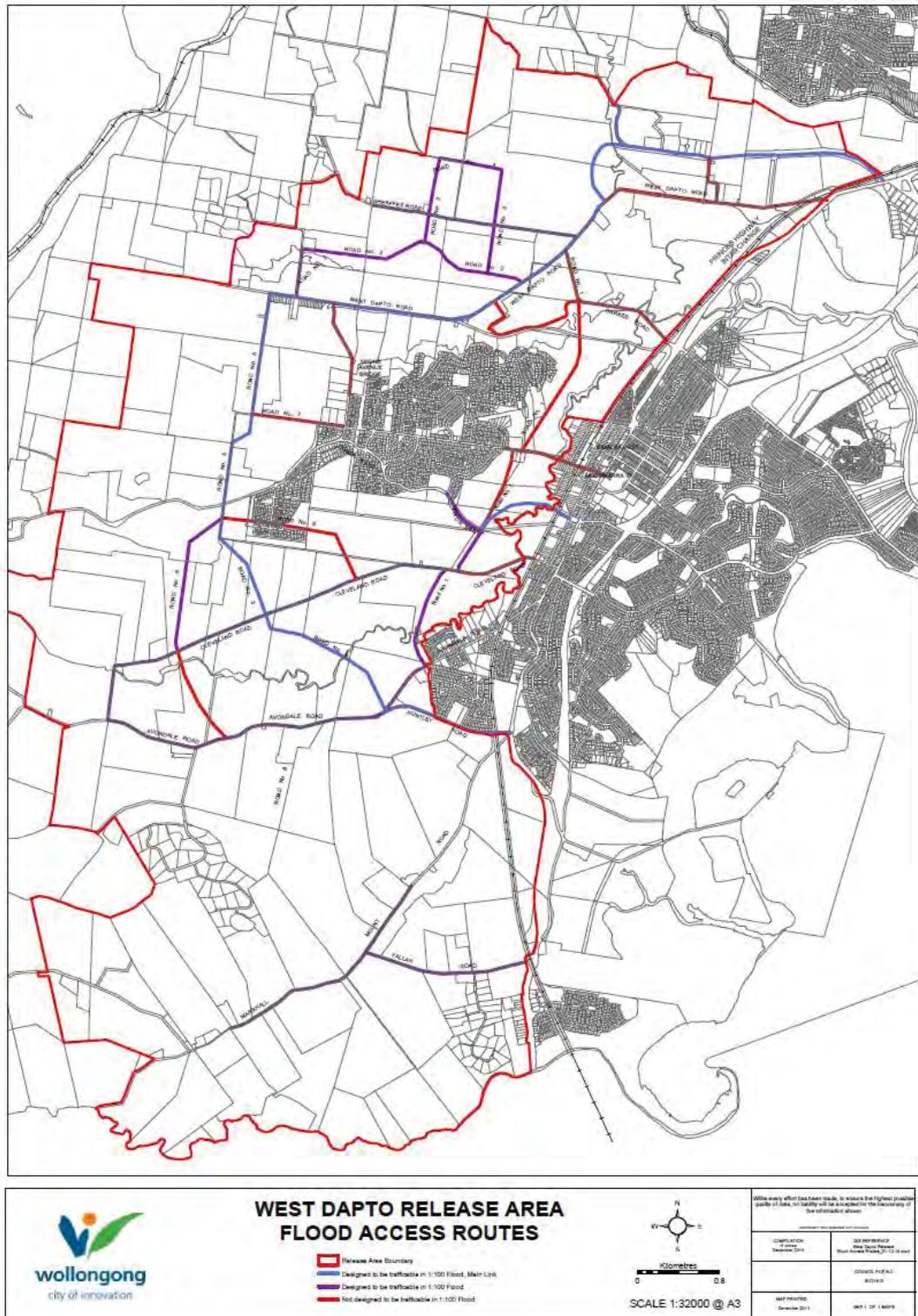
SCALE 1:32000 @ A3

While every effort has been made to ensure the highest possible quality of data, no liability will be accepted for the accuracy of the information shown.

CONTRIBUTOR: W. Jones December 2014	DATE PREPARED: West Dapto Proposal Revised Date: March 2015 (1:10,000)
DRAWN BY: R. J. H. H. H.	
MAP PRODUCED: October 2015	
MAP OF: 1/1014	

Release Area Boundary	New Roads
Bridges	Upgrade to Existing Roads
Sec94 Half Funded Roads	1 in 100 Flood Access, Main Link, S94 Funded
Sec94 Fully Funded Roads	

**Figure 4.3.10 Proposed Flood access network**



**Table 4.3.8 Bus shelters**

Road No &/or name	Link Description	Link Length (m)	No. Shelters	Stage
Northcliffe Dr extension	Lawn Cemetery to Railway Line	350	2	1
Northcliffe Dr extension	Lawn Cemetery Entrance to Wylie Rd	680	3	1
Northcliffe Dr extension	Wylie Rd to Reddalls Rd	690	3	1
Reddalls Rd	Northcliffe Dr extension to West Dapto Rd	530	3	1
West Dapto Rd	Reddalls Rd to Northcliffe Dr extension	1190	6	1
West Dapto Rd	east of Catholic Cemetery to Road No.2	1100	6	1
Road No.2	West Dapto Rd to Road No.3	340	2	1
Road No.3	Road No.2 (east) to Road No.2 (west)	2450	12	1
Road No.2	Road No.3 to West Dapto Rd	1470	7	1
West Dapto Rd	rail line to Jersey Farm Rd	1880	9	1
Darkes Rd west extension	West Dapto Rd to Road No.1	1200	6	1
Road No.1	Darkes Rd to Bong Bong Rd	1600	8	3
Road No.1	Bong Bong Rd to Fairwater Dr	860	4	3
Road No.1	Fairwater Dr to Cleveland Rd	450	2	3
Road No.1	Cleveland Rd to Avondale Rd	1020	5	3
Fairwater Dr (east)	Sierra Dr to Road No.1	390	2	1
Fairwater Dr (west)	Highcroft Bvde to Bong Bong Rd	275	1	1
Shone Ave	West Dapto Rd to Horsley Dr	950	5	1
Road No.2	West Dapto Rd to Road No.7	2750	14	1
Road No.5	Road No.7 to Bong Bong Rd	970	5	3
Road No.5 loop around Bong Bong TC	Bong Bong Rd to Road No.6	1000	5	3
Road No.6	Road No.5 to Bong Bong (sth) extrn	900	5	3
Bong Bong (sth) extrn	Bong Bong Rd to Road No.6	800	4	3
Bong Bong Rd	Sierra Dr to Marshall St	970	5	1
Cleveland Rd	Marshall St to Road No.1	990	5	3
Cleveland Rd	Road No.1 to Road No.6	920	5	3
Cleveland Rd	Road No.6 to Road No.5	950	5	3
Road No.5	Road No.6 to Cleveland Rd	890	4	3
Road No.6	Road No.5 to Cleveland Rd	1370	7	3
Cleveland Rd	Road No.6 (west) to Road No.8	650	3	3
Road No.8 (Cleveland Rd)	Cleveland Rd to Avondale Rd	530	3	4
Avondale Rd	Road No.6 to Road No.8	1500	8	4
Avondale Rd	Road No.9 to Road No.6	800	4	4
Avondale Rd	Huntley Rd to Road No.9	860	4	4
Huntley Rd	Avondale Rd to Princes Hwy	1250	6	4
Road No.9	Marshall Mt Rd to Avondale Rd	2375	12	YMM
Marshall Mt Rd	Yallah Rd to Huntley Rd	2520	13	YMM
Marshall Mt Rd	Yallah Rd to WCC Boundary	2370	12	YMM
	<i>Totals</i>	42790	214	
	<b>Total shelters required</b>		<b>214.00</b>	
	<b>Cost per shelter</b>		<b>\$30,000</b>	
	<b>Total cost of shelters</b>		<b>\$6,420,000</b>	

<b>Bus Transport Kiosks (larger bus stops)</b>				
Road No &/or name	Link Description	No. Kiosks	Stage	
Road No.2	Road No.3 to West Dapto Rd - Darkes Town Centre	1	1	1
Road No.2 & West Dapto Rd	Intersection at Wongawilli	1	1	1
Road No.5	Bong Bong Rd to Road No.6 - Bong Bong Town Centre	1	1	1
Road No.1 & Bong Bong Rd	Intersection at east Horsley	1	1	3
Road No.1 & Cleveland Rd	Intersection at Purrungully Village	1	1	3
Road No.9 & Avondale Rd	Intersection at Moorland Village	1	1	4
Marshall Mount Rd	Marshall Mount Village	1	1	YMM
	<i>Total</i>	7		
	<b>Total kiosks required</b>	<b>7</b>		
	<b>Cost per shelter</b>	<b>\$150,000</b>		
	<b>Total cost of kiosks</b>	<b>\$1,050,000</b>		

Total cost for bus shelter/transport kiosk infrastructure (Bus Stops & Kiosks) **\$7,470,000**  
 (funding via S-94 contributions)

Dapto Station Multi-Modal Transit Interchange	
Road No &/or name	Description
Bong Bong Rd & Station St etc	Dapto Railway Station Multi-Modal Transit Interchange
	Allow for rail, bus, taxi, bicycle, pedestrian, kiss & ride, coach facility
	Attribute 60% use to future West Dapto development (based on population)
	\$5,000,000
	\$3,000,000

\$2,000,000 Council contribution  
(funding via S-94 contributions)

TOTAL PUBLIC TRANSPORT INFRASTRUCTURE COST TO S-94 **\$10,470,000**

West Dapto - Bus Shelters (non - S-94 as existing local areas)			
Road No &/or name	Link Description	Link Length (m)	No. Shelters
Princes Hwy	Northcliffe Dr to Darkes Rd	2850	14
Princes Hwy	Darkes Rd to Cleveland Rd	2450	12
Princes Hwy	Cleveland Rd to Huntley Rd	1750	9
Marshall St	Bong Bong Rd to Cleveland Rd	1000	5
Burke/Laver/Emerson Rds	loop through Mt Brown residential area	2750	14
Penrose Dr/Goolagong St	Avondale Rd to Huntley Rd	930	5
Fairwater Dr	Sierra Dr to Highcroft Bvde	1000	5
Bong Bong/Homestead/Horsley Dr	Road No.1 to Shone Ave	2300	12
	Totals	15030	75
	Total shelters required		75
	Total cost of shelters		\$2,250,000 (WCC to fund)

#### 4.3.6 Contribution rates

Contributions for roads, traffic management and transport facilities will be determined as follows:

##### Residential

On a per residential dwelling / Lot basis. All developments will make the same contribution (based on dwelling or Lot number) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

##### Employment Lands

On a net developable land basis. All developments will make the same contribution (based on land area) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

The following contribution rates therefore apply:

##### Residential Contribution rate (per lot/dwelling):

Zone	Roads	Public transport
R3 Medium Density	\$ 16,081	\$ 1,162
R2 Low Density	\$ 16,081	\$ 1,162
R5 Large Lot Residential	\$ 16,081	\$ 1,162
E4 Environmental Living	\$ 16,081	\$ 1,162
B2 Local Centre	\$ 16,081	\$ 1,162
B1 Neighbourhood Centre	\$ 16,081	\$ 1,162

##### Employment Lands Contribution rate (per hectare):

Zone	Roads	Public transport
IN3 Heavy Industry	\$ 38,589	\$ 477
IN2 Light Industry	\$ 38,589	\$ 477

## 4.4 Drainage management

Water cycle management refers to a range of water cycle systems which are an integral component of urban development. It includes the provision of potable water, sewer reticulation and the management of stormwater quality and quantity.

The provision of potable water and sewer reticulation represents a significant component of the water cycle management strategy. Under present institutional arrangements the major capital infrastructure requirements for the provision or procurement of water and sewer falls upon the Sydney Water Corporation.

The remaining aspect of water cycle management relates to the management of stormwater quality and quantity. It is vital that any future development in West Dapto establishes a sustainable balance between current uses, new development and the environment. This will require a range of local measures that will ensure that the quality and quantity of water leaving the site is at least at the level equal to predevelopment levels for a range of storm events.

Typically this is achieved through the provision of a number of measures such as trunk drainage, wet basins, dry basins, water quality facilities, swales, filters and wetlands. These works are mandated by Council as a development standard and requirement. The cost of these facilities is generally borne by developers either as a development standard or through Section 94 levies. It is also common for the facilities to be constructed by the developers at the development stage and the cost of the work offset against required section 94 contributions.

In terms of general water management, the overall master planning approach is to use the 'Treatment Train' (Water Sensitive Urban Design) of detention and water cleansing in order to ensure water quality and flood mitigation once urban runoff reaches the creek systems. The 'Treatment Train' treats water in a progressive way, from source at the house (rainwater tanks, water harvesting) through on-street treatment (BioSwales, Rain Gardens) to riparian edge swales, wetlands and ponds. The street system has been designed to run water down the gentle grades of the contours in a primarily North-South direction.

#### 4.4.1 Existing facilities and current provision level

The existing urban areas of Dapto and Horsley have developed with storm water facilities suitable for the development at that time. Council has also upgraded facilities since to improve the capacity of the system and the quality of the water discharged.

Horsley contains 3 large detention basins that serve the existing development; they are not designed to cater for additional development.

There is no existing contributions plan to provide facilities for storm water within the release area.

#### 4.4.2 Additional facilities required

There is a need for additional and upgraded stormwater and flood management facilities throughout various catchments across the West Dapto area to facilitate and cater for future development. Council has determined that there will be gradual upgrading of the stormwater system within each catchment as development proceeds. The provisions of the DCP allow for the majority of works to be carried out as development proceeds as a condition of consent. The exception is the provision of basin works that are required to remove the potential flooding effect of increased runoff into the systems due to increased impervious area of the development.

**Table 4.4.1 Drainage Summary**

	Construction costs	Acquisition Area (ha)	Acquisition costs	Total cost	Cost Apportionment to S94 West Dapto (%)	West Dapto cost contribution	Section 94 Funding contribution	Council / existing development contribution	Council - Funding Gap contribution
Watercourse Acquisition	\$ -	\$ 244	\$ 10,751,416	\$ 10,751,416	100%	\$ 10,751,416	\$ 10,751,416	\$ -	\$ -
Detention Basins	\$ 44,976,898	\$ 56	\$ 25,766,736	\$ 70,743,633	100%	\$ 70,743,633	\$ 25,766,736	\$ -	\$ -
Enhanced Storage Areas	\$ 21,480,800	\$ 64.5	\$ 10,657,782	\$ 32,138,581	100%	\$ 32,138,581	\$ 32,138,581	\$ -	\$ -
Trunk drainage	\$ 16,523,692	\$ -	\$ -	\$ 16,523,692	100%	\$ 16,523,692	\$ 16,523,692	\$ -	\$ -
<b>Total</b>	<b>\$ 82,981,390</b>	<b>\$ 365</b>	<b>\$ 47,175,933</b>	<b>\$ 130,157,323</b>		<b>\$ 130,157,323</b>	<b>\$ 85,180,425</b>	<b>\$ -</b>	<b>\$ -</b>

#### a. Detention basins

To manage the increase in runoff due to increased hard surfaces, Stormwater detention is proposed to be managed within Neighbourhood planning precincts as defined in Wollongong Development Control Plan 2009 – Draft Chapter D16: West Dapto Release Area which will take into account either individual or multiple Mullet Creek subcatchments to reflect existing conditions. Accordingly,

detention basins that provide for the storage capacity equivalent to the 58 single sub catchment detention basins as shown (Table 4.4.4) are required. In addition, each neighbourhood plan will need to address water quality requirements which may or may not be a function of the proposed basin. The location of each basin will be determined as part of the Neighbourhood Plan for each precinct.

It has been estimated that of the 58 hectares of land required to accommodate the basins, 50% may be located within residential zoned lands and 50% likely to be located within riparian corridors. This assumption has been made to quantify likely land valuations.

To support the neighbourhood planning process in achieving an efficient stormwater system and address the potential inequity, that only some not all land owners within a Neighbourhood precinct will lose potential developable land area, Council will provide development contributions funding of land value for approved detention basins constructed in accordance with approved Neighbourhood plans or within individual developments considered sufficiently large enough to warrant their own detention basin so long as the provision of the individual basin is not done so to the detriment of the applicable Neighbourhood precinct.

The benefits arising from the proposed infrastructure is uniformly spread throughout each Neighbourhood / sub-catchment as this infrastructure will be providing the backbone for adequately conveying stormwater runoff originating on all parts of the catchments through and out of each catchment. The primary beneficiary is however the developed areas where the increased run off from urban development needs to be adequately conveyed without impact upon downstream properties. It is expected that the bulk of stormwater infrastructure will bypass the existing urban centres of Horsley and Dapto. There is therefore minimal benefit to these existing developed areas.

There will be significant infrastructure provision for the improvement of storm water quality throughout all catchments. None of these works is made necessary by the existing urban areas, nor will there be any substantial improvement in amenity to those areas.

Therefore the cost of the proposed works will be apportioned 100% to future development. As the generation of additional stormwater and the need to provide the proposed facilities is a product of the intensity of development i.e. the more intensive development generates a greater impact on runoff. The apportionment will be based on population as the more intense development will also generate increased population. The apportionment for stormwater management facilities is therefore 100% to residential and non residential development.

The construction costs of detention basins are to be funded directly by development within the applicable Neighbourhood.

**Table 4.4.2 Detention Basins**

No. of	Precinct / Stage	Land Use	Precinct	GROSS	Mullet Ck Detention Basins (m3)	Duck Ck Detention Basins (m3)	YIELD	Mullet Ck Detention Basins (m3)	Mullet Ck Detention Basins (\$)	Mullet Ck Land Acqis		Duck Ck Detention Basins (m3)	Duck Ck Detention Basins (\$)	Duck Ck Land Acqis							
										#2 x1.5	\$500,000			\$250,000	#2 x1.5	\$45	\$500,000	\$250,000			
26	Stage 1 Refurb to Sewerline "Mullet Ck Basin Catch"				100,100			100,100	10,167,070	\$	4,488,048	\$	2,244,024								
11	Stage 2 Refurb to Sewerline "Mullet Ck Basin Catch"				140,438			140,438	10,167,047	\$	4,233,917	\$	2,116,958								
9	Stage 3 Refurb to Sewerline "Mullet Ck Basin Catch"				58,427			58,281	4,226,741	\$	1,777,540	\$	888,970								
10	Stage 4 Refurb to Sewerline "Mullet Ck Basin Catch"				112,251			111,145	6,176,358	\$	3,432,820	\$	1,716,410								
<b>Stage 5 - LRS</b>																					
1	Fairfax Mansfield Mount	Enterprise Corridor	YIMBS PI	58,774		2,957	113					6,171,27	\$	305,916	\$	56,651	\$	28,326			
1	Fairfax Mansfield Mount	Environmental Living	YIMES PI	103,185		3,811	33					10,832,57	\$	538,927	\$	39,439	\$	49,720			
1	Fairfax Mansfield Mount	Light and Residential	YIMRS PI	221,980		7,348	107					23,244,46	\$	1,152,223	\$	73,296	\$	106,802			
1	Fairfax Mansfield Mount	Light Industrial	YIMRI PI	48,573		1,626						4,884,50	\$	244,150	\$	44,830	\$	22,419			
1	Fairfax Mansfield Mount	Low Density Residential	YIMRD PI	81,025		28,388	1,059					85,163,97	\$	4,221,810	\$	281,791	\$	360,989			
1	Fairfax Mansfield Mount	Neighbourhood Centre	YIMNC PI	26,441		300	35					2,776,98	\$	137,842	\$	25,460	\$	12,765			
58	Sub-Total			1,287,200	619,316	44,930		608,584	\$	37,710,210	\$	15,956,231	\$	7,796,117	\$	636,003	\$	4,227,581	\$	619,177	
	Cost				583,874																1,812,390

**b. Enhanced storage areas**

The detention basins mitigate the increased runoff due to increases in hard surfaces in the urban area. To offset the increases in flood impacts due to increase roughness in the riparian corridors, five Enhanced Storage Areas (ESAs) are proposed. The ESAs would be located along the creek and would involve embankments across the floodplain to the tops of the banks of the existing low flow channels.

**Table 4.4.3 Enhanced Storage Basins**

Location arranged north to south	Approx. Area ( ha )	Approx Storage Volume ( m2 )	Approx Cost ( \$ ) ( excl land acquisition )	Land cost at \$ per Ha below \$150,000	Total cost	Total cost indexed
FOREST CREEK	12	150,000	\$ 4,500,000	\$ 1,800,000	\$ 6,300,000	\$ 6,939,951
ROBINS CREEK	9	100,000	\$ 3,000,000	\$ 1,350,000	\$ 4,350,000	\$ 4,791,871
REED CREEK	10.5	140,000	\$ 2,500,000	\$ 1,575,000	\$ 4,075,000	\$ 4,488,936
MULLET CREEK	14	160,000	\$ 3,500,000	\$ 2,100,000	\$ 5,600,000	\$ 6,168,845
DUCK CREEK	19	180,000	\$ 6,000,000	\$ 2,850,000	\$ 8,850,000	\$ 9,748,978
	64.5	730000	\$ 19,500,000	\$ 9,675,000	\$ 29,175,000	\$ 32,138,581
Total	64.5	730000	\$ 21,480,800	\$ 10,657,782	\$ 32,138,581	\$ 32,138,581

### c. Waterway / drainage management

To enable Council to manage the drainage function of the watercourses the NSW Growth Centres Commission recommended that Council acquire the watercourse. This will provide for the long term management of the watercourse, including drainage works and weed management. It will overcome problems in other parts of the City, where the watercourses are on private land, and Council can only manage them in public reserves and road reserves. In these areas, the community still expects Council to "clean out" the watercourse even though it is in their ownership.

It is estimated that 244 hectares of watercourses will need to be acquired, at a rate of \$40,000 per hectare, which equates to \$9.76 million. These areas are shown as "Drainage Management" in Figure 4.4.1.

Figure 4.4.1 Drainage management

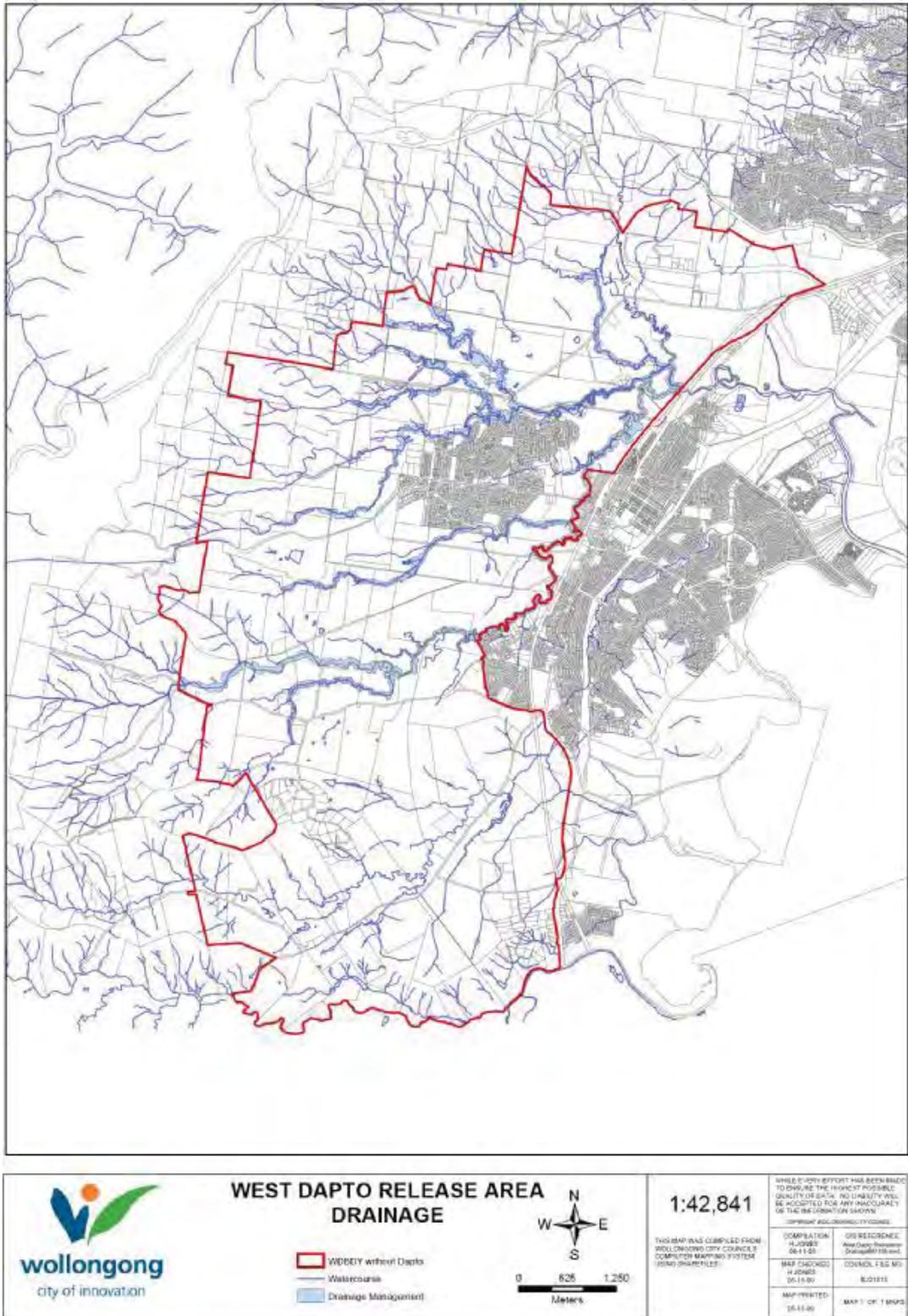
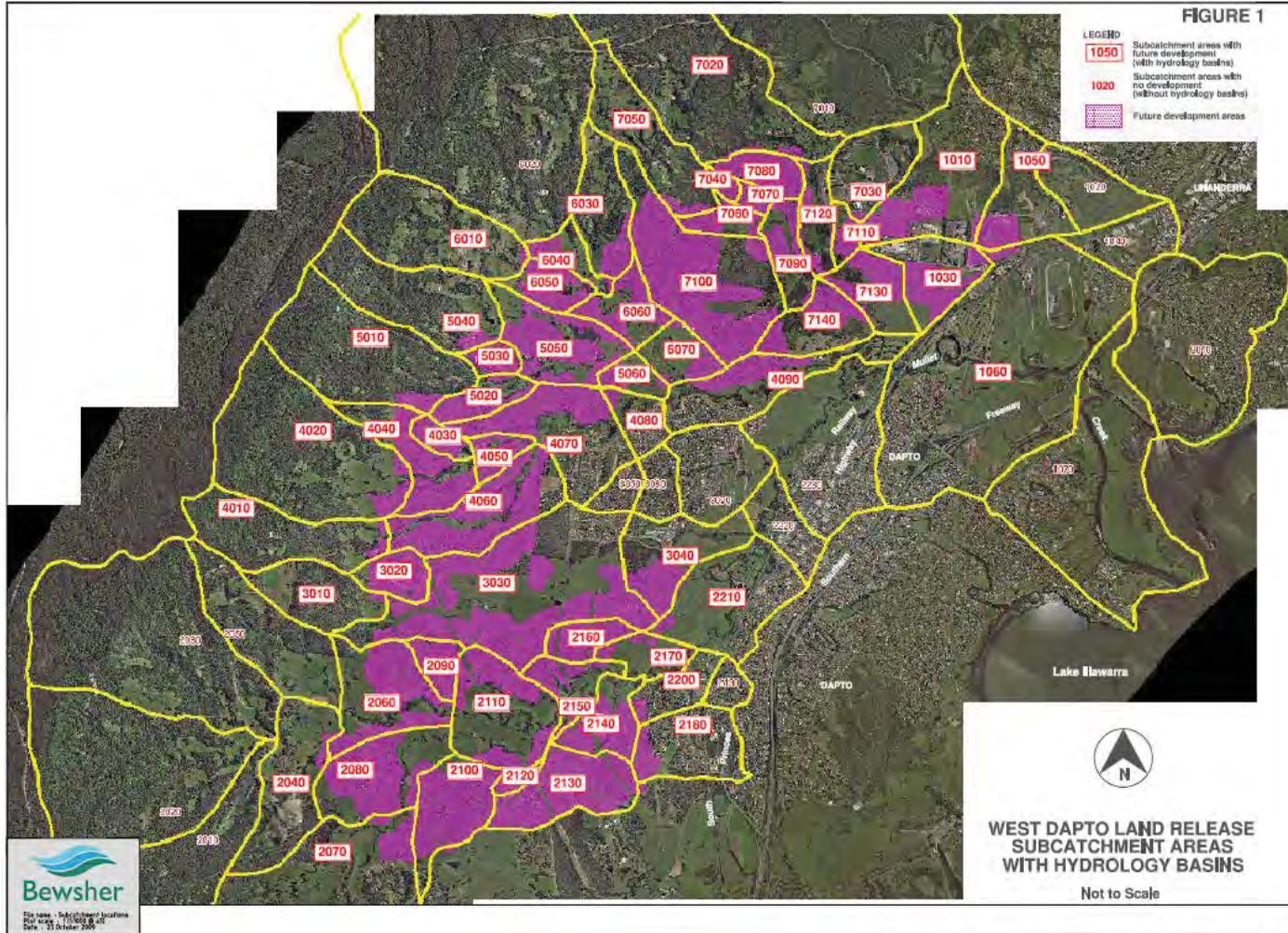


