

BUSINESS PAPER

ORDINARY MEETING OF COUNCIL

To be held at 6.00 pm on

Monday 16 November 2020

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

(Note: Councillors will be able to attend and participate in this meeting via electroic means in accordance with legislation relating to the COVID-19 pandemic)

Order of Business

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

Members

Lord Mayor -

Councillor Gordon Bradbery AM (Chair)

Deputy Lord Mayor -

Councillor Tania Brown

Councillor Ann Martin

Councillor Cameron Walters

Councillor Cath Blakey

Councillor David Brown

Councillor Dom Figliomeni

Councillor Janice Kershaw

Councillor Jenelle Rimmer

Councillor John Dorahy

Councillor Leigh Colacino

Councillor Mithra Cox



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MINUTES

ORDINARY MEETING OF COUNCIL

Councillor Leigh Colacino

Councillor Mithra Cox

at 6.00 pm

Monday 26 October 2020

Present

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

Deputy Lord Mayor - Councillor Tania Brown

Councillor Ann Martin Councillor Jenelle Rimmer

Councillor Cameron Walters Councillor John Dorahy (attended via electronic

Councillor Cath Blakey (attended via electronic means

means)
Councillor David Brown

Councillor Dom Figliomeni

Councillor Janice Kershaw

In Attendance

III Attoriumoo	
General Manager (attended via electronic means)	Greg Doyle
Director Infrastructure + Works, Connectivity Assets + Liveable City	Andrew Carfield
Director Planning + Environment, Future City + Neighbourhoods	Linda Davis
Director Corporate Services, Connected + Engaged City	Renee Campbell
Director Community Services, Creative + Innovative City	Kerry Hunt
Chief Financial Officer (attended via electronic means)	Brian Jenkins
Chief Information Officer (attended via electronic means)	Ingrid McAlpin
Manager Governance + Customer Service (attended via electronic means)	Todd Hopwood
Manager City Strategy (attended via electronic means)	Chris Stewart
Manager City Works (attended via electronic means)	Corey Stoneham
Manager Project Delivery (attended via electronic means)	Glenn Whittaker
Manager Development Assessment + Certification (attended via electronic means)	Mark Riordan
Manager Infrastructure Strategy + Planning (Acting) (attended via electronic means)	Andrew Heaven
Manager Open Space + Environmental Services (attended via electronic means)	Joanne Page
Manager Community Cultural + Economic Development (attended via electronic means)	Sue Savage
Manager Safety + Workplace Services (attended via electronic means) General Counsel (attended via electronic means)	Shaun Martin Jeff Reilly

Note: Due to current government requirements around social distancing obligations due to the COVID-19 pandemic, participants in the meeting can participate via electronic means as permitted under legislation relating to the COVID-19 pandemic. Those who participated via electronic means are indicated in the attendance section of the Minutes.



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CONFLICTS OF INTERESTS

Councillor Cox declared a pecuniary, significant conflict of interest in Item 2 – Draft Planning Proposal – Former Corrimal Coke Works Site, 27 Railway Street Corrimal, as she lives very close to the site and the proposal has the potential to affect land values. Councillor Cox advised she would depart the meeting during the debate and voting on the item, in addition to the Public Access Forum speakers' addresses to Council on the matter.

Councillor Martin declared a non-pecuniary, non-significant conflict of interest in Item 2 – Draft Planning Proposal – Former Corrimal Coke Works Site, 27 Railway Street Corrimal, and Item B – Council Role in NSW Planning System, as she works for the Department of Planning Industry and Environment, however she does not deal with any Wollongong Local Government issues in her role. Councillor Martin advised she would remain in the meeting during the debate and voting on the item, in addition to the Public Access Forum speakers' addresses to Council on the matter.

Councillor Dorahy declared a pecuniary, significant conflict of interest in Item 22 – Notice of Motion – Councillor Cath Blakey – Mine Expansion in the Cataract Drinking Water Catchment, as he owns shares in Wollongong Coal Limited. Councillor Dorahy advised he would depart the meeting during the debate and voting on the item, in addition to the Public Access Forum speakers' address to Council on the matter.

Councillor Walters declared a significant, actual conflict of interest in Item 3 – Helensburgh Town Centre Plan and Streetscape Masterplan, as he owns property in the Helensburgh area. Councillor Walters advised he would depart the meeting during debate and voting on the item.

CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON MONDAY, 21 SEPTEMBER 2020

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that the Minutes of the Ordinary Meeting of Council held on Monday, 21 September 2020 (a copy having been circulated to Councillors) be taken as read and confirmed.

PETITION - STOP THE RUSSELL VALE COAL MINE EXPANSION

Councillor Cox tabled a Petition containing 1305 signatures, coordinated by the Seacliff Coasters, requesting that Council take a position to reject the coal mine expansion proposal at the Russell Vale Colliery.

PUBLIC ACCESS FORUM

DEPARTURE OF COUNCILLOR

Due to a declared conflict of interest, prior to the commencement of the Public Access Forum, Councillor Cox departed the meeting at 6:05 pm and returned to the meeting at the commencement of the third Public Access Forum speaker's address at 6:18 pm.

Prior to the commencement of the fourth Public Access Forum speaker's address, Councillor Cox again departed the meeting, the time being 6:22 pm. Councillor Cox returned to the meeting at 6:37 pm at the commencement of the fifth Public Access Forum speaker's address.

Councillor Walters departed and returned to the meeting, the time being from 6:24 pm to 6:26 pm.

Councillor Colacino departed and returned to the meeting, the time being from 6:39 pm to 6:41 pm.



ITEM	TITLE	NAME OF SPEAKER
2	Draft Planning Proposal – Former Corrimal Coke Works Site, 27 Railway Street Corrimal	Anne Marett Corrimal Community Action Group Against Recommendation
2	Draft Planning Proposal – Former Corrimal Coke Works Site, 27 Railway Street Corrimal	Raewyn Proctor Against Recommendation
4	Public Exhibition – West Dapto Suburbs Review Project	Melissa Cicero Against Recommendation
2	Draft Planning Proposal – Former Corrimal Coke Works Site, 27 Railway Street Corrimal	Kate Strahorn Illawarra Coke Company Pty Ltd For Recommendation
4	Public Exhibition – West Dapto Suburbs Review Project	Sandra Etryk-Glavevski Against Recommendation
22	Notice of Motion – Councillor Cath Blakey – Mine Expansion in the Cataract Drinking Water Catchment	Michael Fletcher For Recommendation

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

CALL OF THE AGENDA

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that the staff recommendations for Items 5 to 19 inclusive be adopted as a block.

SUSPENSION OF STANDING ORDERS

446 COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor Rimmer that the order of debate be items 1, A, B, C (Lord Mayoral Minutes), 2, followed by business items in order, and that standing orders be suspended to allow a presentation by Dominika Ryan of the NSW Audit Office in relation to Item 1.

ITEM 1 - ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

- 447 COUNCIL'S RESOLUTION RESOLVED UNANIMOUSLY on the motion of Councillor T Brown seconded Councillor Figliomeni that -
 - 1 The Annual Financial Statements be endorsed, and an opinion be formed in the prescribed format (as per Attachments 2 and 3) on the General Purpose Financial Statements and the Special Purpose Financial Statements.
 - The audited Financial Statements and the Auditor's report be presented to the public at the Council meeting of 16 November 2020.
 - 3 Council acknowledge and thank the auditors for their contribution.

Variation The variation moved by Councillor Bradbery (the addition of point 3) was accepted by the mover and seconder.



ITEM A - LORD MAYORAL MINUTE - 50TH ANNIVERSARY OF LORD MAYORALTY, NAMING OF THE CITY OF WOLLONGONG AND OPENING OF WOLLONGONG BOTANIC GARDENS

- 448 COUNCIL'S RESOLUTION RESOLVED UNANIMOUSLY on the motion of Councillor Bradbery that Wollongong City Council acknowledge and note the 50th anniversary of the -
 - 1 Conferring of the Lord Mayoralty to Wollongong by Queen Elizabeth II on 10 April 1970.
 - 2 Official opening of the Wollongong Botanic Gardens on 26 September 1970.
 - 3 Adoption of the name "City of Wollongong" on 30 October 1970.

ITEM B - LORD MAYORAL MINUTE - COUNCIL ROLE IN NSW PLANNING SYSTEM

- 449 COUNCIL'S RESOLUTION RESOLVED UNANIMOUSLY on the motion of Councillor Bradbery that Wollongong City Council -
 - 1 Develop a clear, plain English communication strategy to inform and educate residents about the NSW planning system and the role that Councillors and community feedback play in the planning process, more specifically Development Applications and Planning Proposals.
 - 2 Write to the Minister for Planning and Public Spaces requesting that the State Government also prepare clear information for the community on the NSW planning system.

ITEM C - LORD MAYORAL MINUTE - TREE VANDALISM - REWARD MECHANISM FOR INFORMATION

- 450 COUNCIL'S RESOLUTION RESOLVED UNANIMOUSLY on the motion of Councillor Bradbery that Wollongong City Council review the Tree and Vegetation Vandalism Policy to address continuing instances of vandalism across the LGA and explore further opportunities to deter tree and vegetation vandalism. The review should include
 - a The feasibility of a reward mechanism to encourage a person or persons to provide information to Council or Police that leads to the successful prosecution of offenders responsible for tree and/or vegetation vandalism
 - b The potential installation of CCTV in strategic positions that identify the perpetrators of vandalism and anti-social activities.

Variation The variation moved by Councillor Dorahy (the addition of point b) was accepted by the mover.

DEPARTURE OF COUNCILLOR

Due to a declared conflict of interest, Councillor Cox departed the meeting at 7:35 pm and was not present during the debate nor voting on Item 2. Councillor Cox returned to the meeting at 8:34 pm following the conclusion of Item 2.

Councillor Colacino departed and returned to the meeting, the time being from 8:05 pm to 8:07 pm.

A PROCEDURAL MOTION was MOVED by Councillor D Brown seconded Councillor Walters that Councillor Rimmer be granted an additional one (1) minute to address the meeting in relation to Item 2.

A PROCEDURAL MOTION was MOVED by Councillor Colacino seconded Councillor Walters that Councillor Dorahy be granted an additional one (1) minute to address the meeting in relation to Item 2.



ITEM 2 - DRAFT PLANNING PROPOSAL - FORMER CORRIMAL COKE WORKS SITE, 27 RAILWAY STREET CORRIMAL

- 451 COUNCIL'S RESOLUTION RESOLVED on the motion of Councillor Kershaw seconded Councillor Rimmer that -
 - 1 The draft Planning Proposal, draft Development Control Plan chapter and draft Planning Agreement for the former Corrimal Coke Works site be deferred, to enable revised planning controls to be prepared that address the following key outcomes
 - a A maximum number of 550 dwellings, contained in a variety of housing types, as shown in the 2017 draft Master plan previously considered by Council
 - b The Land Zoning Map continue to show a mix of R3 Medium Density Residential and RE1 Public Recreation, as shown in Attachment 7
 - c The Height of Buildings Map be amended to show a range of building heights reflecting the different housing types, with a maximum building height of 4 stories (or 15 metres) and having regard for adjoining development
 - d The Floor Space Ratio Map be amended to reflect the outcomes of points a and c
 - e The Schedule 1 Additional Use provision be amended to incorporate permitted use provision for development at ground level for the following purposes: business premises, neighbourhood shops with a maximum gross floor area of 150m2, food and drink premises with a maximum gross floor area of 250m2, neighbourhood supermarket with a maximum gross floor area of 500m2, with a combined total gross floor area (GFA) for these uses cannot exceed 2,000m2
 - f 6.5% of the proposed dwellings be made available for Affordable Rental Housing, through a Planning Agreement, to be managed by a Community Housing Provider
 - g No amendment is required to the proposed Minimum Lot size Map, Riparian Lands Map, Key Site Map, Urban Release Area Map, Local Provisions and other Schedule 1 Additional Use provisions.
 - 2 The draft Development Control Plan chapter, site master plan and draft Planning Agreement be updated by the applicant to reflect the above outcomes, and the issues identified in the Council officers report.
 - 3 The revised draft Planning Proposal, draft Development Control Plan chapter, site master plan and draft Planning Agreement be reported to Council within 6 months for consideration and determination as to whether the matter should be progressed to exhibition. A Councillor briefing be held within 5 months.
 - The draft Planning Proposal also make a minor housekeeping amendment to rezone the Cross Street road reserve and part of the former Lot 12 DP 749492 Cross Street from SP2 Infrastructure (Road) and RE2 Private Recreation to R2 Low density Residential with a Minimum Lot size of 449m2, Floor Space Ratio of 0.5:1 and Height of Building limit of 9m, consistent with the adjoining Cross Street residential properties.
- Variation The variation moved by Councillor Walters (the alteration of 5% to 6.5% in point 1f) was accepted by the mover and seconder.
- *In favour* Councillors Kershaw, Rimmer, D Brown, T Brown, Martin, Blakey, Colacino, Walters, Bradbery and Figliomeni
- Against Councillor Dorahy



Councillor Dorahy FORESHADOWED a MOTION should Councillor Kershaw's Motion be defeated that –

- 1 A revised draft Planning Proposal be prepared and exhibited for Lot 1 DP 795791, Lot 5 DP 749492, Lot 11 DP 749492 and Lot 126 DP 598190 known as the former Corrimal Coke Works, to amend Wollongong Local Environmental Plan 2009 as follows:
 - a Amend the Zoning Map (Attachment 7):
 - i Rezone Lot 1 DP 795579 from IN3 Heavy Industrial to R3 Medium Density Residential
 - ii Rezone Lot 5 DP 749492 to part R3 Medium Density Residential and part RE1 Public Recreation
 - iii Rezone Lot 11 DP 749492 from SP2 Infrastructure (Road) to RE1 Public Recreation
 - iv Retain Lot 126 DP 598190 as SP2 Infrastructure (Road).
 - b Amend the Height of Buildings Map (Attachment 7) to introduce heights between nine (9) metres and 22 metres.
 - c Amend the Floor Space Ratio Map (Attachment 7) to introduce FSRs between 0.75:1 and 2:1.
 - d Amend the Minimum Lot Size Map (Attachment 7) to introduce a minimum lot size of 450m² for the area proposed R3 Medium Density Residential zoning.
 - e Amend the Riparian Lands Map (Attachment 7) to identify the realigned riparian corridor.
 - f Amend the Natural Resource Sensitivity Biodiversity Map (Attachment 7) to identify significant native vegetation communities.
 - g Amend the Key Site Map (Attachment 7) to identify the site as a Key Site under clause 7.18 Design Excellence.
 - h Amend the Urban Release Area Map (Attachment 7) to identify the site as requiring the provisions of Part 6 Urban Release Areas, clauses 6.1 and 6.2.
 - i Include the following new Part 7 Local Provisions:
 - i A "Sun Plane Protection" clause to protect the public open space identified in the Master Plan as "Heritage Plaza" and "Central Park" from excessive overshadowing by restricting the height of buildings.
 - ii A clause to allow increased heights beyond the maximum height control for certain heritage items: C1 North Stack (37m); C1 Brick Chimney Stack (29m) and the C1 Fine Coal Bin (25m), in the event that they need to be rebuilt.
 - iii A clause to grant development consent to development for the purpose of rooftop plant, lift towers, lift motor rooms and or communal open space and access to any structures associated with such space, that would exceed or causes a building to exceed, the height limits set.
 - j Amend Schedule 1 to incorporate the following additional permitted use provision:

Development at ground level for the following purposes within the mapped area:

- business premises
- neighbourhood shops with a maximum gross floor area of 150m2
- food and drink premises with a maximum gross floor area of 250m2
- neighbourhood supermarket with a maximum gross floor area of 1,000m2

The combined total gross floor area (GFA) for the above uses cannot exceed 2,000m². The objective of the clause is to limit the size of shops to ensure that the



Corrimal Town Centre remains the principal retail area.

- 2 The draft site-specific Development Control Plan chapter with the revisions outlined in Section 3.8 of this report and supporting documentation/technical studies be exhibited with the draft Planning Proposal.
- 3 The draft Planning Agreement Letter of Offer (including details of the arrangements for inclusion of 5% affordable rental housing) be exhibited with the draft Planning Proposal.
- The draft Planning Proposal also make a housekeeping amendment to rezone the Cross Street Road reserve and part of the former Lot 12 DP 749492 Cross Street from SP2 Infrastructure (Road) and RE2 Private Recreation to R2 Low density Residential with a Minimum Lot size of 449m2, Floor Space Ratio of 0.5:1 and Height of Building limit of 9m, consistent with the adjoining Cross Street residential properties.
- The draft Planning Proposal, draft Development Control Plan chapter, draft Planning Agreement Letter of Offer and supporting documentation be exhibited for a minimum period of 60 days, in accordance with Council's resolution 3 April 2018, noting a community information session may not be possible given COVID-19 restrictions and hence alternative methods of community engagement will be utilised. The exhibition period may be extended due to the Christmas New Year period.
- 6 During the exhibition period, consultation be undertaken with the following agencies
 - a NSW Department of Industry Crown Lands and Water Division
 - b NSW Environment Protection Authority
 - c NSW DPIE Environment, Energy and Science
 - d Heritage NSW
 - e Endeavour Energy
 - f Transport for NSW (includes former RMS and Sydney Trains)
 - g Sydney Water
 - h Emergency response organisations (SES, RFS, NSW Fire and Rescue etc)
- A post exhibition report be prepared for Council to consider. The report shall outline any proposed revisions to the draft Planning Proposal, Master Plan, draft DCP chapter and Letter of Offer.
- 8 Council note that the NSW Department of Planning, Industry and Environment will retain the authority and exercise plan making delegations.

DEPARTURE OF COUNCILLOR

Due to a declared conflict of interest, Councillor Walters departed the meeting at 8:34 pm and was not present during the debate nor voting on Item 3. Councillor Walters returned to the meeting at 8:48 pm following the conclusion of Item 3.

ITEM 3 - HELENSBURGH TOWN CENTRE PLAN AND STREETSCAPE MASTERPLAN

- 452 COUNCIL'S RESOLUTION RESOLVED UNANIMOUSLY on the motion of Councillor Colacino seconded Councillor Rimmer that -
 - 1 The Helensburgh Town Centre Plan 2020–2045 be adopted (Attachment 3).
 - 2 The Helensburgh Streetscape Masterplan be adopted (Attachment 4).
 - The Helensburgh Town Centre Implementation Plan be noted (Attachment 5).



DEPARTURE OF COUNCILLOR

Councillor Rimmer departed and returned to the meeting, the time being from 8:54 pm to 8:57 pm.

Councillor Colacino departed and returned to the meeting, the time being from 8:54 pm to 8:58 pm.

ITEM 4 - PUBLIC EXHIBITION - WEST DAPTO SUBURBS REVIEW PROJECT

- 453 COUNCIL'S RESOLUTION RESOLVED UNANIMOUSLY on the motion of Councillor Martin seconded Councillor Figliomeni that -
 - 1 Council endorse the proposed shortlist of names, as detailed in Figure 2, excluding the area west of Kembla Grange, for public exhibition. The exhibition period will be for six (6) weeks.
 - 2 Council work with residents to investigate further naming options for the second portion of Kembla Grange.