Figure 4.4.2 Mullet Creek Sub-catchments



**Table 4.4.4**

stage	ID	Catchment Area, ha	Dev. Area, 2009 total	Basin vol. 2009 total, m <sup>3</sup>	Basin area m <sup>2</sup> (if depth = 1.3m)	Basin flood storage cost per below \$/m <sup>3</sup>	Wetland area, m <sup>2</sup>	Wetland vol. m <sup>3</sup> (if depth = 0.8)	Wetland cost per below \$/m <sup>3</sup>	Construction cost	Contingency 25%	Total cost incl. contingency	Land acquisition				Total cost 2010 indexation 2010-1.1016	Total cost
													area (ha)	\$ 500,000	\$ 250,000	Land cost		
1	1010	146.31	23.83	11,915	9165	\$536,175	2621	2097	\$94,367	\$630,542	\$157,635	\$798,177	1.37	343,701.92	171,850.96	\$ 515,553	\$ 1,303,730	\$1,436,162
1	1030	61.72	22.85	11,425	8788	\$514,125	2514	2011	\$90,486	\$604,611	\$151,153	\$755,764	1.32	320,567.31	164,783.65	\$ 494,351	\$ 1,250,115	\$1,377,101
1	1050	68.88	12.09	6,045	4650	\$272,025	1330	1064	\$47,876	\$319,901	\$79,975	\$399,877	0.70	174,375.00	87,187.50	\$ 261,563	\$ 661,439	\$728,628
1	1060	440.74	3.28	1,640	1262	\$73,800	361	289	\$12,989	\$86,789	\$21,697	\$108,486	0.19	47,307.69	23,653.85	\$ 70,962	\$ 179,448	\$197,676
1	4090	93.45	17.82	7,128	5483	\$320,760	1960	1568	\$70,567	\$391,327	\$97,832	\$489,159	0.82	205,615.38	102,807.69	\$ 308,423	\$ 797,582	\$878,600
1	5030	15.85	11.77	4,708	3622	\$211,860	1295	1036	\$46,609	\$258,469	\$64,617	\$323,087	0.54	135,807.69	67,903.85	\$ 203,712	\$ 526,798	\$580,310
1	5040	120.21	3.93	1,572	1209	\$70,740	432	346	\$15,563	\$86,303	\$21,576	\$107,879	0.18	45,346.15	22,673.08	\$ 68,019	\$ 175,898	\$193,765
1	5050	82.44	40.89	16,356	12582	\$736,020	4498	3598	\$161,924	\$897,944	\$224,486	\$1,122,431	1.89	471,807.69	235,903.85	\$ 707,712	\$ 1,830,142	\$2,016,047
1	5060	20.55	5.71	2,353	1810	\$105,885	628	502	\$22,612	\$128,497	\$32,124	\$160,621	0.27	67,875.00	33,937.50	\$ 101,813	\$ 262,433	\$289,091
1	6010	128.78	1	400	308	\$18,000	110	88	\$3,960	\$21,960	\$5,490	\$27,450	0.05	11,538.46	5,769.23	\$ 17,308	\$ 44,758	\$49,304
1	6030	66.65	10.96	4,384	3372	\$197,280	1206	964	\$43,402	\$240,682	\$60,170	\$300,852	0.51	126,461.54	63,230.77	\$ 189,692	\$ 490,544	\$540,374
1	6040	24.83	9.59	3,836	2951	\$172,620	1055	844	\$37,976	\$210,596	\$52,649	\$263,246	0.44	110,653.85	55,326.92	\$ 165,981	\$ 429,226	\$472,827
1	6050	31.76	18.01	7,204	5542	\$324,180	1981	1585	\$71,320	\$395,500	\$98,875	\$494,375	0.83	207,807.69	103,903.85	\$ 311,712	\$ 806,086	\$887,968
1	6060	42.40	25.01	10,004	7695	\$450,180	2751	2201	\$99,040	\$549,220	\$137,305	\$686,525	1.15	288,576.92	144,288.46	\$ 432,865	\$ 1,119,390	\$1,233,097
1	6070	34.75	8.63	3,488	2683	\$156,960	949	759	\$34,175	\$191,135	\$47,784	\$238,919	0.40	100,615.38	50,307.69	\$ 150,923	\$ 389,842	\$429,441
1	7020	250.55	2.46	1,230	946	\$55,350	271	219	\$9,742	\$65,092	\$16,273	\$81,365	0.14	35,480.77	17,740.38	\$ 53,221	\$ 134,586	\$148,257
1	7030	60.75	0.83	415	319	\$18,675	91	73	\$3,287	\$21,962	\$5,490	\$27,452	0.05	11,971.15	5,985.58	\$ 17,957	\$ 45,409	\$50,022
1	7040	6.77	5.11	2,554	1965	\$114,975	562	450	\$20,236	\$135,211	\$33,803	\$169,013	0.29	73,701.92	36,850.96	\$ 110,553	\$ 279,566	\$307,964
1	7050	90.59	4.18	1,672	1286	\$75,240	460	368	\$16,553	\$91,793	\$22,948	\$114,741	0.19	48,230.77	24,115.38	\$ 72,346	\$ 187,087	\$206,091
1	7060	21.87	12.3	5,354	4118	\$240,930	1353	1082	\$48,708	\$289,638	\$72,410	\$362,048	0.62	154,442.31	77,221.15	\$ 231,663	\$ 593,711	\$654,020
1	7070	9.14	9.07	4,535	3488	\$204,075	998	798	\$35,917	\$239,992	\$59,998	\$299,990	0.52	130,817.31	65,408.65	\$ 196,226	\$ 496,216	\$546,622
1	7080	30.02	29.1	14,550	11192	\$654,750	3201	2561	\$115,236	\$769,986	\$192,497	\$962,483	1.68	419,711.54	209,855.77	\$ 629,567	\$ 1,592,050	\$1,753,769
1	7090	37.98	15.9	7,950	6115	\$357,750	1749	1399	\$62,964	\$420,714	\$105,179	\$525,893	0.92	229,326.92	114,663.46	\$ 343,990	\$ 869,883	\$958,245
17100 ESA	170.46	114.53	46,248	35575	\$2,081,160	12598	10079	\$453,539	\$2,534,699	\$633,675	\$3,168,374	5.34	1,334,076.92	667,038.46	\$ 2,001,115	\$ 5,169,489	\$5,694,603	
1	7110	14.30	6.54	3,270	2515	\$147,150	719	576	\$25,898	\$173,048	\$43,262	\$216,311	0.38	94,326.92	47,163.46	\$ 141,490	\$ 357,801	\$394,146
1	7120	35.97	7.5	3,750	2885	\$168,750	825	660	\$29,700	\$198,450	\$49,613	\$248,063	0.43	108,173.08	54,086.54	\$ 162,260	\$ 412,322	\$452,002
1	7130	47.90	18.77	9,385	7219	\$422,325	2065	1652	\$74,329	\$496,654	\$124,164	\$620,818	1.08	270,721.15	135,360.58	\$ 406,082	\$ 1,026,899	\$1,131,211
1	7140	53.57	23.04	10,822	8325	\$486,990	2534	2028	\$91,238	\$578,228	\$144,557	\$722,786	1.25	312,173.08	156,086.54	\$ 468,260	\$ 1,191,045	\$1,312,031
23030 ESA	267.33	114.92	45,968	35360	\$2,068,560	12641	10113	\$455,083	\$2,523,643	\$630,911	\$3,154,554	5.30	1,326,000.00	663,000.00	\$ 1,989,000	\$ 5,143,554	\$5,666,034	
2	4010	107.72	3.29	1,316	1012	\$59,220	362	290	\$13,028	\$72,248	\$18,062	\$90,311	0.15	37,961.54	18,980.77	\$ 56,942	\$ 147,253	\$162,211
2	4020	226.22	8.87	3,548	2729	\$159,660	976	781	\$35,125	\$194,785	\$48,696	\$243,482	0.41	102,346.15	51,173.08	\$ 153,519	\$ 397,001	\$437,328
2	4030	15.89	13.78	5,512	4240	\$248,040	1516	1213	\$54,569	\$302,609	\$75,652	\$378,261	0.64	159,000.00	79,500.00	\$ 238,500	\$ 616,761	\$679,411
2	4040	66.06	40.7	16,280	12523	\$732,600	4477	3582	\$161,172	\$893,772	\$223,443	\$1,117,215	1.88	469,615.38	234,807.69	\$ 704,423	\$ 1,821,638	\$2,006,679
2	4050	20.14	14.62	5,848	4498	\$263,160	1698	1287	\$57,895	\$321,055	\$80,264	\$401,319	0.67	168,692.31	84,346.15	\$ 253,038	\$ 654,357	\$720,827
2	4060	99.35	67.94	27,176	20905	\$1,222,920	7473	5979	\$269,042	\$1,491,962	\$372,991	\$1,864,953	3.14	783,923.08	391,961.54	\$ 1,175,885	\$ 3,040,838	\$3,349,724
24070 ESA	105.18	44.73	17,892	13763	\$805,140	4920	3936	\$177,131	\$982,271	\$245,568	\$1,227,839	2.06	516,115.38	258,057.69	\$ 774,173	\$ 2,002,012	\$2,205,375	
2	4080	29.27	2.43	972	748	\$43,740	267	214	\$9,623	\$53,363	\$13,341	\$66,704	0.11	28,038.46	14,019.23	\$ 42,058	\$ 108,761	\$119,809
2	5010	169.43	6.3	2,520	1938	\$113,400	693	554	\$24,948	\$138,348	\$34,587	\$172,935	0.29	72,692.31	36,346.15	\$ 109,038	\$ 281,973	\$310,616
2	5020	30.51	18.67	7,468	5745	\$336,060	2054	1643	\$73,933	\$409,993	\$102,498	\$512,492	0.86	215,423.08	107,711.54	\$ 323,135	\$ 835,626	\$920,509
3	2090	22.42	19.54	7,816	6012	\$351,720	2149	1720	\$77,378	\$429,098	\$107,275	\$536,373	0.90	225,461.54	112,730.77	\$ 338,192	\$ 874,665	\$963,403
3	2110	103.05	33.35	13,340	10262	\$600,300	3669	2935	\$132,066	\$732,366	\$183,092	\$915,458	1.54	384,807.69	192,403.85	\$ 577,212	\$ 1,492,669	\$1,644,294
3	2150	37.13	13.56	5,424	4172	\$244,080	1492	1193	\$53,698	\$297,778	\$74,444	\$372,222	0.63	156,461.54	78,230.77	\$ 234,692	\$ 606,914	\$668,564
3	2160	27.23	21.63	8,652	6655	\$389,340	2379	1903	\$85,655	\$474,995	\$118,749	\$593,744	1.00	249,576.92	124,788.46	\$ 374,365	\$ 968,109	\$1,066,449
3	2170	32.62	5.4	2,160	1662	\$97,200	594	475	\$21,384	\$118,584	\$29,646	\$148,230	0.25	62,307.69	31,153.85	\$ 93,462	\$ 241,692	\$266,242
3	2210	112.91	2.44	976	751	\$43,920	268	215	\$9,662	\$53,582	\$13,396	\$66,978	0.11	28,153.85	14,076.92	\$ 42,231	\$ 109,209	\$120,302
3	3010	67.65	1.09	436	335	\$19,620	120	96	\$4,316	\$23,936	\$5,984	\$29,920	0.05	12,576.92	6,288.46	\$ 18,865	\$ 48,786	\$53,742
3	3020	30.37	24.46	9,784	7526	\$440,280	2691	2152	\$96,862	\$537,142	\$134,285	\$671,427	1.13	282,230.77	141,115.38	\$ 423,346	\$ 1,094,773	\$1,205,980
3	3040	78.55	18.41	7,364	5665	\$331,380	2025	1620	\$72,904	\$404,284	\$101,071	\$505,355	0.85	212,423.08	106,211.54	\$ 318,635	\$ 823,989	\$907,690
4	2040	103.06	2.7	1,080	831	\$48,600	297	238	\$10,692	\$59,292	\$14,823	\$74,115	0.12	31,153.85	15,576.92	\$ 46,731	\$ 120,846	\$133,121
4	2060	93.03	45.49	18,196	13997	\$818,520	5094	4003	\$180,140	\$998,660	\$249,740	\$1,248,401	2.10	524,884.62	262,442.31	\$ 787,327	\$ 2,038,027	\$2,242,843
4	2070	185.44	11.91	4,764	3665	\$214,380	1310	1048	\$47,164	\$261,544	\$65,386	\$326,930	0.55	137,423.08	68,711.54	\$ 206,135	\$ 533,064	\$587,212
4	2080	91.31	49.46	19,784	15218	\$890,280	5441	4352	\$195,862	\$1,086,142	\$271,535	\$1,357,677	2.28	570,692.31	285,346.15	\$ 856,038	\$ 2,213,715	\$2,438,584
4	2100	70.99	56.35	22,540	17338	\$1,014,300	6199	4959	\$223,146	\$1,237,446	\$309,366	\$1,546,808	2.60	650,192.31	325,096.15	\$ 975,288	\$ 2,522,096	\$2,778,289
4	2120	8.24	6.27	2,508	1929	\$112,860	690	552	\$24,829	\$137,689	\$34,422	\$172,112	0.29	72,346.15	36,173.08	\$ 108,519	\$ 280,631	\$309,137
42130 ESA	80.25	61.48	24,592	18917	\$1,106,640	6763	5410	\$243,461	\$1,350,101	\$337,525	\$1,687,626	2.84	709,384.62	354,692.31	\$ 1,064,077	\$ 2,751,703	\$3,031,219	
4	2140	45.62	24.55	9,820	7554	\$441,900	2701	2160	\$97,218	\$539,118	\$134,780	\$673,898	1.13	283,269.23	141,634.62	\$ 424,904	\$ 1,098,801	\$1,210,417
4	2180	72.54	8.11	3,244	2495	\$145,980												

#### 4.4.3 Works program

Table 4.4.1 shows the works program for water cycle management facilities required to be indirectly funded to meet demand expected to be generated by future development across the West Dapto area. The exact location and size of each detention basin will be determined as part of the Neighbourhood Plan for each precinct. this will allow flexibility in the development of the drainage system that can cater for development proceeding in several places simultaneously.

Development will be required to ensure downstream properties are not affected by increased storm flows; the basins as originally built may serve short term functions in this respect as well as the long term flood storage.

#### 4.4.4 Contribution rates

Contributions for drainage management facilities will be determined as follows:

##### Residential

On a per residential dwelling / Lot basis. All developments will make the same contribution (based on dwelling or Lot number) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

##### Employment Lands

On a net developable land basis. All developments will make the same contribution (based on land area) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

The following contribution rates therefore apply:

##### **Residential Contribution rate (per lot/dwelling):**

Zone	Drainage
R3 Medium Density	\$ 4,906
R2 Low Density	\$ 4,906
R5 Large Lot Residential	\$ 4,906
E4 Environmental Living	\$ 4,906
B2 Local Centre	\$ 4,906
B1 Neighbourhood Centre	\$ 4,906

##### **Employment Lands Contribution rate (per hectare):**

Zone	Drainage
IN3 Heavy Industry	\$ 3,520
IN2 Light Industry	\$ 3,520

## 4.5 Section 94 plan Administration

### 4.5.1 Introduction

There are significant costs associated with administering section 94 funds. Council staff are involved in preparation of the contributions plan, its ongoing review and implementation. Staff administration costs that have been used to calculate the contribution are comprised of those expenses relative only to those personnel directly responsible for the formulation and/or administration of the plan. These costs have been capitalised over the life of the plan to arrive at a total capital cost to the council.

In addition to the capital costs associated with staff, it is necessary to provide office space and support facilities for council staff directly involved in administration of the plan. This not only relates to the space used for administration of the section 94 plan but also in providing for all the required services and facilities that the council provides to serve the incoming population.

The council is also required to manage, monitor and maintain the plan. The effective coordination and administration of the plan will require additional work by council officers that is outside the work required for normal day to day activities. The types of administrative roles which the council will have to undertake includes:

- Provide advice to applicant and the general public regarding the operation the plan.
- Administration of the plan and ensure that the contributions are used to provides the public facilities for which they were intended.
- Monitor the receipt and authorise the expenditure of cash contributions in respective trust accounts and the recoupment of costs already met.
- Assess the merit of land proposed for dedication.
- Assess any works in kind proposed in partial or full satisfaction of a contribution.
- Monitor the dedication and development of land contributions.
- Recommend to the council the appropriate interim use and ultimate development of dedicated land, the acquisition of appropriate land for the identified public purpose, the reuse of existing council facilities (including land) for an alternative public purpose, or the use of funds for the purposes of provision through joint venture or other arrangement.
- Monitor and program works identified in the works schedule.
- Regularly review the works program in accordance with the levels of contribution received and expended, and seek council adoption of these.
- Regularly review the rates for contribution in accordance with construction costs, land valuations, levels of demand, population and demographic changes and recommend to council amendments where necessary.
- Determine the appropriate time for provision of public facilities having regard to the works schedule; the availability of funds, demand generated by development, the time funds have been held, expected additional funds, alternative funding sources and maintenance implications.
- Monitor the implications arising from development including the demands created for additional facilities for which contributions are not currently sought, the needs of specific one off developments, the costs of development and land acquisition, the extent and type of development and the effect of this on the works program.
- Advise council of appropriate management, expenditure and policy implications regarding development contributions including those arising from legal decisions and State Government policy.
- Determine the extent of recurrent costs and assess the implications to council to provide these.
- Assess whether a credit or reassessment of the contribution may be appropriate and how that may be determined.
- Prepare and make available the necessary information required by the EP & A Regulation including the Contributions Register, input to council annual financial reporting and the annual statement for the contributions plan in force.
- Seek legal advice, provide evidence and attend to Land and Environment Court hearings on appeals relating to the imposition of contributions.

The cost of assistance in plan preparation/review, studies to ascertain demand and to ensure fair and equitable apportionment, as well as the costs for obtaining independent valuation and legal

documents associated with land acquisition are also additional costs to the council in the administration of the Section 94 contributions plan. While the land acquisition costs can be effectively included in the costs of individual facilities, the costs of professional fees are less predictable. Therefore the costs of these works have been capitalised over the life of the plan.

**Administrative costs and apportionment**

The future administration of the section 94 functions is solely for future development. The capital costs associated with the administrative centre have been apportioned and separated from other costs associated with the centre that house other council functions. There is no apportionment of the capital costs associated with salaries, administrative and professional costs. Incoming development will be responsible for these costs.

**4.5.2 Works program**

Council employs a full time planner for administration of section 94 funds and the salary costs for this officer will be capitalised over the life of this plan. There will also be other staff costs in administration, accounting and expenditure of section 94 funds. It is considered reasonable that 25% of the salary costs of two council officers for these purposes be included in the plan. The total of these costs will be \$150,000 per year or \$7,500,000 over the anticipated remaining 50 year life of the Plan. This cost includes an allowance of \$500,000 s for the review of the Plan and associated investigations in the future.

There is no need to reduce the above works program by the funds collected as such funds are collected on an annual basis based on direct salary and on-costs.

**4.5.3 Contribution rates**

Contributions for Section 94 Plan Administration will be determined as follows:

**Residential**

On a per residential dwelling / Lot basis. All developments will make the same contribution (based on dwelling or Lot number) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

**Employment Lands**

On a net developable land basis. All developments will make the same contribution (based on land area) towards facilities in this plan, regardless of the projected level of use by each facility by each development type.

The following contribution rates therefore apply:

**Residential Contribution rate (per lot/dwelling):**

<b>Zone</b>	<b>Administration</b>
R3 Medium Density	\$ 502
R2 Low Density	\$ 502
R5 Large Lot Residential	\$ 502
E4 Environmental Living	\$ 502
B2 Local Centre	\$ 502
B1 Neighbourhood Centre	\$ 502

**Employment Lands Contribution rate (per hectare):**

<b>Zone</b>	<b>Administration</b>
IN3 Heavy Industry	\$ 262
IN2 Light Industry	\$ 262



AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION



29 May, 2015

Dear colleague,

### **Re: Financial Assistance Grants to Local Government**

The President of the local government association in your state, together with the President of the Australian Local Government Association, recently wrote to your council seeking support for the associations' advocacy aimed at the immediate restoration of indexation for Financial Assistance Grants which councils receive from the Australian Government. We are writing to you to enlist your support in encouraging your council to play its part in that advocacy campaign.

Financial Assistance Grants are an important untied payment to councils from the Australian Government which are invested in essential community infrastructure and services ranging from local roads and parks to swimming pools and libraries. These grants are a vital part of the revenue base of all councils, and this year councils will receive \$2.3 billion from the Australian Government under this program.

You will know the impact of the Government's decision to freeze the indexation of Financial Assistance Grants on your council. At a national level, however, funding is not keeping pace with demand for services and infrastructure in local communities and the decision in last year's Federal Budget to freeze indexation of Financial Assistance Grants for 3 years will worsen this. Freezing Financial Assistance Grants at their current level until 2017-18 will result in a permanent reduction in the Financial Assistance Grants base by 13%.

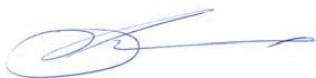
Persuading the Commonwealth Government to end the indexation freeze early will be challenging but the task is made more difficult by the lack of acknowledgment many councils give to the Financial Assistance Grants funding they receive. This is why ALGA and state associations asked each council to pass a resolution acknowledging the importance of the grants in assisting councils to provide important community infrastructure. Councils have also been asked to acknowledge the receipt of Financial Assistance Grants from the Commonwealth in media releases and council publications, including annual reports.

The Financial Assistance Grants are paid quarterly and to illustrate the importance and impact of the grants councils were also asked to identify an individual project of a similar size to their annual or quarterly grants payment and to highlight this to the media and their local Federal Member and Senator in a positive story on the grant funds.

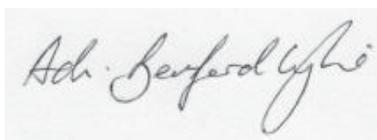
Local government across the country has been united in its determination to see indexation restored as soon as possible and our objective must be to see an end to the freeze in 2016-17, a year earlier than planned. Doing so will limit the reduction in the base of the grants and restore around \$200 million in Financial Assistance Grants funding to our communities.

This is important for every Australian community and for the financial sustainability of our councils. We must continue to build momentum for the early restoration of indexation and ensure that the Federal Government and MPs are fully aware of the consequences for local communities. Your support for this effort will be greatly appreciated.

Yours sincerely



Dr Shayne Silcox  
President  
LGMA National



Adrian Beresford-Wylie  
Chief Executive  
ALGA

## 1 INTRODUCTION

The Audit Committee has been established to promote good corporate governance. The Council is responsible for the governance of the agency that is Wollongong City Council. The Council, as a corporate entity, has the responsibility for managing and controlling the affairs of the entity.

Good corporate governance of the Council ensures that the people of Wollongong receive the services that they need in an effective and efficient manner, delivered with honesty and integrity.

The focus of the Audit Committee is to assist Council work towards effective internal control of the Council's financial and related records and activities, which are an important element of good governance.

The Audit Committee comprises people interested in furthering these aims. The Audit Committee is one of the two Council Committees that operate to promote good governance. The other Committee is the Corporate Governance Committee.

Advisory Committees provide advice to Council and staff in the form of expert feedback on actions and proposals; suggestions for inclusion in projects and the products of projects such as policy; guidance on matters in which they are the experts; information about significant matter in their field of expertise and assessments on the adequacy of Council's actions in that field. It is expected that advice given by an expert advisory committee would be given significant and transparent consideration by staff. All recommendations made to Council by staff on matters considered by an Advisory Committee must make it clear to Council what the Advisory Committee recommended.

The Committee is advisory to Council and will at times make recommendations that should be considered by full Council. If this is the case they would make the referral part of their recommendation and the matter would be referred to the next Council meeting agenda.

## 2 AUTHORITY

The Audit Committee is a Committee (Advisory) of Council established by resolution at the Ordinary Meeting of Council on 26 August 2008. The charter and functions of the Committee were specified by the same resolution.

## 3 RESPONSIBILITIES AND FUNCTIONS

The primary responsibility for financial and other reporting, for internal controls, for compliance with laws, for ethical behaviour, and for risk management rests with the executive management of the Council.

The Council has the responsibility to oversight the functions of executive management in relation these activities. The Audit Committee assists the Council in carrying out their oversight responsibilities.

The Audit Committee and the (Internal and External) Auditors shall maintain professional independence when assessing management's performance of its responsibilities.

The Internal Auditor shall be responsible to the General Manager, but have a direct reporting line to the Audit Committee.

The Audit Committee shall serve as an independent and objective party to assist Council in determining whether management complies with relevant laws and standards, including policy directions of the Department of Local Government, in relation to the relevant audit standards.

The Council shall ensure that adequate resources are available to allow for the proper functioning of the Committee.

The Audit Committee shall:

### i. Financial Reporting

Advise Council whether the financial information reported by management reasonably portrays the Council's financial position, results of operations and significant commitments.

In fulfilling this responsibility the Committee shall:

- Review quarterly financial statements and consider whether they are complete and consistent with information known to Committee members.
- Review the annual financial statements and consider whether they are complete, consistent with information known to Committee members, and reflect appropriate accounting policies and principles.

### ii. Internal and External Audit

Have oversight of the functions of both internal audit and external audit, including where appropriate:

- Auditor engagement letters;
- Determination of fees;
- Coordination of audit activities;
- Monitor audit results and follow up activities;
- Review of auditor performance;
- Annual review of the Internal Audit Charter;
- Appointment and removal of Auditors.

In fulfilling these responsibilities the Committee shall:

- Recommend to the Council the appointment of both the internal auditor and the external auditor. Both appointments are to follow competitive selection processes involving the Audit Committee.
- Consider, approve and monitor the annual audit plan for internal audit activities.
- Ensure that all systems, processes, operations, functions, and activities of the Council are subject to internal audit evaluation at regular intervals based on risk assessment.
- Authorise special audits and performance audits in consultation with the General Manager.
- Monitor, through the results of internal and external audits, the internal auditor's review of the adequacy and effectiveness of the Council's internal control structure. This shall include review of management responses to audits.
- Review the Council's risk profile as developed by the Internal Auditor. The Committee shall monitor the performance of management in dealing with risk and will provide advice to the Corporate Governance Committee, which shall monitor the Council's Risk Management Plan.
- Review draft audit reports and the practicality of any recommendations. The Committee shall receive reports on the implementation by management of recommendations of audit reports.
- Review the external auditor's management letter and management's response to that letter.
- Provide input and feedback on external audit coverage and performance.

### iii. Other Responsibilities

Provide advice and assistance to the Corporate Governance Committee of Council in relation to matters of ethics, conflict of interests, misconduct, or fraud that may come to notice during the activities of the Audit Committee or Internal Audit.

Consider, as appropriate, the contents of any special reports received from external regulatory agencies e.g. Department of Local Government, Independent Commission Against Corruption, and Ombudsman.

The Committee has no executive functions.

#### 4 PRIORITIES

The priorities of the Audit Committee will be determined in accordance with the Strategic Three Year Rolling Internal Audit Plan and Annual Internal Audit Plan.

#### 5 COMPOSITION OF THE COMMITTEE

The Audit Committee is to be made up of five (5) persons, comprising:

- Two Councillors – appointed annually by Council or as otherwise determined by Council.
- Three independent members – to be appointed by Council

At least one of the independent members shall have recent and relevant financial experience.

The Chairperson will be appointed by Council from the independent representatives.

A vacancy for an independent member of the Committee may occur upon the resignation of the member, [expiry of a term of appointment as outlined in Part 6 of this charter](#), death of the member, failure to attend without cause three consecutive meetings, or by removal by resolution of the Council.

[In accordance with the Recruitment of External Members to Committees Policy, a selection panel will be formed and vacancies for independent members on the Audit Committee will be filled following public advertisement inviting Expressions of Interest. ~~A selection panel will be formed, comprising the Audit Committee Chairperson and/or nominated independent representative and a Councillor representative on the Audit Committee.~~](#) The selection panel will submit their recommendation to a Council meeting for determination.

[Former Wollongong City Council staff and Councillors may be eligible for appointment as an independent member to the Committee following a five year 'break-from-service'.](#)

[Committee members must decline any request to act as referee to applicants for vacant positions on the Committee.](#)

Council's General Manager, Director Corporate and Community Services, Manager Finance and Internal and External Auditors will attend Audit Committee meetings as ex-officio members and will provide professional advice to the Committee. Other Council staff, advisors or individuals may be invited to attend meetings from time to time to provide expert advice, information or presentations in relation to the Audit Committee business. These individuals will act as ex-officio members.

#### 6 TERM OF APPOINTMENT

The independent members of the Committee will be appointed for a term of three years and are eligible for reappointment for an additional term of three years, subject to approval by the General Manager following consultation with the Committee Chairperson and/or Councillor members on the Committee. Thereafter Expressions of Interest will be invited and the outgoing representative will be eligible to reapply.

In order to retain experience and knowledge, there will be an opportunity for annual incremental renewal of independent members.

The removal or suspension of a Councillor or Independent Member where he/she is found by the appropriate investigative body to have behaved inappropriately (eg found to have breached disclosure of interests requirements under the Local Government Act) and/or breached Council's Codes of Conduct, following a Code of Conduct Investigation requires a resolution of Council. Formal removal or suspension of a member by Order of the NSW Civil and Administrative Tribunal (NCAT) or by the Office of Local Government is not subject to the approval of Council.

## 7 OBLIGATIONS OF MEMBERS

Members of the Audit Committee, in performing their duties, shall:

- Act honestly and in good faith;
- Participate in the work of the Committee;
- Perform their duties in a manner that public trust in the integrity, objectivity, and impartiality of the Committee is conserved and enhanced;
- Advise the Chair of the Committee of any perceived, potential, or actual conflict of interest in relation to any matter before the Committee;
- Exercise the care, diligence and skill that would be expected of a reasonable person in comparable circumstances;
- Advise of any change in employment status;
- Comply with the charter of the Committee.

## 8 PRIVACY AND CONFLICT OF INTEREST

The Committee shall comply with Council policies in relation to confidentiality, privacy and reporting. Members of the Committee shall not disclose matters dealt with by the Committee to third parties except with the approval of the Committee.

A member of the committee who may have a pecuniary interest in any matter before the committee must disclose the nature of the interest to the meeting as soon as practicable and must not be present at, or in sight of, the Committee meeting:

- at any time during which the matter is being considered or discussed by the Committee, or
- at any time during which the Committee is voting on any question in relation to the matter.

This Clause does not apply where the member's interest in a matter is of a kind referred to in Section 448 of the Local Government Act – refer to Attachment 1.

## 9 AGENDA AND BUSINESS PAPERS

A Draft Agenda will be prepared and discussed with the Committee Chairperson prior to the Business Paper close off.

The close off for submission of Agenda items is 12noon on the Thursday twelve days prior to the meeting.

The final Agenda and Business Paper will be provided to Committee members at least five days prior to the Committee meeting.

Committee members and the Auditors, in Closed Session with no staff present, will receive and discuss a report from the Professional Conduct Coordinator and are able to discuss other Agenda and Business Paper Items informally prior to each meeting.

# CHARTER

## AUDIT COMMITTEE

### 10 MEETINGS

The Audit Committee shall meet on at least four occasions each financial year, one of which shall consider the annual financial statements of the Council. Committee members may from time to time meet on an informal basis, with no staff present, to discuss relevant issues.

A special meeting of the Audit Committee may be called by resolution of three members of the Committee. Business may also be considered out of session eg electronically and teleconference in order to deal with pressing matters.

Committee members who cannot attend a meeting in person have an option to attend by “remote means” through tele/video conference (or similar), if the need arises, subject to the following conditions:

- Members may attend remotely at a maximum of two meetings per year;
- The Chairperson must be physically present in order to Chair the meeting;
- Meetings must have a quorum physically present in order to proceed;
- Members who attend by remote means, subject to the above conditions, will have it noted in the Minutes that attendance was via tele/video conference;
- Council staff cannot provide support services to non-Council equipment used by members during any tele/video conference.

A Committee member must be physically present at the meeting in order to participate in the meeting.

Attendances at the Committee meetings shall be at the discretion of the Committee, except for the General Manager, Director Corporate and Community Services and the Manager Finance who shall attend as of right. The internal auditors and external auditors are to be invited to attend on a regular basis.

The Audit Committee may call upon any employee-Manager to attend before the Committee to answer questions related to the functions of the Committee.

The Council will arrange for an Executive Officer and Secretary to be appointed to the Committee .

Ordinary Meetings of the Committee for the following year will be set at the December Committee meeting each year. Extraordinary Meetings of the Committee shall be called by the Chair of the Committee with notice of the meeting being forwarded to members with an agenda and at least five days' notice.

Committee members will have an original vote and the Chairperson will have a casting vote, as well as an original vote, whenever the voting on a motion is equal. Ex-Officio members of the Committee have no voting rights.

The Secretary shall ensure that Minutes of Committee meetings are kept to the satisfaction of the Committee. The Minutes shall contain an Action Summary relating to matters dealt with by the Committee.

The Minutes are to be approved for distribution by the Chair and confirmed at the next ordinary meeting of the Committee. The Minutes will be distributed to all Committee members, members of Council's Senior Management Group and posted to the Information Folder.

The quorum for meetings of the Audit Committee will be three members, with a minimum of two independent members and one councillor member. Where the quorum is affected by the vacancies of two independent member positions, meeting quorum may be considered to be one independent member and two Councillors on these occasions only. Where the quorum is affected by the vacancy of all three independent member positions, the Committee will be considered to have no quorum. If the Chairperson is absent from a meeting, the first business of every such meeting is to elect a Chairperson from the independent members present to preside over such meeting.

### 11 WORKING PARTIES

The Audit Committee may co-opt members and other persons on matters raised by the Committee from time to time.

### 12 REPORTING

The minutes of meetings will be provided to Councillors and Council's Executive Management for information. Minutes will also be distributed to all members.

The Audit Committee reports to the Council on significant matters relating to the audit function and the adequacy of the systems of internal controls. The Committee may make recommendations to the Council.

The Audit Committee shall submit an annual report of its activities to the Council. The Committee's annual report will form part of the Council's annual report.

Any matters arising that require a separate decision of Council may be reported to Council at the discretion of the Director Corporate and Community Services.

### 13 INDEPENDENT PROFESSIONAL ADVICE

The Committee may, at the Council's expense, obtain such legal, accounting or other professional advice as it reasonably considers necessary for the performance of its duties.

### 14 EVALUATION AND REVIEW

A review of the Audit Committee will be undertaken every 12 months to ensure the effectiveness of the Committee as a whole, its purpose, membership and operation of the Committee is effective and to make appropriate changes.

The conduct of the assessment will be undertaken in accordance with the criteria determined by Council. These criteria must include compliance with specific elements of the Committee's Charter and particularly those responsibilities and functions as detailed in the Charter.

The Audit Committee and the Corporate Governance Committee as a joint exercise will, in ~~December~~ July of each year, evaluate the assessments undertaken and determine the adequacy of the Charter for each Committee.

The Audit Committee Charter should be fully reviewed and adopted at least once by each term of Council at an open meeting of the Council. Administrative and minor changes to the Charter at other times may be adopted by the Committee. Significant changes to the Charter must be referred to an open meeting of Council for adoption, following endorsement by the Committee.

### 15 REMUNERATION AND EXPENSES

The independent members of the Audit Committee shall be entitled to remuneration on the basis of a Committee meeting attendance fee as determined by the Council. The meeting fee is for the period 1 July to 30 June and shall include all expenses incurred by the independent members in relation to their responsibilities as members of the Committee. The fee will be subject to annual review in accordance with the percentage increase in the fee payable to the Councillors as determined by the Local Government Remuneration Tribunal. The fee will be payable following each meeting of the Committee upon receipt of an invoice.

### Section 448 What interests do not have to be disclosed?

The following interests do not have to be disclosed for the purposes of this Chapter:

- (a) an interest as an elector,
- (b) an interest as a ratepayer or person liable to pay a charge,
- (c) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this Part,
- (d) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to a relative of the person by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this Part,
- (e) an interest as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not),
- (f) an interest of a member of a council committee as a person chosen to represent the community or as a member of a non-profit organisation or other community or special interest group if the committee member has been appointed to represent the organisation or group on the committee,
- (g) an interest in a proposal relating to the making, amending, altering or repeal of an environmental planning instrument other than an instrument that effects a change of the permissible uses of:
  - (i) land in which the person or a person, company or body referred to in section 443 (1) (b) or (c) has a proprietary interest (which, for the purposes of this paragraph, includes any entitlement to the land at law or in equity and any other interest or potential interest in the land arising out of any mortgage, lease, trust, option or contract, or otherwise), or
  - (ii) land adjoining, adjacent to or in proximity to land referred to in subparagraph (i),  
if the person or the person, company or body referred to in section 443 (1) (b) or (c) would by reason of the proprietary interest have a pecuniary interest in the proposal,
- (h) an interest relating to a contract, proposed contract or other matter if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company,
- (i) an interest of a person arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because a relative of the person is a shareholder (but not a director) of the corporation or is a member (but not a member of the committee) of the association or is a partner of the partnership,
- (j) an interest of a person arising from the making by the council of a contract or agreement with a relative of the person for or in relation to any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
  - (i) the performance by the council at the expense of the relative of any work or service in connection with roads or sanitation,
  - (ii) security for damage to footpaths or roads,
  - (iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council or by or under any contract,
- (k) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor),

# CHARTER

## AUDIT COMMITTEE

CHARTER ADOPTED ON \*\*DATE\*\*

- (l) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252,
- (m) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor,
- (n) an interest of a person arising from the passing for payment of a regular account for wages or salary of an employee who is a relative of the person,
- (o) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or member of a council committee,
- (p) an interest arising from appointment of a councillor to a body as representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

### Previous Adoptions:

Adopted by Council 11 November 2013

Adopted by Council 21 June 2011

Endorsed by Administrators 18 May 2010

Adopted by Council 24 March 2009

Accepted by Audit Committee 24 February 2009

Adopted by Council 26 August 2008

# CHARTER

## CORPORATE GOVERNANCE COMMITTEE

### 1 INTRODUCTION

The Corporate Governance Committee has been established to promote good governance within Council.

The focus of the Corporate Governance Committee is to assist Council to work towards ensuring that the people of Wollongong receive the services that they need in an effective and efficient manner and delivered with honesty and integrity. The Corporate Governance Committee comprises people interested in furthering these aims.

### 2 AUTHORITY

The Corporate Governance Committee is an Advisory Committee established by resolution at the Ordinary Meeting of Council on 26 August 2008. The Committee Charter and functions were specified by the same resolution and provides advice, feedback and support to Council in developing, implementing and monitoring policies and strategies which relate to the governance of Council.

The Corporate Governance Committee does not have decision making authority, the power to bind the Council, nor the power to incur expenditure.

### 3 RESPONSIBILITIES AND FUNCTIONS

The primary responsibility for corporate governance, management of the financial affairs of Council, for compliance with laws and policy directions of the Division of Local Government, for ethical behaviour and for risk management rests with Executive Management of the Council. The Council has the responsibility to oversight the function of Executive Management in relation to these activities and the Corporate Governance Committee assists the Council in this role.

A The responsibilities and functions of the Corporate Governance Committee in relation to Financial Monitoring are to -

- Review and monitor Council's financial performance against the Budget as approved by Council, both operating and capital budgets
- Develop, review and monitor of management to achieve budget balance
- Review long term financial strategies developed by management
- Review any project proposals which involve significant expenditure or joint project delivery (e.g. joint venture).

B The responsibilities and functions of the Corporate Governance Committee in relation to Planning and Performance Monitoring are to -

- Monitor the development of the Council's annual management plan
- Review and monitor progress of Council's five year strategic plans
- Review the Council's progress against key performance indicators

C The responsibilities and functions of the Corporate Governance Committee in relation to Risk Management are as follows –

The Committee is to provide assurance to the Council that a comprehensive risk management plan is in place and management has a program to manage all significant risks by identification, prioritisation, and implementation of strategies, and that there are clear and specific internal accountabilities for individual Managers.

The Committee will closely monitor the risk management program to ensure a strong focus by management.

In particular, the Committee will:

- Review reports on risk assessments and controls
- Review risk management policies and procedures

# CHARTER

## CORPORATE GOVERNANCE COMMITTEE

CHARTER ADOPTED ON \*\*DATE\*\*

- Review the risk management systems and compliance processes for adequacy
  - Ensure that risk assessments are reviewed by Executive Management when there are significant changes to work practices.
- D The responsibilities and functions of the Corporate Governance Committee in relation to Ethical Conduct are to –  
The Committee will review and provide advice to management on a framework for ethical conduct by Council and Council employees.
- The Committee will review managements approach to ethical behaviour across the entity.
- The Committee will review the Council's Codes of Conduct at regular intervals to ensure consistency with the model code of the Department of Local Government.
- The Committee will review the Council's approach to:
- Managing conflicts of interest;
  - Secondary employment policies;
  - Fraud prevention strategies;
  - Corruption risk management;
  - Developing and maintaining staff awareness of ethical conduct, risk management and corruption prevention.
- E The responsibilities and functions of the Corporate Governance Committee in relation to the Annual Review of Performance of General Manager is to ensure that the review is undertaken by the Performance Review Committee and that Corporate Governance Committee Members are available for advice on governance issues, if required.

#### 4 PRIORITIES

The main priority of the Corporate Governance Committee is to effectively undertake its responsibilities and functions in order to protect Council as an entity and its reputation within the community. Council will ensure that adequate resources are available to allow for the proper functioning of the Committee.

Other priorities will be determined by the Corporate Governance Committee from time to time.

#### 5 COMPOSITION OF THE COMMITTEE

The Corporate Governance Committee is to be made up of five (5) persons, comprising:

- Two Councillors – appointed annually by Council or as otherwise determined by Council.
- Three independent members – to be appointed by Council.

The independent members of the Committee are to be appointed by the Council.

The Chairperson will be appointed by Council from the independent representatives.

A vacancy for an independent member of the Committee may occur upon the resignation of the member, [expiry of a term of appointment as outlined in Part 6 of this charter](#), death of the member, failure to attend without cause three consecutive meetings, or by removal by resolution of the Council.

~~In accordance with the [Recruitment of External Members to Committees Policy](#), a selection panel will be formed and vacancies for independent members on the Corporate Governance Committee will be filled following public advertisement inviting Expressions of Interest. ~~A selection panel will be formed comprising the Corporate Governance Committee Chairperson and/or nominated independent representative and a Councillor representative of the Corporate Governance Committee.~~ The selection panel will submit a recommendation to a Council meeting for determination.~~

~~Former Wollongong City Council staff and Councillors may be eligible for appointment as an independent member to the Committee following a five year 'break-from-service'.~~

~~Committee members must decline any request to act as referee to applicants for vacant positions on the Committee.~~

# CHARTER

## CORPORATE GOVERNANCE COMMITTEE

CHARTER ADOPTED ON \*\*DATE\*\*

Council's General Manager, Director Corporate and Community Services ~~and~~ Manager Governance and Information ~~and Internal Auditors~~ will attend Corporate Governance Committee meetings as ex-officio members and will provide professional advice to the Corporate Governance Committee. Other Council staff, advisors or individuals may be invited to attend meetings from time to time to provide expert advice, information or presentations in relation to the Corporate Governance Committee's business. These individuals will act as ex-officio members.

### 6 TERM OF APPOINTMENT

The independent members of the Committee will be appointed for a term of three years and are eligible for reappointment for an additional term of three years, subject to approval by the General Manager following consultation with the Committee Chairperson and/or Councillor members on the Committee. Thereafter Expressions of Interest will be invited and the outgoing representative will be eligible to reapply.

In order to retain experience and knowledge, there will be an opportunity for annual incremental renewal of independent members. Such renewal is subject to approval by the General Manager following consultation with the Committee Chairperson and/or Councillor members on the Committee.

The removal or suspension of a Councillor or Independent Member where he/she is found by the appropriate investigative body to have behaved inappropriately (eg found to have breached disclosure of interests requirements under the Local Government Act) and/or breached Council's Codes of Conduct, following a Code of Conduct Investigation requires a resolution of Council. Formal removal or suspension of a member by Order of the NSW Civil and Administrative Tribunal (NCAT) or by the Office of Local Government is not subject to the approval of Council.

### 7 OBLIGATIONS OF MEMBERS

Members of the Corporate Governance Committee, in performing their duties, will:

- Act honestly and in good faith;
- Participate in the work of the Corporate Governance Committee;
- Perform their duties in a manner that ensures public trust in the integrity, objectivity, and impartiality of the Corporate Governance Committee;
- Advise the Chairperson of the Committee of any perceived, potential, or actual conflict of interest in relation to any matter before the Committee;
- Exercise the care, diligence and skill that would be expected of a reasonable person;
- Advise of any change in employment status;
- Comply with the Corporate Governance Committee's Charter; and
- Comply with Council's Codes of Conduct.

### 8 PRIVACY AND CONFLICT OF INTEREST

The Committee will comply with Council policies in relation to confidentiality, privacy and reporting. Members of the Committee will not disclose matters dealt with by the Committee to third parties except with the approval of the Committee.

A member of the Committee who may have a pecuniary interest in any matter before the Committee must disclose the nature of the interest to the meeting as soon as practicable and must not be present at, or in sight of, the Committee meeting:

- at any time during which the matter is being considered or discussed by the Committee, or
- at any time during which the Committee is voting on any question in relation to the matter.

This Clause does not apply where the member's interest in a matter is of a kind referred to in Section 448 of the Local Government Act – refer to Attachment 1.

# CHARTER

## CORPORATE GOVERNANCE COMMITTEE

### 9 AGENDA AND BUSINESS PAPERS

A Draft Agenda will be prepared and discussed with the Committee Chairperson prior to the Business Paper close off.

The close off for submission of Agenda items is 12 noon on the Thursday twelve days prior to the meeting.

The final Agenda and Business Paper will be provided to Committee members at least five days prior to the meeting.

Committee members ~~and the Auditors~~, in Closed Session with no staff present, will receive and discuss a report from the Professional Conduct Coordinator and are able to discuss the Agenda and Business Paper informally prior to each meeting.

### 10 MEETINGS

The Corporate Governance Committee will meet on at least four occasions each financial year. Committee members may from time to time meet on an informal basis, with no staff present, to discuss relevant issues.

A special meeting of the Corporate Governance Committee may be called by resolution of three members of the Committee. Business may also be considered out of session eg electronically and tele/video conference in order to deal with pressing matters.

~~A Committee member must be physically present at the meeting in order to participate in the meeting~~Committee members who cannot attend a meeting in person have an option to attend by "remote" means through tele/video conference (or similar), if the need arises, subject to the following conditions:

- Members may attend by remote means at a maximum of two meetings per year;
- The Chairperson must be physically present at the meeting in order to Chair the meeting;
- Meetings must have at least three members physically present in order to proceed;
- Members who attend by remote means, subject to the above conditions, will have it noted in the Minutes that attendance was via tele/video conference;
- Council staff cannot provide support services to non-Council equipment used by members during any tele/video conference.

Attendances at the Committee meetings will be at the discretion of the Committee, except for the General Manager, Director Corporate and Community Services and the Manager Governance and Information who will attend as of right.

The Corporate Governance Committee may call upon any ~~employee~~Manager to attend before the Committee to answer questions related to the functions of the Committee.

The Council will arrange for an Executive Officer and Secretary to be appointed to the Committee.

Ordinary Meetings of the Committee for the following year will be set at the November Committee meeting each year. Extraordinary Meetings of the Committee will be called by the Committee Chairperson with notice of the meeting being forwarded to members with an agenda and at least five days' notice.

Committee members will have an original vote and the Chairperson will have a casting vote, as well as an original vote, whenever the voting on a motion is equal. Ex-Officio members of the Committee have no voting rights.

The Secretary will ensure that Minutes of Committee meetings are kept to the satisfaction of the Committee. The Minutes will contain an Action Summary relating to matters dealt with by the Committee.

The Minutes are to be approved for distribution by the Chairperson and confirmed at the next ordinary meeting of the Committee. The Minutes will be distributed to all Committee members and all members of Council's Senior Management Group and posted to the Information Folder.

The quorum for meetings of the Corporate Governance Committee will be three members, with a minimum of two independent members and one councillor member. Where the quorum is affected by the vacancies of two independent member positions, meeting quorum may be considered to be one independent member and two Councillors on these occasions only. Where the quorum is affected by the vacancy of all three independent member positions, the Committee will be considered to have no quorum. If the chairperson is absent from a meeting, the first business of every such meeting is to elect a chairperson from the independent members present to preside over such meeting.

# CHARTER

## CORPORATE GOVERNANCE COMMITTEE

### 11 WORKING PARTIES

The Corporate Governance Committee may co-opt members and other persons on matters raised by the Committee from time to time.

### 12 REPORTING

The minutes of meetings will be provided to Councillors and Council's Executive Management for information. Minutes will also be distributed to all members.

Advice and decisions of the Corporate Governance Committee relating to specific Council projects will be reported to Council as part of the project reporting process.

The Committee will submit an annual report of its activities to the Council. The Committee's annual report will form part of the Council's annual report.

The Committee receives regular reports from Senior Management, Council's Enterprise Risk Management Committee, Audit Committee, and Professional Conduct Coordinator.

The report from the Professional Conduct Coordinator will be considered in Closed Session and is to comprise detailed information on the number of investigations undertaken, a summary of the issues and risks identified, any external notifications deemed necessary and any other information considered appropriate.

Any matters arising that require a separate decision of Council may be reported to Council at the discretion of the Director Corporate and Community Services.

### 13 INDEPENDENT PROFESSIONAL ADVICE

The Committee may, at the Council's expense, obtain such legal, accounting or other professional advice as it reasonably considers necessary for the performance of its duties.

### 14 EVALUATION AND REVIEW

A review of the Corporate Governance Committee will be undertaken every twelve months to assess the effectiveness of the Committee as a whole as well as the performance of the individual Committee members.

The conduct of the assessment will be undertaken in accordance with the criteria determined by Council. These criteria must include compliance with specific elements of the Committee's Charter and particularly those responsibilities and functions as detailed in the Charter.

The Corporate Governance Committee and the Audit Committee as a joint exercise will, in ~~December~~July of each year, evaluate the assessments undertaken and determine the adequacy of the Charter for each Committee.

The Corporate Governance Committee Charter should be fully reviewed and adopted at least once by each term of Council at an open meeting of the Council. Administrative and minor changes to the Charter at other times may be adopted by the Committee. Significant changes to the Charter must be referred to an open meeting of Council for adoption, following endorsement by the Committee.

### 15 REMUNERATION AND EXPENSES

The independent members of the Corporate Governance Committee will be entitled to remuneration on the basis of a Committee meeting fee as determined annually by the Council. The meeting fee is for the period 1 July to 30 June and will include all expenses incurred by the independent members in relation to their responsibilities as members of the Committee. The fee will be subject to annual review in accordance with the percentage increase in the fee payable to the Councillors as determined by the Local Government Remuneration Tribunal.

The fee will be payable following each meeting of the Committee upon receipt of an Invoice.

*Attachment 1. Section 448 What interests do not have to be disclosed?*

### Section 448 What interests do not have to be disclosed?

The following interests do not have to be disclosed for the purposes of this Chapter:

- (a) an interest as an elector,
- (b) an interest as a ratepayer or person liable to pay a charge,
- (c) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this Part,
- (d) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to a relative of the person by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this Part,
- (e) an interest as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not),
- (f) an interest of a member of a council committee as a person chosen to represent the community or as a member of a non-profit organisation or other community or special interest group if the committee member has been appointed to represent the organisation or group on the committee,
- (g) an interest in a proposal relating to the making, amending, altering or repeal of an environmental planning instrument other than an instrument that effects a change of the permissible uses of:
  - (i) land in which the person or a person, company or body referred to in section 443 (1) (b) or (c) has a proprietary interest (which, for the purposes of this paragraph, includes any entitlement to the land at law or in equity and any other interest or potential interest in the land arising out of any mortgage, lease, trust, option or contract, or otherwise), or
  - (ii) land adjoining, adjacent to or in proximity to land referred to in subparagraph (i),  
if the person or the person, company or body referred to in section 443 (1) (b) or (c) would by reason of the proprietary interest have a pecuniary interest in the proposal,
- (h) an interest relating to a contract, proposed contract or other matter if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company,
- (i) an interest of a person arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because a relative of the person is a shareholder (but not a director) of the corporation or is a member (but not a member of the committee) of the association or is a partner of the partnership,
- (j) an interest of a person arising from the making by the council of a contract or agreement with a relative of the person for or in relation to any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
  - (i) the performance by the council at the expense of the relative of any work or service in connection with roads or sanitation,
  - (ii) security for damage to footpaths or roads,
  - (iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council or by or under any contract,
- (k) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor),

# CHARTER

## CORPORATE GOVERNANCE COMMITTEE

CHARTER ADOPTED ON \*\*DATE\*\*

- (l) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252,
- (m) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor,
- (n) an interest of a person arising from the passing for payment of a regular account for wages or salary of an employee who is a relative of the person,
- (o) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or member of a council committee,
- (p) an interest arising from appointment of a councillor to a body as representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

DRAFT

# CHARTER

## CORPORATE GOVERNANCE COMMITTEE

CHARTER ADOPTED ON \*\*DATE\*\*

### SUMMARY SHEET

Responsible Division	Governance and Legal	
	Date	Adopted/Endorsed by
Date adopted		
Date of previous adoptions:	11 November 2013 10 December 2012 21 June 2011 18 May 2010 12 June 2009 16 December 2008 26 August 2008	Council Council Council Endorsed by Administrators Authority Clause Amended and Adopted Out of Session Corporate Governance Committee Council

DRAFT

ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

## BACKGROUND

To ensure the sustainable use of public open space while providing equitable access for general community use and commercial fitness training activities.

To encourage and support the utilisation of public open space for health and recreational pursuits.

## OBJECTIVE

The purpose of this policy is to provide for the effective management of commercial fitness training activities occurring on public open space to ensure that they are delivered in a manner which protects public infrastructure, minimises disturbance to surrounding residents and addresses public risk concerns.

## POLICY STATEMENT

The purpose of this policy is to provide for the effective management of commercial fitness training activities occurring on public open space to ensure that they are delivered in a manner which protects public infrastructure, minimises disturbance to surrounding residents and addresses public risk concerns.

STATEMENT OF PROCEDURES

TABLE OF CONTENTS

DEFINITIONS OF THIS POLICY ..... 3

1 INTRODUCTION ..... 4

    1.1 AIM ..... 4

    1.2 Area to which the Policy applies ..... 4

    1.3 Approval Process ..... 4

    1.4 Exclusion Zones ..... 5

    1.5 Activities for which the Policy applies ..... 5

    1.6 Prohibited Activities ..... 6

    1.7 Exempt Activities/Groups ..... 6

    1.8 Term of Licence ..... 6

    1.9 Security Deposit ..... 6

    1.10 Fees ..... 6

2 GENERAL PROVISIONS ..... 7

    2.1 Industry Compliance ..... 7

    2.2 Site Capacity and Trainer / Participant Ratio ..... 7

    2.3 Hours of Operation ..... 7

    2.4 Qualifications ..... 7

    2.5 Storage ..... 7

    2.6 Sale of Merchandise ..... 7

    2.7 Car Parking ..... 7

    2.8 Waste ..... 8

    2.9 Environment ..... 8

    2.10 Risk Management ..... 8

    2.11 Insurance ..... 8

    2.12 Business interruption ..... 8

    2.13 Noise/Disturbance ..... 8

    2.14 Penalties for Acting Contrary to Notices ..... 8

    2.15 Other Conditions ..... 8

## DEFINITIONS OF THIS POLICY

### COMBAT TRAINING

The term 'combat training' where stated in this policy refers to physical activities which involve opposing individuals and/or competitive or fighting and is of an aggressive or intimidating nature.

### COMMERCIAL FITNESS TRAINING

The term 'commercial fitness training' where stated in this policy refers to the teaching of exercise for the purposes of conducting a business and to assist participants in the improvement of physical fitness and mental wellbeing. Engaging in such business involves the exchange of fee or payment.

### COMMERCIAL FITNESS TRAINING ACTIVITY OPERATOR

The term 'commercial fitness training activity operator' where stated in this policy refers to those people owning, managing or instructing physical fitness training for the purposes of conducting a business for exchange of fee or payment.

### COMMERCIAL FITNESS TRAINING ACTIVITIES

The term 'commercial fitness training activities' where stated in this policy refers to the various physical fitness activities conducted for the purposes of conducting a business through training participants on how to improve their physical fitness and mental wellbeing.

### FIXED STRUCTURE

The term 'fixed structure' where stated in this policy refers to any item that is deemed immovable or securely positioned including signs and storage containers.

### LICENCE AGREEMENT AND LICENCE

The term 'licence' and/or 'Licence Agreement' where stated in this policy refers to a printed document that gives official permission from Wollongong City Council to a specific person, operator or company to conduct commercial fitness training activities within a designated area of public open space. A licence may be issued in accordance with the *Local Government Act 1993* and *Crown Lands Act 1989*.

### MOBILE LICENCE PERMIT

The term 'mobile' licence permit where stated in this policy refers to a licence which permits an operator to undertake commercial fitness training activities involving no greater than three (3) participants only, on public open space where development consent/Council approval has been granted.

### NOTICES

The term 'notices' where stated in this policy refers to signs erected by Council which relate to the doing of anything in a public place, the use of the place or any part of the place or the payment of a fee for entry or use of the public place.

### PRIMARY SITE LICENCE

The term 'primary site' licence where stated in this policy refers to a licence which permits an operator to undertake commercial fitness training activities involving greater than two participants per session, on public open space where development consent/Council approval has been granted.

### PUBLIC OPEN SPACE

The term 'public open space' where stated in this policy refers to land that is provided for the use of the community and administered through its representatives in government. Specifically, 'public open space' includes land designated as public parks and reserves, sportsgrounds, beaches, cycleways, shared pathways and footpaths within public parks/open spaces that are within the ownership of Wollongong City Council or Crown Land vested in the care and control of Wollongong City Council.

## 1 INTRODUCTION

Wollongong City Council plays a significant role in providing recreational opportunities and the supporting infrastructure on public land that encourages physical activity among the community. In addition to Council's provision, there is a demand for commercial fitness trainers to provide assistance in enhancing public health and well-being. In supporting the use of public open space for such fitness endeavours, Council recognises the need to plan and coordinate for the provision and maintenance of open space to limit the potential impact of activities and ensure equitable use of open space.

Management of the use of public open space within the Wollongong Local Government Area is regulated by the *Local Government Act 1993* and *Crown Lands Act 1989*, and is subject to Council's Plans of Management.

As a growing segment in the Fitness Industry, the use of public open space for commercial fitness training highlights a number of issues including:

- Access – e.g. equity of access to public open space for the greater community and the potential risks of monopolisation of areas by commercial fitness training operators.
- Asset – e.g. increasing impact on public open space, potentially causing wear and tear to public recreational facilities.
- Public Liability – e.g. concerns for public liability and sufficient insurance for commercial fitness training.

This policy complements the Wollongong City Council Social Plan 2007-11 in ensuring good planning of public infrastructure for community cohesion, health and well-being. The policy also develops Wollongong City Council's Strategic Framework for Open Space, Recreation Facilities and Community Facilities, *Planning People Places*, in providing a proactive approach to the broadening of lifestyle and activity opportunities, while ensuring quality spaces and management that is sensitive to the cultural and environmental facets.

### 1.1 AIM

The purpose of this policy is to provide for the effective management of the regular commercial use of open space by commercial fitness training groups and personal trainers and to minimise the impact on surrounding residents and the general public's use of open space whilst recognising the increased community demand for commercial fitness activities in open space.

Through the implementation of this policy, Council aims to:

- a Ensure equity of access to public open space;
- b Reduce and manage the potential impact of commercial fitness training activities on public assets;
- c Minimise public liability concerns; and
- d Contribute to delivering Council's Strategic Directions 2009-12.

### 1.2 AREA TO WHICH THE POLICY APPLIES

This policy applies to all Council-managed public open space within the Wollongong Local Government Area (LGA), including all parks, sportsgrounds, beaches, cycle ways, footpaths and shared pathways within parks and open spaces/reserves.

The scope of this policy refers to all individual and group sessions on these lands.

The activities provided for in this policy are subject to the provisions of Part 1 of Chapter 7 of the *Local Government Act 1993*.

### 1.3 APPROVAL PROCESS

All commercial fitness training activities covered by this policy require development consent and a licence.

Approved sites may be licensed through Council's Property and Recreation Division in accordance with the *Local Government Act 1993*, the *Crown Lands Act 1989*, and any other relevant statutory requirements.

Council approved commercial fitness training operators are permitted to operate commercial exercise activities in areas in accordance with their Licence Agreement.

Council acknowledges that a number of commercial fitness training activities occur in public open space that may involve personal (one-on-one) or small group (one-two participants) training activities. These activities are typically of a roving nature and operators will be required to obtain a 'mobile' licence permit which permits them to undertake such commercial activities where development consent/Council approval has been granted.

Where commercial fitness training activities involve greater than three (3) participants (per session), operators will be required to obtain a 'primary site' licence which permits them to undertake such commercial activities from a base location where development consent/Council approval has been granted.

Should a commercial fitness training operator be using public open space on a regular basis for activities without Council approval and licence, Council Rangers will be able to undertake enforcement action in accordance with the *Local Government Act 1993*.

### 1.4 EXCLUSION ZONES

Commercial fitness training activities are not permitted within or on the following areas:

- Cemeteries – not permitted at any time;
- Sand Dunes and Dune Stabilisation Areas – not permitted at any time;
- Beaches - within 100 metres either side of patrolled areas (i.e. flagged areas) with the exception of those sites given Development Approval and a Licence Agreement and subject to the daily advice of Council Surf Lifeguards and volunteer Surf Patrols;
- Memorials, playgrounds, or public change rooms;
- Council picnic shelters, park furniture, and trees; and
- Stairways within the Blue Mile Precinct, with the exception of the stairway located at City Beach where use is only permitted through specific licence conditions.

Use of designated sportsgrounds and courts within public open space is permitted, however a separate booking for group activities at each location is required. Fees, charges, terms and conditions relevant to the sportsgrounds and courts will apply. This includes operating in accordance with sportsground closure processes.

Use of areas such as swimming centres and tennis courts within public open space is permitted in accordance with the relevant facilities fees, charges, terms and conditions.

***Council may nominate other exclusion areas during the life of this policy from time to time.***

### 1.5 ACTIVITIES FOR WHICH THE POLICY APPLIES

Commercial fitness training activities are limited to the normal activities of a registered personal trainer/instructor, which would include but not be limited to:

- Gym sessions (with or without weights, fit balls, skipping ropes etc);
- Boxing and pad training;
- Organised aerobic activity;
- Yoga, Tai Chi and Pilates classes and like activities;
- Circuit training; and
- Walking and running.

### 1.6 PROHIBITED ACTIVITIES

The following activities within public open space are prohibited under this policy;

- Aggressive or intimidating activities including combat training;
- Outdoor recreational activities conducted with amplified music or voice including megaphones or whistles which cause offensive noise as defined by the Protection of the *Environment Operations Act 1997*;
- Organised ball sports and competitions (unless conducted on designated ovals, sportsgrounds or courts which are subject to the payment of applicable published fees and charges);
- The soliciting of funds directly from park visitors or the public;
- The erection of advertising signs and banners without Council's written consent;
- Erection of signs, stakes, rope or tape;
- Suspending boxing (or kicking) bags, training slings, or any other equipment from trees and/or structures;
- Dragging of logs, tyres, heavy ropes and other equipment that may damage the natural environment, and
- Using trees, seating, picnic tables, rotundas and other park infrastructure for exercise training, except as permitted by the particular individual licence conditions.

### 1.7 EXEMPT ACTIVITIES / GROUPS

This policy does not apply to the following activities:

- Not-for-profit individual or small group exercise (e.g. Tai-Chi or Meditative Yoga);
- Not-for-profit walking, jogging or cycling groups;
- Community training groups (where no participation fees are charged);
- Recreation activities performed by local schools under the supervision of a Teacher;
- Irregular recreation activities performed by local sporting clubs, Surf Life Saving Clubs and Associations under the conditions of a site specific booking or approval; and
- Defence Force activities including but not exclusive to training drills, Army Reserves and exercise regimes.

Any significant, organised activities which these groups may wish to conduct on a public park, sportsground or beach must be independently hired and would be subject to Wollongong City Council's Terms and Conditions for Use of Council Playing Fields, Parks and Beaches and Wollongong City Council's current Major Events Policy.

### 1.8 TERM OF LICENCE

A commercial fitness training operator's Licence Agreement will be valid for a period of **not less than six (6) months and not greater than five (5) years** and will authorise each trainer to use designated public open space for commercial fitness training activities in accordance with this policy on a **non-exclusive basis**.

### 1.9 SECURITY DEPOSIT

The grantee of a 'primary site' licence must deposit with Council the sum equivalent to twenty-five per cent (25%) of the annual licence fee.

This deposit will be refunded upon termination of the licence provided there is no damage to the designated area of public open space as a result of the commercial fitness training activities undertaken on the site.

### 1.10 FEES

Annual fees associated with a 'mobile' licence permit will be in accordance with Council's Fees and Charges.

Annual fees associated with a 'primary site' licence are applicable under this policy and shall be determined by Council.

Annual fees are to be paid to Council in advance upon approval of licences.

## 2 GENERAL PROVISIONS

### 2.1 INDUSTRY COMPLIANCE

All commercial fitness activities must be undertaken in accordance with the recommendations and guidelines of Fitness Australia.

### 2.2 SITE CAPACITY AND TRAINER / PARTICIPANT RATIO

The size of a licensed site will be determined by Council however the maximum number of participants will not exceed 54 participants at one licensed location.

Commercial fitness training activities are to be undertaken in a manner that should ensure that all group participation is appropriately supervised, providing instruction to each individual.

Fitness training groups are limited to 18 participants per instructor where participants are undertaking the same activity and six participants per instructor where participants are undertaking different activities.

### 2.3 HOURS OF OPERATION

Subject to development consent, licence holders are permitted to operate on their licensed area from Monday to Saturday between 6 am and 8 pm, and on Sunday between 7 am until 10 am.

When conducting activities beyond daylight hours, Commercial Fitness trainers must monitor and control Risks to participants and ensure public safety is not impacted by their activities (e.g. use of personal lighting and high visibility garments).

Failure to operate within these specified times will be dealt with in accordance with the Termination clause outlined in a Licence Agreement.

### 2.4 QUALIFICATIONS

To be eligible for consideration of a Licence Agreement, a commercial fitness trainer must:

- a) provide evidence in having completed accredited courses specific to the type of activity being instructed and endorsed by Fitness Australia and/or VETAB providers such as TAFE, Universities and Nationally Recognised Training institutions/colleges;
- b) have a current Senior First Aid Certificate; and
- c) proof of being a current registered professional with Fitness Australia or the relevant peak body.

All fitness trainers employed by the licence holder are also required to hold the above qualifications.

### 2.5 STORAGE

All equipment used for training sessions is to be stored off site. The erection of fixed structures for the storage of fitness equipment is not permitted.

### 2.6 SALE OF MERCHANDISE

Licence holders are permitted to provide/offer the sale of health and fitness clothing and equipment associated with the activity to their clients/participants.

### 2.7 CAR PARKING

Licence holders and participants are required to park in designated parking areas. Parking on grassed open space is not permitted and will incur penalties in accordance with section 632, section 650 and section 651 of the *Local Government Act 1993*.

### 2.8 WASTE

Licence holders are required to ensure the area used for personal training sessions is clean and tidy after use and that such is communicated to session participants.

### 2.9 ENVIRONMENT

Licence holders must manage the activities to minimise wear and tear on grassed areas (this includes rotating within the designated area and/or alternating activities).