ITEM 5 - LAKE ILLAWARRA ESTUARY MANAGEMENT COMMITTEE - COMMUNITY AND SCIENTIFIC ADVISOR APPOINTMENTS

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- Annie Marlow and Wayne Cook continue to serve as community members on behalf of the Wollongong LGA, on the LIEMC, until 31 August 2021.
- 2 Dr Kerrylee Rogers and Dr Brian Jones continue to serve as independent scientific advisors on the LIEMC until 31 August 2021.
- 3 Council adopt the amended Terms of Reference for the LIEMC in terms of the membership timeframe.

ITEM 6 - APPOINTMENT OF INDEPENDENT MEMBER TO THE AUDIT, RISK AND IMPROVEMENT COMMITTEE

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that Council -

- Approve the appointment of Ms Donna Rygate to the Audit, Risk and Improvement Committee for an initial term of three years, expiring on 31 October 2023.
- 2 Thank Mr Terry Clout for his service and advice to Council as an independent member and Chairperson of the Committee.



ITEM 7 - TENDER T20/21 - ADMINISTRATION BUILDING - INSTALLATION OF SOLAR PANELS ON COUNCIL CAR PARK

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Autonomous Energy Pty Ltd for the Administration Building Solar Car Park, in the sum of \$924,677.70, excluding GST noting a proposed variation of \$7,599.00 excluding GST post-award, in accordance with clause 176 of the Regulations.
- 2 Council delegate to the General Manager the authority to finalise and execute the contract and any other documentation required to give effect to this resolution.
- 3 Council grant authority for the use of the Common Seal of Council on the contract and any other documentation, should it be required, to give effect to this resolution.

ITEM 8 - TENDER T20/23 - BULLI COMMUNITY CENTRE ACCESSIBLE TOILET, ACCESS RAMP AND INTERNAL AND EXTERNAL PAINTING WORKS

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Batmac Constructions Pty Ltd for Bulli Community Centre upgrades to accessible toilet, access ramp and internal/external painting works, in the sum of \$337,766.71 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.

ITEM 9 - TENDER T20/25 - PUCKEYS ESTATE BOARDWALKS AND BRIDGE REPAIRS

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

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

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Cadifern Civil for Puckeys Estate Boardwalks and Bridge Repairs, in the sum of \$718,899.00, 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.



ITEM 10 - TENDER T20/28 - ROOF REPLACEMENT - ELIZABETH PARK, BELLAMBI SOCCER CLUBHOUSE AND OCEAN PARK, WOONONA SOCCER CLUBHOUSE

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Batmac Constructions Pty Ltd for Roof Replacements for both Elizabeth Park, Bellambi Soccer Clubhouse and Ocean Park, Woonona Soccer Clubhouse, in the sum of \$444,513.94, excluding GST.
- 2 Council delegates to the General Manager the authority to finalise and execute the contract and any other documentation required to give effect to this resolution.
- 3 Council grant authority for the use of the Common Seal of Council on the contract and any other documentation, should it be required, to give effect to this resolution.

ITEM 11 - TENDER T20/31 - WOLLONGONG TOWN HALL - ROOF TRUSS STRENGTHENING AND RIGGING UPGRADES

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Colin Joss & Co Pty Ltd trading as Joss Facility Management for Wollongong Town Hall Roof Truss Strengthening and Rigging Upgrades, in the sum of \$342,961.11, 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.

ITEM 12 - TENDER T20/32 - SANDON POINT BEACH ACCESS STAIRS (MULTIPLE) AND EROSION CONTROL

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Dynamic Civil Pty Ltd for replacement of Beach Access Stairs and installation of erosion control measures at Sandon Point, in the sum of \$362,294.00, 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.



ITEM 13 - TENDER T20/33 - EMPLOYEE ASSISTANCE PROGRAM

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Mentor Services for the provision of an employee assistance program in the sum of \$174,000 excluding GST for a term of 3 years with 2 x 1 year extension options.
- 2 Council delegates to the General Manager the authority to finalise and execute the contract and any other documentation required to give effect to this resolution.
- 3 Council grant authority for the use of the Common Seal of Council on the contract and any other documentation, should it be required, to give effect to this resolution.

ITEM 14 - TENDER T20/34 - HEININGER HALL (DAPTO RIBBONWOOD CENTRE) - AMENITIES REFURBISHMENT

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Trinity Quality Interiors Pty Ltd for the refurbishment of the amenities at Heininger Hall, in the sum of \$188,650.75, 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.

ITEM 15 - TENDER T20/35 - REFURBISHMENT OF AMENITIES AT GUEST PARK, FAIRY MEADOW

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Batmac Constructions Pty Ltd for refurbishment of Guest Park Amenities, in the sum of \$461,177.73, 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.



ITEM 16 - SEPTEMBER 2020 FINANCIALS

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that -

- 1 The financials be received and noted.
- 2 Council approves the proposed changes to the Capital Budget.

ITEM 17 - STATEMENT OF INVESTMENT - SEPTEMBER 2020

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that Council receive the Statement of Investment for September 2020.

ITEM 18 - ANNUAL TABLING OF RETURNS OF DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS - 2019 TO 2020

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that Council note the tabling of the Annual Returns of Disclosure of Pecuniary Interests and Other Matters as required by Clause 4.26 of the Model Code of Conduct for Local Councils in NSW.

ITEM 19 - CITY OF WOLLONGONG TRAFFIC COMMITTEE MINUTES OF MEETING HELD ON 30 SEPTEMBER 2020

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 445)

COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor D Brown seconded Councillor T Brown that in accordance with powers delegated to Council, the Minutes and Recommendation related to Regulation of Traffic, of the City of Wollongong Traffic Committee held on 30 September 2020, be adopted.

DEPARTURE OF COUNCILLOR

The Lord Mayor, Councillor Bradbery, departed and returned to the meeting, the time being from 9:23 pm to 9:25 pm. During this time Deputy Lord Mayor, Councillor T Brown, presided the meeting as Acting Chair.

Councillor T Brown departed and returned to the meeting, the time being from 9:29 pm to 9:30 pm.

Councillor Martin departed and returned to the meeting, the time being from 9:43 pm to 9:45 pm.



ITEM 20 - NOTICE OF MOTION - COUNCILLOR COLACINO - OVERHEAD ELECTRONIC SIGNAGE

- 454 COUNCIL'S RESOLUTION RESOLVED UNANIMOUSLY on the motion of Councillor Colacino seconded Councillor Walters that -
 - 1 Council immediately discuss with TforNSW the possibility, and need for, making use of their overhead electronic signage, along the main roads leading into and throughout the Wollongong area, to announce the current parking and driving situation of the beaches of, but not limited to, the Northern suburbs of Wollongong. The use of these electronic signs should cover the following scenarios
 - a Alerting visitors to the region to periods when car parks have reached their capacity
 - b Alerting drivers to traffic congestion along Lawrence Hargrave Drive during peak usage events
 - c Providing expected travel times and expected lengths of delay.
 - 2 Council identify procedures and works necessary for the implementation of the above.

Variation The variation moved by Councillor Figliomeni (the addition of point 2) was accepted by the mover and seconder.

EXTENSION OF MEETING TIME

During the debate on Item 21, a PROCEDURAL MOTION was MOVED by Councillor Bradbery that the meeting time be extended by 30 minutes.

ITEM 21 - NOTICE OF MOTION - COUNCILLOR TANIA BROWN - WOLLONGONG FORESHORE TRAFFIC MANAGEMENT

- 455 COUNCIL'S RESOLUTION RESOLVED on the motion of Councillor T Brown seconded Councillor Rimmer that recognising the work already undertaken by Wollongong City Council, in the yet to be released 'Wollongong Foreshore Parking Strategy', that -
 - Staff review this impending strategy and advise whether there are any pop-up parking opportunities or alternatives that could be brought forward to alleviate pressure on the foreshore precincts of the city over Summer 2020/21, noting the particularly high traffic volume areas of Austinmer, Bulli, Thirroul, Stanwell Park, Port Kembla and the city precinct comprising Stuart Park, North Wollongong Beach, City Beach and Wollongong Harbour.
 - 2 Given that Council contributes financially to the Gong Shuttle, that we increase promotion of this service as a convenient way to avoid parking congestion and gain easy access to the city beaches.
 - 3 Staff investigate the ability to quarantine a small number of parking spaces for Surf Life Saving volunteers, close to the two city surf clubs, to enable our volunteers ready access to the Club facilities.

Variation The variation moved by Councillor Bradbery (the addition of the words 'or alternatives') in point 1) was accepted by the mover and seconder.

In favour Councillors Kershaw, Rimmer, D Brown, T Brown, Martin, Blakey, Colacino, Walters, Bradbery, Dorahy and Figliomeni

Against Councillor Cox



DEPARTURE OF COUNCILLOR

Due to a declared conflict of interest, Councillor Dorahy departed the meeting at 10:11 pm and was not present during the debate nor voting on Item 22. Councillor Dorahy did not return to the meeting.

EXTENSION OF MEETING TIME

During the debate on Item 22, a PROCEDURAL MOTION was MOVED by Councillor Bradbery that the meeting time be extended by 25 minutes.

ITEM 22 - NOTICE OF MOTION - COUNCILLOR CATH BLAKEY - MINE EXPANSION IN THE CATARACT DRINKING WATER CATCHMENT

456 COUNCIL'S RESOLUTION – RESOLVED UNANIMOUSLY on the motion of Councillor Blakey seconded Councillor Cox that Council -

- Write to the Independent Planning Commission to object to the Russell Vale Underground Expansion Project on the basis of community concerns of increased heavy vehicle traffic, dust, noise, threat to the drinking water catchment, Aboriginal heritage sites and greenhouse gas emissions, as well as Wollongong Coal's poor track record on workplace safety, debt servicing and operating compliance. Council also requests that if the project is approved then the conditions should require:
 - a the completion of infrastructure at Russell Vale Colliery to protect residents from particulate and noise pollution before any coal is extracted
 - b the fulfilment of outstanding consent conditions of the 1989 and 1990 development approvals for Russell Vale mine operators, including the payment of security bond to Wollongong Council, the remediation of the Russell Vale Emplacement Area to an agreed final landform and the dedication of the parcel of golf course land to Council.
- Write to the Planning Minister to seek reform of the Environmental Planning and Assessment Act to enable a Fit and Proper test of a proponent to be encompassed in the assessment process for state significant developments.

An AMENDMENT was MOVED by Councillor Walters seconded Councillor Colacino that Council -

- Write to the Independent Planning Commission to express concerns regarding the Russell Vale Underground Expansion Project on the basis of community concerns of increased heavy vehicle traffic, dust, noise, threat to the drinking water catchment, Aboriginal heritage sites and greenhouse gas emissions, as well as Wollongong Coal's poor track record on workplace safety, debt servicing and operating compliance. Council also requests that if the project is approved then the conditions should require:
 - a the completion of infrastructure at Russell Vale Colliery to protect residents from particulate and noise pollution before any coal is extracted
 - b the fulfilment of outstanding consent conditions of the 1989 and 1990 development approvals for Russell Vale mine operators, including the payment of security bond to Wollongong Council, the remediation of the Russell Vale Emplacement Area to an agreed final landform and the dedication of the parcel of golf course land to Council.
- Write to the Planning Minister to seek reform of the Environmental Planning and Assessment Act to enable a Fit and Proper test of a proponent to be encompassed in the assessment process for state significant developments.

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



In favour

Councillors Figliomeni, T Brown, Colacino and Walters

Against

Councillors Kershaw, Cox, Martin, D Brown, Rimmer, Bradbery and Blakey

Councillor Blakey's MOTION was then PUT to the VOTE and was CARRIED

UNANIMOUSLY to become the RESOLUTION.

THE MEETING CONCLUDED AT 10:56 PM

Confirmed as a	correct	record	of	proceedings	at	the	Ordinary	Meeting	of	the	Council	of	the	City	of
Wollongong held	d on Mor	nday 16	No	vember 2020											

Chairperson	



File: FI-914.05.001 Doc: IC20/607

ITEM 1

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020 - POST ADVERTISING

This report is provided to formally present Council's Financial Statements for the year ended 30 June 2020, together with the Auditor's Report to the public, in accordance with Section 419 of the Local Government Act 1993 (as amended).

RECOMMENDATION

The audited Financial Statements for the year ended 30 June 2019, together with the Auditor's report, be presented to the public.

REPORT AUTHORISATIONS

Report of: Brian Jenkins, Chief Financial Officer

Authorised by: Renee Campbell, Director Corporate Services - Connected + Engaged City

ATTACHMENTS

1 Annual Financial Statements for the Year Ended 30 June 2020

BACKGROUND

Council's Auditors, Audit Office of NSW, addressed the Council meeting of 26 October 2020 outlining the financial result for the year ended 30 June 2020 as reflected in the Financial Statements. Council resolved that the audited Financial Statements and the Auditor's Report be presented to the public at this Council meeting.

Public Notice of the presentation of the audited Financial Statements at this meeting was given in *The Advertiser* on Wednesday, 4 November 2020 and was also on Council's website from 4 November 2020.

Copies of the audited Financial Statements are available for inspection by members of the public at Council's Administration Building and any person can make written submissions to Council with respect to the Statements within the next seven-day period. Any submissions received will be subsequently reported to Council.

PROPOSAL

The audited Financial Statements for the year ended 30 June 2020, together with the Auditor's Report, be presented to the public at this meeting.

CONSULTATION AND COMMUNICATION

The Director, Financial Audit Services, the Audit Leader and staff of the Audit Office of NSW have been consulted throughout the preparation of the Annual Financial Statements.

Executive, senior managers and relevant senior officers were requested to ensure that all appropriate information with regards to the 2019-2020 transactions relating to their area/s of responsibility had either been entered into the financial records or disclosed.

The Annual Financial Statements were presented to the Audit, Risk and Improvement Committee on 6 October 2020 and to Council on 26 October 2020.

PLANNING AND POLICY IMPACT

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 Strategy		Deli	very Program 2018-2022 4 Year Action	Operational Plan 2020-2021 Operational Plan Actions		
4.3.2	Resources (finance, technology, assets and	4.3.2.1	Effective and transparent financial management	Monitor and review achievement of Financial Strategy		
	people) are effectively managed to ensure long term financial sustainability		systems are in place	Continuous budget management is in place, controlled and reported		
	, and the second			Provide accurate and timely financial reports monthly, quarterly and via the annual statement		
				Manage and further develop a compliance program to promote awareness and compliance with Council's procurement policies and procedures and other related policies		

RISK MANAGEMENT

The Annual Financial Statements are required to be prepared in accordance with the Local Government Act 1993 (as amended), the Local Government Code of Accounting Practice and Financial Reporting and the Australian Accounting Standards. Council has professionally qualified staff to ensure compliance with the reporting requirements. Council staff have also undertaken additional training in specialised areas. A higher level of assurance is attained from Council's auditors, Audit Office of NSW.

Further to this, Council's Executive, senior management and relevant senior officers each signed a document giving the necessary assurances that:

- 1 No matters or occurrences have come to their attention in respect to their areas of responsibility that would materially affect the Financial Statements or disclosures therein, or which are likely to materially affect the future results or operations of the Council.
- 2 Should any such matters or occurrences come to their attention after the date of signing the document, the Chief Financial Officer will be immediately advised.

Consequently, there is considered to be a low risk of any material errors or omissions in reporting.

CONCLUSION

The audited Financial Statements for the year ended 30 June 2020, together with the Auditor's Report, are available for presentation to the public at this meeting.







WOLLONGONG CITY COUNCIL

FINANCIAL REPORT

YEAR ENDED 30 JUNE 2020





Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

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EXECUTIVE SUMMARY

As General Manager of Wollongong City Council, I present the Annual Financial Statements for 2019-2020. These statements continue to reflect Council's transformation in recent years to an organisation which is financially stable having the capacity to manage short, medium and longer term challenges.

The Income Statement shows a net operating surplus of \$35.5 million compared to a surplus of \$52.1 million in 2018-2019. The net operating result before capital grants and contributions was a deficit of \$11.9 million. While this result compares to a deficit of \$7.5 million in 2018-2019, the result was impacted by COVID-19 as well as a number of significant one-off adjustments. We are confident that our underlying financial performance is on track and remains sustainable.

Council's Balance Sheet shows the vast extent of assets managed by Council for the community. The total value of Council's assets at 30 June 2020 was \$2.87 billion. During 2019-2020, Council completed capital works of \$89.8 million including the construction and acquisition of \$31.2 million of new assets and \$58.6 million for the renewal of existing assets. The program included projects such as the continuation of West Dapto Access Works including the extension of Fowlers Road to Fairwater Drive, additional sections of the Grand Pacific Walk, Bellambi Rock Pool Refurbishment, and various upgrades to community centres, amenities and buildings at Council parks, gardens and sports fields across the Local Government Area.

Council maintains a strong position in cash and investments, with holdings of \$157.5 million at 30 June 2020 [\$154.8 million in 2018-2019]. \$138 million of Council's cash [\$139 million in 2018-2019] is restricted in its use to specific purposes by external bodies, legislation and Council resolution.

Council's unrestricted current ratio decreased from 2.70:1 in 2018-2019 to 2.36:1 in 2019-2020. This ratio, which measures Council's liquidity and ability to satisfy short-term obligations, is above the Local Government Benchmark of >1.5:1. Council's strategy is to better utilise cash and target a lean unrestricted cash ratio. The measure is expected to remain above the benchmark until payments are required.

Rates and Annual Charges outstanding increased from 5.09% in 2018-2019 to 6.74% in 2019-2020. Council's assistance package in response to COVID-19 includes an option for ratepayers to defer the 4th instalment for 2019-2020 without penalty. This has resulted in an increased level of outstanding payments.

Council continues to have relatively low levels of borrowing and did not undertake any additional borrowings in 2019-2020. This contrasts to recent years where borrowings under attractive and/or subsidised terms for specific works have been sought. Low debt levels remain a financial strength of Council and adds flexibility in making financial decisions for the future. The 2019-2020 debt service ratio increased slightly to 3.41% compared to 3.28% in 2018-2019. This change is the result of decreased income from continuing operations rather than a shift in borrowing levels. This ratio is within Council's financial strategy to operate within a ratio of <4%.

My thanks to all staff and external auditors who worked on the preparation of these statements.

Greg Doyle

General Manager

Wollongong City Council



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020



Financial Commentary 2019-2020





Financial Commentary 2019-2020

2019-2020 FINANCIAL OVERVIEW

This report provides an overview of Council's 2019-2020 Financial Statements. Statements are prepared by Council to provide information in relation to Council's financial performance and position. The Statements are prepared in accordance with Australian Accounting Standards, the NSW Local Government Act 1993 and the NSW Local Government Code of Accounting Practice and Financial Reporting (Update No 28). The Statements are independently audited by the Audit Office of NSW, reviewed by the Audit, Risk and Improvement Committee, reported to Council, placed on public exhibition and lodged with the Office of Local Government. The Financial Statements are made up of five key financial reports; Income Statement, Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity and Statement of Cash Flows.

The 2019-2020 Financial Statements shows a positive Net Operating Result of \$35.5M. This result includes grants and contributions for capital purposes which increases the asset base of Council however is not considered to truly reflect the underlying operating performance of the organisation.

The Net Operating Result before Grants and Contributions for Capital Purposes was a deficit of \$11.9M which is below Council's targeted position of a small surplus result. This included an impact from COVID-19 primarily related to revenue in the order of \$3.1M. The 2019-2020 result has been impacted by a number of significant adjustments related to reclassification of prior year capital works-in-progress (WIP) to operational expense, loss on disposal of assets (assets renewed that had remaining book value, not sold) and revaluation of investment properties partly offset by the revaluation of the asset remediation provision. In addition, the Financial Assistance Grant was paid 52% in advance that is consistent with the prior year and has not had a significant impact year on year. These variations do not change the underlying capacity of the organisation over a period of time, and while there are also some positive one off items reported, Council considers our underlying financial performance to be on track to meet financial strategies and targets in the short, medium and long term.