### 2.10 RISK MANAGEMENT

Licence holders must, prior to commencing commercial fitness training activities, inspect the immediate area to ensure no hazards are evident and take appropriate action to remove those hazards or alternatively move the training site and, without undue delay, report to Council the hazard or any other hazardous matters observed during the training that may require Council's attention.

### 2.11 INSURANCE

Licence holders must take out and maintain in their name, for the duration of the term of the Licence Agreement, public liability insurance for a minimum of \$10 million (or such greater amount as Council may reasonably require) and produce documentary evidence of this at the time of application and at time of renewal.

### 2.12 BUSINESS INTERRUPTION

Council will accept no responsibility or liability for any interruption to business caused by the need for Council or any other Authority to carry out any special event or type of maintenance works on the approved public open space site, inclement weather or any other interruption to business howsoever caused.

### 2.13 NOISE / DISTURBANCE

Under this policy and the allocation of a Licence Agreement, commercial fitness training activity operators must:

- always conduct themselves in accordance with the Fitness Australia Code of Ethics, in a proper and orderly manner and be considerate to other reserve users and adjacent residents;
- not create any noise from training activities that unreasonably disturbs other users and adjacent residents;
- ensure that all noise associated with their activities does not cause offensive noise as defined by the *Protection of the Environment Operations Act 1997*;
- ensure that any exercise equipment used does not create any hazards or obstruction;
- ensure that any training group for which they are responsible, runs in single file when running in narrow areas (ie along footpaths, stairways and cycleways), and always give way to pedestrians/cyclists using those areas;
- ensure that any activities conducted outside of their licensed area does not interfere with any Council approved or booked activity, or the passive recreational use of an area or impact on the enjoyment of such passive use; and
- leave the training area in the same condition it was at the commencement of training.

### 2.14 PENALTIES FOR ACTING CONTRARY TO NOTICES

A person who fails to comply with terms of any notice erected by Council is guilty of an offence pursuant to section 632 of the *Local Government Act 1993*. Council officers and rangers will enforce penalties on any person who fails to comply with any notice.

### 2.15 OTHER CONDITIONS

Under this policy and the allocation of a Licence Agreement, commercial fitness training activity operators are to:

- use their licensed area as the primary location for all activities;

- ensure that their activities do not impact on other licensed activities outside of their licensed area;
- It is acknowledged that operators would, from time to time, as part of normal training activities, move from the 'primary site' to other locations, including neighbouring parks, reserves, beaches, footpaths/cycleways. These activities though, should not impact on the general community or other licensed areas/activities as outlined in this policy;
- Primary site licence holders must ensure that they commence and cease their commercial fitness training activities from within their licensed location; and
- Commercial Fitness Training Operators are to act in accordance with the Council's Code of Business Ethics policy.

DRAFT

SUMMARY SHEET	
Responsible Division	Property and Recreation
Date adopted by Council	
Date of previous adoptions	27 October 2009
Date of next review	
Prepared by	[Position title only]
Authorised by	Manager Property and Recreation

DRAFT

**ATTACHMENT 2 - SCHEDULE OF MINOR AMENDMENTS WITH SUPPORTING RATIONALE**

EXISTING TEXT	PROPOSED AMENDMENT	RATIONALE
<p><b>Definitions of this Policy (page 3)</b></p>		
<p><b>MOBILE LICENCE PERMIT</b></p> <p>The term 'mobile' licence permit where stated in this policy refers to a licence which permits an operator to undertake commercial fitness training activities involving one-two participants only, on public open space where development consent/Council approval has been granted.</p>	<p><b>MOBILE LICENCE PERMIT</b></p> <p>The term 'mobile' licence permit where stated in this policy refers to a licence which permits an operator to undertake commercial fitness training activities involving <del>one two</del> <u>no greater than three (3)</u> participants only, on public open space where development consent/Council approval has been granted.</p>	<p>This increase of one (1) participant is based on feedback from the fitness training operators, indicating that an additional participant increases training exercise opportunities in addition to improving the economic viability of the activities. An increase of a single participant is not anticipated to have a significant impact on the surrounding environment or amenity of other park users.</p>
<p><b>1.3 Approval Process (page 4)</b></p>		
<p>Approved sites may be licensed through Council's Property and Recreation Division in accordance with the <i>Local Government Act 1993</i> and the <i>Crown Lands Act 1989</i>.</p> <p>Where commercial fitness training activities involve greater than two (2) participants (per session), operators will be required to obtain a 'primary site' licence which permits them to undertake such commercial activities from a base location where development consent/Council approval has been granted.</p> <p>It is also acknowledged that operators would, from time to time, as part of normal training activities, move from the 'primary site' to other locations, including neighbouring parks and reserves, beaches, footpaths/cycleways. These activities though, should not impact on the general community or other licensed areas/activities as outlined in this policy.</p> <p>Should a commercial fitness training operator be using public open space on a regular basis for</p>	<p>Approved sites may be licensed through Council's Property and Recreation Division in accordance with the <i>Local Government Act 1993</i>, <del>and the</del> <u><i>Crown Lands Act 1989</i>, and any other relevant statutory requirements.</u></p> <p>...</p> <p>Where commercial fitness training activities involve greater than <del>two (2)</del> <u>three (3)</u> participants (per session), operators will be required to obtain a 'primary site' licence which permits them to undertake such commercial activities from a base location where development consent/Council approval has been granted.</p> <p><del>It is also acknowledged that operators would, from time to time, as part of normal training activities, move from the 'primary site' to other locations, including neighbouring parks and reserves, beaches, footpaths/cycleways. These activities though, should not impact on the general community or other licensed areas/activities as outlined in this policy.</del></p>	<p>The inclusion of 'other relevant statutory requirements' ensures all applicable legislation will be considered in the issue of licences. This would be relevant where new legislation may be gazetted or existing legislation be revised and become applicable.</p> <p>The change from two (2) to three (3) participants ensure consistency with the amended definition of '<i>Mobile Licence Permit</i>' contained in this policy, see previous amendment.</p> <p>The text relating to operators moving to other locations has been relocated to Section <b>2.15 Other Conditions</b> of this policy as this provision is not related to the licence approval process.</p>

**ATTACHMENT 2 - SCHEDULE OF MINOR AMENDMENTS WITH SUPPORTING RATIONALE**

<p>activities without Council approval and licence, Council Rangers will be able to undertake enforcement action in accordance with the <i>Local Government Act 1993</i>.</p>		
<p><b>1.4 Exclusion Zones (page 5)</b></p>		
<p>Commercial fitness training activities are not permitted within or on the following areas:</p> <ul style="list-style-type: none"> <li>- Cemeteries – not permitted at any time;</li> <li>- Sand Dunes and Dune Stabilisation Areas – not permitted at any time;</li> <li>- Beaches - within 100 metres either side of patrolled areas (i.e. flagged areas) with the exception of those sites given Development Approval and a Licence Agreement and subject to the daily advice of Council Surf</li> <li>- Lifeguards and volunteer Surf Patrols; and</li> <li>- Memorials, playgrounds, or public change rooms.</li> </ul> <p>Use of designated sportsgrounds and courts within public open space is permitted, however a separate booking for group activities at each location is required. Fees, charges, terms and conditions relevant to the sportsgrounds and courts will apply. This includes operating in accordance with sportsground closure processes.</p> <p>Commercial Fitness training activities within picnic shelters is permitted when shelters are not being utilised by passive recreational users but will not be incorporated in licenced locations.</p>	<p>Commercial fitness training activities are not permitted within or on the following areas:</p> <ul style="list-style-type: none"> <li>- Cemeteries – not permitted at any time;</li> <li>- Sand Dunes and Dune Stabilisation Areas – not permitted at any time;</li> <li>- Beaches - within 100 metres either side of patrolled areas (ie flagged areas) with the exception of those sites given Development Approval and a Licence Agreement and subject to the daily advice of Council Surf Lifeguards and volunteer Surf Patrols; <del>and</del></li> <li>- Memorials, playgrounds, or public change rooms;</li> <li>- <u>Council picnic shelters, park furniture, and trees; and</u></li> <li>- <u>Stairways within the Blue Mile Precinct, with the exception of the stairway located at City Beach where use is only permitted through specific licence provisions.</u></li> </ul> <p>Use of designated sportsgrounds and courts within public open space is permitted, however a separate booking for group activities at each location is required. Fees, charges, terms and conditions relevant to the sportsgrounds and courts will apply. This includes operating in accordance with sportsground closure processes.</p> <p><del>Commercial Fitness training activities within picnic</del></p>	<p>The decision to exclude fitness trainers from using picnic shelters, park furniture, trees; and certain stairways within the Blue Mile Precinct is based on feedback from the community and Council officers regarding damage to park assets and interruptions to public use. Clarifying these exclusions will also simplify the interpretation and enforcement of the policy.</p>

**ATTACHMENT 2 - SCHEDULE OF MINOR AMENDMENTS WITH SUPPORTING RATIONALE**

	<p><del>shelters is permitted when shelters are not being utilised by passive recreational users but will not be incorporated in licenced locations.</del></p> <p>Use of areas such as swimming centres and tennis courts within public open space is permitted in accordance with the relevant facilities fees, charges, terms and conditions.'</p>	
<p><b>1.6 Prohibited Activities (page 6)</b></p>		
<p>The following activities within public open space are prohibited under this policy;</p> <ul style="list-style-type: none"> <li>- Aggressive or intimidating activities including combat training;</li> <li>- Outdoor recreational activities conducted with amplified music or voice including megaphones or whistles which cause offensive noise as defined by the Protection of the Environment Operations Act 1997;</li> <li>- Organised ball sports and competitions (unless conducted on designated ovals, sportsgrounds or courts which are subject to the payment of applicable published fees and charges);</li> <li>- The soliciting of funds directly from park visitors or the public;</li> <li>- The erection of advertising signs and banners without Council's written consent;</li> <li>- Erection of signs, stakes, rope or tape;</li> <li>- The erection of boxing bags is not permitted; and</li> <li>- The inappropriate use of seating, picnic tables, rotundas and other park infrastructure, except as permitted by the</li> </ul>	<p>The following activities within public open space are prohibited under this policy:</p> <ul style="list-style-type: none"> <li>- Aggressive or intimidating activities including combat training;</li> <li>- Outdoor recreational activities conducted with amplified music or voice including megaphones or whistles which cause offensive noise as defined by the Protection of the <i>Environment Operations Act</i> 1997;</li> <li>- Organised ball sports and competitions (unless conducted on designated ovals, sportsgrounds or courts which are subject to the payment of applicable published fees and charges);</li> <li>- The soliciting of funds directly from park visitors or the public;</li> <li>- The erection of advertising signs and banners without Council's written consent;</li> <li>- Erection of signs, stakes, rope or tape;</li> <li>- <del>The erection of boxing nags is not permitted; and</del></li> <li>- <u>Suspending boxing (or kicking) bags, training slings, or any other equipment from trees and/or structures;</u></li> <li>- <u>Dragging of logs, tyres, heavy ropes and</u></li> </ul>	<p>This section has been expanded to further clarify what specific types of equipment and activities are prohibited within public open space and to bring the prohibitions into alignment with current fitness industry guidelines.</p>

**ATTACHMENT 2 - SCHEDULE OF MINOR AMENDMENTS WITH SUPPORTING RATIONALE**

<p>particular individual licence conditions.</p>	<p><u>other equipment that may damage the natural environment, and</u></p> <ul style="list-style-type: none"> <li>- <del>The inappropriate use of seating, picnic tables, rotundas and other park infrastructure, except as permitted by the particular individual licence conditions.</del></li> <li>- <u>Using trees, seating, picnic tables, rotundas and other park infrastructure for exercise training, except as permitted by the particular individual licence conditions.</u></li> </ul>	
<p><b>2.1 Industry Compliance (page 7)</b></p>		
<p>All commercial fitness activities must be undertaken in accordance with the recommendations of Fitness Australia</p> <p>(ie currently the size of fitness training groups is limited to 18 participants per instructor where participants are undertaking the same activity and six participants per instructor where participants are undertaking different activities).</p>	<p>All commercial fitness activities must be undertaken in accordance with the recommendations and guidelines of Fitness Australia. <del>(ie currently the size of fitness training groups is limited to 18 participants per instructor where participants are undertaking the same activity and six participants per instructor where participants are undertaking different activities).</del></p>	<p>The text regarding group size has been moved to Section 2.2 Site Capacity And Trainer / Participant Ratio.</p>
<p><b>2.2 Site Capacity (page 7)</b></p>	<p><b>2.2 Site Capacity and Trainer/participant Ratio</b></p>	
<p>The size of a licensed site will be determined by Council however the maximum number of participants will not exceed 54 participants at one licensed location.</p>	<p>The size of a licensed site will be determined by Council, however, the maximum number of participants will not exceed 54 participants at one licensed location.</p> <p><u>Commercial fitness training activities are to be undertaken in a manner that should ensure that all group participation is appropriately supervised, providing instruction to each individual.</u></p> <p><u>Fitness training groups are limited to 18 participants per instructor where participants are undertaking the same activity and six participants per instructor where participants are undertaking different activities.</u></p>	<p>The amended title of this section more accurately describes the content which now includes the required trainer/participant ratios.</p> <p>Further clarification is given regarding trainer – participant interaction to ensure adequate supervision is provided to participants, which should aid in containing the effects of commercial fitness training.</p> <p>The prescribed trainer/participant ratio remains unchanged and is consistent with the Fitness Australia recommendations.</p>

**ATTACHMENT 2 - SCHEDULE OF MINOR AMENDMENTS WITH SUPPORTING RATIONALE**

<p><b>2.3 Hours of Operation (page 7)</b></p>		
<p>...</p> <p>When conducting activities beyond daylight hours, Commercial Fitness trainers must monitor and control Risks to participants and ensure public safety is not impacted by their activities.</p>	<p>...</p> <p>When conducting activities beyond daylight hours, Commercial Fitness trainers must monitor and control Risks to participants and ensure public safety is not impacted by their activities (<u>eg use of personal lighting and high visibility garments</u>).</p>	<p>The addition of suggested of safety measures is in response to feedback from the community with regard to evening/night-time operation of fitness trainers, regarding safety concerns raised over the visibility of trainers and participants in public areas.</p>
<p><b>2.4 Qualifications (page 7)</b></p>		
<p>To be eligible for consideration of a Licence Agreement, a commercial fitness trainer must:</p> <p>a) provide evidence in having completed accredited courses specific to the type of activity being instructed and endorsed by Fitness Australia and/or VETAB providers such as TAFE, Universities and Nationally Recognised Training institutions/colleges;</p> <p>b) have a current Senior First Aid Certificate; and</p> <p>c) proof of being a current registered professional with Fitness Australia or the relevant peak body.</p>	<p>To be eligible for consideration of a Licence Agreement, a commercial fitness trainer must:</p> <p>a) provide evidence in having completed accredited courses specific to the type of activity being instructed and endorsed by Fitness Australia and/or VETAB providers such as TAFE, Universities and Nationally Recognised Training institutions/colleges;</p> <p>b) have a current Senior First Aid Certificate; and</p> <p>c) proof of being a current registered professional with Fitness Australia or the relevant peak body.</p> <p><u>All fitness trainers employed by the licence holder are also required to hold the above qualifications.</u></p>	<p>The inclusion of additional qualification requirements for other fitness trainers is to ensure appropriate supervision and guidance for all participants is provided, despite whether the licence holder or their subordinates are conducting the training.</p>
<p><b>2.13 Noise/Disturbance (page 8)</b></p>		
<p>Under this policy and the allocation of a Licence Agreement, commercial fitness training activity operators must:</p> <ul style="list-style-type: none"> <li>- always conduct themselves in accordance with the Fitness Australia Code of Conduct in a proper and orderly manner and be considerate to other reserve users and adjacent residents;</li> </ul>	<p>Under this policy and the allocation of a Licence Agreement, commercial fitness training activity operators must:</p> <ul style="list-style-type: none"> <li>- always conduct themselves in accordance with the Fitness Australia Code of <del>Conduct</del> <b>Ethics</b>, in a proper and orderly manner and be considerate to other reserve users and adjacent residents;</li> </ul>	<p>The rewording is in response to the renaming of the respective Fitness Australia publication.</p>

**ATTACHMENT 2 - SCHEDULE OF MINOR AMENDMENTS WITH SUPPORTING RATIONALE**

...	...	
<p><b>2.15 Other Conditions (page 9)</b></p>		
<p>Under this policy and the allocation of a Licence Agreement, commercial fitness training activity operators are to:</p> <ul style="list-style-type: none"> <li>- use their licensed area as the primary location for all activities; and</li> <li>- ensure that their activities do not impact on other licensed activities outside of their licensed area.</li> </ul>	<p>Under this policy and the allocation of a Licence Agreement, commercial fitness training activity operators are to:</p> <ul style="list-style-type: none"> <li>- use their licensed area as the primary location for all activities; <del>and</del></li> <li>- ensure that their activities do not impact on other licensed activities outside of their licensed area;</li> <li>- <b>It is acknowledged that operators would, from time to time, as part of normal training activities, move from the 'primary site' to other locations, including neighbouring parks, reserves, beaches, footpaths/cycleways. These activities though, should not impact on the general community or other licensed areas/activities as outlined in this policy;</b></li> <li>- <b>Primary site licence holders must ensure that they commence and cease their commercial fitness training activities from within their licensed location; and</b></li> </ul> <p><b>Commercial Fitness Training Operators are to act in accordance with the Council's Code of Business Ethics policy.'</b></p>	<p>The condition regarding operation on the primary site and other locations has been relocated from an earlier section (in existing version of the policy), the wording is to remain unchanged.</p> <p>The condition regarding commencing and ceasing activities from licensed location is to provide further clarification for commercial fitness trainers regarding their operating locations. This is also in response to feedback from the general public regarding fitness trainers operating for extended periods outside of their licensed areas.</p> <p>The requirement for fitness training operators to act in accordance with the Council's Code of Business Ethics Policy is standard for all entities conducting business with Council.</p>

### ATTACHMENT 3 - SUMMARY OF SUBMISSIONS RECEIVED DURING CONSULTATION PHASE

One (1) submission was received during the targeted consultation phase.

SUMMARY OF SUBMISSION(S)	COUNCIL RESPONSE
<p><i>"I have noticed the new agreement with the fee increase is quite restricting in terms of equipment and usage of certain gear.</i></p> <p><i>Is there room for flexibility on this?</i></p> <p><i>Each year there seems to be more and more added to the list of exercises and things that cannot be done."</i></p>	<p><i>"The rationale for the changes to the prohibited activities in the policy is as follows;</i></p> <ol style="list-style-type: none"><li data-bbox="753 344 1239 606"><i>1) These prohibitions are taken directly from the peak industry body (Fitness Australia) recommendations for fitness activities in public open space, and are regarded as best practice for ensuring commercial fitness training activities do compromise the quality and use of public open space. I have attached the document in question produced by Fitness Australia to this email.</i></li><li data-bbox="753 614 1239 848"><i>2) Responding to complaints from both the public and Council officers that the use (hanging of equipment etc.) of public infrastructure (e.g. picnic shelters) and natural assets (e.g. trees) has resulted in damage to these items. In most cases the picnic shelters, benches and alike were not designed to withstand this sort of use over a prolonged period of time.</i></li><li data-bbox="753 856 1239 959"><i>3) The prohibitions have been reworded in some cases to make it clearer to trainers, the public, and Council Officers exactly what is prohibited."</i></li></ol>

JACOBS



Proposed location for Lovelock Artwork

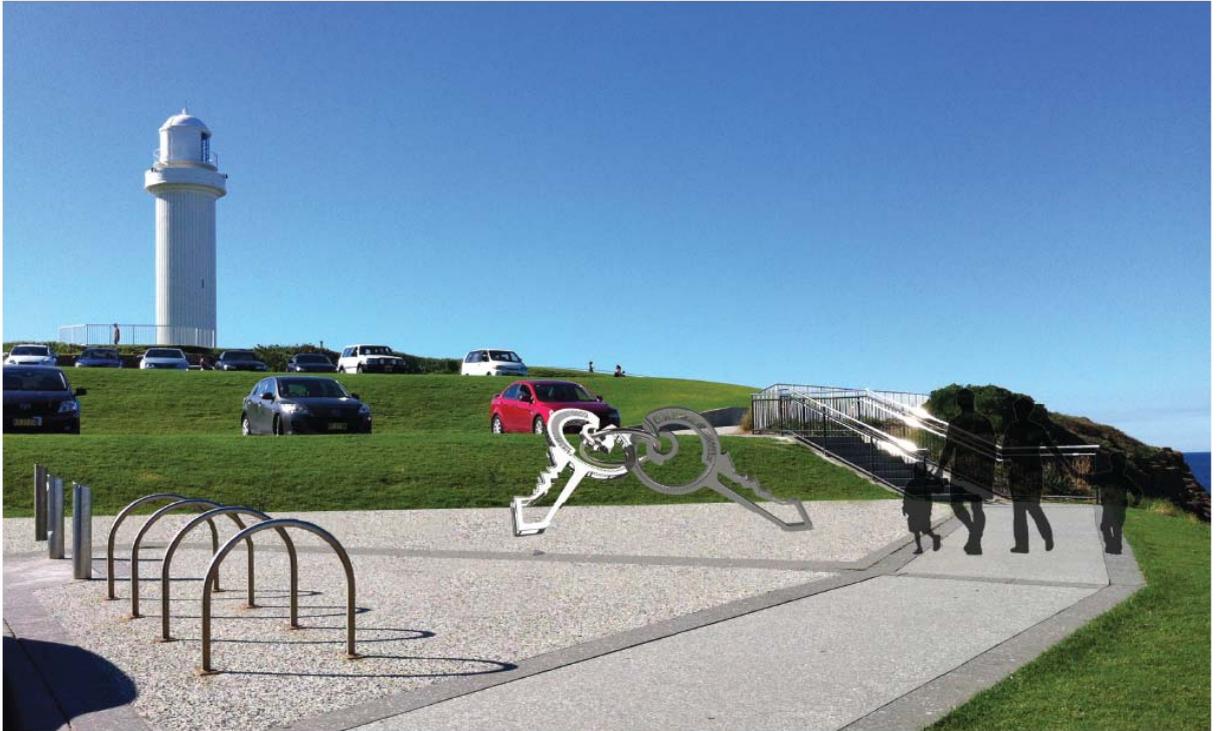


g109979-01.mxd

While every effort has been made to ensure the highest possible quality of data, no liability will be accepted for any inaccuracies of the information shown.  
Copyright © Warragong City Council. All rights reserved. This map may not be reproduced in any form without the express written permission of Warragong City Council.

# ***PHOTOMONTAGE OF PROPOSED LOVE LOCK ARTWORK AT FLAGSTAFF HILL***

---



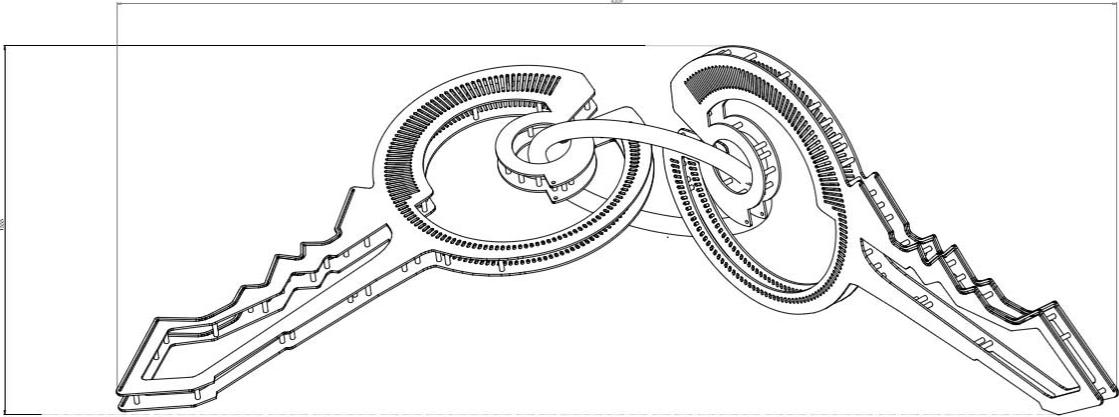
*Photomontage of view to North (image by Urbancraft)*



*Photomontage of view to South (image by Urbancraft)*

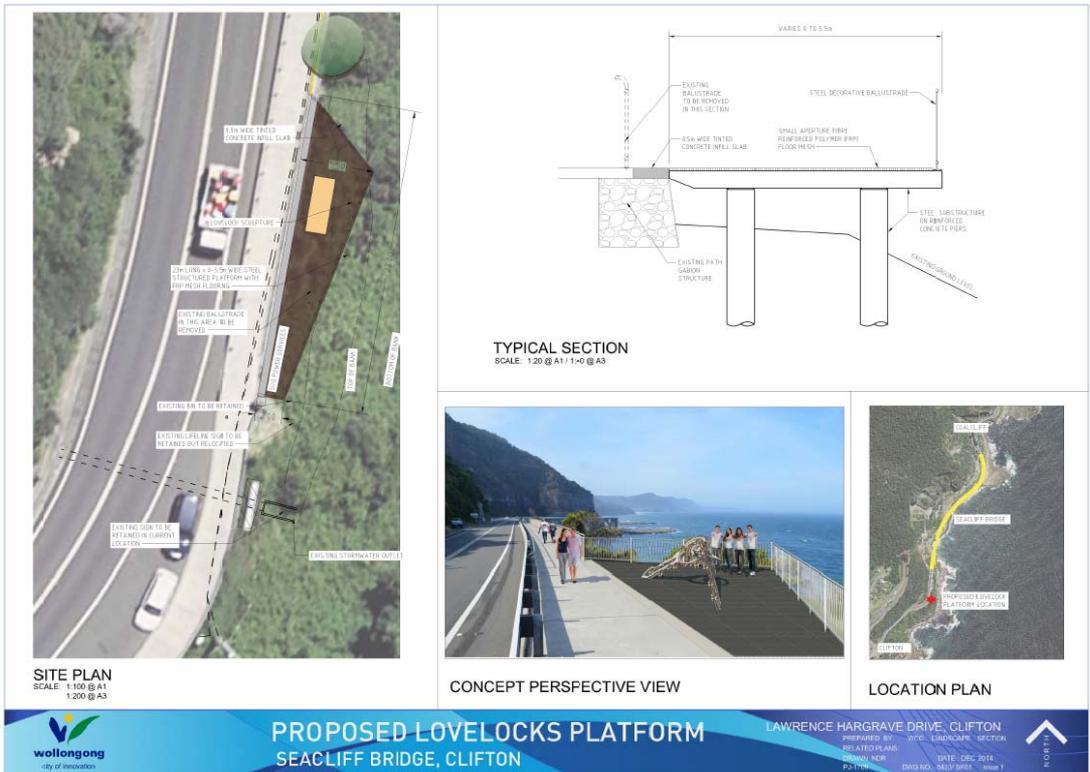
## CONCEPT DESIGN – LOVE LOCKS SCULPTURE

---



*'FRONT' ELEVATION DRAWING – Width – 4.2m, Height – 1.5m (drawing by Urbancraft)*

# PHOTOMONTAGE OF PROPOSED LOVE LOCK ARTWORK AT SEA CLIFF BRIDGE



Proposed Concept plan issued to RMS for consultation December 2014



Close up of visualization image

## ***LOVE LOCK CHAIN INSTALLED AT SUBLIME POINT***

---



*'Love Lock Chain' installed at Sublime Point January 2015*



9 June 2015

Mr David Farmer  
General Manager  
Wollongong City Council  
Locked Bag 8821  
WOLLONGONG DC NSW 2500

Dear David,

**PROGRESS REPORT ON THE REVIEW OF  
PROCEDURES AND SYSTEMS FOR MOUND BARRIERS**

I would like to provide you with an update on our progress in completing the above review.

To date we have conducted face-to-face interviews with 19 council staff from Tuesday 26th May to Friday 29th May and a further three phone interviews with contract truck drivers on Tuesday 2nd June 2015.

Unfortunately, two key Council staff who are integral to the review are currently on leave. We are of the view that our report cannot be finalised until we have had the opportunity to interview them upon their return. One is due back at work this week with the other not due back until Monday 6 July 2015.

We will schedule interviews with these two staff as soon as possible and will complete our report in order to meet your August Council meeting timetable. Should you have any questions with regards to this approach, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Rob McKimm', written over a light blue horizontal line.

**Rob McKimm**  
**DIRECTOR**

## BACKGROUND

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.

## OBJECTIVE

The main objectives of this policy are to –

- 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 recognise and assist genuine cases of financial hardship and respond with respect and compassion.
- 5 To establish guidelines for assessment of hardship applications by applying the principles of fairness, integrity, appropriate confidentiality and compliance to the relevant statutory requirements.
- 6 The key principles that will apply 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.

## POLICY STATEMENT

Council recognises that it is in the community's interest to maximise the collection of monies owed. In maximising its collection of monies, Council will recognise that the collection of these monies needs to be balanced in regards to consideration of those that may be in genuine hardship.

## PROCEDURE STATEMENT

### 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 (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, 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.
- Interest 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 inform ratepayers of outstanding debts. This may include options such as SMS reminders and telephone calls.
- If those processes are not successful, legal recovery action will commence. Legal recovery process may include the following:
  - Statement of Claim
  - Field Calls/Skip Tracing
  - Judgement
  - Garnishee
  - Examination Notices/Summons
  - Writ of property
  - Bankruptcy
  - Sale of Land
- Council retains the discretion to apply the provision of Local Government Act 1993 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 (excluding vacant land which can be sold with only one year's rates and charges).
- 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 forward notification to Credit Reporting agencies in Australia accordingly.
- 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 Act).

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

- Council will issue Invoices as required or Invoice Statements monthly.
- Where payment is overdue and an appropriate payment arrangement has not been agreed, the following recovery actions will be followed:
  - Monthly Statements.
  - Letter of Demand from Council's Solicitor.

- Where available and appropriate, additional channels of communication can be used to inform ratepayers of outstanding debts. This may include options such as SMS reminders and telephone calls.
- Where available suspension of credit and/or services.
- If those processes are not successful, legal recovery action will commence. Legal recovery process may include the following:
  - Tribunal orders for property leases (eg Tourist Parks)
  - Statement of Claim
  - Field Calls/Skip Tracing
  - Judgement
  - Garnishee
  - Examination Notices/Summons
  - Writ on property
- Legal Costs and expenses incurred in debt recovery actions will be charged against the Sundry Debtor.
- A Late Payment Fee may be charged where a Letter of Demand from Council's Solicitor is issued where set in Council's Fees and Charges.

### 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 due 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 Local Government Act permits Council to exercise the following assistance to ratepayers and debtors:
  - Periodical payment arrangements for overdue rates and charges under Section 564.
  - Writing off or reducing interest accrued on rates and/or charges under Section 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 LGA, 1993 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 to Council with reasonable proof of financial hardship including details of assets, income, liabilities, expenses and such other information required for the Hardship 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.
- The assistance provided will be determined under the legal requirements of the Local Government Act, 1993. A Debt Recovery/Hardship 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 Council to reconsider its decision within 30 days.
- After the Council reconsiders the application and makes a decision, the ratepayer has no further right to appeal.
- Council can make a determination to grant a moratorium up to 90 days where a group/area of ratepayers affected by a natural disaster or significant event. Applications for approval for this moratorium must be in writing.

#### 4 Periodical Payment Arrangements

- Council may enter into a Payment Arrangement with any ratepayer in accordance with Section 564 of the 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. Only one extension can be granted to a ratepayer during an annual rating period.
- Council can accept over the phone payment arrangements for weekly, fortnightly or monthly payments. However, to formalise the arrangement, Council must send to the ratepayer Council's Payment Agreement form setting out the terms and conditions of the agreement made over the phone. The ratepayer must sign the agreement and return it to Council within 14 days of the posting date of the agreement; otherwise the agreement is taken to be not valid.
- 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, any periodical payment arrangements greater than 12 months need to be approved by the Debt Recovery/Hardship Committee.
- Council may collect the following information during the arrangement process, this information will be used for 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 more than twice within a 12 month period.
- A debtor aggrieved by the above clause may appeal in writing to the Debt Recovery/Hardship 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 up to \$3,000 with amounts above \$3,000 subject to reporting to Council.
- Council applies interest rates to the maximum allowable under Section 566 of the Local Government 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 Local Government Act and the Local Government (General) Regulation 2005
  - The person(s) was unable to pay when the amount became due for reasons beyond the person(s) control; or
  - The person(s) is unable to pay accrued interest for reasons beyond the person(s) control; or
  - Payment of accrued interest would cause the person(s) hardship.