Financial Commentary 2019-2020



2019-2020 HIGHLIGHTS

\$2.87B

Total Assets

LY \$2.79B

3.41% Debt Service Ratio

LY 3.28%

\$31.2M

Capital Works - New

LY \$64.0M

\$58.6M

Capital Works - Renew

LY \$51.8M

\$35.5M Surplus

Net Operating Result

LY \$52.1M Surplus

\$11.9M Deficit

Net Operating Result Before Capital **Grants & Contributions**

LY \$7.5M Deficit

\$21.3M

Contributed Assets Recognised

LY \$7.4M

2.36:1

Unrestricted Current Ratio

LY 2.70:1

\$157.5M

Cash Assets & Investments

LY \$154.8M

6.74%

Rates, Annual Charges, Interest & Extra Charges Outstanding

LY 5.09%

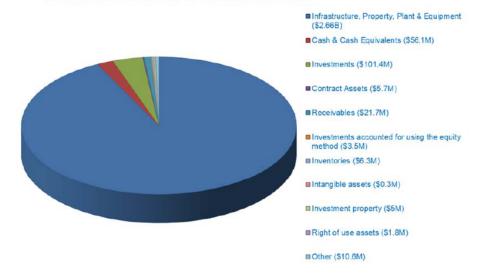


Financial Commentary 2019-2020

ASSETS

Council is the custodian of community assets with a total value of \$2.87B at 30 June 2020. The composition of assets at balance date is shown as follows:

TOTAL ASSET COMPOSITION 2019-2020



Infrastructure, Property, Plant & Equipment (IPPE)

With a carrying value of \$2.66B IPPE is Council's most significant asset group representing 93% of total asset value. This asset group include roads, drains, footpaths, community facilities, recreational facilities, parks and gardens.

During 2019-2020, Council achieved its target and delivered a capital works program of \$89.8M including the construction and purchase of \$31.2M of new assets and renewal of existing assets of \$58.6M. In addition, \$21.2M of assets were contributed to Council during 2019-2020. After accounting for annual depreciation expense, the overall value of IPPE increased by \$145.7M during 2019-2020. This is mainly the result of revaluations to community & crown land. Further financial details of IPPE are shown at Note 11.

Cash and Investments

Council maintained robust levels of cash and investments, with holdings of \$157M at 30 June 2020. Cash and investment positions over recent years are as follows:

	YTD Actual 30 June 2017	YTD Actual 30 June 2018	YTD Actual 30 June 2019	YTD Actual 30 June 2020
TOTAL CASH & INVESTMENTS	167.577	157.768	154.822	157.474
Less Restrictions: External Internal	75.788 57.379	74.192 68.129	77.657 61.203	75.470 62.675
AVAILABLE CASH	34.410	15.447	15.962	19.329
Adjusted for :				
Current payables	(41.617)	(30.010)	(35.020)	(35.163)
Receivables	34.211	37.702	48.499	36.707
AVAILABLE FUNDS	27.004	23.139	29.441	20.873

Financial Commentary 2019-2020



While Council's cash and investment position is robust, a significant portion of these funds are subject to restriction. Council's true cash position is more accurately depicted by considering available funds which are uncommitted and not subject to restriction. External restrictions are funds held by Council 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.

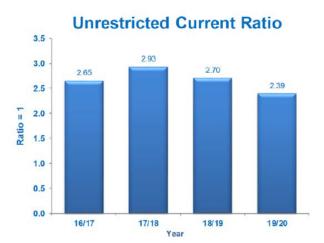
At 30 June 2020, Council achieved an available funds position of \$20.9M, which is significantly higher

than the Financial Strategy target range of 3.5% to 5.5% of operational revenue (pre-capital). The result at balance date was uplifted by the early receipt of the first two instalments of the Financial Assistance Grant for 2020-2021 totalling \$9.9M.

Cash/Liquidity Position or Measures: Council's ability to satisfy obligations in the short term from its unrestricted activities

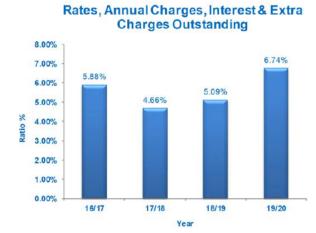
Strategy: Council's strategy is to maximise the use of available funds for asset renewal by targeting a lean Unrestricted Current Ratio.

Performance: Council's performance is above the Local Government Benchmark of >1.5:1 and is consistent with prior years.



Receivables

Receivables are the amount of money that is owed to Council or funds that Council has paid in advance. At 30 June 2020, receivables totalled \$21.7M, a decrease of \$15.0M compared to the 2018-2019 reporting period. The fluctuation is related to the implementation of new revenue accounting standards



that require the recognition of contract assets in place of receivables for grants and contracts with customers. Full details of receivables are provided in Note 8

Measures: The impact of uncollected rates and other charges on liquidity and the adequacy of recovery efforts.

Target: Industry standard of <5%.

Performance: In response COVID-19. Council developed assistance package that includes an option for ratepayers to defer the 4th instalment for 2019-2020 without penalty. This has resulted in an increased level of outstanding payments.

Contract Assets

AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of not-for-profit entities were effective for the first time for the year ended 30 June 2020. There were \$5.7M in contract assets relating to capital works on grant funded projects completed before the funding has been received recognised for 2019-2020.

Financial Commentary 2019-2020



LIABILITIES

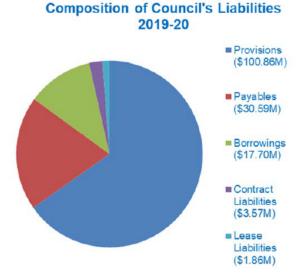
At 30 June 2020, Council's Total Liabilities were \$154.58M. The composition of Council's Total Liabilities is shown below.

Provisions: Account for 65.2% of Council's Liabilities with the most significant provisions relating to Employee Leave Entitlements [\$59.1M], Waste Depot Remediation Provision [\$33.4M], Workers' Compensation Provision [\$7.7M] and Self-Insurance [\$0.7M].

Account for 19.8% of Council's Pavables^{*} Liabilities. The most significant payables being goods and services received and capital expenditure incurred but not yet paid for, and accrued expenditure.

Borrowings: Account for 11.4% of Council's Liabilities and relate to the subsidised Local Infrastructure Renewal Scheme Programs (1, 2 and 3) secured over the previous five financial vears.

Contract Liabilities: Account for 2.3% of Council's liabilities. Contract liabilities represent unexpended grants and contributions and fees received in advance of the service being delivered.



Lease Liabilities: Account for 1.2% of Council's liabilities. Lease liabilities are recognised for land and buildings that Council leases from other organisations. Further details of Leases are provided in Note 15.

Provisions

Provisions decreased during 2019-2020 by \$4.4M. The decrease is mainly attributable to a reduction in the asset remediation provision (\$9.57M) partially offset by increases in employee leave entitlements (\$4.64M) and the workers' compensation provision (\$0.53M).

Each financial year the provision for the remediation of Council's waste facility is calculated based on the forecast costs to rehabilitate the site. During 2019-2020, a reduction in the forecast rehabilitation costs caused a significant reduction in the provision.

The movement in the employee leave entitlements are the result of external economic conditions through the application of discount rates to reflect the value of the provision as at 30 June 2020.

Borrowings

Council continues to remain a relatively low debt user. In 2019-2020 Council did not undertake additional borrowings, all activity related to the repayment of previously secured loans.

In prior years. Council took advantage of borrowing opportunities enabling it to accelerate specific capital programs. The loan facilities which Council has in place include subsidised loans under the Local Government Infrastructure Renewal Scheme (LIRS). Funds were secured under LIRS rounds 1, 2 and 3. The projects funded under round 1 (Citywide Footpaths and Shared Path Renewal and Missing Links Construction Program) and round 2 (Upgrade Berkeley and Corrimal Community Centres and Thirroul Pavilion and Kiosk) are complete. The project funded by the round 3 applications, (the West Dapto Access Project to construct Fowlers Road to Fairwater Drive) is still active. Repayment of LIRS loans will continue in accordance with the various payment schedules until 2025.

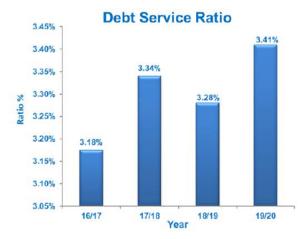


Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020



Financial Commentary 2019-2020





Measures: The proportion of revenues that is required to meet Council's annual loan repayments.

Target: Council's Financial Strategy allows for a ratio of up to 4%.

Performance: A low level of debt is reflected in Council's Debt Service Ratio of 3.41%. This is exceptionally low in comparison to the Local Government benchmark ratio of <10% and is within Council's own Strategy.

The Debt Service Ratio increased slightly in the 2019-2020 reporting period. This is due to a decrease in Council's income from continuing operations.

Operational Performance - Income & Expenses

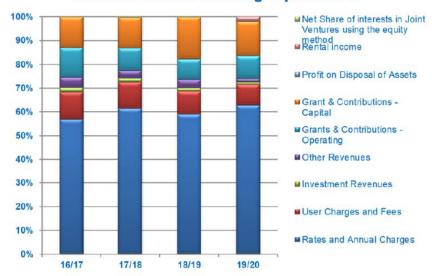
Council achieved a Net Operating Surplus from Continuing Operations of \$35.5M in 2019-2020 in comparison to a surplus of \$52.1M in 2018-2019. This result includes capital grants and contributions that vary significantly from period to period. Council's underlying measure of long term operational performance, the Operational Result before Capital Grants and Contributions, is a deficit of \$11.9M, compared to a deficit of \$7.5M in 2018-2019.

Income

Council's Income from Continuing Operations for 2019-2020 was \$327.5M compared to a prior year result of \$338.5M. This decrease is mainly the result of a reduction in Capital Grants & Contributions during 2019-2020 as a higher level of Capital Grants was received for transport infrastructure associated with the West Dapto Urban Release Area in 2018-2019.

The composition of Council's revenue remained reasonably consistent compared to previous years as depicted in the table below. Exceptions include Rental Income, which has been recategorised from User Fees & Charges and Other Revenues as a result of the new revenue accounting standards effective from 1 July 2019, and Grants and Contributions Capital which decreased in its portion of total income from continuing operations [from 18% to 14%]. It is noted that Council does not control the flow of asset dedications by developers and contributions vary from year to year.

Income from Continuing Operations



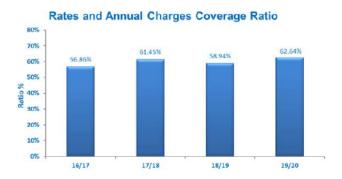
Financial Commentary 2019-2020



Income from Rates and Annual Charges, Council's largest revenue stream, totalled \$205.1M in 2019-2020, an increase of \$5.6M on the prior year. The increase is due to indexation and rates growth.

The degree of Council's dependence upon revenue from rates and annual charges and the security of Council's income.

Performance: This ratio indicates an increased level of dependence on rates and annual charges revenue compared to last



Expenses

Expenses from Continuing Operations for 2019-2020 totalled \$291.9M, an increase on prior year expenditure of \$5.5M. This increase can be predominately explained by prior period works in progress being transferred to other expenses (\$8.0M), and the revaluation of the investment property (\$2.0M). This has been partly offset by a reduction in other expenses (\$5.6M) to offset a revaluation of the asset remediation provision.

In terms of composition, the proportion of each expenditure category against total expenses from continuing operations has remained consistent compared to prior years with the exception of the fair value decrement on investment properties. Material budget variations from the 2019-2020 year for income and expenditure items are detailed in Note 24 of the statements.

Expenses from Continuing Operations



Financial Commentary 2019-2020



Wollongong City Council

Historical Financial Data

Income Statement

	Notes	Actual 2016/17 \$'000	Actual 2017/18 \$'000	Actual 2018/19 \$'000	Actual 2019/20 \$'000
Income from Continuing Operations					
Revenue:					
Rates & Annual Charges	3a	184,530	193,429	199,524	205,118
User Charges & Fees	3b	37,491	34,805	32,793	28,695
Interest and Investment Revenue	3c	5,909	5,162	5,069	3,360
Other Revenues	3d	14,418	10,551	12,125	4,794
Grants & Contributions provided for Operating Purposes	3e,f	39,639	29,384	28,856	30,727
Grants & Contributions provided for Capital Purposes	3e,f	42,022	40,637	59,656	47,472
Other Income:					
Fair Value Increment on Investment Property	11	-	5	220	-
Rental income		-	-	-	6,735
Net share of interests in joint ventures using the equity					
method	17	525	803	291	555
Total Income from Continuing Operations		324,534	314,776	338,534	327,456
Expenses from Continuing Operations					
Employee Benefits & On-Costs					
Employee Benefits & On-Costs	4a	103,139	107,843	122,445	122,912
Borrowing Costs	4b	4,071	3,819	3,337	3,052
Materials & Contracts	4c	47,032	53,709	57,432	60,934
Depreciation & Amortisation	4d	61,271	60,067	61,781	60,845
Other Expenses	4e	35,594	40,211	34,571	36,497
Net Losses from the Disposal of Assets	5	3,960	361	6,856	5,686
Fair value decrement on investment properties		-,	_	-,	1,998
Loss from interests in Joint Ventures & Associates	19		_		.,
Total Expenses from Continuing Operations		255,067	266,010	286,422	291,924
Operating Result from Continuing Operations		69,467	48,766	52,112	35,532
		,	,	,	,
NET OPERATING RESULT FOR THE YEAR		69,467	48,766	52,112	35,532
<u>Less:</u>					
Grants & Contributions provided for Capital Purposes Net Operating Result for the year before Grants and	3e,f	42,022	40,637	59,656	47,472

This Statement is to be read in conjunction with the Notes in the body of the financial statements.



Financial Commentary 2019-2020



Wollongong City Council

Historical Financial Data

Statement of Financial Position

	Notes	Actual 2016/17 \$'000	Actual 2017/18 \$'000	Actual 2018/19 \$'000	Actual 2019/20 \$'000
ASSETS					
Current assets					
Cash & cash equivalents	6a	23,534	26,491	25,187	56,051
Investments	6b	119,458	109,162	114,579	97,423
Receivables	7	23,531	27,036	36,620	20,466
Inventories	8	298	306	337	381
Contract Assets	o	230	-	-	5,669
Other	8	10,680	10,666	11,879	10,572
Assets held for sale (previously non-current)	9	6,381	10,000	11,070	10,012
Total current assets	_	183,882	173,661	188,602	190,562
Total ballent assets	-	100,002	170,001	100,002	100,002
Non-current assets					
Investments	6b	24,585	22,115	15,056	4,000
Inventories	8	5,791	5,835	5,948	5,972
Infrastructure, property, plant & equipment	10	2,309,628	2,356,306	2,570,098	2,655,487
Investments accounted for using the equity method		1,835	2,638	2,929	2,929
Investment property	11	4,775	4,780	5,000	5,000
Intangible assets	12	653	388	440	254
Right of use assets	_				1,790
Total non-current assets	_	2,347,267	2,392,062	2,599,471	2,675,432
TOTAL ASSETS	_	2,531,149	2,565,723	2,788,073	2,865,994
LIABILITIES					
Current liabilities					
Payables	13	38,660	26,754	30,006	29,392
Income received in advance	13	2,957	3,256	5,014	,
Contract Liabilities		-	-	-,	3,572
Lease Liabilities		-	-	-	341
Borrowings	13	7,513	7,716	7,934	5,260
Provisions	14	48,853	50,377	58,214	61,084
Total current liabilities	_	97,983	88,103	101,168	99,649
Non-current liabilities					
Pavables	13		700	385	
Lease Liabilities	13	-	700	363	1,519
Borrowings		32,188	25,039	17,497	12,439
Provisions	14	48,121	44,566	47,054	39,776
Total non-current liabilities	14 -	80,309	70,305	64,936	53,734
TOTAL LIABILITIES	-	178,292	158,408	166,104	153,383
TOTAL LIABILITIES	-	170,292	158,406	100,104	100,000
NET ASSETS	\$_	2,352,857	2,407,315	2,621,969	2,712,611
EQUITY					
Retained earnings	15	1,389,905	1,441,990	1,468,848	1,497,753
Revaluation reserves	15	962,952	965,325	1,153,065	1,214,858
	15	, -	, -	56	-
Council Equity Interest Minority Equity Interest	_	2,352,857	2,407,315	2,621,969	2,712,611
TOTAL EQUITY	\$	2,352,857	2,407,315	2,621,969	2,712,611
TOTAL EQUIT	⊸ _	2,302,607	2,407,310	2,021,909	2,112,011

This Statement is to be read in conjunction with the Notes in the body of the financial statements.



Wollongong City Council

ANNUAL FINANCIAL STATEMENTS for the year ended 30 June 2020





Wollongong City Council

GENERAL PURPOSE FINANCIAL STATEMENTS for the year ended 30 June 2020





Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

General Purpose Financial Statements

for the year ended 30 June 2020

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Overview

Wollongong City Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

41 Burelli Street Wollongong NSW 2500

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- · principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- · principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note 2(b).

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.wollongong.nsw.gov.au.



Financial Statements 2020

Wollongong City Council

General Purpose Financial Statements

for the year ended 30 June 2020

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

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

- · the Local Government Act 1993 (NSW) (as amended) and the regulations made thereunder,
- · the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board,
- · the Local Government Code of Accounting Practice and Financial Reporting.

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

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

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

Signed in accordance with a resolution of Council made on 26 October 2020.

Gordon Bradbery

Lord Mayor 26 October 2020

General Manager

26 October 2020

Tania Brown

Deputy Lord Mayor

26 October 2020

Brian Jenkins

Responsible Accounting Officer

26 October 2020



Wollongong City Council

Financial Statements 2020

Income Statement

June 2020

for the year ended 30 June 2020

Original unaudited budget			Actual	Actual
2020	\$ '000	Notes	2020	2019
	Income from continuing operations			
202,991	Rates and annual charges	3a	205,118	199,524
33,665	User charges and fees	3b	28,695	32,793
10,598	Other revenues	3c	4.794	12,125
20,840	Grants and contributions provided for operating purposes	3d,3e	30,727	28,856
42,927	Grants and contributions provided for capital purposes	3d,3e	47,472	59,656
4,882	Interest and investment income	4	3,360	5,069
, –	Fair value increment on investment properties	12	· –	220
_	Rental income	15e	6,735	_
_	Net share of interests in joint ventures and associates using the equity method	20	555	291
315,903	Total income from continuing operations		327,456	338,534
	Expenses from continuing operations			
117,908	Employee benefits and on-costs	5a	122,912	122,445
2,722	Borrowing costs	5b	3,052	3,337
60,072	Materials and contracts	5c	60,934	57,432
66,276	Depreciation and amortisation	5d	60,845	61,781
35,426	Other expenses	5e	36,497	34,571
-	Net losses from the disposal of assets	6	5,686	6,856
_	Fair value decrement on investment properties	12	1,998	-,
282,404	Total expenses from continuing operations		291,924	286,422
33,499	Operating result from continuing operations		35,532	52,112
33,499	Net operating result for the year		35,532	52,112
33.499	Net operating result attributable to council		35,532	52,112
33,499	recoperating result attributable to council		33,332	52,112
(9,428)	Net operating result for the year before grants and contri provided for capital purposes	butions	(11,940)	(7,544

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30

Council has not restated comparatives when initially applying AASB 1058 Income of Not-for-Profit Entities, AASB 15 Revenue from Contracts with Customers and AASB 16 Leases. The comparative information has been prepared under AASB 111 Construction Contracts, AASB 118 Revenue, AASB 1004 Contributions, AASB 117 Leases and related Accounting Interpretations.

The above Income Statement should be read in conjunction with the accompanying notes.

Financial Statements 2020

Wollongong City Council

Statement of Comprehensive Income

for the year ended 30 June 2020

\$ '000	Notes	2020	2019
Net operating result for the year (as per Income Statement)		35,532	52,112
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result Gain (loss) on revaluation of IPP&E	11	57,580	196,818
Total items which will not be reclassified subsequently to the operating result		57,580	196,818
Amounts which will be reclassified subsequently to the operating result when speci conditions are met	ific		
Gain(/loss) on revaluation of equity instruments at fair value through other comprehensive income		_	(32)
Total items which will be reclassified subsequently to the operating result when specific conditions are met		_	(32)
Total other comprehensive income for the year		57,580	196,786
Total comprehensive income for the year		93,112	248,898
Total comprehensive income attributable to Council		93,112	248.898

Council has not restated comparatives when initially applying AASB 1058 Income of Not-for-Profit Entities, AASB 15 Revenue from Contracts with Customers and AASB 16 Leases. The comparative information has been prepared under AASB 111 Construction Contracts, AASB 118 Revenue, AASB 1004 Contributions, AASB 117 Leases and related Accounting Interpretations.

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.



Wollongong City Council

Financial Statements 2020

Statement of Financial Position

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30

as at 30 June 2020

June 2020

\$ '000	Notes	2020	Restated 2019	Restated 1 July 2018
ASSETS				
Current assets				
Cash and cash equivalents	7(a)	56,051	25,187	26,491
Investments	7(b)	97,423	114,579	109,162
Receivables	8	21,667	36,620	26,926
Inventories	9a	381	337	306
Contract assets	14a	5,669	_	_
Other	9b	10,572	11,879	10,666
Total current assets		191,763	188,602	173,551
Non-current assets				
Investments	7(b)	4,000	15,056	22,203
Inventories	9a	5,972	5,948	5,835
Infrastructure, property, plant and equipment	11	2,655,487	2,570,098	2,322,084
Investment property	12	5,000	5,000	4,780
Intangible Assets	13	254	440	388
Right of use assets	15a	1,790	_	_
Investments accounted for using the equity method	20	3,484	2,929	2,638
Total non-current assets		2,675,987	2,599,471	2,357,928
Total assets		2,867,750	2,788,073	2,531,479
LIABILITIES				
Current liabilities				
Payables	16	30,592	30,006	26,754
Income received in advance	16	-	5,014	3,256
Contract liabilities	14b	3,572	_	_
Lease liabilities	15b	341	_	_
Borrowings	16	5,260	7,934	7,716
Provisions	17	61,084	58,214	50,377
Total current liabilities		100,849	101,168	88,103
Non-current liabilities				
Payables	16	_	385	700
Lease liabilities	15b	1,519	_	-
Borrowings	16	12,439	17,497	25,039
Provisions	17	39,776	47,054	44,566
Total non-current liabilities		53,734	64,936	70,305
Total liabilities		154,583	166,104	158,408
Net assets		2,713,167	2,621,969	2,373,071
EQUITY				
Accumulated surplus	18	1,498,309	1,468,848	1,416,231
Revaluation reserves	18	1,214,858	1,153,065	956,752
Other reserves	18	-,2,500	56	88
Council equity interest		2,713,167	2,621,969	2,373,071
Total equity		2,713,167	2,621,969	2,373,071

The comparative years have been restated for prior period errors as disclosed in Note 18. Council has not restated comparatives when initially applying AASB 1058 Income of Not-for-Profit Entities, AASB 15 Revenue from Contracts with Customers and AASB 16 Leases. The comparative information has been prepared under AASB 111 Construction Contracts, AASB 118 Revenue, AASB 1004 Contributions, AASB 117 Leases and related Accounting Interpretations.

The above Statement of Financial Position should be read in conjunction with the accompanying notes.



Financial Statements 2020

Wollongong City Council

Statement of Changes in Equity

for the year ended 30 June 2020

		as at 30/06/20				as at 3	0/06/19		
\$'000	Notes	Accumulated surplus		Investment Revaluation Reserve	Total equity	Accumulated surplus	IPP&E revaluation reserve	Investment Revaluation Reserve	Total equity
Opening halance		4 460 040	4 450 005	50	0.004.000	4 444 000	0.05 0.05		0.407.045
Opening balance		1,468,848	1,153,065	56	2,621,969	1,441,990	965,325	_	2,407,315
Correction of prior period errors	18b	-	-	-	-	(25,649)	(8,573)	-	(34,222)
Adoption of new accounting standards – not retrospective	18c	-	-	_	-	(110)	-	88	(22)
Changes due to AASB 1058 and AASB 15 adoption	18c-ii	(1,914)	_	_	(1,914)		_	_	_
Restated opening balance		1,466,934	1,153,065	56	2,620,055	1,416,231	956,752	88	2,373,071
Net operating result for the year		35,532	-	-	35,532	52,112	-	_	52,112
Other comprehensive income									
- Gain (loss) on revaluation of IPP&E	11	-	57,580	-	57,580	-	196,818	-	196,818
 Gain(/loss) on revaluation of equity instruments at fair value through other comprehensive income 		_	_	_	_	_	_	(32)	(32)
Other comprehensive income		_	57,580	_	57,580	_	196,818	(32)	196,786
Total comprehensive income		35,532	57,580	_	93,112	52,112	196,818	(32)	248,898
Transfers between equity items		(4,157)	4,213	(56)	_	505	(505)	_	
Equity – balance at end of the reporting period		1,498,309	1,214,858	_	2,713,167	1,468,848	1,153,065	56	2,621,969

Council has not restated comparatives when initially applying AASB 1058 Income of Not-for-Profit Entities, AASB 15 Revenue from Contracts with Customers and AASB 16 Leases. The comparative information has been prepared under AASB 111 Construction Contracts, AASB 118 Revenue, AASB 1004 Contributions, AASB 117 Leases and related Accounting Interpretations.

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Statement of Cash Flows

for the year ended 30 June 2020

Original unaudited budget			Actual	Actual
2020	\$ '000	Notes	2020	2019
	Cash flows from operating activities Receipts:			
204,734	Rates and annual charges		203,414	198,536
33,665	User charges and fees		29,485	35,009
4,882	Investment and interest revenue received		4,130	4,859
57,041	Grants and contributions		68,394	74,808
40.420	Bonds, deposits and retention amounts received		1,701	3,060
10,130	Other Payments:		24,185	25,603
(115,745)	Employee benefits and on-costs		(118,396)	(116,018)
(94,943)	Materials and contracts		(72,791)	(76,382)
(870)	Borrowing costs		(910)	(1,096)
_	Bonds, deposits and retention amounts refunded		(1,405)	(907)
	Other		(35,081)	(33,844)
	Net cash provided (or used in) operating	19b		
98,894	activities		102,726_	113,628
	Cash flows from investing activities Receipts:			
752	Sale of investment securities		69,835	61,106
1,292	Sale of infrastructure, property, plant and equipment Payments:		958	1,920
_	Purchase of investment securities		(41,173)	(59,267)
(00.705)	Purchase of investment property		(1,998)	(440.570)
(99,795)	Purchase of infrastructure, property, plant and equipment Purchase of real estate assets		(91,213)	(110,578)
_	Purchase of intangible assets		(24)	(113) (285)
(97,751)	Net cash provided (or used in) investing activities		(63,615)	(107,217)
(91,131)	not cash provided (or assa in) investing activities		(03,013)	(107,217)
	Cash flows from financing activities Payments:			
(7,913)	Repayment of borrowings and advances		(7,935)	(7,715)
	Lease liabilities (principal repayments)		(312)	
(7,913)	Net cash flow provided (used in) financing activitie	s	(8,247)	(7,715)
(6,770)_	Net increase/(decrease) in cash and cash equivale	nts	30,864_	(1,304)_
123,788	Plus: cash and cash equivalents – beginning of year	19a	25,187	26,491
117,018	Cash and cash equivalents – end of the year	19a	56,051	25,187
13,002	plus: Investments on hand – end of year	7(b)	101,423	129,635
	Total cash, cash equivalents and investments	1 (0)		
130,020_	Total Gasti, Gasti equivalents and investments		157,474_	154,822

Council has not restated comparatives when initially applying AASB 1058 Income of Not-for-Profit Entities, AASB 15 Revenue from Contracts with Customers and AASB 16 Leases. The comparative information has been prepared under AASB 111 Construction Contracts, AASB 118 Revenue, AASB 1004 Contributions, AASB 117 Leases and related Accounting Interpretations.

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

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Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Basis of preparation

These financial statements were authorised for issue by Council on 26 October 2020. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The principal accounting policies adopted in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the Local Government Act 1993 (NSW) and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting. Council is a not for-profit entity for the purpose of preparing these financial statements. The financial statements are presented in Australian dollars and are rounded to the nearest thousand

Unless otherwise indicated, all amounts disclosed in the financial statements are actual amounts.

Specific budgetary amounts have been included for comparative analysis (to actuals) in the following reports and notes:

- Income statement
- Statement of cash flows
- Note 24 Material budget variations

and are clearly marked.

(a) Historical cost convention

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain financial assets and liabilities and certain classes of infrastructure, property, plant and equipment and investment property.

(b) Significant accounting estimates and judgements

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- (i) estimated fair values of investment properties refer Note 12
- (ii) estimated fair values of infrastructure, property, plant and equipment refer Note 11
- (iii) estimated tip remediation provisions refer Note 17
- (iv) employee benefit provisions refer Note 17

Significant judgements in applying the council's accounting policies

(i) Impairment of receivables

Council has made a significant judgement about the impairment of a number of its receivables – refer Note 8.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Basis of preparation (continued)

Monies and other assets received by Council

(a) The Consolidated Fund

In accordance with the provisions of Section 409(1) of the Local Government Act 1993 (NSW), all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund.

(b) The Trust Fund

In accordance with the provisions of Section 411 of the *Local Government Act 1993 (NSW)* (as amended), a separate and distinct Trust Fund is maintained to account for all money and property received by the council in trust which must be applied only for the purposes of, or in accordance with, the trusts relating to those monies.

Trust monies and property subject to Council's control have been included in these reports.

The following Trust monies and properties are held by Council but not considered to be under the control of Council and therefore are excluded from these financial statements:

- WCC Trust Account (deposits from sale of land/properties due to unpaid rates)
- Lord Mayor's Relief Fund
- · Art Gallery (bequeaths/donations)
- · Environment Foundation Gift Trust

A separate statement of monies held in the Trust Fund is available for inspection at the council office by any person free of charge.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the taxation authority. In this case it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to the taxation authority is included with other receivables or payables in the Statement of Financial Position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities that are recoverable from, or payable to, the taxation authority are presented as operating cash flows.

Volunteer services

Council is supported by a range of volunteers for services including surf lifesaving, bush care, community transport and library programs. Volunteer services are required to be recognised in the financial statements if they can be measured reliably, are material, and would be purchased if not provided by the volunteers. In most instances Council would not purchase the service if it was not provided by volunteers.

New accounting standards and interpretations issued not yet effective

New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations have been published by the Australian Accounting Standards Board that are not mandatory for the 30 June 2020 reporting period. The following standards are effective for the reporting period ending 30 June 2021:

- · AASB 1059 Service Concession Arrangements: Grantors
- AASB 2018-5 Amendments to Australian Accounting Standards Deferral of AASB 1059
- AASB 2019-2 Amendments to Australian Accounting Standards Implementation of AASB 1059

Council has elected not to apply any of these pronouncements in these financial statements before their operative dates.

As at the date of authorisation of these financial statements Council does not consider that any of these new (and still to be applied) standards and interpretations are likely to have a material impact on the Council's future financial statements, financial position, financial performance or cash flows.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 1. Basis of preparation (continued)

New accounting standards adopted during the year

During the year Council adopted the following accounting standards and interpretations (as issued by the Australian Accounting Standards Board) which were mandatorily effective from 1 July 2019:

- AASB 16 Leases
- AASB 15 Revenue from contracts with customers and associated amending standards.
- AASB 1058 Income of Not-for-profit entities

Further information on the newly adopted standards which had a material impact on Council's reported financial position, financial performance and/or associated financial statement disclosures can be found at Note 18.



Wollongong City Council Financial Statements 2020

Notes to the Financial Statements

for the year ended 30 June 2020

Note 2(a). Council functions/activities – financial information

Income, expenses and assets have been directly attributed to the following functions or activities.

Details of those functions or activities are provided in Note 2(b).

		ncome from g operations		penses from g operations	, .	result from operations	in ir	nts included ncome from operations	Carrying amo	unt of assets
\$ '000	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019
Functions or activities										
Planning and engagement	20,375	27,520	26,651	28,058	(6,276)	(538)	179	273	307,367	258,471
Environment	47,273	49,350	60,192	61,691	(12,919)	(12,341)	1,697	2,941	552,506	470,695
Transport services/infrastructure	13,001	29,491	54,593	50,189	(41,592)	(20,698)	10,179	26,623	959,827	476,782
Community services/facilities	8,226	8,155	34,179	33,661	(25,953)	(25,506)	4,803	4,732	23,509	37,374
Recreation and open space	11,951	13,954	52,905	47,796	(40,954)	(33,842)	188	367	137,192	79,719
Regulatory services and safety	7,749	8,241	20,599	19,284	(12,850)	(11,043)	830	476	5,685	1,527
Governance and internal services	197,581	194,427	42,805	45,743	154,776	148,684	17,702	16,983	881,664	1,463,505
Contributed Assets	21,300	7,396		_	21,300	7,396	_	_		_
Total functions and activities	327,456	338,534	291,924	286,422	35,532	52,112	35,578	52,395	2,867,750	2,788,073

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 2(b). Council functions/activities - component descriptions

Details relating to the Council's functions/activities as reported in Note 2(a) are as follows:

Planning and engagement

Infrastructure Planning and Support, City Centre Management, Land Use Planning, Public Relations, Economic Development, Strategy and Planning

Environment

Waste Management, Stormwater Services, Natural Area Management, Environmental Planning and Programs

Transport services/infrastructure

Transport Services and Infrastructure works

Community services/facilities

Libraries, Cultural Services, Community Facilities, Age and Disability Services, Memorial Gardens and Cemeteries, Community Programs, Youth Services

Recreation and open space

Parks and Sports fields, Aquatic Services, Tourist Parks, Leisure Centres, Botanic Gardens

Regulatory services and safety

Emergency Management, Development Assessment, Regulatory Control, Public Health

Governance and internal services

Governance and Administration, Human Resources, Financial Services, Customer Service, Property Services, Information Technology, Internal Services

Contributed Assets

Contributed assets relate mainly to the handover of transport and stormwater assets from various subdivisions in the West Dapto area.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Revenue from continuing operations

\$ '000	AASB	2020	2019
(a) Rates and annual charges			
Ordinary rates			
Residential	1058 (1)	119,693	115,655
Farmland	1058 (1)	316	313
Mining	1058 (1)	938	914
Business	1058 (1)	48,263	46,927
Less: pensioner rebates (mandatory)	1058 (1)	(2,845)	(2,902)
Less: pensioner rebates (Council policy)	1058 (1)	(339)	(377)
Abandonments	1058 (1)	(392)	(42)
Rates levied to ratepayers		165,634	160,488
Pensioner rate subsidies received	1058 (1)	1,578	1,596
Total ordinary rates	_	167,212	162,084
Special rates			
City centre	1058 (1)	410	403
Mall	1058 (1)	1,137	1,107
Total special rates	_	1,547	1,510
Annual charges			
(pursuant to s.496, s.496A, s.496B, s.501 & s.611)			
Domestic waste management services	1058 (1)	34,954	34,560
Stormwater management services	1058 (1)	1,844	1,831
Less: pensioner rebates (mandatory)	1058 (1)	(766)	(797)
Less: pensioner rebates (Council policy)	1058 (1)	(86)	(97)
Abandonments – annual charges ¹	1058 (1)	(12)	(5)
Pensioner subsidies received:			
 Domestic waste management 	1058 (1)	425	438
Total annual charges		36,359	35,930
TOTAL RATES AND ANNUAL CHARGES		205,118	199,524

The AASB notation (above) identifies the revenue recognition pattern for material items of Council revenue:

Council has used 2016 year valuations provided by the NSW Valuer General in calculating its rates.

^{15 (1)} indicates income recognised under AASB 15 "at a point in time",

^{15 (2)} indicates income recognised under AASB 15 "over time",

^{1058 (1)} indicates income recognised under AASB 1058 "at a point in time", while

^{1058 (2)} indicates income recognised under AASB 1058 "over time".



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Revenue from continuing operations (continued)

Accounting policy for rates and charges

Rates and annual charges are recognised as revenue when the Council obtains control over the assets comprising these receipts which is the beginning of the rating period to which they relate.

Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates (mandatory) relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government area that are subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates (mandatory) and are in substance a rates payment.

2019 accounting policy

Control over assets acquired from rates and annual charges is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates.

(1) Abandonments refer to amounts owed to Council that have been written off due to the property being exempted of rates, pensioner interest being waived, voluntary Council rebates, postponed rates and voluntary conservation agreements as per the OLG Rating and Revenue Raising Manual 2007.

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Revenue from continuing operations (continued)

\$ '000	AASB	2020	2019
(b) User charges and fees			
Waste management services (non-domestic)	15 (1)	8,186	9,632
Contestable building services	15 (1)	329	386
Inspection services	15 (1)	319	509
Planning and building regulation	15 (1)	2,840	2,790
Registration fees	15 (1)	179	233
Section 10.7 certificates (EP&A Act)	15 (1)	523	517
Section 603 certificates (rating certificate)	15 (1)	294	261
Section 611 charges (occupation of land)	15 (1)	161	192
Additional waste services	15 (1)	131	91
Art gallery	15 (1)	8	11
Car parking	15 (1)	882	852
Crematorium and cemeteries	15 (1)	1,679	1,495
Credit card payment processing fee	15 (1)	128	139
Design review meeting application fees	15 (1)	134	113
Golf course	15 (1)	532	567
Health inspections	15 (1)	291	293
Hire charges (2019 only)		_	601
Leaseback fees - Council vehicles (2019 only)		_	679
Library	15 (1)	38	44
Marketing	15 (1)	29	39
Outdoor dining	15 (1)	75	92
Parking meters	15 (1)	1,134	1,172
Pre-lodgement meeting fees	15 (1)	96	113
Recreation	15 (1)	3,499	4,152
Road opening permits	15 (1)	297	363
Stallholder fees	15 (1)	64	119
Tree management requests	15 (1)	91	85
Tourist parks	15 (2)	6,675	7,135
Other	15	81_	118
TOTAL USER CHARGES AND FEES		28,695	32,793

The AASB notation (above) identifies the revenue recognition pattern for material items of Council revenue:

15 (1) indicates income recognised under AASB 15 "at a point in time",

15 (2) indicates income recognised under AASB 15 "over time",

1058 (1) indicates income recognised under AASB 1058 "at a point in time", while

1058 (2) indicates income recognised under AASB 1058 "over time".