## 7 Recovery Proceedings against Eligible Pensioners

- Council recognises the large number of pensioner ratepayers in the community and recognises the difficulties some eligible pensioner 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 the pensioner ratepayer. 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 actions.
  - 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, one or more 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 Local Government Act, Council will commence a legal recovery process before a debt is 20 years old to secure the debt on the property beyond that point. The costs associated with the legal process will be recovered against the property.

## 8 Debt Recovery/Hardship Committee

- The Committee will consist of a minimum of four Council officers and be represented from the following divisions:
  - Finance
  - Governance and Information
  - Community Cultural and/or Library and Community Services
- The Committee will:
  - determine the dollar amount in which Council will commence legal proceedings for recovery of debt
  - consider applications for waiving of interest and costs
  - consider hardship applications and make recommendations to the General Manager

- consider appeals from ratepayers who have defaulted on payment arrangements
- be consulted on changes to debt recovery processes and procedures

## STATEMENT OF PROCEDURES

### Reference Materials

- Local Government Act 1993
- Council Rating and Revenue Manual (2007) Office of Local Government
- Management Policy – Debtor Processing
- Management Policy – Credit Facility
- Management Policy – Rates Processing

DRAFT

## SUMMARY SHEET

Responsible Division	Finance
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	[To be inserted by Corporate Governance]
Date of next review	[List date - Not more than 3 years from adoption]
Prepared by	Rates Management Manager
Authorised by	Manager Finance

DRAFT

# DEBT RECOVERY

## COUNCIL POLICY

## BACKGROUND

Council relies on Rates and Charges to fund its services and facilities for our community. This policy provides the procedure for Council to recover unpaid Rates and Charges.

## OBJECTIVE

The objective of this policy is to:

- provide a comprehensive and standardised practice for Council to recover unpaid Rates and Charges;
- assist ratepayers suffering genuine financial hardship to apply to council for assistance;
- ensure Council recovers Rates and Charges, including costs, interest and expenses in a cost-effective and timely manner; and
- fulfil the requirements of the *Local Government Act 1993* and other relevant legislation.

## POLICY STATEMENT

Council recognises that it is in the community interest to maximise the collection of Rates and Charges and to recover interest, costs and expenses where these are necessarily incurred by Council. However, Council recognises that the collection of Rates and Charges needs to be balanced with the identification and consideration of individual cases of genuine hardship.

## STATEMENT OF PROCEDURES

### Rates and Charges

1. Rates and Charges include all amounts charged by way of Rates Notice in accordance with section 546 of the *Local Government Act 1993* ('Act').

### Rates Notice

2. Rates Notices must be issued prior to 31 July each year in accordance with section 546 of the Act.
3. Instalment Notices must be issued one month prior to the instalment due dates (31 August, 30 November, 28 February and 31 May each year) in accordance with section 547 of the Act.

### Recovery of Overdue Rates

Recovery proceedings will commence immediately after the due date of the rate instalment has passed and where the instalment remains partly or fully unpaid –

4. A Reminder Notice/letter will be issued by Council to each ratepayer who has an outstanding instalment balance and who has not entered into a Payment Arrangement with Council
5. Where Rates and Charges remain unpaid equivalent to or greater than an amount fixed from time to time by the Debt Recovery Committee and no Payment Arrangement is agreed within 14 days of the Reminder Notice/Letter, Council will issue a Final Reminder Notice/Letter. The Final Reminder Notice/Letter will allow the ratepayer 14 days to pay or to enter a Payment Arrangement.
6. Where such Rates and Charges remain unpaid and no Payment Arrangement is agreed within 14 days of the Final Reminder Notice/Letter, Council will commence debt recovery proceedings.

### Debt Recovery Proceedings

7. As outlined in clause 6 Council will:
  - 7.1. In the case of an individual ratepayer, prepare, issue and serve a Statement of Claim to recover all unpaid Rates and Charges as well as interest and costs.
  - 7.2. In the case of a corporate ratepayer, for all unpaid Rates and Charges above the amount fixed from time to time by the Debt Recovery Committee, refer the matter to its legal section to commence recovery proceedings in the Federal Court of Australia.
  - 7.3. Only delegated officers of Council have the authority to provide direction/instructions to its legal section once legal proceedings have commenced.
8. Where judgement is entered in Council's favour, Council will seek to recover the judgement debt through appropriate recovery actions. Legal costs and expenses incurred in Debt Recovery Proceedings will be charged against the property (including the expenses of tracing a person in accordance with section 605 of the Act).

9. Where overdue rates and charges remain unpaid for a period of more than five years for occupied land and more than one year in the case of vacant land (provided the overdue rates and charges being more than the value of the land) Council may sell the land in accordance with section 713 of the Act provided -
  - 9.1. Reasonable attempts have been made to locate the owner of the land where their current address is unknown to Council; or
  - 9.2. Debt recovery actions have been undertaken by Council and the overdue rates and charges remain unpaid.
10. The Debt Recovery Committee will make determinations in respect of land held under sale for overdue rates and prepare reports for Council as required.
11. Council will not commence Debt Recovery Proceedings for any amounts that have been outstanding for periods greater than 20 years (Section 712(1) of the Act).

### **Payment Arrangements**

12. Council may enter into a Payment Arrangement with any ratepayer in accordance with section 564 of the Act.
13. 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. Only one extension can be granted to a ratepayer during an annual rating period.
14. Council may agree to Payment Arrangements including weekly, fortnightly or monthly payments provided that -
  - 14.1. Reasons for the payment arrangements are provided to Council in writing;
  - 14.2. Council determines the reasons are acceptable; and
  - 14.3. The ratepayer agrees that the outstanding debt must be extinguished in full within 1 to 6 months including rate instalments that may become due in that timeframe. Where a ratepayer is able to demonstrate genuine financial hardship, Council may consider longer-term Payment Arrangements. To apply the ratepayer must complete a 'Hardship Rate Relief' application.
15. Notwithstanding clause 14 Council can, at its discretion, accept over the phone payment arrangements from ratepayers. However, to formalise the arrangement, Council must send to the ratepayer Council's Payment Agreement form setting out the terms and conditions of the agreement made over the phone. The ratepayer must sign the agreement and return it to Council within 14 days of the posting date of the agreement; otherwise the agreement is taken to be not valid.
16. Once legal proceedings have commenced against a ratepayer, only delegated officers Council can negotiate payment arrangements with that ratepayer. Any agreement made must be formalised in writing in a manner similar to clause 14.
17. Following the commencement of legal proceedings, Council may agree to payment arrangements, subject to the ratepayer entering into a direct debit arrangement with Council and the ratepayer agreeing to pay Council's up-to-date legal costs relating to the proceedings. If a ratepayer objects to the direct debit arrangement, the ratepayer 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 ratepayer whether it is accepted or rejected.

### **Default of Payment Arrangement**

18. Where a ratepayer 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 ratepayer 7 days to pay or re enter into a Payment Arrangement.
19. Where the debtor fails to comply with the terms of the Default Letter, Council will commence or reinstate legal proceedings to recover the debt.
20. Council will not enter into any further payment arrangements where a ratepayer is in default of a payment arrangement more than twice within a 12- month period.
21. A ratepayer aggrieved by clause 20 may appeal using Council's prescribed format. The Debt Recovery Committee must consider the appeal within 14 days of it being received by Council and notify the ratepayer of its decision.

### **Interest and Costs**

22. Interest charges accrue on all overdue Rates and Charges on a daily basis in accordance with section 266 of the Act. Interest charges must be recovered on all amounts unless an exemption is agreed to by Council after considering an application for Hardship Rate Relief from the ratepayer.
23. For all Debt Recovery Proceedings, Council will seek to recover its costs in accordance with section 329 of the *Legal Profession Act 2004* and at the rates prescribed by section 329 of the *Legal Profession Regulations 2005*.

### **Request to set aside a Default Judgement.**

24. Council will apply to have default judgement entered against a ratepayer who fails to file a defence to a statement of claim within the required time.
25. To request that default judgement be set aside, a ratepayer must follow the Local Court procedure. A Ratepayer can be referred to the Consumer Credit Legal Centre fact sheet outlining the process.(see <http://www.cclcnsw.org.au/fact-sheets/the-local-court/making-an-application-to-set-aside-judgment/>).
26. Council may discontinue legal proceedings where the judgement debt has been paid in full and the judgement debt has been set aside by the local court.
27. Council may notify any credit reporting agency that a judgement debt has been paid in full if requested to do so by a ratepayer.

### **Special Provisions – Eligible Pensioners**

Eligible pensioners as defined in the *Local Government Act, 1993* dictionary will not be included in the legal recovery actions under this policy. Interest charges will apply to accrued rates and charges in accordance with section 266 of the Act unless exemption has been agreed to by Council after considering an application for Rate Hardship from the Eligible Pensioner.

### **Debt Recovery Committee**

The purpose of the Debt Recovery Committee is to -

- From time to time fix the amount of overdue rates and charges, that when reached, Council will instigate the commencement of legal proceedings against the ratepayer.
- Consider appeals from ratepayers who have defaulted on payment arrangements as outlined in clause 18 of this policy.

- From time to time review debt recovery processes and procedures and ensure agreed changes are implemented.
- Make determinations in respect of land held under sale of land for overdue rates and prepare reports for Council.

The Committee will consist of three Council officers. A representative from each of the following divisions of Council will be selected to be a member of the committee -

- Finance Division
- Governance and Information
- Community Cultural and Library

Where circumstances prevent a member of the Committee attending a meeting, the member must nominate a substitute from his/her division to attend on their behalf.

If requested to do so the General Manager may review and change any decision of the Committee. The General Manager's decision is final.

#### **Related Council Policy**

- Rate Hardship

To be Repealed

## SUMMARY SHEET

RESPONSIBLE DIVISION	Finance Division
DATE ADOPTED ON BEHALF OF COUNCIL	24 May 2011
DATE OF PREVIOUS ADOPTION(S)	16 May 1983 (previously <i>Rates Debt Recovery</i> )
DATE FOR REVIEW	31 May 2011
PREPARED BY	Rates Management Manager
AUTHORISED BY	Manager, Finance

To be Repealed

## COUNCIL POLICY

## BACKGROUND

The *Local Government Act, 1993* provides Council with three (3) options for providing assistance to ratepayers who are finding it difficult to pay their rates and charges because of financial hardship. A summary of the options is as follows –

### Section 601 LGA, 1993

Any ratepayer who incurs a rate increase in the first year following a revaluation of land values can apply to Council for rate relief if the increase in the amount of rates payable would cause them substantial hardship.

Council has a discretion to waive, reduce or defer the payment of the whole or any part of the increase in the amount of the rate payable.

Council can set the period of time for when applications can be made under this Section.

Applications under Section 601 LGA, 1993 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.

### Section 582 LGA, 1993

Council can provide assistance to ratepayers under this Section. Council may defer payment of all or part of the rates and charges payable after rebates have been deducted.

Rates and charges deferred under this Section will be interest free and will become a charge against the land.

### Sections 564 and 567 LGA, 1993

Council can enter into payment agreements with ratepayers, who cannot meet their normal instalment payments as provided by the LGA, 1993, and may write off interest charges.

## OBJECTIVE

To provide assistance to ratepayers, suffering substantial financial hardship, with the payment of their rates and charges.

To provide an administrative process to determine applications quickly.

## POLICY STATEMENT

Any ratepayer who cannot pay their rates or charges for reason of financial hardship can apply to Council for assistance at any time.

Each individual case will be considered on its merits.

The criteria for assessment will be, but is not 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.
- Living expenses.
- Reason for financial hardship.
- Length of occupancy.

The assistance provided will be determined under the legal requirements of the *Local Government Act, 1993*.

To be Repealed

## STATEMENT OF PROCEDURES

### DEFINITIONS

LGA, 1993 – refers to *the Local Government Act, 1993*.

Pensioner – means an eligible pensioner as defined in Clause 134 of the Local Government (General) Regulations 2005.

Application Form – Council's application form for the purpose of applying for assistance under this policy.

Hardship Committee – Committee delegated by Council to review hardship applications.

### HARDSHIP PROVISIONS

- Council will provide an application form for the purpose of applying for assistance.
- The Hardship Committee will review the application and recommend to the Chief Executive Officer any offer of assistance as provided by the *Local Government Act, 1993* having regard to the circumstances of the applicant.
- The Chief Executive Officer can approve or not approve the Committee's recommendation.
- The ratepayer will be informed of Council's decision in writing and if not satisfied with the outcome can request the Council to reconsider its decision.
- After the Council reconsiders the application and makes a decision the ratepayer has no further right to appeal.
- Delegated Officers of Council can enter into payment agreements with ratepayers and write off interest charges (Sections 564 and 577 LGA, 1993).

## SUMMARY SHEET

<b>RESPONSIBLE DIVISION</b>	Finance
<b>DATE ADOPTED ON BEHALF OF COUNCIL</b>	28 August 2002
<b>DATE OF PREVIOUS ADOPTION(S)</b>	Not applicable
<b>DATE FOR REVIEW</b>	July 2012

To be Repealed

## PENSIONER RATES

### COUNCIL POLICY

### BACKGROUND

Council will provide assistance to eligible pensioners who are suffering financial hardship and are having difficulty paying their rates.

### OBJECTIVE

To provide assistance to eligible pensioners with the payment of their rates and charges.

### POLICY STATEMENT

Council will provide a rebate of rates to eligible pensioners who were granted both a mandatory pension rebate under Section 575 of the Local Government Act 1993 and Council rebate under Section 582 of the Local Government Act 1993 prior to 1 January 1994.

Council will waive interest charges for eligible pensioners who pay their rates and charges in full on or before 31 May of each financial year.

## STATEMENT OF PROCEDURES

### **Council Rebate of Rates and Charges**

A Council rebate will apply to eligible pensioners who received both the mandatory rebate under Section 575 of the Local Government Act, 1993 and a Council rebate under Section 582 of the Local Government Act, 1993, prior to 1 January 1994.

The rebate amount will be fixed by Council and may be reviewed annually.

The rebate will be shown on the Rates and Charges notice and will be deducted from the total amount payable.

On land that is jointly owned and the liability for payment of the rates is shared with ratepayers who are not eligible pensioners, the rebate amount will be calculated proportionally according to the ratio that the eligible pensioners bears to the total number of owners. There will be an exception where a legal agreement exists that makes the eligible pensioners solely liable for payment of the rates. In this case the full rebate will apply.

If an eligible pensioner becomes ineligible for any reason then the Council rebate will be written back proportionally according to the number of full quarters left in the rating year (Section 584 of the Local Government Act, 1993).

### **Payment of Rates and Charges**

Provided eligible pensioners pay their rates and charges on or before 31 May each year, Council will waive current interest charges.

The waiver of interest will apply to eligible pensioners who deferred payment of their rates prior to 1 July 2002 provided ongoing rates and charges are paid by 31 May each year.

### **Hardship**

Eligible pensioners can apply to Council for assistance at any time within the current rating year if they are suffering financial hardship and having difficulty paying their rates and charges.

The procedure to apply is set out in Council's "Rate Hardship" policy.

## SUMMARY SHEET

RESPONSIBLE DIVISION	Finance
DATE ADOPTED ON BEHALF OF COUNCIL	26 August 2002
DATE OF PREVIOUS ADOPTION(S)	21 October 1992
DATE FOR REVIEW	June 2012

To be Repealed

## BACKGROUND

This policy has been developed in order to recognise that the conduct of Council business may give rise to gifts or benefits of appreciation being offered to Council officials and that in appropriate circumstances it is acceptable for such gifts or benefits to be accepted.

Given the potential for acceptance of gifts and benefits to be misinterpreted and to cause reputational damage to Council and the Council officials involved, it is necessary for Council officials to conduct themselves in accordance with a recognised and appropriate set of acceptable procedures.

## OBJECTIVE

The main objectives of this policy are to –

- 1 Ensure that Council officials are made aware of their obligations and responsibilities concerning the offer or acceptance of any gift or benefit; and
- 2 Provide guidance to Council officials in identifying, assessing and managing offers of gifts or benefits to ensure that they do not constitute or are perceived to constitute corrupt conduct.

## POLICY STATEMENT

Council officials will act with integrity at all times. Acceptance of gifts and benefits has real and perceived opportunities for undermining integrity.

This Policy sets out the basis on which Wollongong City Council will manage offers of gifts or benefits in accordance with the obligations set out in the Council's Codes of Conduct and its Corporate Values.

## REVIEW SCHEDULE

This Policy will be reviewed every two years or more frequently if required, to ensure that it meets relevant legislative and policy provisions. Each six months Council will review the Gifts and Benefits Register and identify those areas where the gift or benefit could be perceived to be corrupt conduct, identify trends in gifts and benefits and potential future risks for corrupt conduct to occur with respect to gifts and benefits.

Appropriate management strategies will be implemented to reduce this perception and risk and will be reviewed within three years from the date of each adoption of the policy, or more frequently as required.

## TABLE OF CONTENTS

BACKGROUND .....	1
OBJECTIVE .....	1
POLICY STATEMENT .....	1
REVIEW SCHEDULE .....	1
STATEMENT OF PROCEDURES .....	3
1 Executive Summary .....	3
2 Definitions .....	4
Benefits .....	4
Bribes .....	4
Cash-like .....	4
Council official .....	4
Donor may be an .....	4
Gifts .....	4
Hospitality .....	4
Non-Civic Function or Event .....	4
One year period means the .....	4
Register means the Gifts and .....	4
Token value .....	4
3 Introduction .....	4
4 Policy Coverage .....	4
5 What Should I Do When I Am Offered a Gift or Benefit? .....	5
6 Gifts and Benefits Register .....	6
7 General Obligations .....	6
8 Token Value Gifts .....	6
9 Cumulative Value of Gifts or Benefits .....	6
10 Gifts to Family Members .....	8
11 Prior Notice .....	8
12 Prizes and Incentive Schemes .....	8
13 Cultural Considerations .....	8
14 Procurement and Disposal of Goods and Services .....	8
15 Regulatory and Decision Making Functions .....	8
16 Hospitality and Work-Related Functions .....	9
17 Providing Council Services .....	9
18 Management Responsibilities .....	9
19 Disposal of Gifts and Future Considerations .....	9
20 Reporting Breaches .....	9
21 Related Legislation and Policy .....	9
22 Further Information .....	10
Appendices: .....	10
Appendix A – Template Gifts and Benefits Declaration Form .....	11
Appendix B – STAFF - Gifts and Benefits Management Flowchart .....	12
Appendix C – COUNCILLORS - Gifts and Benefits Management Flowchart .....	14
Appendix D – COUNCIL OFFICIALS, <i>other than Staff or Councillors</i> - Gifts and Benefits Management Flowchart .....	15

## STATEMENT OF PROCEDURES

## 1 Executive Summary

The Gifts and Benefits Policy supports Council's Codes of Conduct and provides procedures and direction for managing Gifts and Benefits.

A summary of the procedures for managing offers of Gifts and Benefits by Councillors, Council Officials and staff, other than those gifts or benefits that must not be accepted by provisions elsewhere in this Policy, are as follows:

OFFERS THAT MUST BE REFUSED AND DISCLOSED			
Councillors and 'Other' Council Officials		Staff	
1 <a href="#">Any offer that may give rise to the appearance of attempting to secure favourable treatment from you or from the Council.</a>			
- <a href="#">Must disclose to Lord Mayor or General Manager.</a>		- <a href="#">Must disclose to Director.</a>	
- <a href="#">Must disclose in Register.</a>		- <a href="#">Must disclose in Register.</a>	
2 <a href="#">Any offer that appears to be a bribe.</a>			
- <a href="#">Must disclose immediately to Lord Mayor or General Manager.</a>		- <a href="#">Must disclose immediately to General Manager.</a>	
3 Cash or cash-like gift of any value <a href="#">that does not give rise to the appearance of attempting to secure favourable treatment from you or from the Council or appear to be a bribe</a>			
- Must disclose to Lord Mayor or General Manager.		- Must disclose to Supervisor.	
- Must disclose in Register.		- Must disclose in Register.	
4 <a href="#">Any offers made to Council officials involved in procurement, tendering or sales activities for Council from potential, or current, suppliers or buyers, or directly involved in exercising discretionary judgment relating to any matter involving the donor in the previous 12 months.</a>			
- <a href="#">Must disclose to Lord Mayor or General Manager.</a>		- <a href="#">Must disclose to Supervisor.</a>	
- <a href="#">Must disclose in Register.</a>		- <a href="#">Must disclose in Register.</a>	
OFFERS THAT MAY <sup>1</sup> BE ACCEPTED			
Value of Offer	Councillor	'Other' Council Officials	Staff
<a href="#">Gifts and benefits of less than token value</a>	- <a href="#">May be accepted and may disclose in Register</a>	- <a href="#">May be accepted and may disclose in Register</a>	- <a href="#">May be accepted and may disclose in Register</a>
Between \$50 and \$250	- Must disclose <a href="#">offer</a> promptly to Lord Mayor or General Manager. - Must disclose in Register.	- <a href="#">Must disclose offer promptly to Lord Mayor or General Manager.</a> - <a href="#">Must disclose in Register.</a>	- Must disclose <a href="#">offer</a> to supervisor. - Must disclose in Register.
Greater than \$250	- Must obtain written approval of Lord Mayor or General Manager prior to acceptance. - Must disclose in Register.	- <a href="#">Must disclose offer promptly to Lord Mayor or General Manager.</a> - <a href="#">Must be disclosed in Register.</a>	- Must obtain written approval from Director or General Manager prior to acceptance. - Must disclose in Register.
Greater than \$500 in total from same donor in one year	- Must obtain written approval of Lord Mayor or General Manager prior to acceptance. - Must be disclosed in Annual Disclosure of Interest Return. - Must disclose in Register.	- <a href="#">Must disclose offer promptly to Lord Mayor or General Manager.</a> - <a href="#">Designated persons must disclose in Annual Disclosure of Interest Return</a> - <a href="#">Must be disclosed in Register.</a>	- Must obtain written approval from Director or General Manager prior to acceptance. - Designated persons must disclose in Annual Disclosure of Interest Return. - Must disclose in Register.

<sup>1</sup> [Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, this must be disclosed promptly to your supervisor, the Lord Mayor or the General Manager. The recipient, supervisor, Lord Mayor or General Manager must ensure that any gifts or benefits of more than token value that are received are recorded in a Gifts Register. The gift or benefit must be surrendered to Council, unless the nature of the gift or benefit makes this impractical.](#) – Model Code of Conduct.

**Matters to be considered when an offer of a gift or benefit is made are:**

- who is making the offer to you, why the offer is being made, and how acceptance of the offer would be perceived by a member of the public; and
- the degree of openness of the offer and, if the donor attempts to conceal the gift or benefit, it should be refused.

Attached at Appendix A is the template Gifts and Benefits Declaration Form which is available in electronic form on the Hub, and at Appendix B, [C & D](#) are Gifts and Benefits Management Flowcharts.

## 2 Definitions

The following definitions apply to this policy:

**Benefits** may include, but are not limited to, hospitality, preferential treatment, access to confidential information, free access to services which are normally charged at a fee, or access to a private spectator box at a sporting or entertainment event.

**Bribes** are gifts or benefits given specifically for the purpose of winning favours or to influence the decision or behaviour of a Council official to benefit someone or something.

**Cash-like** may include a gift voucher or card (e.g. iTunes, Spotify, Bunnings or similar), credit card, debit card with credit on it, prepayment such as phone or internet credit, membership or an entitlement to discounted or free services.

**Council official** means Councillors, Council staff, Council Committee or [Reference Group](#) members, volunteers or delegated persons as defined in the *Local Government Act 1993*.

**Donor** may be an individual or an organisation.

**Gifts** may include, but are not limited to, items such as cash or cash-like gift, alcohol, clothes, products or tickets to a sporting or entertainment event.

**Hospitality** means the provision of meals, refreshments or other forms of entertainment.

**Non-Civic Function or Event** means a function or event where the Council official does not have any formal role at the function or event to represent the Council [and the Council official is invited to attend at no cost or a discounted cost to Council](#). [Examples include: sporting events; Christmas parties; conferences; or openings.](#)

**One year period** means the financial year from 1 July of one year to 30 June of the next.

**Register** means the Gifts and Benefits register.

**Token value** means the monetary limit of the value of gifts or benefits that may be accepted and do not require declaration in the Gifts and Benefits Register. This value is \$50 and therefore any gift or benefit valued at less than \$50 is considered to be of token value in accordance with this policy. The intent of the donor however, must also be considered when deciding whether to accept a token value gift or benefit.

## 3 Introduction

This policy elaborates on Council's [Codes of Conduct](#) in regard to managing offers of gifts or benefits.

Gifts or benefits may be provided to Council officials as a thank-you or as an appreciation for a task well done. Gifts or benefits may also be small token gifts such as a pen or calendar and are commonly offered in business situations or as a ceremonial gift provided from one organisation to another.

The acceptance or otherwise of gifts or benefits must be properly managed to ensure that they are not provided as a "gift of influence" where there is an intention by the donor to receive favourable treatment. Equally important is how gifts or benefits are perceived, regardless of the type or value.

This policy is designed to appropriately guide Council officials as to whether an offer of a gift or benefit should be refused or accepted and how to manage that acceptance. Fundamental to this policy is the "Gifts and Benefits Register" for the declaration and recording of the management of offers of gifts or benefits.

## 4 Policy Coverage

This policy applies to all Council officials.

## 5 What Should I Do When I Am Offered a Gift or Benefit?

All Council officials should be aware that accepting gifts or benefits may be appropriate in some situations, but may constitute corrupt conduct, or be perceived to constitute corrupt conduct, in other situations. Each situation must be carefully assessed on its own merits.

### Council Staff and Officials, other than Councillors

Gifts or benefits of greater than token value, that cannot reasonably be refused or returned, must be surrendered to Council unless the nature of the gift or benefit makes this impractical.

The following is a summary of basic steps for Council staff and Officials, other than Councillors to follow and matters to be considered in relation to offers of gifts or benefits:

- If the offer is cash or a cash-like gift ~~such as a gift voucher, credit card, debit card with credit on it, prepayment such as phone or internet credit, membership or an entitlement to discounts~~ it must be refused and the ~~incident offer reported to the General Manager immediately~~ disclosed to your supervisor or primary Council contact;
- If the gift or benefit is less than \$50 in value, then it is considered to be of token value and may be accepted and may be declared in the Gifts and Benefits register;
- Offers of gifts or benefits of between \$50 and \$250 in value, either as one offer or cumulative offers in a six month period from one donor, ~~that cannot be reasonably refused or returned~~, must be declared in the Gifts and Benefits register and advice sent to the relevant Director of their acceptance or refusal;
- Offers of gifts or benefits to staff of a value exceeding \$250, *that cannot be reasonably refused or returned*, must be approved in writing by the relevant Director, or General Manager, prior to acceptance and must be declared in the Gifts and Benefits register;
- Invitations to staff to attend a non-civic function or event, must be approved by the relevant Manager or Director or General Manager prior to attendance and must be declared in the Gifts and Benefits register if considered to be of greater than token value;
- Gifts or benefits must not be accepted by any Council official who is, or could expect to be, or who has been in the last previous 12 months, directly involved in exercising discretionary judgment relating to any matter involving the donor;
- Council officials who are designated persons must also consider their disclosure obligations when completing their annual Disclosure of Interest Return. If the value, or cumulative value of gifts from one donor, exceeds \$500 in the Return year, the Gifts section of the annual Disclosure of Interest Return must be completed, in addition to declaring them in the Gifts and Benefits register.
- Any offer of a Gift, Benefit or Hospitality to staff, regardless of value that may give rise to the appearance of attempting to secure favourable treatment from you or from the Council must be refused and the offer disclosed to your Director.
- If the offer appears to be a bribe, you must decline the offer and inform the General Manager, who will immediately advise the ICAC (under section 11 of the ICAC Act) and the Police, if appropriate;

### Councillors

Gifts or benefits of greater than token value, that cannot reasonably be refused, must be surrendered to Council, unless the nature of the gift or benefit makes this impractical.

The procedures for Councillors to manage Gifts and Benefits are:

- If the offer is cash or a cash-like gift ~~such as a gift voucher, credit card, debit card with credit on it, prepayment such as phone or internet credit, membership or an entitlement to discounts~~, it must be refused and the incident reported to the General Manager or Lord Mayor ~~immediately~~.
- If the gift or benefit is less than \$50 in value, then it is considered to be of token value and may be accepted and may be declared in the Gifts and Benefits register;
- ~~Offers of gifts or benefits above \$50 in value, or a cumulative value of \$50 in a six month period from one donor must be declared in the Gifts and Benefits register, regardless of whether they are accepted or not.~~
- Offers of gifts or benefits of between \$50 and \$250 in value, either as one offer or cumulative offers in a six month period from one donor, that cannot be reasonably refused or returned, must be declared in the Gifts and Benefits register and disclosed promptly to the Lord Mayor or General Manager of their acceptance or refusal;
- Offers of gifts or benefits of a value exceeding \$250 must be approved in writing by the Lord Mayor or General Manager, prior to acceptance;

- [Invitations to attend a non-civic function or event must be approved by the Lord Mayor prior to attendance.](#)
- If the offer appears to be a bribe, you must decline the offer and inform the [Lord Mayor or General Manager immediately](#), who will immediately advise the ICAC (under section 11 of the ICAC Act) and the Police, if appropriate.
- Councillors must consider their disclosure obligations when completing their annual Disclosure of Interest Return. If the value, or cumulative value of accepted gifts from one donor, exceeds \$500 in the Return year, the Gifts section of the annual Disclosure of Interest Return must be completed, in addition to declaring them in the Gifts and Benefits Register.

## 6 Gifts and Benefits Register

All offers of gifts or benefits above \$50, or a cumulative value of \$50 in a six month period from the one donor, must be declared in the Gifts and Benefits Register, regardless of whether they are accepted or not.

Gifts or benefits which appear to be associated with a Council official's role at Council and are offered to family members of the official are also subject to this Policy and must be declared, when required, in the Register.

The Gifts and Benefits Register will be analysed every six months and trends and statistics reported to Executive Management and the Corporate Governance Committee.

## 7 General Obligations

Soliciting gifts or benefits is strictly prohibited under all circumstances.

If a Council official becomes aware of another Council official soliciting gifts or benefits, he or she should report the circumstances immediately to the General Manager or the Professional Conduct Co-ordinator (PCC). The General Manager or PCC must also inform the ICAC.

Offers of gifts or benefits that may not be bribes, but are suspected of being offered for the purpose of influencing a Council official's behaviour in his or her official capacity, should always be refused. In such circumstances the General Manager should be notified of the incident and the General Manager should consider whether to make a section 11 report to the ICAC.

Acceptance of gifts of cash or a cash-like gift [such as a gift voucher, credit card, debit card with credit on it, prepayment such as phone or internet credit, membership or an entitlement to discounts](#) is strictly prohibited in all cases, since in all likelihood such a gift would be perceived as an attempted bribe. This includes offers of money to cover expenses for trips to view samples of work or to expedite the decision making functions of Council. A monetary gift that is delivered (for example in the mail or by other means of funds transfer) must immediately be reported to the General Manager who must retain the gift for evidentiary purposes.

## 8 Token Value Gifts

The value of the gift must be considered when determining whether a gift or benefit may be accepted. A gift of token value may be accepted i.e. a gift of less than \$50 in value.

A token gift may include: inexpensive pen or stationery, key ring, coffee mug, promotional cap/hat, box of chocolates, flowers, modest value bottle of wine, food or drink.

Examples of gifts usually exceeding token value and which therefore must be declared through the Gifts and Benefits Register would include: tickets to sporting or entertainment events, electronic devices such as mobile phones, personal organisers and laptop computers, jewellery, works of art, discounted products for personal use, use of facilities such as gyms and holiday homes, free or discounted travel, items of clothing.

Even if the gift is determined to be of token value, the intent of the gift or benefit being offered must always be considered and where the intent is inappropriate the gift should not be accepted.

It may be difficult to determine the true value of a gift or benefit and whether it is above or below the token value of \$50. Council officials must adopt the approach of "if in doubt, complete the Gifts and Benefits Register".

## 9 Cumulative [Value of Gifts or Benefits](#)

If a series of token gifts or benefits from one donor exceeds \$50 within a six month period the Council official must use the Gifts and Benefits Register to declare and manage the offers. If the series of gifts or an individual gift exceeds \$500, the gifts also must be declared by designated persons on their annual Disclosure of Interest Return, in addition to declaring them in the Gifts and Benefits Register.