Accounting policy for user charges and fees

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases the customer is required to pay on arrival. There is no material obligation for Council in relation to refunds or returns.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than the term of the licence.

2019 accounting policy

User charges and fees are recognised as revenue when the service has been provided.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Revenue from continuing operations (continued)

\$ '000	AASB	2020	2019
(c) Other revenues			
Diesel rebate	1058 (1)	162	197
Fines	1058 (1)	539	645
Fines – parking	1058 (1)	1,967	2,426
Insurance claims recoveries	1058 (1)	108	325
Legal fees recovery – rates and charges (extra charges)	1058 (1)	268	180
Legal settlements	1058 (1)	65	25
Outgoings reimbursements	1058 (1)	119	129
Reimbursements	1058 (1)	272	295
Rental income – investment property (2019 only)		_	389
Rental income – other council properties (2019 only)		_	4,676
Sales – general	15 (1)	943	2,183
Sponsorship and promotional income	1058 (1)	12	50
Other	1058 (1)	339	605
TOTAL OTHER REVENUE		4,794	12,125

The AASB notation (above) identifies the revenue recognition pattern for material items of Council revenue:

Accounting policy for other revenue

Where the revenue relates to a contract with customer, the revenue is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

Where the revenue relates to a contract which is not enforceable or does not contain sufficiently specific performance obligations then revenue is recognised when an unconditional right to a receivable arises or the cash is received, which is

2019 accounting policy:

Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the Council and specific criteria have been met for each of the Council's activities as described below. Council bases its estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

Parking fees and fines are recognised as revenue when the service has been provided, or when the penalty has been applied, whichever occurs first.

Rental income is accounted for on a straight-line basis over the lease term.

Sales - general are recognised when physical possession has transferred to the customer which is deemed to be the point of transfer of risks and rewards.

Other income is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

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^{15 (1)} indicates income recognised under AASB 15 "at a point in time",

^{15 (2)} indicates income recognised under AASB 15 "over time",

^{1058 (1)} indicates income recognised under AASB 1058 "at a point in time", while

^{1058 (2)} indicates income recognised under AASB 1058 "over time".



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Revenue from continuing operations (continued)

\$ '000	AASB	Operating 2020	Operating 2019	Capital 2020	Capital 2019
(d) Grants					
General purpose (untied)					
Current year allocation					
Financial assistance	1058 (1)	19,236	18,596		
Total general purpose		19,236	18,596_		
Specific purpose (tied)					
Arts and culture	1058 (1)	_	79	_	_
Buildings	1058 (1)	22	_	_	_
Community development and support	1058 (1)	277	286	_	_
Economic development	1058 (1)	12	_	_	_
Emergency services	1058 (1)	727	418	_	_
Environmental management and enhancement	1058 (1)	107	2	_	_
Environmental programs	1058 (1)	99	58	_	_
Floodplain and stormwater management	1058	140	173	90	1,072
HACC community transport	1058 (1)	2,700	2,629	_	, _
Heritage and cultural	1058	10	[′] 19	(15)	_
Information technology	1058	7	_	87	_
Library	1058 (1)	596	450	_	_
LIRS subsidy	1058 (1)	724	835	_	_
Local bus route subsidy	1058 (1)	99	79	_	_
Natural area management	1058 (1)	305	197	_	_
Parks, gardens and sportsfields	1058	151	_	159	545
People and learning	1058 (1)	46	74	_	_
Recreation and culture	1058	115	_	38	36
Regulatory control	1058 (1)	4	_	_	_
Social support programs 1	1058 (1)	1,227	1,223	_	_
Strategic city planning	1058 (1)	57	95	_	_
Street lighting	1058 (1)	714	700	_	_
Transport (other roads and bridges funding)	1058 (2)	_	99	5,501	21,691
Transport (roads to recovery)	1058 (2)	_	_	1,219	1,433
Voluntary purchase scheme	1058 (2)	_	_	889	1,390
Waste performance improvement	1058 (1)	235	216	_	, _
Total specific purpose	. ,	8,374	7,632	7,968	26,167
Total grants		27,610	26,228	7,968	26,167
Grant revenue is attributable to:					
- Commonwealth funding		23,093	18,679	1,064	8,266
- State funding		4,517	7,549	6,050	17,901
- Other funding		-,	_	854	
		27,610	26,228	7,968	26,167

The AASB notation (above) identifies the revenue recognition pattern for material items of Council revenue:

^{15 (1)} indicates income recognised under AASB 15 "at a point in time",

^{15 (2)} indicates income recognised under AASB 15 "over time",

^{1058 (1)} indicates income recognised under AASB 1058 "at a point in time", while

^{1058 (2)} indicates income recognised under AASB 1058 "over time".

⁽¹⁾ The description on this item has been updated from Wollongong multi service outlet to more accurately reflect the purpose of this funding.

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Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Revenue from continuing operations (continued)

\$ '000	Notes	AASB	Operating 2020	Operating 2019	Capital 2020	Capital 2019
(e) Contributions						
Developer contributions: (s7.4 & s7.11 - EP&A Act, s64 of the L	CA).					
Cash contributions	GA).					
S 7.11 – contributions towards						
amenities/services		1058 (1)	_	_	13,305	17,848
S 7.12 – fixed development consent levies		1058 (1)			4,806	5,805
Total cash contributions					18,111	23,653
Non-cash contributions						
Planning agreements		1058 (1)	_	_	1,272	_
Total non-cash contributions			_	_	1,272	_
Total developer contributions	28				19,383	23,653
Other contributions:						
Cash contributions						
Buildings		1058 (2)	_	_	32	1,003
Community development and support		1058 (1)	76	89	_	-
Community services and facilities		1058 (1)	418	561	_	-
Floodplain and stormwater management		1058 (1)	(70)	299	_	_
Heritage/cultural			-	-	_	5
Parks, gardens and sportsfields People and learning		1058	10 160	17 74	205	1,306
Pollution minimisation		1058 (1)	288	118	_	_
RMS contributions (regional roads, block		1058 (1)	200	110	_	_
grant)		1058 (1)	1,600	1,431	_	_
Roads and bridges		1058 (1)	36	39		125
Total cash contributions			2,518	2,628	237	2,439
Non-cash contributions						
Bushfire services		1058 (1)	_	_	122	748
Dedications – subdivisions (other than by						
s7.11)		1058 (1)	_	_	19,566	6,403
Wollongong City Gallery collection Volunteer Services 1		1058 (1)	- F00	_	196	246
Total non-cash contributions		1058 (2)	<u>599</u> 599		19,884	7,397
					10,004	7,007
Total other contributions			3,117	2,628	20,121	9,836
Total contributions			3,117	2,628	39,504	33,489
TOTAL GRANTS AND						
CONTRIBUTIONS			30,727	28,856	47,472	59,656

The AASB notation (above) identifies the revenue recognition pattern for material items of Council revenue:

^{15 (1)} indicates income recognised under AASB 15 "at a point in time",

^{15 (2)} indicates income recognised under AASB 15 "over time", 1058 (1) indicates income recognised under AASB 1058 "at a point in time", while

^{1058 (2)} indicates income recognised under AASB 1058 "over time".





Financial Statements 2020

Wollongong City Council

June 2020

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Revenue from continuing operations (continued)

Accounting policy for grants and contributions

Accounting policy from 1 July 2019

Grant income under AASB 15

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue are recognised when control of each performance obligations is satisfied.

The performance obligations are varied based on the agreement. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract.

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Grant income

Assets arising from grants in the scope of AASB 1058 is recognised at the assets fair value when the asset is received. Councils considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received

Capital grants

Capital grants received to enable Council to acquire or construct an item of infrastructure, property, plant and equipment to identified specifications which will be under Council's control and which is enforceable are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project as there is no profit margin.

For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

Contributions

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979*.

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but the Council may apply contributions according to the priorities established in work schedules



Financial Statements 2020

2020

2019

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Revenue from continuing operations (continued)

Accounting policy prior to 1 July 2019

\$ '000

Control over grants and contributions is normally obtained upon their receipt (or acquittal) and revenue is recognised at this time and is valued at the fair value of the granted or contributed asset at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner, or used over a particular period, and those conditions were un-discharged at reporting date, the unused grant or contribution is disclosed below.

A liability is recognised in respect of revenue that is reciprocal in nature to the extent that the requisite service has not been provided at reporting date.

(1) In prior financial years, Council has not recognised the support provided through volunteers as they would not be purchased. During 2019-2020, events relating to the COVID-19 pandemic have required Council to reassess some of the support provided to them by volunteers.

		2019
(f) Unspent grants and contributions – external restrictions		
Certain grants and contributions are obtained by Council on condition that they be spent in a specified manner due to externally imposed restrictions.		
Operating grants		
Unexpended at the close of the previous reporting period	3,294	2,637
Reclassification between capital and operating grants	(508)	· –
Add: operating grants recognised as income in the current period but not yet spent		
(2019 only)	_	1,232
Add: operating grants received for the provision of goods and services in a future		
period	864	_
Less: operating grants recognised in a previous reporting period now spent (2019		(575)
only)	_	(575)
Less: operating grants received in a previous reporting period now spent and recognised as income	(528)	
Unexpended and held as externally restricted assets (operating grants)	3.122	3,294
Offexpended and field as externally restricted assets (operating grants)	3,122	3,294
Capital grants		
Unexpended at the close of the previous reporting period	60	78
Reclassification between capital and operating grants	508	_
Add: capital grants recognised as income in the current period but not yet spent		
(2019 only)	_	8
Add: capital grants received for the provision of goods and services in a future		
period	173	_
Less: capital grants recognised in a previous reporting period now spent (2019 only)	_	(26)
Less: capital grants received in a previous reporting period now spent and recognised as income	(20E)	
Unexpended and held as externally restricted assets (capital grants)	(295)	
Onespended and held as externally restricted assets (capital grants)	446	60



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 3. Revenue from continuing operations (continued)

\$ '000	2020	2019
Contributions		
Unexpended at the close of the previous reporting period	36,814	18,990
Add: contributions recognised as income in the current period but not yet spent	_	18,180
Add: contributions received for the provision of goods and services in a future period	8,844	_
Add: contributions recognised as income in the current period obtained in respect of a future rating identified by Council for the purpose of establishing a rate (2019 only)	_	_
Less: contributions recognised in a previous reporting period now spent	(10,209)	(356)
Unexpended and held as externally restricted assets (contributions)	35,449	36,814



Wollongong City Council

Financial Statements 2020

Notes to the Financial Statements

for the year ended 30 June 2020

Note 4. Interest and investment income

\$ '000	2020	2019
Interest on financial assets measured at amortised cost		
 Overdue rates and annual charges (incl. special purpose rates) 	379	606
- Cash and investments	3,122	4,227
Dividend income relating to investments held at fair value through other comprehensive income	139	95
Fair value adjustments		
Movements in investments at fair value through profit and loss	(280)	141
Finance income on the net investment in the lease	_	_
Total Interest and investment income	3,360	5.069

Accounting policy for interest and investment revenue

Interest income is recognised using the effective interest rate at the date that interest is earned.

Dividends are recognised as income in profit or loss unless the dividend clearly represents a recovery of part of the cost of the investment.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 5. Expenses from continuing operations

\$ '000	2020	2019
(a) Employee benefits and on-costs		
Employee leave entitlements (ELE) 1	17,540	20,101
Salaries and wages ²	104,019	99,408
Superannuation	12,186	11,869
Change in workers compensation provision	534	2,209
Workers compensation – self insurance	1,876	1,791
Fringe benefit tax (FBT)	175	145
Payroll tax	25	33
Training costs (other than salaries and wages)	586	859
Protective clothing	426	349
Labour hire	273	475
Other	247	364
Total employee costs	137,887	137,603
Less: capitalised costs	(14,975)	(15,158)
TOTAL EMPLOYEE COSTS EXPENSED	122,912	122,445

Accounting policy for employee benefits and on-costs

Employee benefit expenses are recorded when the service has been provided by the employee.

Retirement benefit obligations

All employees of the Council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Superannuation plans

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a Defined Benefit Plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable - refer to Note 22 for more information.

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⁽¹⁾ Employee leave entitlements reflect the current value of the future payments which are discounted based on published long term government bond rates. The average discount factor reduced from 2.6% in June 2018 to 1.2% in June 2019 resulting in a larger than anticipated movement in the provision during 2018-2019. This trend has continued into 2019-2020 as the average discount rate reduced

⁽²⁾ The salary and wages increase in 2019/20 compared to 2018/19 is due to indexation of salaries in accordance with the enterprise agreement, a number of fixed duration projects that required additional specialised labour resources and a reduction in employee leave takings attributed to COVID-19 impacts. Leave takings are charged to the balance sheet, and a reduction in these will reflect as an increase in current year expenses



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 5. Expenses from continuing operations (continued)

\$ '000	Notes	2020	2019
(b) Borrowing costs			
(i) Interest bearing liability costs			
Interest on leases		65	_
Interest on loans		845	1,096
Total interest bearing liability costs		910	1,096
Total interest bearing liability costs expensed	_	910	1,096
(ii) Other borrowing costs			
Fair value adjustments on recognition of advances and deferred debtors			
 Remediation liabilities 	17	1,939	1,850
Amortisation of discount on interest free (& favourable) loans to council		203	391
Total other borrowing costs		2,142	2,241
TOTAL BORROWING COSTS EXPENSED		3,052	3,337

Accounting policy for borrowing costs

Borrowing costs incurred for the construction of any qualifying asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale. Other borrowing costs are expensed as incurred.

June 2020

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 5. Expenses from continuing operations (continued)

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30

\$ '000	2020	2019
(c) Materials and contracts		
Raw materials and consumables	27,560	17,208
Contractor and consultancy costs	67,922	94,996
- Waste Contractor	18,407	17,546
 Road Works Contractor 	2,699	3,468
- Building Contractor	2,129	2,360
- Parks Contractor	2,315	2,065
- Cleaning Contractor	1,154	960
- Security Contractor	1,085	1,120
- Software Maintenance and Support Contractor	2,953	4,229
- Internal audit	76	144
Auditors remuneration ¹	190	162
Legal expenses:		
- Planning and development	112	_
- Other	831	866
Operating leases expense (2019 only):		
- Minimum lease payments	_	327
Total materials and contracts	127,433	145,451
Less: capitalised costs	(66,499)	(88,019)
TOTAL MATERIALS AND CONTRACTS	60,934	57,432

Accounting policy for materials and contracts

Expenses are recorded on an accruals basis as the council receives the goods or services.

Operating leases (2019 only)

Leases in which a significant portion of the risks and rewards of ownership are not transferred to Council as lessee are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are charged to the income statement on a straight-line basis over the period of the lease.

1. Auditor remuneration

During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms

Auditors of the Council - NSW Auditor-General:

(i) Audit and other assurance services Audit and review of financial statements	150	154
Remuneration for audit and other assurance services	150	154
Remainer about for addit and other assurance services	130	134
Total Auditor-General remuneration	150	154
Non NSW Auditor-General audit firms		
(i) Audit and other assurance services		
Other audit and assurance services	40	8
Remuneration for audit and other assurance services	40	8
Total remuneration of non NSW Auditor-General audit firms	40_	8
Total Auditor remuneration	190	162



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 5. Expenses from continuing operations (continued)

\$ '000	Notes	2020	2019
(d) Depreciation, amortisation and impairment of			
non-financial assets			
Depreciation and amortisation			
Plant and equipment		4,586	4,334
Office equipment		1,057	988
Furniture and fittings		298	269
Infrastructure:	11		
- Bridges		1,951	1,941
- Buildings - non-specialised 1		3,757	5,186
- Buildings - specialised 1		5,507	6,535
- Footpaths		4,172	4,021
- Other open space/recreational assets		3,690	3,668
- Other structures		584	582
- Roads		20,289	20,460
- Stormwater drainage		10,562	10,246
- Swimming pools		499	475
Right of use assets	15	382	_
Other assets:			
 Library books 		1,164	1,162
- Other		2,043	1,541
Reinstatement, rehabilitation and restoration assets:			
- Tip assets	17,11	118	141
Intangible assets	13	186	232
Total gross depreciation and amortisation costs		60,845	61,781
Total depreciation and amortisation costs	_	60,845	61,781
TOTAL DEPRECIATION, AMORTISATION AND			
IMPAIRMENT FOR NON-FINANCIAL ASSETS		60,845	61,781

Accounting policy for depreciation, amortisation and impairment expenses of non-financial assets

Depreciation and amortisation

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note 11 for IPPE assets, Note 13 for intangible assets and Note 15 for right-of-use assets.

Impairment of non-financial assets

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are no longer required to be tested for impairment under AASB 136. This is because these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets that have an indefinite useful life, or are not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired. Other assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units). Non-financial assets that suffered an impairment are reviewed for possible reversal of the impairment at each reporting date.

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Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 5. Expenses from continuing operations (continued)

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

(1) The buildings asset classes were revalued as at 30 June 2019, causing a reduction in the depreciation expense resulting from the extension of the asset useful lives.

\$ '000	2020	2019
(e) Other expenses		
Advertising	279	286
Bad and doubtful debts	471	138
Bank charges	646	612
Contributions/levies to other levels of government		
- Emergency services levy (includes FRNSW, SES, and RFS levies)	336	287
– NSW fire brigade levy	3,053	2,769
– NSW rural fire service levy	603	480
 Waste and environment levy 	10,983	11,890
Councillor expenses – mayoral fee	100	97
Councillor expenses – councillors' fees	406	401
Councillors' expenses (incl. mayor) – other (excluding fees above)	54	128
Donations, contributions and assistance to other organisations (Section 356)		
 City Centre management 	20	27
- Illawarra Institute of Sport	37	35
 Illawarra Joint Project Organisation 	55	61
- Illawarra Performing Arts Centre	718	999
- Illawarra Regional Information Service	88	88
- Illawarra Surf Life Saving	56	55
 Neighbourhood youth program 	_	115
 Sponsorship fund 	61	53
– Tourism	1,436	1,410
- Wollongong Shuttle Service	350	350
– Other	861	690
Insurance	2,885	2,737
Light, electricity and heating	2,253	1,987
Membership fees	167	213
Prior year works in progress 'write offs'	8,048	_
Postage	527	446
Provision for asset remediation ²	(5,558)	_
Provision for self insurance claims	(4)	(26)
Rental agreements	4	57
Royalty payments	315	343
Sewerage charges	264	185
Street lighting	3,345	3,500
Telephone and communications	856	627
Valuation fees	408	447
Volunteer reimbursements	232	280
Water rates	1,225	735
Other	1,107	2,689
Total other expenses	36,687	35,191
Less: capitalised costs	(190)	(620)
TOTAL OTHER EXPENSES	36,497	34,571



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 5. Expenses from continuing operations (continued)

Accounting policy for other expenses

Other expenses are recorded on an accruals basis as the Council receives the goods or services.

- (1) During 2019-2020, capital expenditure previously included in Works in Progress was transferred to operating expenses. This includes capital works to deliver assets not under the control of Council such as traffic facilities and street lighting.
- (2) Each financial year a provision for the remediation of Council's waste facility is calculated based on the forecast costs to rehabilitate the site. The movements in the provision are generally recognised against the value of the corresponding tip asset (refer to Note 11). During 2019-2020, a reduction in the forecast rehabilitation costs caused a reduction in the provision beyond the carrying value of the asset. The balance of this adjustment and all future adjustments to the provision will be recognised through other expenses.



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 6. Gain or loss from disposal of assets

\$ '000	Notes	2020	2019
Property (excl. investment property)			
Proceeds from disposal – property		12	30
Less: carrying amount of property assets sold/written off		(26)	(10)
Net gain/(loss) on disposal		(14)	20
Plant and equipment	11		
Proceeds from disposal – plant and equipment		946	1,890
Less: carrying amount of plant and equipment assets sold/written off	_	(1,029)	(870)
Net gain/(loss) on disposal		(83)	1,020
Infrastructure	11		
Proceeds from disposal – infrastructure		_	_
Less: carrying amount of infrastructure assets sold/written off ¹		(6,319)	(7,895)
Net gain/(loss) on disposal		(6,319)	(7,895)
Investments	7(b)		
Proceeds from disposal/redemptions/maturities – investments ²		69,835	61,106
Less: carrying amount of investments sold/redeemed/matured		(69, 105)	(61,106)
Net gain/(loss) on disposal		730	_
Intangible assets	13		
Proceeds from disposal – intangible assets		_	_
Less: carrying amount of intangible assets sold/written off	_		(1)
Net gain/(loss) on disposal			(1)
NET GAIN/(LOSS) ON DISPOSAL OF ASSETS	_	(5,686)	(6,856)

Accounting policy for disposal of assets

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income

The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer and the asset is de-recognised.

⁽¹⁾ The increased expense is the result of replacing and disposing of asset that have not been fully depreciated and have a book value at the time of disposal. During 2019-2020, the disposal of the Whytes Gully MRF Warehouse and replacement of stormwater assets has had a significant impact on the losses recognised.

⁽²⁾ During 2019-2020, Council sold their shares in Southern Phones resulting in a gain on the disposal of investments.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 7(a). Cash and cash equivalents

\$ '000	2020	2019
Cash and cash equivalents ¹		
Cash on hand and at bank Cash-equivalent assets	2,005	1,968
- Deposits at call	13,932	10,218
- Managed funds	40,114	10,001
- Short-term deposits		3,000
Total cash and cash equivalents	56,051	25,187

Accounting policy for cash and cash equivalents

For Statement of Cash Flow presentation purposes, cash and cash equivalents include: cash on hand; deposits held at call with financial institutions; other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value; and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Statement of Financial Position.

Note 7(b). Investments

	2020	2020	2019	2019
\$ '000	Current	Non-current	Current	Non-current
Investments				
a. 'Financial assets at fair value through profit and loss'				
- 'Designated at fair value on initial recognition'	46,393	_	47,549	_
b. 'Financial assets at amortised cost'	51,030	4,000	67,030	15,000
d. 'Financial assets at fair value through other comprehensive	,	•	,	,
income' 1	_		_	56
Total Investments	97,423	4,000	114,579	15,056
·				
TOTAL CASH ASSETS, CASH				
EQUIVALENTS AND INVESTMENTS	153,474	4,000	_139,766	15,056
Financial assets at fair value through the profit and I	oss			
Managed funds	2,307	_	2,304	_
NCD's, FRN's (with maturities > 3 months)	42,464	_	43,582	_
Mortgage backed securities	1,622	_	1,663	_
Total	46,393	_	47,549	_
Planta del constant de constant de cont				
Financial assets at amortised cost				
Long term deposits	51,030	4,000	67,030	15,000
Total	51,030	4,000	67,030	15,000
Financial assets at fair value through other compreh	ensive inco	me		
Unlisted equity securities	_	_	_	56
Total				56

⁽¹⁾ This investment was sold during 2019-2020.

⁽¹⁾ In response to the COVID-19 pandemic to ensure Council had adequate funds to meet cash flow requirements, Council did not enter into any new investments in the last quarter of the financial year. This has resulted in a higher level of cash and cash equivalents in comparison to prior financial years.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 7(b). Investments (continued)

Accounting policy for investments

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification

On initial recognition, Council classifies its financial assets into the following categories - those measured at:

- amortised cost
- fair value through profit and loss (FVTPL)
- · fair value through other comprehensive income equity instrument (FVOCI-equity)

Financial assets are not reclassified subsequent to their initial recognition.

Amortised cost

Assets measured at amortised cost are financial assets where:

- · the business model is to hold assets to collect contractual cash flows, and
- the contractual terms give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Council's financial assets measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the Statement of Financial Position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

Fair value through other comprehensive income - equity instruments

Council had strategic investment in an entity over which they did not have significant influence nor control. Council made an irrevocable election to classify these equity investments as fair value through other comprehensive income as they were not held for trading purposes.

These investments were carried at fair value with changes in fair value recognised in other comprehensive income (financial asset reserve). This investment was sold during the 2019-2020 financial year. On disposal the balance in the financial asset reserve was transferred to accumulated surplus and not reclassified to profit and loss.

Other net gains and losses excluding dividends and profit on sale are recognised in OCI.

Financial assets through profit or loss

All financial assets not classified as measured at amortised cost or fair value through other comprehensive income as described above are measured at fair value through profit or loss.

Net gains or losses, including any interest or dividend income, are recognised in profit or loss.

Council's financial assets measured at fair value through profit or loss comprise investments in FRNs in the Statement of Financial Position.

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Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 7(c). Restricted cash, cash equivalents and investments

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30

\$ '000	2020 Current	2020 Non-current	2019 Current	2019 Non-current
Total cash, cash equivalents and investments	153,474	4,000	139,766	15,056
attributable to:				
External restrictions	71,470	4,000	62,601	15,056
Internal restrictions	62,675	4,000	61,203	13,030
Unrestricted	19,329	_	15,962	_
	153,474	4,000	139,766	15,056
\$ '000			2020	2019
Details of restrictions				
External restrictions – included in liabilities	-h.)		200	
Specific purpose unexpended grants – general fund (2020 o RMS contributions	niy)		399	_
Private contributions			350	_
External restrictions – included in liabilities			339	
External restrictions – included in habilities			1,088	
External restrictions – other				
Developer contributions – general A			35,099	36,768
RMS contributions ^B			_	46
Specific purpose unexpended grants (recognised as revenue	e) – general func	d c	3,169	3,354
Stormwater management ^D			1,860	1,668
Unexpended loan E			2,686	3,470
Private contributions			5,828	5,761
Special rates levy – Wollongong mall Domestic waste management D			214	135
Special rates levy – city centre			14,216	13,763
Local infrastructure renewal scheme round 3 F			49 274	40
West Dapto home deposit assistance program			10,987	1,867 10,785
External restrictions – other			74,382	77,657
			14,302	11,031
Total external restrictions			75,470	77,657
Internal restrictions				
Car parking strategy			2,195	1,629
Darcy Wentworth Park			171	171
Maccabe Park development			1,440	1,290
Sports Priority Program			938	644
Waste Disposal Facility			561	(638)
West Dapto Development			6,067	5,076
Strategic Projects			42,900	44,015
Property Investment Fund Southern Phone natural areas			7,889	8,416
Lake Illawarra Estuary Management Fund			173	267
Total internal restrictions			341 _	333
Total Intellial lesulctions			62,675	61,203
TOTAL RESTRICTIONS			138,145	138,860

⁽A) Development contributions which are not yet expended for the provision of services and amenities in accordance with contributions



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 7(c). Restricted cash, cash equivalents and investments (continued)

- (B) RMS contributions which are not yet expended for the provision of services and amenities in accordance with those contributions.
- (C) Grants which are not yet expended for the purposes for which the grants were obtained.
- (D) Domestic Waste Management and other special rates/levies/charges are externally restricted assets and must be applied for the purposes for which they were raised.
- (E) State Government interest free loan to be administered on infrastructure as part of the West Dapto development.
- (F) State Government subsidised loans to be administered on infrastructure projects over the Local Government Area.

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 8. Receivables

¢ 1000	2020	2020	2019	2019
\$ '000	Current	Non-current	Current	Non-current
Purpose				
Rates and annual charges	13,104	_	9,023	_
Interest and extra charges	1,477	_	1,543	_
User charges and fees	3,656	_	5,942	-
Accrued revenues				
 Interest on investments 	447	_	871	-
 Other income accruals 	1,162	_	1,744	_
Government grants and subsidies (2019 only)	_	-	16,517	-
Net GST receivable	2,652		1,457	_
Total	22,498		37,097	_
Less: provision of impairment				
User charges and fees 1	(831)	_	(477)	_
Total provision for impairment –				
receivables	(831)		(477)	_
TOTAL NET RECEIVABLES	21,667	_	36,620	_

⁽¹⁾ Council has adopted a policy in line with the National Code of Conduct for leasing arrangements during COVID-19. The provision has been increased to allow for potential rental waivers as a result of this policy position.

Restrictions applicable to receivables

There are no restrictions applicable to the above assets.

\$ '000	2020	2019
Movement in provision for impairment of receivables		
Amount restated through opening retained earnings on adoption of AASB 9	_	110
Balance at the beginning of the year (calculated in accordance with AASB 139)	477	229
+ new provisions recognised during the year	489	170
- amounts already provided for and written off this year	(117)	_
 previous impairment losses reversed 	(18)	(32)
Balance at the end of the year	831	477

Accounting policy for receivables

Recognition and measurement

Receivables are included in current assets, except for those with maturities greater than 12 months after the reporting date which are classified as non-current assets.

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

Cash flows relating to short-term receivables are not discounted if the effect of discounting is immaterial.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 8. Receivables (continued)

Impairment

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, and when estimating ECL, Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

When considering the ECL for rates debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rates debtors, Council uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

Council uses the presentation that a financial asset is in default when:

the other party is unlikely to pay its credit obligations to the Council in full, without recourse by Council to actions such as realising security (if any is held)

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

Council uses the simplified approach for trade receviables where the expected lifetime credit losses are recognised on day 1.

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery.

None of the receivables that have been written off are subject to enforcement activity.

Where Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

Rates and annual charges outstanding are secured against the property.



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 9. Inventories and other assets

\$ '000	2020 Current	2020 Non-current	2019 Current	2019 Non-current
(a) Inventories				
(i) Inventories at cost				
Real estate for resale	-	5,972	_	5,948
Stores and materials	381_		337	
Total inventories at cost	381_	5,972	337	5,948
TOTAL INVENTORIES	381_	5,972	337_	5,948
(b) Other assets				
Prepayments	10,572	_	11,879	_
TOTAL OTHER ASSETS	10,572		11,879	
(i) Other disclosures				
	2020	2020	2019	2019
\$ '000	Current	Non-current	Current	Non-current
(a) Details for real estate development				
Residential		5,972		5,948
Total real estate for resale	_	5,972		5,948
(Valued at the lower of cost and net realisable value) Represented by:				
Acquisition costs	_	5,948	_	5,835
Development costs		24		113
Total costs		5,972		5,948
Total real estate for resale		5,972		5,948
Movements:				
Real estate assets at beginning of the year	_	5,948	_	5,835
 Purchases and other costs 		24		113
Total real estate for resale		5,972_		5,948

Accounting policy for inventories and other assets

Raw materials and stores, work in progress and finished goods

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Costs are assigned to individual items of inventory on the basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale/capitalisation of borrowing costs

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred.

June 2020



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Wollongong City Council

Notes to the Financial Statements for the year ended 30 June 2020

Note 9. Inventories and other assets (continued)

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

Note 10. Non-current assets classified as held for sale

Council did not classify any non-current assets as held for sale during the 2019/20 financial year.

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 11. Infrastructure, property, plant and equipment

_		asa130/06/19		Asset movements during the reporting period							as at 30/08/20					
			Het								Other movements					Het
	Gross carrying	Accumulated	carrying amount	Additions	Additions new	Carrying value of	Depreciation		Adjustments and	Other movements - Transfer to	- Waste Remediation	Revaluation decrements to	Revaluation Increments to	Gross carrying	Accumulated	carrying
\$ 700	amount	degredation	amount	renewals :	assets	disposals	expense	VA P transfers	transfers	Expense	Reassessment	equity (ARR)	equity (ARR)	amount	depreciation	amount
Capital work in progress	119,950	_	119,950	51.948	29,146	_	_	(138,979)	_	(8,048)	_	_	_	54.017	_	54,017
Plant and equipment	42,040	(19,349)	22,691	4,327	_	(1,029)	(4,586)	_	_	_	_	_	_	42,203	(20,800)	21,403
Office equipment	8,118	(4,742)	3,376	934	_	_	(1,057)	29	_	_	_	_	_	7,497	(4,215)	3,282
Furniture and fittings	2,904	(807)	2,097	132	_	_	(298)	_	_	_	_	_	_	3,035	(1,104)	1,931
Land:		, ,														
- Operational land	249,843	_	249,843	_	4	(26)	_	_	_	_	_	_	_	249,821	_	249,821
- Community land	229,910	(760)	229,150	_	1,923	_	_	5	_	_	_	_	63,189	295,027	(760)	294,267
- Crown land	108,721		108,721	_		_	_	_	_	_	_	(5,664)	_	103,057	-	103,057
- Land under roads (post 30/6/08)	5,684	_	5,684	_	_	_	_	286	_	_	_	_	_	5,970	_	5,970
Infrastructure:																
 Buildings – non-specialised 	213,464	(73,592)	139,872	_	_	(1,402)	(3,757)	5,575	(5,051)	_	_	_	_	210,898	(75,661)	135,237
- Buildings - specialised	326,555	(163,263)	163,292	_	_	(503)	(5,507)	3,497	5,019	_	_	_	_	332,125	(166,327)	165,798
- Other structures	13,971	(6,489)	7,482	_	_	(37)	(584)	2,324	61	_	_	_	_	16,204	(6,958)	9,246
- Roads	1,426,090	(856,091)	569,999	_	9,657	(2,022)	(20,289)	52,913	_	_	_	_	_	1,479,575	(869,317)	610,258
- Bridges	152,318	(53,579)	98,739	_	_	(18)	(1,951)	22,052	_	_	_	_	_	174,322	(55,500)	118,822
- Footpaths	291,660	(144,470)	147,190	_	3,343	(633)	(4,172)	12,507	_	_	_	_	_	305,485	(147,250)	158,235
- Stormwater drainage	947,790	(422,151)	525,639	_	7,838	(1,364)	(10,562)	8,542	_	_	_	_	55	961,129	(430,981)	530,148
- Swimming pools	29,738	(23,407)	6,331	_	_	(104)	(499)	3,635	_	_	_	_	-	32,093	(22,730)	9,363
- Other open space/recreational assets	158,109	(47,686)	110,423	137	_	(236)	(3,690)	7,714	(528)	_	_	_	_	163,782	(49,962)	113,820
Other assets:																
- Heritage collections	15,121	_	15,121	-	294	_	_	-	_	_	-	_	_	15,415	_	15,415
- Library books	8,162	(3,666)	4,496	1,230	_	_	(1,164)	_	_	_	_	_	_	8,159	(3,597)	4,562
- Other	49,066	(14,589)	34,477	_	_	_	(2,043)	17,902	499	_	_	_	_	67,702	(16,867)	50,835
Reinstatement, rehabilitation and restoration assets (refer Note 17):																
– Tip assets	14,817	(9,292)	5,525	_	_	_	(118)	_	_	_	(5,407)	-	_	9,410	(9,410)	-
Investment Property (refer to Note 12):																
Investment Property	_	_	_	_	_	_	_	1,998	_	_	-	-	-	_	_	_
Total Infrastructure, property, plant and equipment	4,414,031	(1,843,933)	2,570,098	58,708	52,205	(7,374)	(60,277)	_	_	(8,048)	(5,407)	(5,664)	63,244	4,536,926	(1,881,439)	2,655,487

⁽¹⁾ Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).



Wollongong City Council Financial Statements 2020

Notes to the Financial Statements

for the year ended 30 June 2020

Note 11. Infrastructure, property, plant and equipment (continued)

_		as at 30006/18		Asset incovernents during the reporting particil							as at 30/06/19						
\$ 1000	Gross carrying amount	Accumulated depreciation	Het carrying amount	Restalement of Hiet Carrying Amount at 177/2018	Additions renewals	Additions new assets	Carrying value of disposals	Depredation expense	VII P transfers	idjustments and transfers	Waste Remediation reassessment	Transfer to expense	Revaluation decrements to equity (A RR)	Revaluation Increments to equity (A RR)	Gross carrying amount	Accumulated depredation	Het carrying amount
Capital work in progress	99,074	_	99,074	-	35,231	38,340	_	-	(51,044)	_	(1,651)	_	-	-	119,950	_	119,950
Plant and equipment	43,048	(20,698)	22,350	(278)	5,822	-	(869)	(4,334)	-	-	-	-	-	-	42,040	(19,349)	22,691
Office equipment	7,500	(3,755)	3,745	-	619	-	-	(988)	-	-	-	_	-	-	8,118	(4,742)	3,376
Furniture and fittings	2,404	(537)	1,867	-	499	-	-	(269)	-	-	-	-	-	-	2,904	(807)	2,097
Land:																	
– Operational land	170,106	-	170,106	(7,214)	-	2,467	(10)	-	-	(159)	-	-	-	84,653	249,843	-	249,843
- Community land	230,990	(760)	230,230	(4,726)	-	3,564	_	_	_	82	-	_	-	-	229,910	(760)	229,150
- Crown land	108,721	-	108,721	-	-	-	_	_	_	_	-	-	-	-	108,721	_	108,721
- Land under roads (post 30/6/08)	30,165	-	30,165	(26,182)	_	150	_	_	_	77	_	_	_	1,474	5,684	_	5,684
Infrastructure:																	
- Buildings - non-specialised	203,416	(123,640)	79,776	(174)	39	5	(212)	(5,186)	2,958	_	-	_	-	62,666	213,464	(73,592)	139,872
– Buildings – specialised	319,580	(202,440)	117,140	(101)	1,095	147	(1,580)	(6,535)	8,316	(149)	-	-	-	44,959	326,555	(163,263)	163,292
- Other structures	15,544	(8,935)	6,609	-	69	99	_	(582)	149	(9)	-	_	-	1,147	13,971	(6,489)	7,482
- Roads	1,401,805	(849,463)	552,342	215	9,021	12,707	(4,549)	(20,460)	19,810	913	-	-	-	-	1,426,090	(856,091)	569,999
– Bridges	150,163	(51,637)	98,526	-	933	1,314	(355)	(1,941)	262	_	_	_	_	_	152,318	(53,579)	98,739
- Footpaths	279,783	(143,942)	135,841	(368)	1,593	661	(572)	(4,021)	15,022	(966)	-	_	-	-	291,660	(144,470)	147,190
- Stormwater drainage	931,671	(407,815)	523,856	4,617	2,776	3,119	(518)	(10,246)	1,989	46	_	_	_	_	947,790	(422,151)	525,639
- Swimming pools	30,218	(22,933)	7,285	_	_	_	_	(475)	_	(479)	_	_	_	-	29,738	(23,407)	6,331
- Other open space/recreational assets	157,008	(45,553)	111,455	(11)	286	810	(110)	(3,668)	1,033	644	_	_	(16)	_	158,109	(47,686)	110,423
Other assets:																	
- Heritage collections	12,842	_	12,842	_	_	344	_	_	_	_	_	_	_	1,935	15,121	_	15,121
- Library books	8,158	(3,707)	4,451	_	1,207	_	_	(1,162)	_	_	_	_	_	_	8.162	(3,666)	4.496
- Other	47,249	(13,048)	34,201	_	47	265	_	(1,541)	1,505	_	_	_	_	_	49,066	(14,589)	34,477
Reinstatement, rehabilitation and restoration assets (refer Note 17):																	
– Tip assets	14,875	(9,151)	5,724	_	-	_	_	(141)	_	_	_	(58)	-	_	14,817	(9,292)	5,525
Investment Property (refer to Note 12):																	
Investment Property (refer to Note 12):																	
Total Infrastructure, property, plant and equipment	4,264,320	(1,908,014)	2,356,306	(34,222)	59,237	63,992	(8,775)	(61,549)	_	_	(1,651)	(58)	(16)	196,834	4,414,031	(1,843,933)	2,570,098

⁽¹⁾ Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 11. Infrastructure, property, plant and equipment (continued)

Accounting policy for infrastructure, property, plant and equipment

Infrastructure, property, plant and equipment are held at fair value. Independent comprehensive valuations are performed at least every five years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Increases in the carrying amounts arising on revaluation are credited to the revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

When infrastructure, property, plant and equipment are acquired by Council at significantly below fair value, the assets are initially recognised at their fair value at acquisition date.