Council officials therefore must be cautious of “serial giving” and manage such offers through the Gifts and Benefits register.

DRAFT

## 10 Gifts to Family Members

Council officials should take all reasonable steps to ensure that their immediate family members are also not the recipients of offers of gifts or benefits that could be perceived to be an attempt to influence the behaviour of the Council official. The Gifts and Benefits Register must be used to declare and manage offers to family members that could be perceived as being offers associated with the Council official's role.

## 11 Prior Notice

Invitations to attend non-civic functions such as sporting events, Christmas parties, conferences or openings, are normally known well in advance of the event and in these cases, staff must process the offer through the Gifts and Benefits Register prior to the event.

## 12 Prizes and Incentive Schemes

On some occasions a Council official may receive a gift or prize as a result of entering a competition while engaged in official duties. For example, they may win a raffle or lucky door prize drawn at a conference or win a prize that was promoted as an incentive associated with their role as a Council official.

Gifts received as prizes must be considered on a case by case basis, taking into account the nature of Council's relationship with the prize donor. If Council has business dealings with the organisation that provided the prize or discretionary power that could be exercised in the prize donor's favour, accepting the prize may lead to perceptions of improper influence.

The Gifts and Benefits Register must be used to declare and manage gifts or benefits offered as a prize or incentive.

## 13 Cultural Considerations

Sometimes people offer a gift or benefit because they believe it is expected or normal practice as it plays an important role in business protocols and professional life in many other societies. For example, business and government delegations from a number of countries customarily offer gifts to Council officials from other countries. However culture or tradition should never be used as an excuse to accept inappropriate gifts or benefits.

There may be circumstances where a gift that is unacceptable under this policy is inadvertently accepted by a Council official or may not easily be returned. Examples include: a wrapped gift that the recipient does not open in the presence of the gift donor, gifts accepted for cultural, protocol or other reasons, where returning it would be inappropriate, anonymous gifts received through the mail or left for the Council official without a return address, a gift received in a public forum where attempts to refuse or return it would cause significant embarrassment.

The Gifts and Benefits Register must be used to declare and manage such a gift or benefit.

## 14 Procurement and Disposal of Goods and Services

Those Council officials involved in procurement, tendering or sales activities for Council must not accept any gift or benefit from potential, or current, suppliers or buyers. A contract to supply goods or the opportunity to buy Council assets can be highly profitable to the supplier or buyer. Suppliers and tenderers may attempt to influence procurement processes by offering gifts or benefits to Council officials responsible for making procurement decisions.

## 15 Regulatory and Decision Making Functions

Some Council officials have discretionary roles in regulatory and approval functions such as inspection and certification and therefore make decisions which affect members of the community. These Council officials have significant discretion to impact on the livelihoods of private individuals or companies. These individuals or companies may seek to influence the outcome of the regulatory or approval process by offering gifts or benefits to the Council official. The offer of a gift or benefit of any value in circumstances where the person is seeking the exercise of Council's decision making discretion or where the person has sought the exercise of Council's decision making discretion in the previous 12 months must be refused.

## 16 Hospitality and Work-Related Functions

Many Council officials may attend work related functions as a representative of Council e.g. when giving presentations. As a general rule, offers of tea and coffee during a meeting or a modest meal offered to a working group are a simple courtesy and not a gift or benefit. A useful measure of what would be acceptable hospitality is the type of hospitality Council would provide representatives from other Councils or agencies when conducting official duties.

Hospitality that extends beyond courtesy, such as invitations to participate in sports days or attend professional sporting events in a "corporate box", are benefits that must be managed through the Gifts and Benefits Register.

~~Council staff involved in the provision of hospitality services eg, a kiosk at a leisure centre, may also be subject to situations of offers of cash "tips". Any "tips" should be shared equally amongst hospitality staff.~~

## 17 Providing Council Services

Council provides many services to the community such as library and community services. It is common for people who have received such services to show their appreciation to Council officials who have assisted them by giving a token value gift. For example, where a library customer provides a token value thank-you gift to a staff member who has assisted in researching a topic for them it is acceptable to accept the gift.

However, gifts of influence may be offered in an effort to receive preferential treatment from Council officials, and such gifts or benefits must be refused.

## 18 Management Responsibilities

If a particular service unit of Council is experiencing a high incidence of gift and benefit offers Management should consider advising its regular customers (by personal letter, posters or other means) that gifts should not be offered and that Wollongong City Council is happy to receive feedback on exceptional service by other means, such as a letter, fax, email or telephone call.

## 19 Disposal of Gifts and Future Considerations

When a gift or benefit is received that should not be accepted and cannot be returned by the individual, Council must dispose of the gift in some way.

In some circumstances it may be appropriate to keep the gift within Council to provide benefit to the general public. For example, a gift of equipment that is useful in providing Council services, such as a whipper snipper to maintain Council land. Similarly, gifts from visiting delegations or personalised gifts, such as plaques with Council's name engraved, are to be kept within Council.

Some options for the management of the gift include: sharing the gift amongst all staff (for example a computer printer that could be networked), donating the gift to an appropriate charity, holding an auction with the proceeds going to a charity.

## 20 Reporting Breaches

Breaches of this policy should be reported directly to the General Manager or the PCC. The General Manager must consider whether any reported breaches of this policy constitute suspected corrupt conduct, which must be reported to the ICAC in accordance with the requirements of Section 11 of the ICAC Act.

Other breaches of this policy will result in the commencement of the disciplinary process under the Enterprise Agreement and the Code of Conduct.

## 21 Related Legislation and Policy

- Independent Commission Against Corruption Act (ICAC Act) 1988
- Local Government Act 1993
- Local Government (General) Regulation 2005
- Wollongong City Council – Codes of Conduct and related policies
- Wollongong City Council – Enterprise Agreement
- Wollongong City Council – Values Statement

## 22 Further Information

- ICAC “Managing Gifts and Benefits in the Public Sector Toolkit” (2006)
- ICAC Brochure “Bribery, corrupt commissions and rewards” (2009)
- ICAC Publication “Providing Advice on Corruption Issues. A Guide for Community Leaders (2012)
- NSW Ombudsman “Public Sector Agencies Fact Sheet No. 7: Gifts and Benefits” (2012)
- ICAC website: [www.icac.nsw.gov.au](http://www.icac.nsw.gov.au)
- ICAC Telephone Advice Line: (02) 8281 5999 or toll free 1800 463 909

### Appendices:

- Appendix A – Template Gifts and Benefits Declaration Form
- Appendix B – Gifts and Benefits Management Flowchart for Staff
- Appendix C – Gifts and Benefits Management Flowchart for Councillors
- Appendix D – Gifts and Benefits Management Flowchart for Council Officials, other than Staff or Councillors

DRAFT

Appendix A – Template Gifts and Benefits Declaration Form



Use this form to declare a gift, benefit or hospitality you have received in accordance with Council's [Gifts and Benefits policy](#).

Details of Gift, Benefit or Hospitality

Date offered:

Person who offered:

Company/organisation:

Description of gift:

Reason for offer:

Estimated retail value:

Declarer to Complete

Your Name:

Your Position/Title:

Your Employee Number:

Group:

Division:

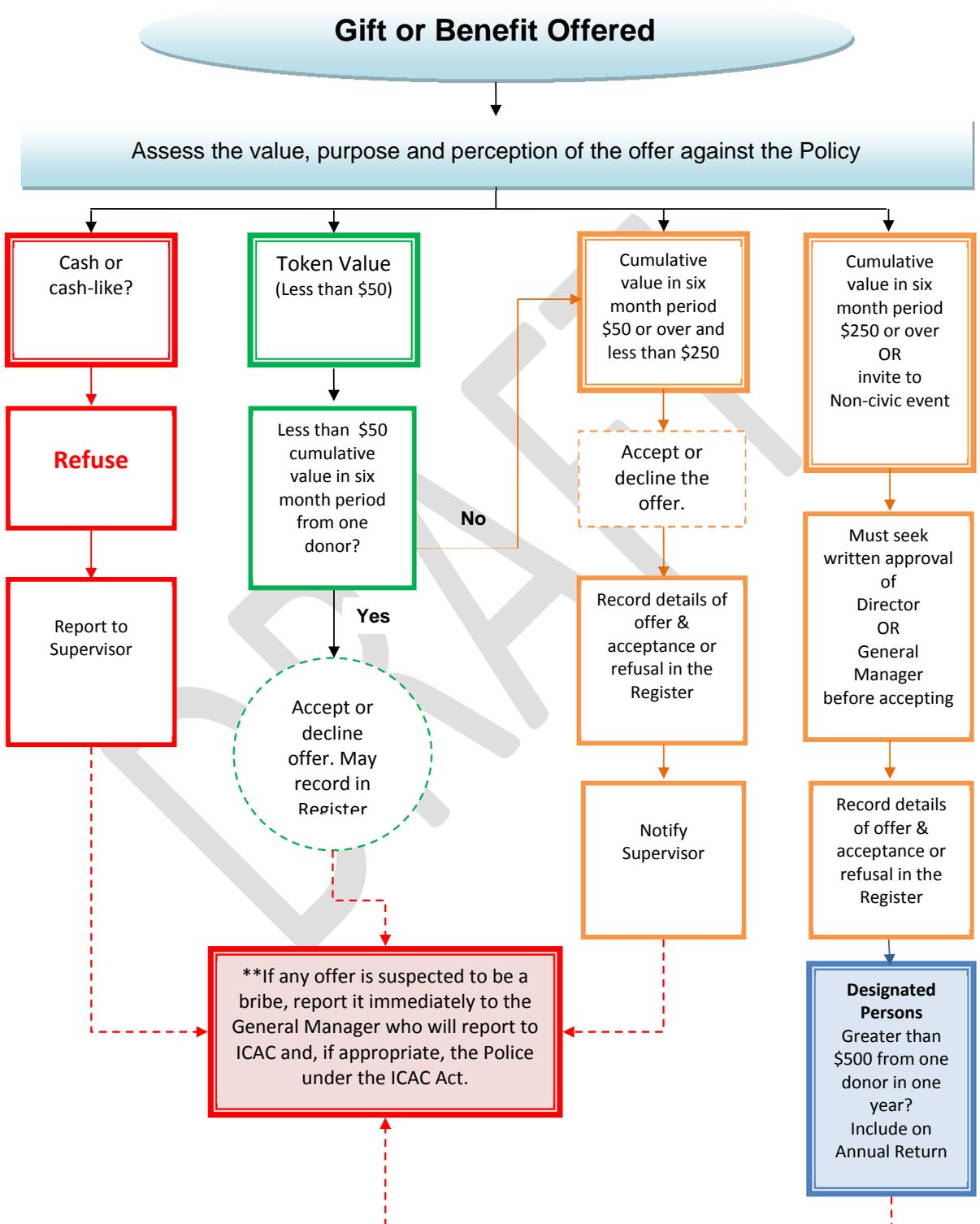
Unit:

What action did you take: [Select...](#)

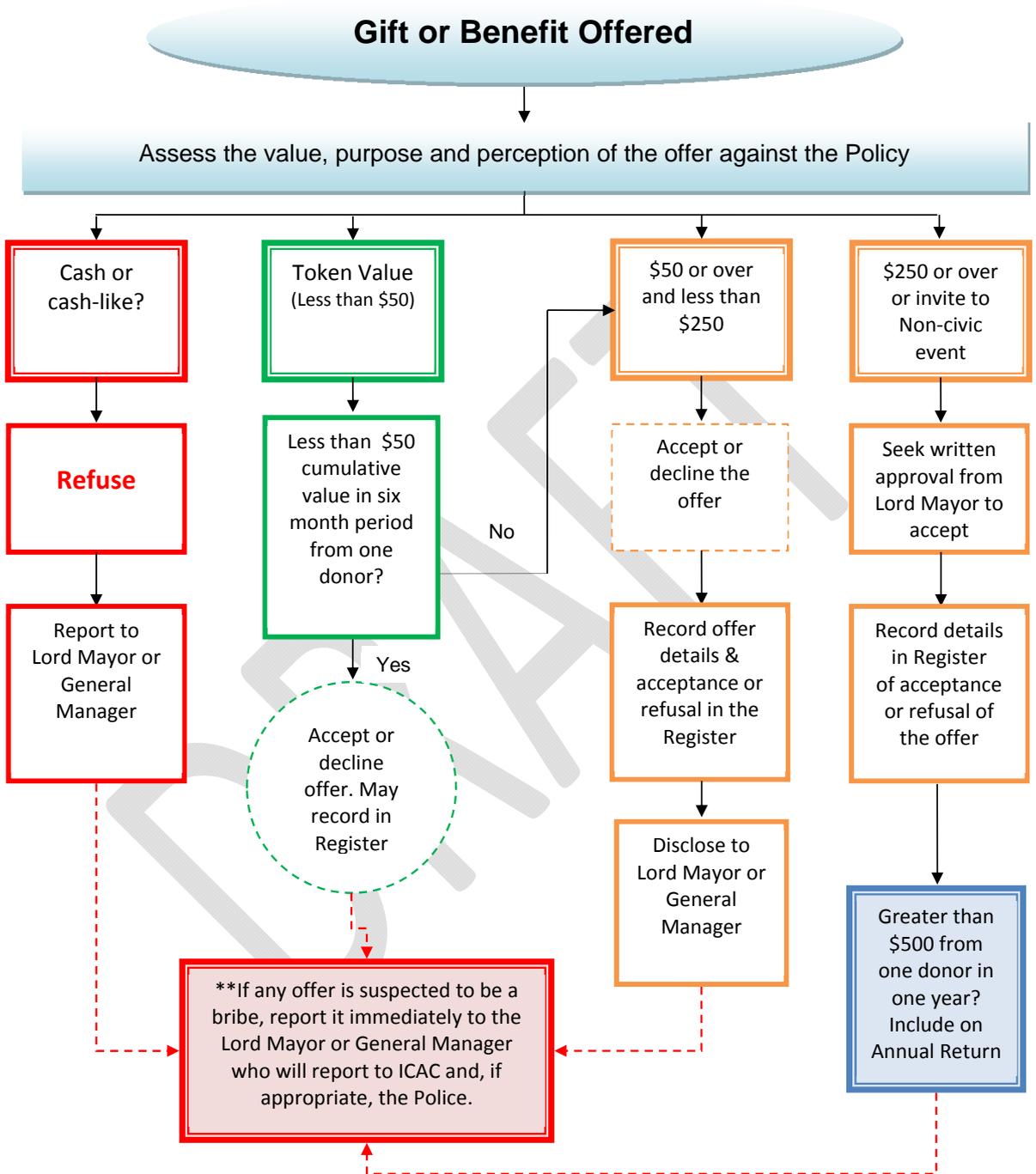
**Declaration:** *I have read and understood Council's [Gifts and Benefits Policy](#) and agree that the above action is in accordance with the policy. I understand that any action contrary to this policy may result in disciplinary proceedings in accordance with the [Code of Conduct](#) and/or the [Enterprise Agreement](#).*

Supporting Documentation:

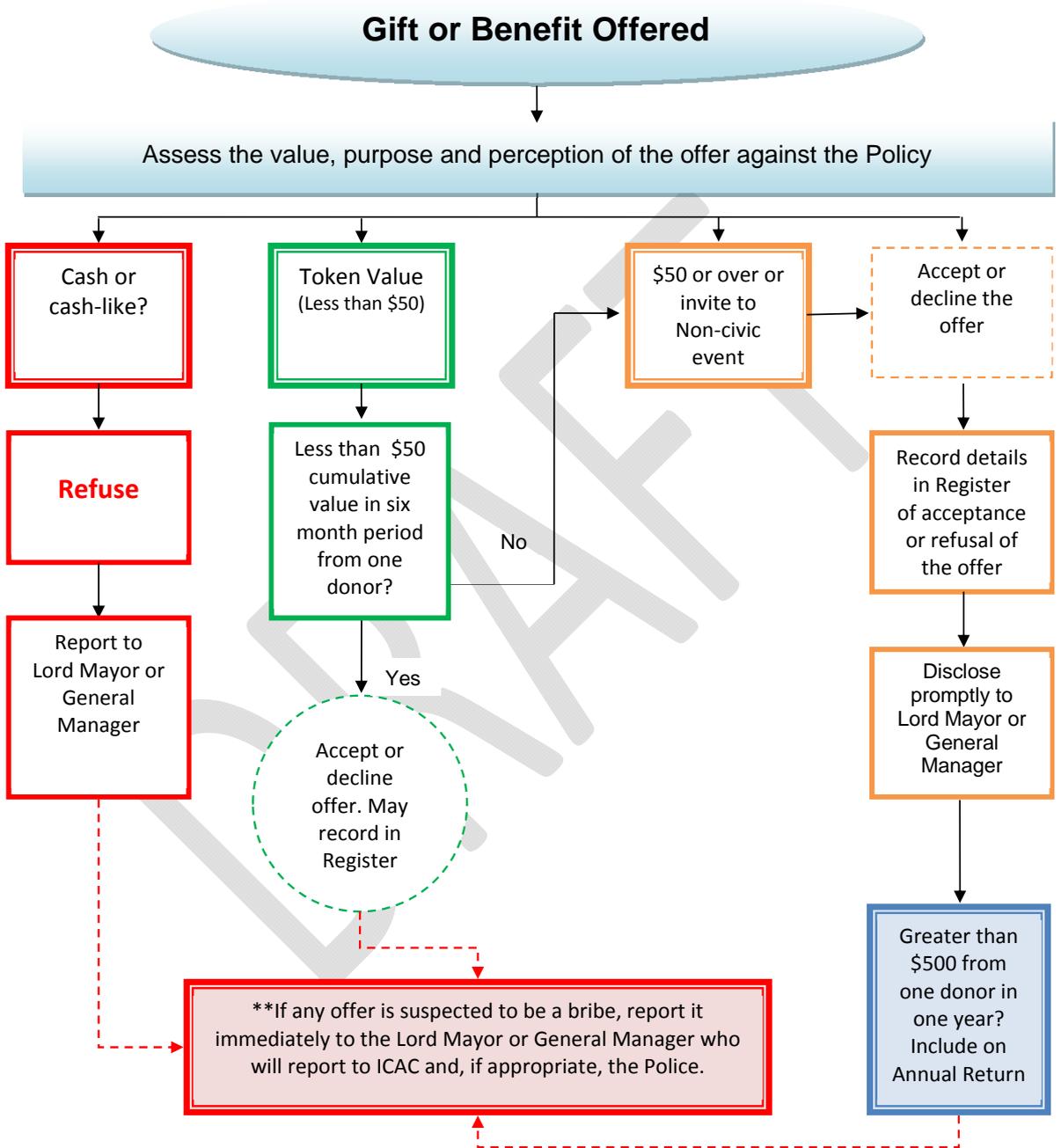
Appendix B – STAFF - Gifts and Benefits Management Flowchart



Appendix C – COUNCILLORS - Gifts and Benefits Management Flowchart



Appendix D – COUNCIL OFFICIALS, *other than Staff or Councillors* - Gifts and Benefits Management Flowchart



## SUMMARY SHEET

Responsible Division	Governance and Information
Date adopted by Council	
Date of previous adoptions	13 May 2013, 19 November 2007, 23 November 2010
Date of next review – Policy provision – every two years or more frequently as required.	Two years following adoption
Prepared by	<a href="#">Governance</a> and <a href="#">Corporate Support Coordinator</a>
Authorised by	Manager Governance and Information

DRAFT

## BACKGROUND

The *Local Government Act 1993 (The Act)* allows that a council may provide financial assistance to individuals or organisations for the purpose of exercising its functions. A decision to contribute financial assistance cannot be delegated to the General Manager or other persons, however Council may vote to delegate the implementation of Financial Assistance Programs, as included in this policy, to the General Manager.

Council must be provided details of recipient and amount for all financial assistance granted. Where financial assistance has been provided under a specific program whose implementation has been delegated to the General Manager, Council should be advised of financial assistance under each program at the next meeting of Council (including details of recipient and amount).

Specific Financial Assistance Programs covered by this policy:

- A Wollongong Heritage Fund
- B Small Cultural Grants Program
- C Small Grants NAIDOC Week Event
- D Sponsorship of Community Events
- E Contribution to Public Bands and Choirs
- F Minor Donations
- G Activities with Economic Benefit
- H Building Better Regional Cities – Home Deposit Assistance Program
- I Crown Street and Inner City Building Façade Rejuvenation Program

## OBJECTIVE

To provide financial assistance in a consistent, equitable and transparent manner that meets the requirements of the *Local Government Act, 1993*.

## POLICY STATEMENT

This policy allows for considered and transparent decisions to be made regarding the distribution of community resources.

Under this policy, recipients may include not-for-profit individuals and organisations as well as those who act for private gain. The approval and reporting process is determined by the status of the recipient.

## STATEMENT OF PROCEDURES

### DEFINITIONS

For the purposes of this policy **'financial assistance'** is defined as:

*Payments given to individuals or organisations which are not commensurate with a reciprocal benefit received by Council.*

It should be noted the following examples are not considered financial assistance and are therefore outside this policy:

- a Payments made in exchange for the provision of a service which Council may otherwise provide itself. This includes but is not limited to:
  - i Neighbourhood Youth Projects;
  - ii Illawarra Children's Services;
  - iii Illawarra Performing Arts Centre;
  - iv Illawarra Regional Information Service;
  - v Destination Wollongong.
- b Statutory contributions such as SES, Rural Fire Service and NSW Fire Brigades.

Under this policy, a recipient who acts for private gain is any recipient other than a not-for-profit organisation.

### PROCEDURES

#### i Provision of financial assistance to not-for-profit recipients

Financial Assistance may be provided to not-for-profit recipients through a resolution of Council, or by implementation of a Financial Assistance Program included in this policy. The usual Council meeting notification requirements will apply, unless a resolution of Council moves it as an urgent issue.

Methods of submitting a proposal to provide financial assistance for Council approval include:

- Report to Council;
- Inclusion in the adopted Delivery Program and Annual Plan or by way of a specific project with details of recipient and amount;
- Via the Quarterly Review (of the Annual Plan) or the Six-monthly Progress Report (of the Delivery Program) by way of a specific project added throughout the year with details of recipient and amount.

In the interests of openness and transparency in Council decision making, all submissions must include details of recipient and amount proposed.

#### ii Provision of financial assistance to recipients who act for private gain

Financial assistance may be provided to recipients who act for private gain through a resolution of Council, or by implementation of a Financial Assistance Program included in this policy.

There are special public notice requirements when proposing to provide financial assistance to a recipient who acts for private gain. A recipient who acts for private gain must not receive benefits until at least 28 days' public notice of Council's intention to consider the matter has been given. Public notice is required prior to Council's consideration of the matter. However, public notice is not required under two circumstances:

- a The financial assistance is part of a specific program, the details of which have been included in Council's Annual Plan for the year in which the financial assistance is proposed to be given; and where the program's proposed budget for that year does not exceed 5% of Council's proposed income from ordinary rates levied for that year; and where the program applies uniformly to all persons within the Wollongong LGA or to a significant group of persons within the area;

#### OR

- b The financial assistance is part of a program of graffiti removal work.

Regardless of whether public notice is required, where Council approval is being sought the usual Council meeting notification requirements will apply.

### iii Financial Assistance – General Procedure

All financial assistance that is not part of a Financial Assistance Program detailed in this policy must be approved by Council.

- Requests for financial assistance are to be assessed by the relevant Council Officer (the Sponsor) to determine whether the request will be submitted to Council.
- The Sponsor is to prepare and submit a report to Council for consideration. Details of recipient and amount must be included in the report.
- Once a decision has been made by Council, the Sponsor is to advise the applicant in writing of Council's decision.
- Upon approval the Sponsor is to arrange for the appropriate cheque to be drawn and forwarded to the applicant.

### FINANCIAL ASSISTANCE PROGRAMS

To be eligible for inclusion in this policy a Financial Assistance Program must meet all of the following criteria:

- The program must contribute to and align with the goals and strategies outlined in the Community Strategic Plan for the year in which the financial assistance is proposed to be given;
- The program's proposed budget for the year does not exceed 5% of Council's proposed income from ordinary rates levied for that year;
- The program applies uniformly to all persons within the Wollongong LGA or to a significant group of persons within the area.

## A WOLLONGONG HERITAGE FUND

**Aim:** To encourage conservation work in heritage places in the Wollongong Local Government Area and retain cultural significance through the provision of financial assistance.

**Administered by:** Environmental Strategy and Planning Division

### 1 ELIGIBILITY

All applications must be for conservation works or conservation reports for heritage items listed in a current or draft Local Environment Plan.

Where a project requires development consent or approval prior to the commencement of works, the consent/approval must be obtained for the project to be eligible for funding under this program.

Only those projects able to be completed by 31 May in the financial year for which the grant is offered will be considered.

Examples of eligible projects:

- Repair, maintenance or reinstatement of missing items on heritage places;
- Preparation of Conservation Management Plans or technical reports which will lead to conservation work.

### 2 PROJECTS NOT FUNDED

Funding will generally **not** be provided for the following projects:

- Where assistance is reasonably available from another source; (including, but not limited to, where the works relate to a large strata titled subdivision, or are subject to, or have been the subject of, a recent development approval process that could reasonably be expected to finance the conservation/maintenance works);
-

- Where substantial assistance has previously been provided;
- ~~Where the applicant has yet to complete other assisted projects;~~
- Purchase of a heritage building, site or movable item;
- New additions to a heritage building (including new internal fittings such as kitchens and bathrooms);
- Relocation of a heritage building;
- Work on ~~a government-owned buildings or sites still used for a government purpose; (with the exception of grave conservation works to significant graves within cemeteries, and similar scenarios)~~
- Work which is not conservation work;
- ~~Where acquittal has not been received for a previous Wollongong City Council grant.~~
- Where the project has already been completed (Except where works have been pre-approved by Council's Heritage Officer as urgent, and written confirmation that the project will still be considered for funding is provided).

### 3 ASSESSMENT CRITERIA

An objective scoring system will be applied to the following criteria by the assessment panel in order to rank the priority of applications.

- ~~Does the project~~ Does the project provide significant conservation outcomes, and demonstrate good conservation practice?
- Does the project contribute to broader conservation objectives? For example, is the item ~~it~~ in a conservation area or part of a group of heritage items? and/or is the project likely to encourage conservation of other heritage items.
- ~~Is the project likely to encourage conservation of other heritage items?~~
- Is the item accessible to the public?
- Is the project highly visible from the public domain?
- Is the project urgent to avert a threat to a heritage item? Will not completing the project present additional risk for damage or loss to occur?
- Is the heritage item used as a private residence or by a not-for-profit organisation (ie not as a business premises)?
- ~~Has the project, or the site of the project, recently received grant funding either from WCC or another source?~~
- Will any special or innovative technology be used in carrying out the conservation works?
- Will the project provide employment opportunities and heritage experience for local tradespeople?
- Has the project, or the site of the project, recently received grant funding either from WCC or another source?

*Note - It is not necessary for a project to meet all of these criteria.*

### 4 LEVEL OF FUNDING AVAILABLE

The maximum level of funding per project will be limited to 50% of the total project cost, to a maximum dollar value of \$10,000 (excl GST) funding per project. Where financial assistance is being provided to a body that is registered for GST, Council may pay the grant plus GST, subject to the receipt of a valid Tax Invoice with the project acquittal.

Financial assistance may be provided for a project in excess of \$10,000 (excl GST) but this **requires Council approval**.

Applicants will be required to provide at least matching finance for all projects. Council reserves the right to offer assistance of less than 50% of the total project cost.

### 5 TIMING

The project must be completed and claims submitted by the end of May in the financial year for which the grant is allocated. It should be noted that grants are only paid on completion of projects as a reimbursement of demonstrated expenditure.

## 6 PROCEDURE

- Potential applicants should initially contact Council's Heritage Officer to discuss their project, by phoning (02) 4227 7524 or emailing [council@wollongong.nsw.gov.au](mailto:council@wollongong.nsw.gov.au).
- The 'Application for Heritage Funding' form should be completed and submitted with any supporting documentation by the advertised closing date.
- All applications will be assessed by a sub-committee of the Wollongong Heritage Advisory Committee, under the guidance of Council's Heritage Officer, in accordance with the criteria set out in this policy.
  - Those projects recommended for funding will be submitted to the General Manager for final approval, and all applicants advised of the outcome of their application.
- Details of approved funding will be reported to Council for information.

## B SMALL CULTURAL GRANTS PROGRAM

**Aim:** To enliven the City with diverse cultural activities for the benefit of Wollongong's residents, workers and visitors. Specifically, the Program supports initiatives that assist the City of Wollongong in achieving the following key objectives:

- To encourage innovative approaches to cultural projects;
- To showcase the quality and diversity of arts practice in Wollongong and the role it plays in reflecting our community's aspirations and Wollongong's distinctive character;
- To increase community participation in the cultural life of the City;
- To endorse Wollongong as an exciting, contemporary and cosmopolitan city that values the culture of its residents;
- To build the capacity of organisations to deliver high quality innovative programs and services.

**Administered by:** Community Cultural and Economic Development Division

### 1 ELIGIBILITY

Funding through this program is open to residents of the Wollongong Local Government Area; community and cultural development organisations; physically and socially isolated communities; groups from diverse backgrounds; young people.

The Small Cultural Grants Program makes funds available to individuals and not-for-profit community groups in the local cultural industry for music, performing arts, visual arts, crafts and other local cultural initiatives. Artists and communities who are culturally and linguistically diverse, and Aboriginal and Torres Strait Islanders are encouraged to apply.

Eligible projects must:

- Address issues highlighted in the City of Wollongong's Cultural Plan;
- Meet assessment criteria;
- Encourage community participation and involvement in community and cultural development activities;
- Occur in the specified financial year;
- Have a completed budget;
- Supply quotes for booking of venues and outdoor spaces where applicable.

### 2 PROJECTS NOT FUNDED

Funding will generally **not** be provided for the following projects:

- Projects conducted outside the Wollongong LGA;

- Projects that have no direct benefit to Wollongong residents;
- Where funds are required to complete an accredited course of study;
- Where projects are primarily fundraising;
- Where projects carry forward a financial deficit;
- Where projects directly benefit an individual;
- Where projects are retrospective;
- Where a more appropriate funding source is available;
- Where projects are submitted by Government Departments or Agencies;
- Where projects will financially benefit a profit-making individual, organisation or Government Department;
- Where an acquittal has not been received for a previous Wollongong City Council grant;
- Where applications are received by Wollongong City Council after the published closing date;
- For insurance cover and lease or rent costs.

### 3 ASSESSMENT CRITERIA

Projects should meet the following assessment criteria:

- Demonstrate a strong community cultural development aspect that involves and benefits the broader community through participation in the process and activity;
- Reflect and enhance Wollongong's sense of place and local identity;
- Attract broad or new audiences by promoting greater community awareness of, and participation in, cultural activities;
- Use an innovative approach to the art form or activity proposed;
- Be completed in the financial year specified in the application;
- Be achievable within the planned budget.

The assessment committee reserves the right to consider an application under a different category to that selected / nominated by the applicant, should it be determined appropriate to do so.

### 4 LEVEL OF FUNDING AVAILABLE

#### **Category 1 – Community Cultural Development Projects**

This category supports local arts-based Community Cultural Development projects and events created by individual artists and communities in the City of Wollongong.

Applicants can request up to \$24,000.

#### **Category 2a – Professional Development, Marketing and Minor Capital Support**

This category provides support for local community-focused arts organisations, groups and cultural initiatives that have been established for three or more years, for professional development, marketing and minor capital support.

Applicants can request up to \$4,000.

#### **Category 2b – New Initiatives: Professional Development, Marketing and Minor Capital Support**

This category provides seed funding for local community-focused arts organisations, groups and cultural initiatives that have been established for less than three years, for professional development, marketing and minor capital support.

Applicants can request up to \$1,000.

## 5 TIMING

The annual round of the Small Cultural Grants Program is publicised each year. The Small Cultural Grants Committee selects successful applications according to the eligibility and assessment criteria outlined in this policy. Funds will be made available to successful applicants after 1 July. Projects must be acquitted by 30 June of the following calendar year.

## 6 PROCEDURE

- Applications for sponsorship will be invited annually for events to be held in the following financial year.
- Applications must be lodged on the online Sponsorship Application Form by the advertised closing date. The online application form is available on Council's website at [www.wollongong.nsw.gov.au](http://www.wollongong.nsw.gov.au)
- Applicants must register as an online council user to be able to complete their application.
- Applicants will be asked to lodge mandatory documentation this includes a copy of their Constitution or Articles of Association with each application, if available and a budget.
- ~~Applications must be received by the advertised closing date, using the official application form for the relevant category;~~
- All applications will be assessed by a committee consisting of ~~two~~ Community and Cultural Development ~~staff Manager, Community and Cultural Development Coordinator and two-one~~ members of the Cultural Reference Group, ~~and one representative of a local cultural institution;~~
- Those applications recommended for funding will be submitted to the General Manager for final approval, and all applicants advised of the outcome of their application;
- Details of approved funding will be reported to Council for information.