Land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

Plant and equipment	Years	Other equipment	Years
Office equipment	3 to 25	Playground equipment	10 to 15
Office furniture	5 to 34	Benches, seats etc.	10 to 20
Computer equipment	2 to 10		
Vehicles	3 to 20	Buildings	
Heavy plant/road making equipment	8 to 10	Buildings: masonry	50 to 196
Other plant and equipment	2 to 34	Buildings: other	2 to 50
Stormwater assets			
Drains	30 to 130		
Culverts	30 to 130		
Flood control structures	30 to 130		
Transportation assets		Other infrastructure assets	
Roads: seal	8 to 95	Bulk earthworks	Infinite
Roads: base	15 to 145	Swimming pools	40 to 100
Roads: sub-base	15 to 145	Other open space/recreational assets	3 to 115
Bridge: concrete	80	Other infrastructure	10 to 100
Bridge: other	20 to 80		
Kerb, gutter and footpaths	20 to 104		

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date. Gains and losses on disposal are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051 Land Under Roads.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 Property, Plant and Equipment.



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 11. Infrastructure, property, plant and equipment (continued)

Crown reserves

Crown reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated. Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

Rural Fire Service assets

Under Section 119 of the Rural Fire Services Act 1997 (NSW), "all firefighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the firefighting equipment has been purchased or constructed".

These Rural Fire Service assets are recognised as assets of the Council in these financial statements.

Note 12. Investment properties

\$ '000	2020	2019
Owned investment property		
Investment property on hand at fair value	5,000	5,000
Total owned investment property	5,000	5,000
(a) Reconciliation – owned investment property		
Reconciliation of annual movement:		
Opening balance	5,000	4,780
 Capitalised expenditure 	1,998	_
 Net gain/(loss) from fair value adjustments 	(1,998)	220

(b) Valuation basis (2019 only)

The basis of valuation of investment properties is fair value, being the amounts for which the properties could be exchanged between willing parties in arms length transaction, based on current prices in an active market for similar properties in the same location and condition and subject to similar leases.

The 2019 revaluations were based on independent assessments made by: Brendan Carr Certified Practising Valuer.

(c) Contractual obligations at reporting date (2019 only)

Refer to Note 18 for disclosures relating to any capital and service obligations that have been contracted.



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 12. Investment properties (continued)

\$ '000	2020	2019
(d) Leasing arrangements – Council as lessor (2019 only)		
The investment properties are leased to tenants under long-term operating leases with rentals payable monthly.		
Future minimum lease payments receivable under non-cancellable investment property operating leases not recognised in the financial statements are receivable as follows:		
Within 1 year	_	371
Later than 1 year but less than 5 years		720
Total minimum lease payments receivable	_	1.091

Leases for Council's investment property are generally of a 5 year term with an option for a further 5 years. Rent is paid monthly in advance with tenants paying 100% of outgoings. Rent reviews are a mix of C.P.I. and market reviews. There is a requirement on tenants to hold \$20m public liability insurance.

\$ '000	2020	2019
(e) Investment property income and expenditure – summary (2019 only)		
Rental income from investment property:		
- Minimum lease payments	_	389
Direct operating expenses on investment property:		
- that generated rental income	_	(140)
Net revenue contribution from investment property		249
plus:		
Fair value movement for year	_	220
Total income attributable to investment property		469

Accounting policy for investment property

Investment property, principally comprising freehold office buildings, is held for long-term rental yields and is not occupied by the Council. Changes in fair values are recorded in the Income Statement as a separate line item.

Properties that are under construction for future use as investment properties are regarded as investment property. These are also carried at fair value unless the fair value cannot yet be reliably determined. Where that is the case, the property will be accounted for at cost until either the fair value becomes reliably determinable or construction is complete.

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 13. Intangible assets

Intangible assets are as follows:

\$ '000	2020	2019
Software		
Opening values at 1 July		
Gross book value	2,506	2,333
Accumulated amortisation	(2,066)	(1,945)
Net book value – opening balance	440	388
Movements for the year		
- Purchases	_	285
 Amortisation charges 	(186)	(232)
- Gross book value written off	_	(113)
 Accumulated amortisation charges written off 	_	112
Closing values at 30 June		
Gross book value	2,345	2,506
Accumulated amortisation	(2,091)	(2,066)
Total software – net book value	254	440
TOTAL INTANGIBLE ASSETS - NET BOOK VALUE	254	440

Accounting policy for intangible assets

IT development and software

Costs incurred in developing products or systems and costs incurred in acquiring software and licenses that will contribute to future period financial benefits through revenue generation and/or cost reduction are capitalised to software and systems.

Costs capitalised include external direct costs of materials and service, direct payroll, and payroll related costs of employees' time spent on the project. Amortisation is calculated on a straight line basis over periods generally ranging from three to five years. IT development costs include only those costs directly attributable to the development phase and are only recognised following completion of technical feasibility, and where Council has an intention and ability to use the asset.

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 14. Contract assets and liabilities

\$ '000	2020 Current	2020 Non-current
(a) Contract assets		
Other	5,669_	_
Total Contract assets	5,669	_

Impairment

Council recognises contract assets when performance obligations relating to a contract with a customer have been met before the funds are received. Any impairment of these assets is assessed annually taking into consideration that contract assets are only recognised when an enforceable contract is in place.

		2020	2020
\$ '000	Notes	Current	Non-current
(b) Contract liabilities			
Grants and contributions received in advance:			
Unexpended capital grants (to construct Council controlled assets) Unexpended operating grants (received prior to performance obligation	(i)	707	_
being satisfied)	(ii)	43	_
Unexpended capital contributions (to construct Council controlled assets)	(i)	339	_
Total grants received in advance	_	1,089	
User fees and charges received in advance:			
Upfront fees	(iii)	2,483	
Total user fees and charges received in advance		2,483	_
Total contract liabilities		3,572	_

Notes

(i) Council has received funding to construct assets. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

- (ii) The contract liability relates to operating grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing.
- (iii) Fees paid upfront for the delivery of specific Council services are recorded as a contract liability on receipt and recognised as revenue when the performance obligations are met.

\$ '000	2020
(i) Revenue recognised (during the financial year) from opening contract liability balances	
Capital grants (to construct Council controlled assets)	302
Capital contributions (to construct Council controlled assets)	42
Upfront fees	2,598
Total Revenue recognised during the financial year that was included in the contract	
liability balance at the beginning of the period	2,942



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 14. Contract assets and liabilities (continued)

Significant changes in contract assets and liabilities

The contract liabilities have arisen on adoption of AASB 15 and AASB 1058. Previously income received in advance was recognised for reciprocal contracts. The increase in a contract liability is primarily due to grants in the scope of AASB 15 and capital grants received by Council to acquire or construct assets which will be under Council's control. Previously, revenue was recognised on receipt of the funds.

Accounting policy for contract assets and liabilities

Where the amounts billed to customers are based on the achievement of various milestones established in the contract, the amounts recognised as revenue in a given period do not necessarily coincide with the amounts billed to or certified by the customer.

When a performance obligation is satisfied by transferring a promised good or service to the customer before the customer pays consideration or before the payment is due, Council presents the work in progress as a contract asset, unless the rights to that amount of consideration are unconditional, in which case Council recognises a receivable.

When an amount of consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 15. Leases

Council has applied AASB 16 using the modified retrospective (cumulative catch-up) method and therefore the comparative information has not been restated and continues to be reported under AASB 117 and related Interpretations.

(i) Council as a lessee

Council has leases over land and buildings. Information relating to the leases in place and associated balances and transactions is provided below.

Land & Buildings

Council leases land and building for libraries and other operations; these leases are between 5 and 30 years and some include a renewal option to allow Council to renew the lease term. These leases contain an annual pricing mechanism based on either fixed increases or CPI movements at each anniversary of the lease inception.

Extension options

Council includes extension options in some of their leases to provide flexibility and certainty to Council operations and reduce costs of moving premises. These extension options are at Council's discretion.

At commencement date and each subsequent reporting date, Council assesses where it is reasonably certain that the extension options will be exercised.

There are \$6.2M in potential future lease payments which are not included in lease liabilities as Council has assessed that the exercise of the option is not reasonably certain.

\$ '000	Land & Buildings	Total
(a) Right of use assets		
Adoption of AASB 16 at 1 July 2019 – first time lease recognition	2,172	2,172
Depreciation charge	(382)	(382)
BALANCE AT 30 JUNE 2020	1,790	1,790
\$ '000	2020 Current	2020 Non-current
\$ '000 (b) Lease liabilities		
·		

(i) The maturity analysis

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

\$ '000	<1 year	1 – 5 years	> 5 years	Total	Total per Statement of Financial Position
Cash flows	341	972	547	1.860	1.860

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 15. Leases (continued)

\$ '000	2020
(c) Income Statement	
The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown be	low:
Interest on lease liabilities Depreciation of right of use assets	65 382
_	447
(d) Statement of Cash Flows	
Total cash outflow for leases	377 377

Leases at significantly below market value - concessionary / peppercorn leases

Council has a number of leases at significantly below market for land and infrastructure which are used for:

- pedestrian crossings and bridges
- boat ramp

The leases are generally for an extended period of time and require payments of a maximum amount of \$1,000 per year. Council does not believe that any of the leases in place are individually material from a statement of financial position or performance perspective.

Accounting policy

Accounting policies under AASB 16 - applicable from 1 July 2019

At inception of a contract, Council assesses whether a lease exists - i.e. does the contract convey the right to control the use of an identified asset for a period of time in exchange for consideration?

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

At the lease commencement, Council recognises a right-of-use asset and associated lease liability for the lease term. The lease term includes extension periods where Council believes it is reasonably certain that the option will be exercised.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives. The right-of-use asset is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

The lease liability is initially recognised at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Council's incremental borrowing rate for a similar term with similar security is used.

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is re-measured when there is a lease modification, or change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI).

Where the lease liability is re-measured, the right-of-use asset is adjusted to reflect the re-measurement.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Leases at significantly below market value / concessionary leases

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 15. Leases (continued)

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

Accounting policy under AASB 117 and associated Accounting Interpretations (2019 only) Refer to Note 5c and Note 16.

(ii) Council as a lessor

(e) Operating leases

Council leases out a number of properties; these leases have been classified as operating leases for financial reporting purposes and the assets are included as investment property (refer note 12) and/or IPP&E in the Statement of Financial Position

The amounts recognised in the Income Statement relating to operating leases where Council is a lessor are shown below:

\$ '000	2020
(i) Operating lease income	
Investment properties	
Lease income (excluding variable lease payments not dependent on an index or rate)	392
Other lease income	
Room/Facility Hire	374
Leaseback fees - council vehicles	702
Other Council Properties	5,267
Total income relating to operating leases	6,735
(ii) Operating lease expenses	
Investment properties	
Direct operating expenses that generated rental income	142
Total expenses relating to operating leases	142

(iii) Repairs and maintenance: investment property

Refer to Note 21 Commitments for disclosures relating to any capital and service obligations that have been contracted.

(iv) Maturity analysis of contractual lease income: investment property

Maturity analysis of future lease income receivable showing the undiscounted lease payments to be received after reporting date for operating leases:

< 1 year	428
1–2 years	287
2–3 years	156
3–4 years	67
Total undiscounted contractual lease income receivable	938

Accounting policy

When Council is a lessor, the lease is classified as either an operating or finance lease at inception date, based on whether substantially all of the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease.



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Wollongong City Council

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Notes to the Financial Statements

for the year ended 30 June 2020

Note 15. Leases (continued)

When Council has a sub-lease over an asset and is the intermediate lessor then the head lease and sub-lease are accounted for separately. The classification of the sub-lease is based on the right-of-use asset which arises from the head lease rather than the useful life of the underlying asset.

If the lease contains lease and non-lease components then the non-lease components are accounted for in accordance with AASB 15 Revenue from Contracts with Customers.

The lease income is recognised on a straight-line basis over the lease term.



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 16. Payables and borrowings

	2020	2020	2019	2019
\$ '000	Current	Non-current	Current	Non-current
Payables				
Prepaid rates	2,377	_	_	_
Goods and services – operating expenditure	3,633	_	3,302	_
Goods and services – capital expenditure	2,964	_	3,627	_
Accrued expenses:				
 Other expenditure accruals 	16,504	_	18,299	_
Security bonds, deposits and retentions	4,054	_	3,758	_
Agency Funds	385	_	385	385
Other	675		635	
Total payables	30,592	_	30,006	385
Income received in advance (2019 only	v)			
Payments received in advance	_	_	5,014	_
Total income received in advance			5,014	_
Borrowings				
Loans – secured 1	5,260	12,439	7,934	17,497
Total borrowings	5,260	12,439	7,934	17,497
TOTAL PAYABLES AND				
BORROWINGS	35,852	12,439	42,954	17,882

⁽¹⁾ Loans are secured over the general rating income of Council. Disclosures on liability interest rate risk exposures, fair value disclosures and security can be found in Note 20.

\$ '000	2020 Current	2020 Non-current	2019 Current	2019 Non-current
(a) Payables and borrowings relating to re	stricted assets			
Externally restricted assets				
Loans	274	_	7,934	17,497
Total payables and borrowings relating to restricted assets	274		7,934	17,497
Total payables and borrowings relating to unrestricted assets	35,578	12,439	35,020	385
TOTAL PAYABLES AND BORROWINGS	35,852	12,439	42,954	17,882

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 16. Payables and borrowings (continued)

\$ '000	2020	2019
(b) Current payables and borrowings not anticipated to be settled within the next twelve months		
The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Payables – security bonds, deposits and retentions	3,202	3,088
Total payables and borrowings	3,202	3,088

(c) Changes in liabilities arising from financing activities

	as at 30/06/19			Non-cash o	changes		as at 30/06/20 Closing balance
\$ '000	Opening Balance	Cash flows	Acquisition	Fair value changes	Acquisition due to change in accounting policy	Other non-cash movement	
Loans – secured Lease liabilities	25,431	(7,934) (377)	-	-	- 2,172	202 65	17,699 1,860
TOTAL	25,431	(8,311)	_	_	2,172	267	19,559
	as at 30/06/	18		Non-cas	sh changes		as at 30/06/19

	as at 30/06/18		Non-cash changes			as at 30/06/19
\$ '000	Opening Balance	Cash flows	Acquisition	Fair value changes	Other non-cash movement	Closing balance
Loans – secured	32,755 32,755	(7,716) (7,716)			392 392	25,431 25,431
	02,700	(1,110)			002	20,401

\$ '000	2020	2019

(d) Financing arrangements

300	300
835	835
1,135	1,135
59	100
59	100
300	300
776	735
1,076	1,035
	59 59 59 300 776

Additional financing arrangements information

Breaches and defaults

During the current and prior year, there were no defaults or breaches on any of the loans.

⁽¹⁾ The bank overdraft facility may be drawn at any time and may be terminated by the bank without notice.



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 16. Payables and borrowings (continued)

Accounting policy for payables and borrowings

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Council comprise trade payables and loans.

Payables

These amounts represent liabilities for goods and services provided to the council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred. Borrowings are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the Income Statement over the period of the borrowings using the effective-interest method. Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down. In this case, the fee is deferred until the drawdown occurs. To the extent that there is no evidence that it is probable that some or all of the facility will be drawn down, the fee is capitalised as a prepayment for liquidity services and amortised over the period of the facility to which it relates.

Borrowings are removed from the Statement of Financial Position when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in other income or finance cost.

Borrowings are classified as current liabilities unless Council has an unconditional right to defer settlement of the liability for at least 12 months after the reporting date.



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47,811

43,517

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 17. Provisions

	2020	2020	2019	2019
\$ '000	Current	Non-current	Current	Non-current
Provisions				
Employee benefits				
Annual leave	11,404	_	10,025	_
Sick leave	179	_	167	_
Long service leave	45,412	905	42,505	680
Other leave	1,209		1,097	_
Sub-total – aggregate employee benefits	58,204	905	53,794	680
Asset remediation/restoration:				
Asset remediation/restoration (future works)	500	32.867	2.292	40.647
Sub-total – asset remediation/restoration	500	32,867	2,292	40,647
Other provisions				
Self insurance – workers compensation	2,075	5,579	1,758	5,363
Self insurance – claims incurred	305	425	370	364
Sub-total – other provisions	2,380	6,004	2,128	5,727
TOTAL PROVISIONS	61,084	39,776	58,214	47,054
\$ '000			2020	2019
(a) Current provisions not anticipated to be s months	ettled within the r	next twelve		
The following provisions, even though classified as cu in the next 12 months.	ırrent, are not expecte	ed to be settled		
Provisions – employees benefits			47.811	43,517
. ,		_	47 811	43 517



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 17. Provisions (continued)

(b) Description of and movements in provisions

	Other provisions				
\$'000	Self Insurance: Workers compen- sation	Asset remediation	Self Insurance: Claims incurred	Total	
2020					
At beginning of year	7,121	42,939	734	50,794	
Additional provisions	2,503	_	_	2,503	
Amounts used (payments)	(2,434)	_	_	(2,434)	
Remeasurement effects	464	(10,965)	_	(10,501)	
Unwinding of discount	-	1,939	_	1,939	
Unused amounts reversed	-	-	(4)	(4)	
Other	-	_	_	_	
Expenditure incurred attributable to provisions		(546)		(546)	
Total other provisions at end of year	7,654	33,367	730	41,751	
2019					
At beginning of year	4,912	41,334	760	47,006	
Additional provisions	2,108	_	_	2,108	
Amounts used (payments)	(2,523)	_	_	(2,523)	
Remeasurement effects	2,624	_	_	2,624	
Unwinding of discount	-	1,850	_	1,850	
Unused amounts reversed	-	(57)	(26)	(83)	
Other	-	-	_	_	
Expenditure incurred attributable to provisions		(188)		(188)	
Total other provisions at end of year	7,121	42,939	734	50,794	

Nature and purpose of non-employee benefit provisions

Asset remediation

Council has a legal/public obligation to make, restore, rehabilitate and reinstate the open Whytes Gully Waste Disposal Depot and closed Helensburgh Waste Dapto Rehabilitation.

Self-insurance- workers compensation

To recognise liabilities for outstanding claims (uninsured losses) arising from Council's decision to undertake self-insurance for excesses up to \$750,000 on any individual claim. Claims beyond this are supported by an external insurance policy.