## C SMALL GRANTS NAIDOC WEEK EVENT

**Aim:** Wollongong City Council, through NAIDOC Week, seeks to involve as many people as possible in the celebration of the history, culture and achievements of the local Aboriginal and Torres Strait Islander community.

The grant assists the City of Wollongong in achieving the following key objectives:

- To endorse Wollongong as a vibrant and exciting city that values the culture of its traditional owners;
- To showcase the significance and diversity of the local Aboriginal and Torres Strait Islander culture and history;
- To increase community understanding of local Aboriginal and Torres Strait Islander culture and history;
- To strengthen community wellbeing through participation in an event that celebrates the achievements and culture of the local Aboriginal and Torres Strait Islander community.

**Administered by:** Community Cultural and Economic Development Division

### 1 ELIGIBILITY

To be eligible for consideration, all applicants must:

- Be a not-for-profit community organisation;
- Be proposing an activity that will occur as part of NAIDOC week;
- Ensure that the application is post marked or received by Council by the published closing date;
- Provide events that encourage community participation and involvement from the larger community;
- Applicants must show they will achieve at least one if not more of the program objectives. A higher weighting will be given to applications that achieve a number of program objectives.

### 2 INELIGIBILITY

Grants will not be provided for:

- Activities which do not meet the eligibility criteria;

- Activities conducted outside the City of Wollongong LGA;
- Activities that are primarily fundraising;
- Activities where the benefit is directly to an individual;
- Activities submitted by Government Departments/agencies and/or schools;
- Activities which will financially benefit a profit-making individual, organisation or Government Department;
- Applicants that have not acquitted a previous Wollongong City Council grant;
- Applications received by Council after the published closing date.

### 3 ASSESSMENT PROCESS

- Applications will be considered by ~~an Advisory Group~~ the Aboriginal Reference Group members made up of representatives from the Aboriginal and Torres Strait Islander communities and with their recommendations for support being noted designated by an appropriate Council Officer.
- Applications recommended for support will be forwarded to the General Manager for final approval.
- Successful applications will receive a letter outlining the terms of the approval and the allocation of funds.
- The successful applicant list will be reported to Council for information.

### 4 TERMS AND CONDITIONS

- Successful applicants will be required to issue Council with a Tax Invoice/Invoice for the grant amount.
- If the applicant is registered for GST, Council will pay the grant plus GST, subject to the receipt of a valid Tax Invoice.
- Council will not provide grants to applicants who do not have an ABN or supply a Statement by Supplier form with their Invoice.

### 5 LEVEL OF FUNDING AVAILABLE

A maximum of up to \$5,000 per grant application is available.

## **D SPONSORSHIP OF COMMUNITY EVENTS**

---

### **Aim:**

- To provide assistance for groups, organisations or individuals seeking to organise community events and activities;
- To ensure that a fair and transparent process is used in the allocation of event sponsorship funds;
- To further develop the range of existing events to maximise the economic and social benefits to the city;
- To ensure that funding is allocated to a range of events with emphasis on those considered strategically important;
- To ensure that Council receives appropriate recognition for its sponsorship contribution.

**Administered by:** Community Cultural and Economic Development Division

### 1 ELIGIBILITY FOR SPONSORSHIP

- Applications will be considered from not-for-profit groups, organisations or individuals seeking to organise an event within the Wollongong Local Government Area that has demonstrable benefit to the community.
- Sponsorship sought must be for a specific community event with a fixed timeframe. Ongoing operational, maintenance or administrative costs will not be sponsored.
- Successful applicants must sign and comply with a Sponsorship Agreement, which includes the requirement for:

- Acknowledgement of Council (including logo) equivalent to other similar amount sponsors and/or as stated within Council's Sponsorship Agreement;
  - The applicant to obtain and comply with all certificates and approvals required by law in order to hold the proposed event;
  - Council to have the opportunity to display banners (as supplied by Council) at events;
  - Council to have the opportunity for a stall at all events;
  - A written evaluation to be provided within ~~three (3) months~~ sixty (60) days of the conclusion of the event.
- Preference will be given ideally to non-ticketed events
  - The following events will not be eligible for funding via this program:
    - ~~Specific and local cultural events~~ Local events that only target a specific sector or group and do not actively engage the general broader community;
    - Fetes;
    - Conferences/Dinners;
    - Award presentations;
    - Political events;
    - Fundraising events available only to paid ticket holders;
    - Any event with sponsorship assessed as actual, potential or perceived conflict of interest between Council and the applicant or another sponsoring individual or organisation for such event.
    - Any event which is assessed as a risk management cost to Council.
    - Applicants who have received donations, grants or sponsorship from Council in the past two years will be ineligible for sponsorship funding if all requirements of the previous sponsorship have not been satisfactorily complied with and finalised.
    - Events will not be sponsored retrospectively.

## 2 ASSESSMENT CRITERIA

Eligible applicants will be prioritised according to the following assessment criteria:

- Citywide event (an event which encompasses the community of the whole of the City of Wollongong);
- Local ~~general~~ community event ~~(suburb based — a community event held in a particular suburb with the aim of bringing together the whole of the community of that suburb and opportunity for beyond that is inclusive and focuses on encouraging broad community participation, including but not limited to arts, culture and music;~~
- Sporting events of State or National significance held within the City of Wollongong LGA.

The assessment committee reserves the right to consider an application under a different category to that selected / nominated by the applicant, should it be determined appropriate to do so.

In assessing applications, the Committee will consider the event's social and economic benefit to the community, the expected outcomes of the event, demonstrated need for funding, demonstrated financial capacity and responsibility of applicant, availability of other funding sources, and appropriateness of the event.

In order to maximise community participation in sponsored events, applicants are encouraged to make attendance of their event free to the general public.

## 3 CONFLICT OF INTEREST

- Applicants must identify and declare any actual, potential or perceived conflict of interest (if applicable) in accordance with Council's Code of Conduct and Conflict of Interest Policy which are available on Council's website.

- Any actual, potential or perceived conflict of interest posed by the potential sponsorship of an event will be identified as part of the assessment.
- No employee of Council may seek or receive a personal benefit or be perceived to receive a personal benefit as a result of sponsorship allocation from Council.

#### 4 EVENT SUPPORT LEVELS

- Sponsorship funding for events held within the City of Wollongong LGA will be provided within the following parameters –
  - i Citywide events – funding to a maximum of \$15,000 + GST
  - ii Local general community events – funding to a maximum of \$5,000 + GST
  - iii Sporting events of State or National significance – funding to a maximum of \$5,000 + GST
- All sponsorship will be considered on a one-off basis and no guarantee is made for future sponsorship beyond the term described in the Sponsorship Agreement.
- Sponsorship arrangements for annual or ongoing events and activities *may* be subject to multi-year agreements over a period of up to four (4) years, at Council's discretion. Multi-year sponsorship is considered with a view to encouraging self-sufficiency for such events and activities, whilst at the same time maintaining a level of support which will guarantee their short term viability.

#### 5 IN-KIND SPONSORSHIP

- Applicants must identify any in-kind sponsorship requested, including facilities for waste services, rebate of fees and charges, or any other Council-provided services or facilities.
- Requests for in-kind sponsorship will be assessed based on the criteria outlined in this policy and will be given a dollar costing at the normal rate of Council for such services or facilities. This value will be considered by the Sponsorship Allocation Committee along with all other sponsorship applications.
- A limited number of items are available for loan at no charge to event organisers, regardless of whether they are sponsored by Council. These include witches hats, barrier boards, bollards and sulo bins, and are subject to availability. To book equipment, event organisers must contact Council's Events and Functions Coordinator on (02) 4227 7104 or email [events@wollongong.nsw.gov.au](mailto:events@wollongong.nsw.gov.au).

#### 6 PROCEDURE

- Applications for sponsorship will be invited annually for events to be held in the following financial year.
- ~~Applications must be lodged on the [online](#) Sponsorship Application Form by the advertised closing date. Forms will be available on Council's website at [www.wollongong.nsw.gov.au](http://www.wollongong.nsw.gov.au) or may be requested by calling Council on (02) 4227 7111~~
- ~~Applications must register as an online council user to be able to complete their application.~~
- Applicants ~~will be asked to lodge mandatory documentation. This includes~~ ~~should lodge~~ a copy of their Constitution or Articles of Association with each application, if ~~applicable~~ ~~available and a budget~~.
- All applications will be assessed by the Sponsorship Allocation Committee, comprised of the General Manager, Manager Community Cultural and Economic Development ~~or delegate~~, Public Relations Manager, and ~~Administration Officer~~ ~~Public Relations/Events~~ Public Relations and Events Support Officer.
- Applications will be prioritised in accordance with the assessment criteria of this program.
- The Committee will recommend applications considered suitable for funding, with the General Manager having final approval.
- Successful applicants will be advised of Council's sponsorship including conditions of sponsorship and the Sponsorship Agreement.
- The successful applicant list will be reported to Council for information purposes.
- Unsuccessful applicants will be notified of the outcome of their application.

- Any application received which requires consideration outside of the parameters of this program will be submitted to Council for determination.

## 7 OUT OF ROUND APPLICATIONS

- Should there be sufficient funds remaining from the initial sponsorship allocation, out of round applications may be considered at Council's discretion.

## E CONTRIBUTION TO PUBLIC BANDS AND CHOIRS

**Aim:** To support the public performance of community bands and choirs in the City of Wollongong Local Government Area.

**Administered by:** Community Cultural and Economic Development Division

### 1 ELIGIBILITY

- Applications will be considered from not-for-profit bands or choirs that are located and operate within the Wollongong Local Government Area.
- Groups must have membership that is open to the community, and be able to perform outdoors without amplification of sound.
- A community band is defined as 'a community-based group of experienced musicians playing together, with a conductor, and performing different parts as a group'. It will typically hold regular rehearsals and be available to perform in the community.
- A choir is defined as 'an organised group of singers who perform together, and typically whose numbers are large enough to incorporate small groups to sing different parts at different pitches'.
- School bands and choirs are not eligible for sponsorship under this program.

Successful applicants must sign and comply with a Sponsorship Agreement, which includes the requirement for:

- Acknowledgement of Council (including logo) equivalent to other similar amount sponsors and/or as stated within Council's Sponsorship Agreement;
- The applicant to obtain and comply with all certificates and approvals required by law for the operation of the band or choir, and any performances by the group;
- Council to have the opportunity to display banners (as supplied by Council) at the group's performances;
- Each sponsored band or choir to perform in a public place within the sponsorship period as follows:
  - Primary (or Senior) Bands to provide at least four performances, including two to be determined by Council, and two to be determined by the band and approved by Council;
  - Secondary (or Junior) Bands to provide at least two performances, including one to be determined by Council, and one to be determined by the band and approved by Council;
  - Choirs to provide at least two performances at civic functions and events negotiated with Council;
- A written evaluation to be submitted at the conclusion of the sponsorship period.

Sponsorship applications will be considered ineligible for support if:

- They are not in keeping with the goals and values of the Wollongong 2022: Community Strategic Plan (available at <http://www.wollongong.nsw.gov.au/council/publicdocuments/Pages/Wollongong2022.aspx>).
- They may be assessed as a risk management cost to Council.
- The applicant has not satisfactorily complied with and finalised all requirements of any donations, grants or sponsorship from Council within the previous two years.

### 2 ASSESSMENT CRITERIA

Eligible applicants will be prioritised according to the following assessment criteria:

- Appropriateness of the band/choir for community performances;
- Availability for performances at citywide events;
- Availability for performances at community-based events;
- Availability for performances at civic or other events;
- The financial capacity of the applicant.

### 3 CONFLICT OF INTEREST

- Applicants must identify and declare any actual, potential or perceived conflict of interest (if applicable) in accordance with Council's Code of Conduct and Conflict of Interest Policy which are available on Council's website.
- Any actual, potential or perceived conflict of interest posed by the potential sponsorship of a band or choir will be identified as part of the assessment.
- Council will not grant sponsorship to bands or choirs whose objectives and/or missions are in actual conflict with Council's policies.
- No employee of Council may seek or receive a personal benefit or be perceived to receive a personal benefit as a result of sponsorship allocation from Council.

### 4 SUPPORT LEVELS (PER ANNUM)

- Sponsorship funding for bands and choirs will be provided within the following parameters:
  - Primary (or Senior) Bands to a maximum of \$2,000;
  - Secondary (or Junior) Bands to a maximum of \$1,000;
  - Choirs to a maximum of \$500.
- All sponsorship will be considered on a one-off basis and no guarantee is made for future sponsorship beyond the term described in the Sponsorship Agreement.
- Bands or choirs may be considered for multi-year agreements over a period of up to four (4) years, at Council's discretion. Multi-year sponsorship is considered with a view to encouraging self-sufficiency for groups.

### 5 PROCEDURE

- Applications for sponsorship will be invited annually for support of bands and choirs in the following financial year.
- Applications must be lodged on the online Sponsorship Application Form by the advertised closing date. The online application form is available on Council's website at [www.wollongong.nsw.gov.au](http://www.wollongong.nsw.gov.au)
- Applicants must register as an online council user to be able to complete their application.
- Applicants will be asked to lodge mandatory documentation. This includes a copy of their Constitution or Articles of Association with each application, if available and a budget.
- ~~Applications must be lodged on the Sponsorship Application Form by the advertised closing date. Forms will be available on Council's website at [www.wollongong.nsw.gov.au](http://www.wollongong.nsw.gov.au) or may be requested by calling Council on (02) 4227 7111.~~
- ~~Applicants must lodge a copy of their Constitution or Articles of Association with each application, if applicable.~~
- All applications will be assessed by the Sponsorship Allocation Committee, comprised of the General Manager, Manager Community Cultural and Economic Development or delegate, Public Relations Manager, and ~~Administration Officer~~ Public Relations/Events Public Relations and Events Support Officer.
- Applications will be prioritised in accordance with the assessment criteria of this program.
- The Committee will recommend applications considered suitable for funding, with the General Manager having final approval.

- Successful applicants will be advised of Council's sponsorship including conditions of sponsorship and the Sponsorship Agreement.
- The successful applicant list will be reported to Council for information purposes.
- Unsuccessful applicants will be notified of the outcome of their application.
- Any application received which requires consideration outside of the parameters of this program will be submitted to Council for determination.

## F MINOR DONATIONS

**Aim:** To provide assistance for groups, organisations or individuals within the City of Wollongong who are not eligible for sponsorship under any other Financial Assistance Program in this policy.

**Administered by:** Community Cultural and Economic Development Division

### 1 ELIGIBILITY

Applications will be considered from groups, organisations or individuals within the Wollongong Local Government Area who are not eligible for financial assistance under any other Financial Assistance Program in this policy.

Categories include:

- Selection to represent the City of Wollongong in a reputable national or international event. Applicants must be non-professional and have been selected for participation through a competitive process or officially recognised criteria (eg success at qualifying events or judging by expert panel).
- If selection was unable to be considered by any of the above processes then application assessment would be undertaken within the parameters of Council's Community Strategic Plan.
- If multiple local teams are selected in the same competition the highest qualifying team will be given preference. Where there is no clear differentiation, funds will be split across all applicants.
- Contribution to a not-for-profit organisation providing a recognised, necessary service to the Wollongong community which would otherwise be non-existent.
- Contribution to an organisation recognised under the Charitable Fundraising Act which provides significant support to groups or individuals within the Wollongong Local Government Area.

The following activities will not be considered eligible for support:

- Participation in an event for which there is no recognised qualification process (eg where selection is automatic upon payment of entry fee or subscription).
- Volunteering activities, or courses of study undertaken by individuals.
- The production of publications or staging of exhibitions.

Donations will not be provided retrospectively.

General Manager has delegated authority to approve any out of policy requests for donations of up to \$1,500 for exceptional circumstances/requests which align with Council's strategic objectives.

### 2 CONFLICT OF INTEREST

- Applicants must identify and declare any actual, potential or perceived conflict of interest (if applicable) in accordance with Council's Code of Conduct and Conflict of Interest Policy which are available on Council's website.
- Any actual, potential or perceived conflict of interest posed by the potential sponsorship of a band or choir will be identified as part of the assessment.
- Council will not grant sponsorship to groups or individuals whose activities, objectives or missions are in actual conflict with Council's policies.

### 3 SUPPORT LEVELS

Donations will be considered within the following parameters:

- Individual selection for a national or international event: maximum \$250.
- Selection of multiple residents of Wollongong Local Government Area for a national or international event: maximum \$500.
- Qualification by an entire team based in the Wollongong Local Government Area for a national or international event: maximum \$750.
- Where multiple residents or an entire team are selected for an event, the donation will be provided to the team or group as a whole – ie not to each individual.
- All other donations: maximum \$250.

#### 4 PROCEDURE

- Applications must be lodged on Council's- Application for Minor Donation form. This is an online form and is available on Council's website [www.wollongong.nsw.gov.au](http://www.wollongong.nsw.gov.au) or by calling (02) 4227 7111-
- Applicants using the online applications will need to register as an online Council user to be able to complete their application.
- There is no closing date for applications, however once the Minor Donations budget has been fully expended, no further allocations will be made in that financial year – even if the applicant meets all eligibility requirements.
- Requests for donations will be assessed by the relevant Council Officer to determine if the recommendation is submitted to the General Manager for approval.
- All applicants will be advised in writing of the outcome of their application.
- Upon approval of a donation, the Council Officer will arrange for payment to be made by cheque. Where the applicant is an individual, a cheque will be forwarded directly to the recipient. Where the donation is for an organisation, group or team, Council at its discretion may request a tax invoice or invoice before processing payment.
- Details of donation recipients will be reported to Council for information.
- Any application received which requires consideration outside of the parameters of this program will be submitted to Council for determination.

### G ACTIVITIES WITH ECONOMIC OR INDUSTRY DEVELOPMENT-BENEFIT

#### Aim:

- To provide support for activities that align with Wollongong City Council's Economic Development Strategy in the Wollongong Local Government Area. ~~activity that creates economic benefit in the City of Wollongong Local Government Area.~~
- To ensure a fair and transparent process is used in the allocation of funding to activities with economic benefit.
- To support the Wollongong 2022 Community Strategic Plan goal: 'We have an innovative and sustainable economy'.

**Administered by:** Community Cultural and Economic Development Division

#### 1 ELIGIBILITY

- This program is open to applicants organising initiatives or events with a direct, significant and demonstrable economic benefit to business or industry based in the City of Wollongong Local Government Area.
- To be considered under this program, applicants must clearly demonstrate how they successfully meet one or more of the following eligibility criteria:
- ~~Activities that may be considered for funding within this program include:~~

- economic or industry development initiatives;
- projects or events that promote Wollongong, and/or locally based businesses and industry, outside the Illawarra region;
- projects that support local business networks;
- research or programs that support business attraction;
- the development and delivery of signature events, as defined within Council's Major Events Strategy.

## 2 CONFLICT OF INTEREST

- Applicants must identify and declare any actual, potential or perceived conflict of interest (if applicable) in accordance with Council's Code of Conduct and Conflict of Interest Policy which are available on Council's website.
- Any actual, potential or perceived conflict of interest posed by the potential sponsorship of an activity or initiative will be identified as part of the assessment.
- No employee of Council may seek or receive a personal benefit or be perceived to receive a personal benefit as a result of sponsorship allocation from Council.

## 3 ~~PROCESS~~PROCEDURE

- ~~To apply, applicants must provide a completed application form and claims against each of the eligibility criteria.~~
- ~~Unsuccessful applicants will be notified of the outcome of their application.~~
- ~~Potential applicants should initially contact Council's Economic Development Unit to discuss their project by calling (02) 4227 7111 or emailing council@wollongong.nsw.gov.au.~~
- ~~A formal application must be lodged using the 'Application for Funding: Activity with Economic Benefit' form.~~
- All applications will be assessed by the Economic Development Manager and Manager Community Cultural and Economic Development or a delegate.
- ~~A value will be assigned to any in-kind support requested (if applicable), using normal Council rates for its services and facilities. This costing will be considered in the assessment of the application.~~
- Applications considered suitable for funding will be forwarded to the General Manager for final approval, within Wollongong City Council's budgetary constraints.
- ~~Successful applicants will receive a letter outlining the terms of the approval and the allocation of funds. They will be required to enter into a Funding Agreement with Wollongong City Council. sign an Agreement for Funding before any support is provided.~~
- ~~Wollongong City Council will require successful applicants to provide regular updates and submit a written report at the conclusion of the funding term. At the conclusion of the agreed funding period, the applicant must submit a written report to Council on the supported activity.~~
- ~~Details of supported activities will be reported to Council for information quarterly as required.~~

## H BUILDING BETTER REGIONAL CITIES – HOME DEPOSIT ASSISTANCE PROGRAM

**Aim:** To allocate funding granted under the Federal Government's Building Better Regional Cities Program to eligible applicants, the objective of which is to invest in local infrastructure projects supporting an increase in the number of homes for sale and rent that are affordable for working families on low to moderate incomes.

**Eligible Applicants:** Individuals as assessed in reference to the eligibility criteria.

**Administered by:** Internally by Council's Finance Division in conjunction with the IMB, a licensed credit provider and authorised deposit-taking institution (ADI).

1 BACKGROUND AND ELIGIBILITY

In June 2012, Wollongong City Council received funding under the Building Better Regional Cities Program in relation to the West Dapto Urban Release Area. Under the funding agreement, a program is to be established to improve affordability of housing in the area for low to moderate income earners. This will be achieved by the provision of assistance under the Home Deposit Assistance Program (the Program).

Eligible applicants must meet pre-defined eligibility criteria relating to income limits (lower and upper limits) and general eligibility criteria. Packages under the Program will relate to newly released house and land packages in West Dapto.

2 ELIGIBILITY CRITERIA

The criteria are set to ensure that applicants can afford their home loan without undue risk whilst belonging to the intended target audience of low to moderate income earners. It is necessary for an applicant to meet all of these criteria. An appeal mechanism will exist to review applications that were rejected due to the Council's eligibility criteria.

**Eligibility Criteria**

***Income and other limits***

**Lower limits** – applicants must meet the normal IMB lending policy income requirements to qualify for a home loan. These requirements and process will be set by the IMB.

**Upper limits** – upper limits will be set in reference to the NRAS (National Rental Affordability Scheme) limits. These limits are set annually and vary depending on the make-up of the household. The current limits are:

Household Composition	Initial household income limit (\$)
One adult	45,956
Two adults	63,535
Sole parent with one child	63,579
Sole parent with two children	78,822
Sole parent with three children	94,065
Couple with one child	78,778
Couple with two children	94,021
Couple with three children	104,913*

Note: This proposal is a draft and is subject to finalisation, Council approval, IMB Board approval and public consultation.

The figures in the table above will be updated as the NRAS indexes household income limits each year.

The NRAS income limit for a couple with three children has been substituted with the maximum income for a Low to Moderate Income Earner under the BBRC funding agreement.

IMB will have the right of refusal to offer all loans under the Program and is under no obligation to approve any application under the Program.

**General Eligibility Criteria**

At least one of the applicants is an Australian citizen or permanent resident
Age restriction: Each applicant must be at least 18 years of age
Property Value: The Council security deposit will be required to account for 20% of the value of the security property
Each applicant is a natural person and not a company or trust
Applicants may be Singles or Joint Applicants who are married or living together as a couple in a de facto relationship (including same sex relationships) as defined in the <i>Interpretation Act 1987</i>
Each applicant has entered into a contract for the purchase of a new house and land package within the West Dapto Urban Release Area

Where the property is purchased jointly, the purchase must be made as joint tenants (not tenants in common)

Program conditions will also be established to manage ongoing compliance with program requirements during Program participation, for example the requirement for the property to be owner occupied.

### 3 LEVEL OF FUNDING AVAILABLE

Assistance in the form of a security deposit of 20% of the value of the property up to \$75,000 (2013/14 issues) will be offered. Each year the amount of assistance offered at issue will be adjusted upwards of \$75,000 based on a housing price index to ensure affordability to new applicants is maintained in line with increases in property values.

The security deposit will remain in Council's name for the duration of the assistance. During this period, arrangements will be made so the interest that Council earns on the deposit is applied to the borrower's loan (with potential deductions for reasonable administration expenses). Minimum repayments under the loan will be calculated without reference to any of the interest amounts directed from the security deposit to the loan account. The borrower will not be able to redraw on these amounts and redraws in general will not be permitted while the security deposit is in place. This will have a similar effect to a mortgage offset account, but will allow the deposit to remain in Council's name.

There is an additional benefit to participants in the Program that will not require additional cash outflow from Council. Applicants will not be required to pay mortgage insurance as the Council security deposit will be in place at 20% of the house and loan value. This will create premium and interest savings for the applicant. Successful applicants will not require a deposit to qualify for a home loan.

### 4 TIMING

#### **Initial Round Offers**

Funding totalling \$9,225,000 will be delivered to the Community under this Program. This will be achieved by initially offering 27 packages in 2013/14 and 48 packages in each of the following two years. Applications will be assessed on a first-in-first-served basis; applicants with completed applications meeting the Program's eligibility criteria and the IMB's lending criteria first will be allocated assistance under the Program subject to loans being settled within a reasonable period.

#### **Recycled Deposits**

As deposits are released back to Council, they will be recycled to new applicants. This will allow the initial funding pool to revolve to assist additional members of the community. The objective is to maximise the number of packages offered under the Program. This will not require any increase to the initial funding amount of \$9,225,000. The process for recycling deposits is outlined as follows:

- Security deposits will remain in place until the initial loan value reduces to 80% of the property value (as determined by a valuation performed by an IMB panel valuer) or early exit is required.
- Releases due to property value increases will take place when market indicators suggest there has been a sufficient increase in property values to a level where the security deposit is no longer required. Property valuations for this purpose will be carried out by an IMB panel valuer. If these conditions are met, the release of the deposit back to Council will be possible. If these conditions have not been met, then the value of the property will be reassessed at a later date. Notwithstanding a property value increase, the security deposit arrangement will remain in place for a minimum of five years, unless property early exit is required.
- Early exit of the arrangement will be triggered in the event of the sale of the security property, default on the loan, or failure to comply with other conditions of the arrangement. Council will not attempt to recover any portion of capital gain that participants enjoy on the sale of the property.
- As deposits are released, Council will recycle deposits to new applicants through annual programs.
- In the event of a default, it is unlikely that the security deposit will be returned. Defaults will reduce the amount of the funding pool available over time. Council will not replenish this depletion or other decreases in value due to inflation in the pool of funding.

### 5 PLANNED EXIT FROM PROGRAM

After the completion of the program (initially assessed at 15 years), new issuances under the Program will cease and deposits will no longer be recycled. At this time, it is expected there will still be packages in service

and Council will manage the remaining loans after this period until release conditions occur and the deposits are returned to Council. After new issuances cease, a tail period of approximately seven years is anticipated.

The balance of funds at exit will be redirected to an organisation or program whose charter shares the purpose of improving housing affordability for people on low to moderate incomes. The recipient organisation will be identified at the exit phase of the Program.

DRAFT

## I CROWN STREET AND INNER CITY BUILDING FAÇADE REJUVENATION PROGRAM

**Aim:** To incentivise building owners and business operators in the Façade Rejuvenation Grant Area to improve the appearance of their buildings façades and shopfronts through the provision of financial assistance. It is considered that façade improvements will:

- 1 Improve the visual appearance of the street and foster a unique identity;
- 2 Improve the perception of safety and atmosphere of the City Centre;
- 3 Support building owners and business operators to improve the public impression of their buildings and businesses, respectively;
- 4 Stimulate the creation of high quality façades and shopfronts to encourage more people to live, work, play and do business in attractive surroundings; and
- 5 Address issues of illegal or non-compliant signage.

### Eligible Applicants

Building owners and business operators of each rateable property in the category of 'business' undertaking works for building façades fronting the Grant Area shown at Figure 1. Eligible applicants are required to submit all relevant documentation and information with the completed application form. Government-owned properties are excluded from applying for grant funding under this Policy.



**Figure 1:** Façade Rejuvenation Grant Area

**Administered by:** Community Cultural and Economic Development

An assessment panel formed by the Manager Community Cultural and Economic Development will evaluate applications against formalised and ranked assessment criteria as outlined in this Policy.

### 1 BACKGROUND AND ELIGIBILITY

All applications must be for physical works on building façades fronting the Façade Rejuvenation Grant Area shown at Figure 1. Corner properties that have a building façade not directly fronting, but a façade adjacent to the endorsed project area are also eligible for grant funding. However to be eligible, these works are to complement façade works fronting the endorsed project area.

For works requiring planning approvals, including, but not limited to a development consent or complying development certificate, a condition will be attached to any agreement between Council and the applicant that stipulates planning approvals and their subsequent conditions must be obtained and adhered to prior to the commencement of any works.

Only those projects able to be completed in the timeframes, as set within the assessment criteria of this Program, will be considered. Examples of eligible projects include:

- Restoration of exterior finishes;

- Repainting of building façade and windows;
- Removal/relocation of air conditioning units;
- Removal of opaque roller shutters/security grilles to be replaced with more appropriate transparent or inset behind shop display roller shutters;
- Disabled access;
- Under-awning lighting;
- Streetscape lighting;
- Skinning of existing awning structure and fascia with new material and signage;
- Repair or replace awning structure.

## 2 PROJECTS NOT FUNDED

Funding will generally **not** be provided for works not within the scope of the Program; including the following:

- Where the property has overdue rates payable to Council;
- Where the applicant has received financial assistance previously and not finished projects;
- Removal of non-compliant signage;
- For the purchase of a building, site or movable item;
- Internal alterations and additions to a building;
- Relocation of a building;
- Where acquittal has not been received for a previous Wollongong City Council grant;
- Work that has already been completed;
- Purchase of tools and plant;
- Where property owners, or related entities, have previously received assistance under this Policy for three (3) rateable properties in the Façade Rejuvenation Grant Area shown at Figure 1.

## 3 ASSESSMENT CRITERIA

Eligible applicants will be prioritised according to the following assessment criteria:

- Is the project consistent with the relevant requirements of the *Wollongong Development Control Plan 2009*?
- Is the project consistent with the relevant recommendations of the *Crown Street and Globe Lane Rejuvenation Project 2012 Façade Audit – Guiding Principles Report*?
- Is there is a cluster of eligible properties committing to undertaking improvement projects?
- Is the project likely to encourage upgrades of other façades?
- Does the project contribute to broader heritage conservation?
- Have licenced tradespersons/contractors details been submitted to undertake the works?
- The extent to which the project contributes to the visual improvement of the façade, and is highly visible from the public domain.
- The applicant's ability to demonstrate technical and financial responsibility with regard to the project.
- The applicant's ability to complete the project within the allocated time frame being six (6) months from the date of grant approval. In extraordinary circumstances, Council reserves the right to consider an increase to the allocated time frame of up to six (6) months.
- The degree to which the applicant is financially contributing to the project.
- Is the application being made on behalf of a small or medium-sized business enterprise?
- Has the applicant read and agreed to comply with the terms and conditions applying to the Program.

Council reserves the right to approve or refuse a grant application in terms of the colour, material or method of execution as it considers appropriate. Prior to commencing the works, applicants must enter into an agreement with Council detailing the agreed schedule of works and grant sum.

#### 4 LEVEL OF FUNDING AVAILABLE

For the next two (2) financial years, \$300,000 per year has been allocated to the Façade Rejuvenation Project:

2013-2014 financial year – \$300,000

2014-2015 financial year – \$300,000

2015-2016 financial year – Finalisation of identified projects may occur during this period

The maximum level of funding per rateable property in the category of 'business' will be limited to a rebate of 50% of the total project cost, to a maximum dollar value of \$20,000 (excl GST) funding per ('business') rateable property. Council reserves the right to offer assistance of less than 50% of the project cost. Council will not offer assistance to the GST component of a project unless a registered ABN is provided. Applications that include a registered ABN will be eligible for grants up to \$22,000. Council is then eligible to claim the GST component.

Where there are multiple property owners, or related entities, within the Façade Rejuvenation Grant Area shown at Figure 1, that multiple property owner, or related entity, will be eligible for funding up to a maximum of three (3) ('business') rateable properties within the Façade Rejuvenation Grant Area shown at Figure 1.

Business owners of eligible properties may apply for funding subject to obtaining owners consent.

Funding will not be reimbursed until after completion of the project and Council has agreed that all work has been carried out satisfactorily and within the specified time frame.

The total amount of funding available is limited so Council may not be able to fund all eligible projects. There will be a maximum of up to two rounds per year. Funding availability in the second round will be dependent on funds not exhausted following the first round.

#### 5 PROCEDURE

- Applications must be lodged on the Sponsorship Application Form by the advertised closing date. Forms will be available on Council's website at [www.wollongong.nsw.gov.au](http://www.wollongong.nsw.gov.au) or may be requested by calling Council on (02) 4227 7111.
- All applications will be assessed by the Assessment Panel formed by the Manager Community Cultural and Economic Development Unit.
- Applications will be prioritised in accordance with the assessment criteria of this program.
- The Committee will recommend applications considered suitable for funding, with the General Manager having final approval.
- Recommended applicants will be reported to Council for endorsement.
- Successful applicants will be advised of Council's sponsorship and the sponsorship agreement.
- Unsuccessful applicants will be notified of the outcome of their application.
- Any application received which requires consideration outside of the parameters of this program will be submitted to Council for determination.
- Successful applicants will be required to complete the project within the allocated time frame being six (6) months from the date of grant approval. In extraordinary circumstances only, Council reserves the right to consider an increase to the allocated time frame for up to an additional six (6) months. It should be noted that grants are only paid on completion of projects as a reimbursement of demonstrated expenditure.
- In accordance with the *Government Information (Public Access) Act 2009*, an application including any personal information such as name and address, will be made available for public inspection. Applicants may request, in the form of a statutory declaration, that Council suppress the personal information in an application from public inspection, if the applicant considers that the personal safety of any person would be affected if the information was not suppressed. Any such request will be dealt with in accordance with the *Privacy and Personal Information Protection Act 1998*.

- In the event that an application is recommended for approval, public notice of the proposal to provide the applicant with financial assistance will first be given.

#### 6 OUT OF ROUND APPLICATIONS

- Should there be sufficient funds remaining from the initial sponsorship allocation, out of round applications may be considered at Council's discretion.

DRAFT

SUMMARY SHEET	
Responsible Division	Community Cultural and Economic Development
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	29 January 2013 ( <i>Note: 9 September 2013, Council adopted Parts H and I as an addition to this policy</i> ) 27 May 2008; 16 December 2008; 5 July 2011
Date of next review	[List date - Not more than 3 years from adoption]
Prepared by	Administration Officer – Public Relations/Events
Authorised by	Manager Community Cultural and Economic Development

DRAFT

# WOLLONGONG CITY COUNCIL

1 July 2014 to 29 May 2015

	2014/15 Original Budget \$'000	2014/15 Current Budget \$'000	2014/15 YTD Budget \$'000	2014/15 Actual YTD \$'000
<b>Income Statement</b>				
<b>Income From Continuing Operations</b>				
<b>Revenue:</b>				
Rates and Annual Charges	165,699	166,611	152,004	152,343
User Charges and Fees	32,487	32,071	29,453	30,114
Interest and Investment Revenues	5,238	5,644	5,130	5,282
Other Revenues	9,143	11,756	10,869	11,731
Grants & Contributions provided for Operating Purposes	28,146	29,356	26,388	27,043
Grants & Contributions provided for Capital Purposes	32,604	18,731	16,717	19,059
Profit/Loss on Disposal of Assets	1,040	4,736	4,736	4,712
<b>Total Income from Continuing Operations</b>	<b>274,357</b>	<b>268,905</b>	<b>245,297</b>	<b>250,284</b>
<b>Expenses From Continuing Operations</b>				
Employee Costs	107,212	108,689	99,408	98,807
Borrowing Costs	3,830	3,991	3,641	3,658
Materials, Contracts & Other Expenses	90,424	86,923	76,197	72,194
Depreciation, Amortisation + Impairment	61,767	60,774	55,779	55,719
Internal Charges (labour)	(10,606)	(11,309)	(9,674)	(10,667)
Internal Charges (not labour)	(1,536)	(1,420)	(1,301)	(1,252)
<b>Total Expenses From Continuing Operations</b>	<b>251,092</b>	<b>247,648</b>	<b>224,050</b>	<b>218,459</b>
<b>Operating Results From Continuing Operations</b>	<b>23,265</b>	<b>21,257</b>	<b>21,246</b>	<b>31,825</b>
<b>Net Operating Result for the Year</b>	<b>23,265</b>	<b>21,257</b>	<b>21,246</b>	<b>31,825</b>
<b>Net Operating Result for the Year before Grants &amp; Contributions provided for Capital Purposes</b>				
	<b>(9,338)</b>	<b>2,526</b>	<b>4,530</b>	<b>12,767</b>
<b>NET SURPLUS (DEFICIT) [Pre capital] %</b>	<b>8.5%</b>	<b>7.9%</b>	<b>8.7%</b>	<b>12.7%</b>
<b>Funding Statement</b>				
<b>Net Operating Result for the Year</b>	<b>23,265</b>	<b>21,257</b>	<b>21,246</b>	<b>31,825</b>
Add back :				
- Non-cash Operating Transactions	78,059	70,944	64,624	65,200
- Restricted cash used for operations	14,413	15,821	9,142	8,689
- Income transferred to Restricted Cash	(58,334)	(57,909)	(48,442)	(51,562)
- Payment of Accrued Leave Entitlements	(10,145)	(10,895)	(10,133)	(10,258)
- Payment of Carbon Contributions	(427)	(263)	(263)	(264)
<b>Funds Available from Operations</b>	<b>46,832</b>	<b>38,955</b>	<b>36,175</b>	<b>43,629</b>
Advances (made by) / repaid to Council	(135)	(135)	5	10
Borrowings repaid	(4,914)	(5,236)	(4,731)	(5,151)
<b>Operational Funds Available for Capital Budget</b>	<b>41,782</b>	<b>33,584</b>	<b>31,448</b>	<b>38,488</b>
<b>CAPITAL BUDGET</b>				
Assets Acquired	(83,693)	(84,224)	(73,118)	(70,668)
Contributed Assets	0	(1,909)	(1,909)	(1,909)
Transfers to Restricted Cash	(1,040)	(24,699)	(24,699)	(24,579)
Funded From :-				
- Operational Funds	41,782	33,584	31,448	38,488
- Sale of Assets	3,263	12,061	12,061	11,559
- Internally Restricted Cash	5,126	8,206	7,823	7,775
- Borrowings	0	15,000	15,000	15,000
- Capital Grants	13,914	12,809	11,854	11,924
- Developer Contributions (Section 94)	5,858	5,068	4,574	4,745
- Other Externally Restricted Cash	10,136	10,307	9,099	8,810
- Other Capital Contributions	1,955	3,895	3,517	3,073
<b>TOTAL FUNDS SURPLUS / (DEFICIT)</b>	<b>(2,700)</b>	<b>(9,903)</b>	<b>(4,350)</b>	<b>4,219</b>

## Manager Project Delivery Division Commentary on May 2015 Capital Budget Report

As at 29 May 2015, year to date expenditure was \$70.7M of the approved capital budget of \$84.2M. This value is \$2.4M behind the initial forecast expenditure of \$73.1M for this period.

The following table summarises the proposed changes to the total Capital budget by transfer of budget between programs and reduction or introduction of various types of external or loan funding. These changes result in a net increase in the capital budget of \$0.1M to \$84.3M.

Program	Major Points of change to Capital Budget
Traffic Facilities	Rephase RMS funding for existing projects. Reallocate budget from Traffic Facilities to Public Facilities Program.
Public Transport Facilities	Reallocate budget from Traffic Facilities and Road Reconstruction Programs to Public Facilities program.
Road Works	Reallocate budget from Road Works Program to Public Transport Facilities, Bridges Board Walks and Jetties Programs and Contingency
Bridges, Boardwalks & Jetties	Reallocate budget from Road Works Program to Bridges Board Walks and Jetties Program
Footpaths	Introduce additional LIRS 1 funding for existing projects in Footpaths program. Reallocate budget from Footpaths Program to Contingency
Cycle/Shared Paths	Introduce RMS funding for new project Rephase RMS funding and LIRS 1 funding from existing projects Reallocate budget from Cycle/Shared Paths Program to Carpark Construction/ Formalising and Reconstruction Programs and return budget to contingency
Commercial Centre Upgrades – Footpaths & Cycleways	Return budget from Commercial Centre Upgrades Program to contingency.
Carpark Construction/ Formalising	Return funding for existing project to Parking Meter Income reserve. Reallocate budget from Cycle/Shared Paths Program to Carpark Construction/ Formalising Program.
Car Park Reconstruction/ Upgrade	Reallocate budget from Cycle/Shared Paths Reconstruction Program.
Floodplain Management	Return Stormwater Levy funding from Floodplain Management Program to (S.W.L.) reserve. Introduce OEH funding for new project. Reallocate budget from Floodplain Management to contingency
Stormwater Treatment Devices	Return Stormwater Levy funding from Stormwater Treatment Devices Program to (S.W.L.) reserve.
Administration Buildings	Reallocate budget from Administration Buildings to Community Buildings Program
Community Buildings	Reallocate budget from Administration Buildings and Public Facilities Programs to Community Buildings Program. Reallocate budget from Contingency to Community Buildings Program.
Public Facilities (Shelters toilets etc)	Reallocate budget from Public Facilities to existing projects in Community Buildings Program.
Play Facilities	Reallocate budget from Contingency to Play Facilities Program for existing project.
Sporting Facilities	Rephase funding from Sports Priority Reserve for existing projects.
Beach Facilities	Reallocate budget from Contingency to existing projects in Beach Facilities Program.
Rock/Tidal Pools	Reallocate budget to Contingency from existing project in Rock/Tidal Pools Program.
Treated Water Pools	Reallocate budget from Contingency to existing project in Treated Water Pools Program.
Natural Area Management	Reallocate budget to Contingency from existing projects in Natural Area Management Program.
Whytes Gully New Cells	Rephase Waste Reserve funding for existing projects.
Whytes Gully Renewal Works	Rephase Waste Reserve funding for existing projects.
Helensburgh Rehabilitation	Rephase Waste Reserve funding for existing projects.
Portable Equipment (mowers etc)	Reallocate budget from Portable Equipment to Mobile Plant
Mobile Plant (trucks backhoes etc)	Reallocate budget from Portable Equipment and Mobile Plant Programs to Mobile Plant
Fixed Equipment	Reallocate budget from Fixed Equipment to Mobile Plant.
Land Acquisitions	Reallocate budget to Contingency from Land Acquisitions.
Capital Project Contingency	Distributions to match various budget reallocations detailed above.
Capital Project Planning	Reallocate budget to Contingency from Capital Project Planning.

# CAPITAL PROJECT REPORT

as at the period ended 29 May 2015

ASSET CLASS PROGRAMME	\$'000		\$'000		YTD EXPENDITURE	\$'000	
	CURRENT BUDGET		WORKING BUDGET			VARIATION	
	EXPENDITURE	OTHER FUNDING	EXPENDITURE	OTHER FUNDING		EXPENDITURE	OTHER FUNDING
<b>Roads And Related Assets</b>							
Traffic Facilities	2,520	(1,271)	2,415	(1,274)	2,082	(105)	(2)
Public Transport Facilities	250	(75)	508	(75)	188	258	(0)
Roadworks	8,699	(1,703)	8,290	(1,582)	6,402	(410)	120
Bridges, Boardwalks and Jetties	3,606	(1,741)	3,748	(1,741)	3,320	142	(0)
<b>TOTAL Roads And Related Assets</b>	<b>15,075</b>	<b>(4,790)</b>	<b>14,960</b>	<b>(4,672)</b>	<b>11,992</b>	<b>(115)</b>	<b>118</b>
<b>West Dapto</b>							
West Dapto Infrastructure Expansion	9,087	(9,110)	9,087	(9,110)	8,914	(0)	(0)
<b>TOTAL West Dapto</b>	<b>9,087</b>	<b>(9,110)</b>	<b>9,087</b>	<b>(9,110)</b>	<b>8,914</b>	<b>(0)</b>	<b>(0)</b>
<b>Footpaths And Cycleways</b>							
Footpaths	5,598	(3,989)	5,832	(4,260)	4,343	235	(271)
Cycle/Shared Paths	5,963	(3,906)	5,783	(3,891)	4,314	(181)	14
Commercial Centre Updages - Footpaths and Cyclewa	11,657	(2,715)	11,638	(2,715)	11,275	(19)	0
<b>TOTAL Footpaths And Cycleways</b>	<b>23,218</b>	<b>(10,609)</b>	<b>23,253</b>	<b>(10,866)</b>	<b>19,932</b>	<b>35</b>	<b>(257)</b>
<b>Carparks</b>							
Carpark Construction/Formalising	548	(271)	577	(245)	411	29	26
Carpark Reconstruction or Upgrading	1,136	(200)	1,169	(200)	761	34	(0)
<b>TOTAL Carparks</b>	<b>1,684</b>	<b>(471)</b>	<b>1,746</b>	<b>(445)</b>	<b>1,173</b>	<b>63</b>	<b>26</b>
<b>Stormwater And Floodplain Management</b>							
Floodplain Management	1,094	(594)	993	(500)	753	(102)	94
Stormwater Management	1,629	(879)	1,631	(891)	1,273	2	(12)
Stormwater Treatment Devices	181	(181)	143	(143)	132	(38)	38
<b>TOTAL Stormwater And Floodplain M</b>	<b>2,904</b>	<b>(1,654)</b>	<b>2,767</b>	<b>(1,535)</b>	<b>2,159</b>	<b>(137)</b>	<b>120</b>
<b>Buildings</b>							
Cultural Centres (IPAC, Gallery, Townhall)	895	0	895	0	755	0	0
Administration Buildings	1,590	0	1,579	0	1,479	(11)	0
Community Buildings	5,197	(935)	5,388	(935)	3,998	191	(0)
Public Facilities (Shelters, Toilets etc)	1,120	(113)	1,101	(113)	867	(19)	0
<b>TOTAL Buildings</b>	<b>8,801</b>	<b>(1,048)</b>	<b>8,962</b>	<b>(1,048)</b>	<b>7,098</b>	<b>161</b>	<b>(0)</b>
<b>Commercial Operations</b>							
Tourist Park - Upgrades and Renewal	610	0	615	0	444	5	0
Crematorium/Cemetery - Upgrades and Renewal	369	0	364	0	234	(5)	0
Leisure Centres & RV/GC	225	0	225	0	154	0	0
<b>TOTAL Commercial Operations</b>	<b>1,204</b>	<b>0</b>	<b>1,204</b>	<b>0</b>	<b>833</b>	<b>0</b>	<b>0</b>
<b>Parks Gardens And Sportfields</b>							
Play Facilities	2,171	(404)	2,393	(404)	1,522	222	(0)
Recreation Facilities	588	0	584	0	474	(4)	0
Sporting Facilities	1,013	(886)	1,033	(925)	756	20	(39)
Lake Illawarra Foreshore	160	0	160	0	160	0	0
<b>TOTAL Parks Gardens And Sportfield</b>	<b>3,932</b>	<b>(1,290)</b>	<b>4,170</b>	<b>(1,329)</b>	<b>2,912</b>	<b>238</b>	<b>(39)</b>
<b>Beaches And Pools</b>							
Beach Facilities	438	0	454	0	303	16	0
Rock/Tidal Pools	1,385	0	1,277	0	1,070	(108)	0
Treated Water Pools	1,294	(7)	1,345	(7)	1,016	51	0
<b>TOTAL Beaches And Pools</b>	<b>3,117</b>	<b>(7)</b>	<b>3,076</b>	<b>(7)</b>	<b>2,389</b>	<b>(41)</b>	<b>0</b>
<b>Natural Areas</b>							
Environmental Management Program	20	0	24	0	17	4	0
Natural Area Management and Rehabilitation	302	(45)	154	(26)	130	(148)	19
<b>TOTAL Natural Areas</b>	<b>323</b>	<b>(45)</b>	<b>179</b>	<b>(26)</b>	<b>147</b>	<b>(144)</b>	<b>19</b>

Waste Facilities							
Whytes Gully New Cells	6,048	(6,048)	6,125	(6,125)	6,027	77	(77)
Whytes Gully Renewal Works	218	(218)	205	(205)	120	(13)	13
Helensburgh Rehabilitation	235	(235)	220	(220)	211	(15)	15
<b>TOTAL Waste Facilities</b>	<b>6,501</b>	<b>(6,501)</b>	<b>6,550</b>	<b>(6,550)</b>	<b>6,358</b>	<b>49</b>	<b>(49)</b>
Fleet							
Motor Vehicles	1,486	(930)	1,486	(930)	1,156	0	(0)
<b>TOTAL Fleet</b>	<b>1,486</b>	<b>(930)</b>	<b>1,486</b>	<b>(930)</b>	<b>1,156</b>	<b>0</b>	<b>(0)</b>
Plant And Equipment							
Portable Equipment (Mowers etc)	400	(300)	84	300	219	(316)	600
Mobile Plant (trucks, backhoes etc)	2,256	(215)	2,832	(815)	2,062	576	(600)
Fixed Equipment	260	0	(0)	0	17	(260)	0
<b>TOTAL Plant And Equipment</b>	<b>2,916</b>	<b>(515)</b>	<b>2,916</b>	<b>(515)</b>	<b>2,298</b>	<b>0</b>	<b>0</b>
Information Technology							
Information Technology	820	0	820	0	533	0	0
<b>TOTAL Information Technology</b>	<b>820</b>	<b>0</b>	<b>820</b>	<b>0</b>	<b>533</b>	<b>0</b>	<b>0</b>
Library Books							
Library Books	1,200	0	1,200	0	1,134	0	0
<b>TOTAL Library Books</b>	<b>1,200</b>	<b>0</b>	<b>1,200</b>	<b>0</b>	<b>1,134</b>	<b>0</b>	<b>0</b>
Public Art							
Public Art Works	282	(22)	282	(22)	187	0	0
Art Gallery Acquisitions	141	(41)	141	(41)	122	0	0
<b>TOTAL Public Art</b>	<b>423</b>	<b>(63)</b>	<b>423</b>	<b>(63)</b>	<b>308</b>	<b>0</b>	<b>0</b>
Emergency Services							
Emergency Services Plant and Equipment	150	0	146	0	134	(4)	0
<b>TOTAL Emergency Services</b>	<b>150</b>	<b>0</b>	<b>146</b>	<b>0</b>	<b>134</b>	<b>(4)</b>	<b>0</b>
Land Acquisitions							
Land Acquisitions	720	0	695	0	641	(25)	0
<b>TOTAL Land Acquisitions</b>	<b>720</b>	<b>0</b>	<b>695</b>	<b>0</b>	<b>641</b>	<b>(25)</b>	<b>0</b>
Non-Project Allocations							
Capital Project Contingency	3	0	8	0	0	5	0
Capital Project Plan	661	(166)	639	(166)	553	(22)	0
<b>TOTAL Non-Project Allocations</b>	<b>664</b>	<b>(166)</b>	<b>647</b>	<b>(166)</b>	<b>553</b>	<b>(17)</b>	<b>0</b>
Loans							
West Dapto Loan	0	(2,760)	0	(2,760)	0	0	0
LIRS Loan	0	(15,000)	0	(15,000)	0	0	0
<b>TOTAL Loans</b>	<b>0</b>	<b>(17,760)</b>	<b>0</b>	<b>(17,760)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SUB TOTAL</b>	<b>84,224</b>	<b>(54,959)</b>	<b>84,286</b>	<b>(55,022)</b>	<b>70,664</b>	<b>62</b>	<b>(62)</b>
Contributed Assets							
Contributed Assets	1,909	(1,909)	1,909	(1,909)	1,911	0	0
<b>TOTAL Not Applicable</b>	<b>1,909</b>	<b>(1,909)</b>	<b>1,909</b>	<b>(1,909)</b>	<b>1,911</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>86,133</b>	<b>(56,868)</b>	<b>86,195</b>	<b>(56,931)</b>	<b>72,575</b>	<b>62</b>	<b>(62)</b>

# WOLLONGONG CITY COUNCIL

		Actual 2014/15 \$'000	Actual 2013/14 \$'000
<b>BALANCE SHEET</b>			
		as at 29/5/2015	as at 30/06/14
<b>CURRENT ASSETS</b>			
Cash Assets		118,333	89,322
Investment Securities		8,075	7,642
Receivables		16,797	18,573
Inventories		6,015	6,037
Other		5,146	1,646
Assets classified as held for sale		0	1,700
<b>Total Current Assets</b>		<b>154,366</b>	<b>124,920</b>
<b>NON-CURRENT ASSETS</b>			
Non Current Cash Assets		21,000	21,000
Non-Current Receivables		5,238	5,238
Property, Plant and Equipment		2,239,349	2,207,842
Investment Properties		2,750	2,750
Westpool Equity Contribution		1,181	1,181
Intangible Assets		657	929
<b>Total Non-Current Assets</b>		<b>2,270,175</b>	<b>2,238,940</b>
<b>TOTAL ASSETS</b>		<b>2,424,541</b>	<b>2,363,860</b>
<b>CURRENT LIABILITIES</b>			
Current Payables		24,820	29,098
Current Provisions payable < 12 months		12,166	10,690
Current Provisions payable > 12 months		32,224	32,224
Current Interest Bearing Liabilities		3,908	3,908
<b>Total Current Liabilities</b>		<b>73,117</b>	<b>75,919</b>
<b>NON-CURRENT LIABILITIES</b>			
Non Current Interest Bearing Liabilities		42,228	31,459
Non Current Provisions		50,532	49,217
<b>Total Non-Current Liabilities</b>		<b>92,760</b>	<b>80,676</b>
<b>TOTAL LIABILITIES</b>		<b>165,877</b>	<b>156,595</b>
<b>NET ASSETS</b>		<b>2,258,664</b>	<b>2,207,265</b>
<b>EQUITY</b>			
Accumulated Surplus		1,131,382	1,103,527
Asset Revaluation Reserve		1,006,219	1,013,802
Restricted Assets		121,062	89,937
<b>TOTAL EQUITY</b>		<b>2,258,664</b>	<b>2,207,266</b>

WOLLONGONG CITY COUNCIL		
CASH FLOW STATEMENT		
as at 29 May 2015		
	YTD Actual 2014/15 \$ '000	Actual 2013/14 \$ '000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
<u>Receipts:</u>		
Rates & Annual Charges	150,959	157,362
User Charges & Fees	33,296	33,034
Interest & Interest Received	5,832	5,587
Grants & Contributions	47,936	51,407
Other	14,524	13,774
<u>Payments:</u>		
Employee Benefits & On-costs	(92,225)	(95,572)
Materials & Contracts	(44,248)	(38,702)
Borrowing Costs	(1,161)	(989)
Other	(34,179)	(35,817)
<b>Net Cash provided (or used in) Operating Activities</b>	<b>80,734</b>	<b>90,064</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
<u>Receipts:</u>		
Sale of Infrastructure, Property, Plant & Equipment	11,529	3,245
Deferred Debtors Receipts	-	12
<u>Payments:</u>		
Purchase of Investments	-	-
Purchase of Investment Property	-	-
Purchase of Infrastructure, Property, Plant & Equipment	(72,671)	(91,729)
Purchase of Interests in Joint Ventures & Associates	-	-
<b>Net Cash provided (or used in) Investing Activities</b>	<b>(61,142)</b>	<b>(88,472)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
<u>Receipts:</u>		
Proceeds from Borrowings & Advances	15,000	4,305
<u>Payments:</u>		
Repayment of Borrowings & Advances	(5,155)	(4,742)
Repayment of Finance Lease Liabilities	-	-
<b>Net Cash Flow provided (used in) Financing Activities</b>	<b>9,845</b>	<b>(437)</b>
Net Increase/(Decrease) in Cash & Cash Equivalents	29,437	1,175
plus: Cash & Cash Equivalents and Investments - beginning of year	117,971	116,796
<b>Cash &amp; Cash Equivalents and Investments - year to date</b>	<b>147,408</b>	<b>117,971</b>

WOLLONGONG CITY COUNCIL		
CASH FLOW STATEMENT		
as at 29 May 2015		
	YTD Actual 2014/15 \$ '000	Actual 2013/14 \$ '000
<b>Total Cash &amp; Cash Equivalents and Investments</b>		
- year to date	147,408	117,971
<u>Attributable to:</u>		
External Restrictions (refer below)	74,395	63,961
Internal Restrictions (refer below)	46,667	24,384
Unrestricted	26,346	29,626
	<b>147,408</b>	<b>117,971</b>
<b>External Restrictions</b>		
Developer Contributions	19,811	11,758
RMS Contributions	200	238
Specific Purpose Unexpended Grants	5,580	10,910
Special Rates Levy Wollongong Centre Improvement Fund	-	-
Special Rates Levy Wollongong Mall	229	251
Special Rates Levy Wollongong City Centre	14	11
Local Infrastructure Renewal Scheme	25,331	18,791
Unexpended Loans	7,224	12,877
Domestic Waste Management	10,514	6,408
Private Subsidies	4,720	1,883
Stormwater Management Service Charge	772	834
<b>Total External Restrictions</b>	<b>74,395</b>	<b>63,961</b>
<b>Internal Restrictions</b>		
Property Development	4,122	(252)
Property Investment Fund	7,755	-
Strategic Projects	11,208	-
Future Projects	6,941	-
Sports Priority Program	660	850
Car Parking Strategy	272	489
MacCabe Park Development	678	391
Darcy Wentworth Park	162	99
Garbage Disposal Facility	9,831	20,281
Telecommunications Revenue	119	279
West Dapto Development Additional Rates	44	71
Southern Phone Natural Areas	496	-
Carbon Price	4,379	2,176
<b>Total Internal Restrictions</b>	<b>46,667</b>	<b>24,384</b>

**WOLLONGONG CITY COUNCIL**  
**STATEMENT OF INVESTMENTS**  
29 May 2015

**DIRECT INVESTMENTS**

Investment Body	Rating	Purchase Price \$	Fair Value of Holding \$	Security	Purchase Date	Maturity Date	Interest / Coupon Rate
NAB Professional Maximiser	A-1+	-	21,518,894	11m	29/05/2015	29/05/2015	2.50%
SunCorp	A-1	5,000,000	5,000,000	T/Deposit	13/03/2015	15/06/2015	3.00%
ING Australia	A-2	2,000,000	2,000,000	T/Deposit	26/08/2014	22/06/2015	3.60%
Bank of Queensland	A-2	3,000,000	3,000,000	T/Deposit	27/02/2015	29/06/2015	3.05%
Bank of Queensland	A-2	2,000,000	2,000,000	T/Deposit	13/03/2015	13/07/2015	3.10%
Bank of Queensland	A-2	2,000,000	2,000,000	T/Deposit	28/01/2015	28/07/2015	3.45%
ANZ	A-1+	3,000,000	3,000,000	T/Deposit	29/08/2014	29/07/2015	3.74%
IMB	A-2	2,000,000	2,000,000	T/Deposit	30/01/2015	29/07/2015	3.20%
IMB	A-2	5,000,000	5,000,000	T/Deposit	1/05/2015	30/07/2015	2.85%
ANZ	A-1+	2,500,000	2,500,000	T/Deposit	6/08/2013	6/08/2015	4.05%
NAB	A-1+	2,000,000	2,000,000	T/Deposit	27/02/2014	29/08/2015	3.94%
Bank of Queensland	A-2	3,000,000	3,000,000	T/Deposit	28/11/2014	28/08/2015	3.57%
ING Australia	A-2	5,000,000	5,000,000	T/Deposit	29/08/2013	31/08/2015	4.15%
ING Australia	A-2	4,000,000	4,000,000	T/Deposit	29/08/2013	31/08/2015	4.15%
NAB	A-1+	1,500,000	1,500,000	T/Deposit	29/08/2013	31/08/2015	4.21%
Bank of Queensland	A-2	3,000,000	3,000,000	T/Deposit	18/02/2015	18/09/2015	3.20%
NAB	A-1+	2,000,000	2,000,000	T/Deposit	18/02/2015	18/09/2015	3.16%
Members Equity Bank	A-2	2,500,000	2,500,000	T/Deposit	24/04/2015	21/09/2015	2.95%
Bank of Queensland	A-2	3,000,000	3,000,000	T/Deposit	26/03/2015	23/09/2015	3.10%
Bendigo Bank	A-2	2,000,000	2,000,000	T/Deposit	26/03/2015	28/09/2015	3.00%
ANZ	A-1+	2,000,000	2,000,000	T/Deposit	29/08/2014	29/09/2015	3.74%
Bank of Queensland	A-2	2,000,000	2,000,000	T/Deposit	7/01/2015	7/10/2015	3.50%
Commonwealth Bank	A-1	3,000,000	3,000,000	T/Deposit	13/03/2015	9/10/2015	3.10%
Bendigo Bank	A-2	1,500,000	1,500,000	T/Deposit	24/04/2015	26/10/2015	2.85%
Members Equity Bank	A-2	1,000,000	1,000,000	T/Deposit	1/04/2015	28/10/2015	2.95%
ANZ	A-1+	2,000,000	2,000,000	T/Deposit	29/08/2014	29/10/2015	3.74%
IMB	A-2	2,000,000	2,000,000	T/Deposit	18/05/2015	16/11/2015	2.80%
Members Equity Bank	A-2	3,000,000	3,000,000	T/Deposit	28/05/2015	24/11/2015	2.85%
ANZ	A-1+	2,000,000	2,000,000	T/Deposit	29/08/2014	29/11/2015	3.74%
NAB	A-1+	2,000,000	2,000,000	T/Deposit	28/11/2014	30/11/2015	3.61%
IMB	A-2	2,000,000	2,000,000	T/Deposit	17/12/2014	17/12/2015	3.20%
NAB	A-1+	1,030,000	1,030,000	T/Deposit	17/12/2014	17/12/2015	3.60%
Bendigo Bank	A-2	3,000,000	3,000,000	T/Deposit	29/05/2015	4/01/2016	2.85%
Bank of Queensland	A-2	2,000,000	2,000,000	T/Deposit	26/03/2015	4/01/2016	3.00%
Members Equity Bank	A-2	3,000,000	3,000,000	T/Deposit	18/02/2015	18/01/2016	3.20%
Commonwealth Bank	A-1	5,000,000	5,000,000	T/Deposit	27/02/2015	27/01/2016	3.08%
Bank of Queensland	A-2	2,000,000	2,000,000	T/Deposit	27/02/2014	26/02/2016	4.05%
NAB	A-1+	4,000,000	4,000,000	T/Deposit	27/02/2014	29/02/2016	4.13%
Members Equity Bank	A-2	2,000,000	2,000,000	T/Deposit	18/02/2015	18/03/2016	3.20%
Commonwealth Bank	A-1	3,000,000	3,000,000	T/Deposit	26/03/2015	24/03/2016	2.95%
IMB	A-2	2,000,000	2,000,000	T/Deposit	28/05/2015	28/04/2016	2.80%
Westpac	A-1+	1,000,000	1,009,980	FRN	30/01/2012	9/05/2016	3.27%
NAB	A-1+	2,500,000	2,500,000	T/Deposit	6/08/2014	8/08/2016	3.74%
Commonwealth Bank	A-1	2,000,000	2,000,000	T/Deposit	27/02/2015	22/08/2016	3.05%
Members Equity Bank	A-2	2,500,000	2,500,000	T/Deposit	27/02/2015	22/08/2016	2.90%
WBC	A-1+	2,000,000	2,000,000	T/Deposit	24/04/2015	19/10/2016	2.90%
Commonwealth Bank Australia zero coupon bond with a \$4M face value	A-1+	2,000,000	3,555,080	BOND	21/01/2008	22/01/2018	7.17%
EMERALD A Mortgage Backed Security *	AAA	737,518	593,266	M/Bac	17/07/2006	22/08/2022	2.58%
EMERALD B Mortgage Backed Security *	AA	2,000,000	1,341,260	M/Bac	17/07/2006	23/08/2027	2.88%

**MANAGED FUNDS**

Investment Body	Rating	Purchase Price \$	Fair Value of Holding \$	Purchase Date	Monthly Return (Actual)	Annualised % p.a.	FYTD (Actual)
Tcorp Long Term Growth Facility Trust	N/A	1,131,841	1,766,973	13/06/2007	0.07%	0.70%	16.85%

Investment Body	Face Value	Security
Southern Phone Company	2	shares

**TOTAL** \$ 142,815,455

\* 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

### Investment Income Compared to Budget 2014-2015