Self-insurance - claims incurred

To recognise liabilities for both (i) claims expected to be incurred but not reported and (ii) claims reported and estimated as a result of Council being self insurer up to an excess of \$100,000 on any individual claim.

Accounting policy for provisions

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as interest expense.

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 17. Provisions (continued)

Employee benefits

Short-term obligations

Liabilities for wages and salaries (including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service) are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables

Other long-term employee benefit obligations

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

On-costs

The employee benefit provisions include the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods. These amounts include superannuation which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period. The obligations are presented as current liabilities in the Statement of Financial Position if the Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur.

Asset Remediation/Restoration

Restoration

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs.

Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The costs are estimated on the basis of a closure plan. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

Where rehabilitation is conducted systematically over the life of the operation, rather than at the time of closure, provision is made for the estimated outstanding continuous rehabilitation work at each reporting date, and the cost is charged to the Income Statement

Provision is made for the estimated present value of the costs of environmental clean-up obligations outstanding at the reporting date. These costs are charged to the Income Statement. Movements in the environmental clean-up provisions are presented as an operating cost, except for the unwinding of the discount which is shown as a borrowing cost.

Remediation procedures generally commence soon after the time the damage, remediation process, and estimated remediation costs become known, but may continue for many years depending on the nature of the disturbance and the remediation techniques.

As noted above, the ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

Close-down and restoration costs are a normal consequence of tip and quarry operations, and the majority of close-down and restoration expenditure is incurred at the end of the life of the operations. Although the ultimate cost to be incurred is uncertain,



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 17. Provisions (continued)

Council estimates the respective costs based on feasibility and engineering studies using current restoration standards and techniques.

Self-insurance - workers compensation

Council holds a level of self-insurance in the form of an excess layer of \$750,000 on any individual claim for workers compensation. A provision for self-insurance has been made to recognise outstanding claims. Council also maintains a bank guarantee to meet expected future claims; refer to Note 22.

Self-insurance - claims incurred

Council holds a level of self-insurance in the form of an excess layer of \$100,000 on any individual daim for public liability and professional indemnity. A provision for self-insurance has been made to recognise outstanding claims.



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Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 18. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors

(a) Nature and purpose of reserves

Infrastructure, property, plant and equipment revaluation reserve

The infrastructure, property, plant and equipment revaluation reserve is used to record increments / decrements of non-current asset values due to their revaluation.

Investment revaluation reserve

Changes in the fair value of financial assets are taken through the investment revaluation reserve. The accumulated changes in fair value are transferred to profit or loss when the financial asset is derecognised or impaired.

(b) Correction of errors relating to a previous reporting period

Nature of prior-period error

As part of an ongoing inspection program and data cleansing process it was found that IPPE that Council owned had not been recognised (\$5M).

The errors identified above have been corrected by restating the balances at the beginning of the earliest period presented (1 July 2018) and taking the adjustment through to accumulated surplus at that date.

Comparatives have been changed to reflect the correction of errors. The impact on each line item is shown in the tables below.

	Original Balance	Impact Increase/	Restated Balance
\$ '000	1 July, 2018	(decrease)	1 July, 2018
Stormwater Drainage	523,470	5,003	528,473
Other Assets without variation	2,003,006		2,003,006
Total assets	2,526,476	5,003	2,531,479
Total liabilities	158,408		158,408
Reserves	956,840	_	956,840
Accumulated Surplus	1,411,228	5,003	1,416,231
Total equity	2,368,068	5,003	2,373,071

(c) Changes in accounting policies due to adoption of new accounting standards (not-retrospective)

During the year ended 30 June 2020, the Council has adopted AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-profit Entities and AASB 16 Leases using the modified retrospective (cumulative catch-up) method and therefore the comparative information for the year ended 30 June 2019 has not been restated and continues to comply with AASB 111 Construction Contracts, AASB 117 Leases, AASB 118 Revenue, AASB 1004 Contributions and associated Accounting Interpretations.

All adjustments on adoption of AASB 15 and AASB 1058 have been taken to retained earnings at 1 July 2019.

The impacts of adopting these standards and associated transition disclosures are provided below:

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 18. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)

(i) AASB 15 and AASB 1058

The following approach has been applied on transition to AASB 15 and AASB 1058:

- Council has not adopted the completed contract expedient and therefore has not excluded revenue which was fully recognised in previous years in accordance with the former accounting standards and pronouncements
- Council has retrospectively restated contracts for modifications that occurred before 1 July 2019 unless such contract modification were minor.

Costs incurred in fulfilling customer contracts

Prior to adopting AASB 15 Council would have recognised direct costs associated with fulfilling customer contracts as expenses when incurred, as they did not qualify for recognition as assets under any other accounting standards. Under AASB 15, as these costs relate directly to the contracts, generate resources used in satisfying the contracts, and are expected to be recovered, they would be capitalised as 'costs to fulfil a contract' assets and released through profit and loss on the same basis as the revenue is recognised. Council has not assessed any of their costs to fall within this category.

Upfront fees - Council leisure centre

Prior to adopting AASB 15, Council recognised membership fees and multi-trip passes on receipt. Under AASB 15, they are combined with other goods and services transferred to the customer and therefore they would be spread over the expected life of the contract with the customer (i.e. the membership life). Council has assessed the impact of changing the revenue recognition timing of these fees as immaterial and will therefore continue to recognise revenue on receipt.

Upfront fees - Development assessment

Prior to adopting AASB 15, Council recognised development assessment related fees on receipt. Under AASB 15, as the performance obligation is not met until the application has been assessed, the revenue is recognised following a determination being provided to the customer.

Revenue recognition from contract modifications

In relation to contract modifications, AASB 15 requires customer approval, which is a more prudent criteria than the probability requirement in the previous standards and would result in deferral of revenue where unapproved works have been performed.

Transfer of control to a customer – over time or at a point in time

AASB 15 has specific criteria regarding whether control is transferred over time or at a point in time. The entity has reviewed its contracts and concluded that the criteria for recognition over time is not met in some circumstances. In such cases, revenue and related production costs will be recognised at the delivery of each separate performance obligation instead of over the contract using a single margin.

Principal v agent

Under AASB 15, the indicators of a principal have changed. If Council was considered a principal this would result in Council only recognising the "commission" to which they are entitled rather than the gross revenue and expenses. There would be no change to reported profit.

Licences

Council has reviewed the licences it grants and considers that all licences are either short-term or low value and elects to recognise all revenue from licences up-front rather than spreading them over the life of the licence.

Prepaid rates

Under AASB 1004, rates were recorded as revenue at the earliest of receipt of the funds from the ratepayer and the beginning of the rating period. Under AASB 1058, prepaid rates are recognised as a financial liability until the beginning of

Grants & Contributions - operating

Under AASB 1004, most grant income was recognised as revenue on receipt. Under AASB 15, where an agreement is enforceable and contains sufficiently specific performance obligations, the revenue is either recognised over time as the work is performed, or recognised at the point in time that the control of the services passes to the customer.

Grants & Contributions - capital

Under AASB 1004, most grant monies were recorded as revenue on receipt. Under AASB 1058, where Council has received assets (including cash) to acquire or construct a non-financial asset, the asset is to be controlled by Council and the contract

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 18. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)

is enforceable, then the asset is recognised as a contract liability on receipt and recorded as revenue as the performance obligation to acquire or construct the asset is completed.

Developer contributions will continue to be recognised on receipt. Although developer contributions may only be expended for the purposes for which the contributions were required, Council may apply contributions according to priorities established in work schedules meaning they can be recognised on receipt under the new accounting standards.

Changes in presentation

In addition to the above changes in accounting policies, the Council has also amended the presentation of certain items to align them with the requirements of AASB 15 and AASB 1058:

- Movement of balances between receivables and contract assets.
- Movement of balances between payables, income received in advance and contract liabilities.
- Additional line items and disclosure notes for contract assets and contract liabilities have been created.
- Line items not applicable for the period ended 30 June 2020 due to the implementation of new accounting standards have been labelled as "2019 only."

\$ '000	Balance at 1 July 2019
Opening contract balances at 1 July 2019	
Contract assets	
- Under AASB 1058	16,336
Total Contract assets	16,336
Contract liabilities	
- Under AASB 15	3,412
- Under AASB 1058	910
Total Contract liabilities	4,322

Comparison of financial statement line items under AASB 15 compared to previous standards for the current year

The following tables show the impact of adopting AASB 15 and AASB 1058 on the Council's financial statements for the year ended 30 June 2020.

Statement of Financial Position

\$ '000	Carrying amount per Statement of Financial Position under AASB 15 and AASB 1058	Reclassific- ation	Remeasur- ement	Carrying amount under previous revenue standards	Notes
Current assets					
Cash and cash equivalents	56,051	_	_	56,051	
Investments	97,423	_	_	97,423	
Receivables	21,667	6,428	_	28,095	
Inventories	381	, –	_	381	
Contract assets	5,669	(6,428)	759	_	
Other	10,572	_	_	10,572	
Total current assets	191,763	_	759	192,522	

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Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 18. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)

\$ '000	Carrying amount per Statement of Financial Position under AASB 15 and AASB 1058	Reclassific- ation	Remeasur- ement	Carrying amount under previous revenue standards	Notes
Current liabilities					
Payables	30,592	(2,377)		28,215	
Income received in advance	50,592	4,226	_	4,226	
Contract liabilities	3.572	(1,849)	(1,723)	4,220	
Lease liabilities	3,372	(1,049)	(1,723)	341	
Borrowings	5,260	_	_	5,260	
Provisions	61,084	_	_	61,084	
Total current liabilities	100,849	_	(1,723)	99,126	
Non-current assets					
Investments	4,000			4,000	
Inventories	5,972	_	_	5,972	
Infrastructure, property, plant and	5,512	_	_	3,312	
equipment	2,655,487	_	_	2,655,487	
Investment property	5,000	_	_	5,000	
Intangible assets	254	_	_	254	
Right of use assets	1,790	_	_	1,790	
Investments accounted for using equity					
method	3,484			3,484	
Total non-current assets	2,675,987			2,675,987	
Non-current liabilities					
Lease liabilities	1,519	_	_	1,519	
Borrowings	12,439	_	_	12,439	
Provisions	39,776			39,776	
Total Non-current liabilities	53,734	_		53,734	
Net assets	2,713,167		2,482	2,715,649	
Equity					
Accumulated surplus	1,498,309	_	2,482	1,500,791	
Revaluation reserves	1,214,858	_	_,	1,214,858	
Council equity interest	2,713,167	_	2,482	2,715,649	
Total equity	2,713,167		2,482	2,715,649	

Through the implementation of AASB15 & 1058 the following adjustments have resulted in a variation to the statement of financial position:

- Reclassification of income received in advance to contract liabilities and payables (prepaid rates)
- Changes in the timing of income recognition for grants, contributions and user fees & charges has resulted in an increase
- Recognition of contract assets for grants and contributions income in place of a receivable.

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 18. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30

Income Statement

June 2020

\$ '000	Income Statement and comprehen- sive income under AASB 15 and AASB 1058	Reclassific- ation	Remeasur- ement	Income Statement and comprehen- sive income under previous revenue standards	Notes
Income from continuing operations					
Rates and annual charges	205,118	_	_	205,118	
User charges and fees	28,695	1,076	67	29,838	
Other revenues	4.794	5,659	-	10,453	
Grants and contributions provided for	7,707	0,000		10,400	
operating purposes	30,727	_	(664)	30,063	
Grants and contributions provided for	,		(/	,	
capital purposes	47,472	_	566	48,038	
Interest and investment income	3,360	_	_	3,360	
Rental income	6,735	(6,735)	_	_	
Net share of interests in joint ventures and					
associates using the equity method	555			555	
Total Income from continuing					
operations	327,456		(31)	327,425	
Expenses from continuing operations					
Employee benefits and on-costs	122,912	_	_	122,912	
Borrowing costs	3,052	_	_	3,052	
Materials and contracts	60,934	_	(599)	60,335	
Depreciation and amortisation	60,845	_	_	60,845	
Other expenses	36,497	_	_	36,497	
Net losses from the disposal of assets	5,686	_	_	5,686	
Fair value decrement on investment	•			•	
properties	1,998			1,998	
Total Expenses from continuing					
operations	291,924		(599)	291,325	
Total Operating result from					
continuing operations	35,532	_	568	36,100	
	55,502				
Net operating result for the year	35,532		568	36,100	
Total comprehensive income	93,112	_	_	93,112	

Through the implementation of AASB15 & 1058 the following adjustments have resulted in a variation to the operating result:

- Recognition of volunteer services income offset by an increase in materials and contracts
- Reclassification of income from user fees & charges and other revenues to rental income
- Changes to the timing of recognition of grants & contributions income and user fees & charges income.

The adoption of AASB 15 and AASB 1058 has not materially changes the Statement of Cash Flows for the year ended 30 June 2020.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 18. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)

Adjustments to the current year figures for the year ended 30 June 2020

\$ '000	Original Balance 1 July, 2019	Impact Increase/ (decrease)	Restated Balance 1 July, 2019
Contract assets	_	16,336	16,336
Receivables	36,620	(16,773)	19,847
Total assets	_	(437)	(437)
Contract liabilities	_	4,322	4,322
Current Payables	35,020	(2,845)	32,175
Total liabilities		1,477	1,477
Accumulated surplus	_	(1,914)	(1,914)
Total equity		(1,914)	(1,914)

(ii) AASB 16 Leases

Council as a lessee

Under AASB 117, Council assessed whether leases were operating or finance leases, based on its assessment of whether the significant risks and rewards of ownership had been transferred to Council or remained with the lessor. Under AASB 16, there is no differentiation between finance and operating leases for the lessee and therefore all leases which meet the definition of a lease are recognised on the statement of financial position (except for short-term leases and leases of low-value assets).

Council has used the exception to lease accounting for short-term leases and leases of low-value assets, and the lease expense relating to these leases is recognised in the Income Statement on a straight- line basis.

Practical expedients used on transition

AASB 16 includes a number of practical expedients which can be used on transition. Council has used the following expedients:

- Contracts which had previously been assessed as not containing leases under AASB 117 were not re-assessed on transition to AASB 16
- · Lease liabilities have been discounted using the Council's incremental borrowing rate at 1 July 2019.
- Right-of-use assets at 1 July 2019 have been measured at an amount equal to the lease liability adjustment by the any
 prepaid or accrued lease payments.
- · A single discount rate was applied to all leases with similar characteristics.
- The right-of-use asset was adjusted by the existing onerous lease provision (where relevant) at 30 June 2019 rather than perform impairment testing of the right-of-use asset.
- Excluded leases with an expiry date prior to 30 June 2020 from the Statement of Financial Position, and lease expenses
 for these leases have been recorded on a straight-line basis over the remaining term.
- Used hindsight when determining the lease term if the contract contains options to extend or terminate the lease.

Financial statement impact of adoption of AASB 16

Council has recognised right-of-use assets and lease liabilities of \$2.17M at 1 July 2019 for leases previously classified as operating leases, or leases that are significantly below market value which were previously off balance sheet.

The weighted average lessee's incremental borrowing rate applied to lease liabilities at 1 July 2019 was 3.00%.

	Balance at
\$ '000	1 July 2019

Operating lease commitments at 30 June 2019 per Council financial statements

1,273



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 18. Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors (continued)

\$ '000	Balance at 1 July 2019
Reconciliation of lease liabilities recognised on adoption of AASB 16 Leases	
Operating lease commitments discounted using the	
incremental borrowing rate at 1 July 2019 Add:	1,273
Contracts not accounted for as operating lease commitments last year	103
Other	796
Lease liabilities recognised at 1 July 2019	2,172

Council as a lessor

For the arrangements where Council is a lessor, there are no significant accounting policy changes on adoption of AASB 16 except for sub-leases, which have now been classified in relation to the right-of-use asset under the head lease rather than the underlying asset.

Statement of Financial Position

\$ '000	Original Balance 1 July, 2019	Impact Increase/ (decrease)	Restated Balance 1 July, 2019
Rights-of-use assets	_	2,172	2,172
Total assets		2,172	2,172
Leases	_	2,172	2,172
Total liabilities		2,172	2,172
Accumulated surplus	_	_	_
Total equity		_	_



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 19. Statement of cash flow information

\$ '000	Notes	2020	2019
(a) Reconciliation of cash and cash equivalents			
Total cash and cash equivalents per Statement of Financial Position	7(a)	56,051	25,187
Balance as per the Statement of Cash Flows		56.051	25,187
/LV Danamallinking of mot approximation and the cook approximation		<u> </u>	
 (b) Reconciliation of net operating result to cash provide operating activities 	a from		
Net operating result from Income Statement Adjust for non-cash items:		35,532	52,112
Depreciation and amortisation		60,845	61,781
Net losses/(gains) on disposal of assets		5,686	6,856
Non-cash capital grants and contributions		(21,156)	(7,397)
Adoption of AASB 15/1058		(1,914)	_
Prior period WIP written off during year		8,048	_
IPP&E restoration write offs		5,407	_
Losses/(gains) recognised on fair value re-measurements through the P&L	-:	000	(4.44)
 Investments classified as 'at fair value' or 'held for trading' Investment property 		280	(141)
Amortisation of premiums, discounts and prior period fair valuations		1,998	(220)
 Interest exp. on interest-free loans received by Council (previously fair value) 	alued)	203	391
Unwinding of discount rates on reinstatement provisions	araoa)	1,939	1,850
Share of net (profits)/losses of associates/joint ventures using the equity m	nethod	(555)	(291)
		(/	(,
+/- Movement in operating assets and liabilities and other cash items	S:	4.4.500	(0.000)
Decrease/(increase) in receivables		14,599	(9,832)
Increase/(decrease) in provision for impairment of receivables Decrease/(increase) in inventories		354	138
Decrease/(increase) in other current assets		(44) 1,307	(31) (1,213)
Decrease/(increase) in contract assets		(5,669)	(1,213)
Increase/(decrease) in payables		331	(4,366)
Increase/(decrease) in other accrued expenses payable		996	1,861
Increase/(decrease) in other liabilities		(2,686)	3,655
Increase/(decrease) in contract liabilities		3,572	
Increase/(decrease) in provision for employee benefits		4,635	6,537
Increase/(decrease) in other provisions		(10,982)	1,938
Net cash provided from/(used in) operating activities			
from the Statement of Cash Flows	_	102,726	113,628
(c) Non-cash investing and financing activities			
Other dedications		19,566	6,403
Contributed Art Works		19,500	246
Contributed Bush Fire Assets		122	748
Planning Agreement - Non-cash contribution		1,272	-
Total non-cash investing and financing activities	_	21,156	7,397
	_	,	.,

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 20. Interests in other entities

	Council's share	of net income	Council's share of net assets	
\$ '000	2020	2019	2020	2019
Joint ventures	555_	291	3,484	2,929
Total	555	291	3,484	2,929

(a) Joint arrangements

(i) Joint ventures

Council has incorporated the following joint ventures into its consolidated financial statements. Included are the total amounts as per the joint venture financial statements, adjusted for fair-value adjustments at acquisition date and differences in accounting policies, rather than the Council's share.

(a) Net carrying amounts - Council's share

\$ '000	Nature of relationship	Measurement method	2020	2019
Civic West	Joint venture	Equity	2,561	2,060
Civic Risk	Joint venture	Equity	923	869
Total carrying amounts – material joint ventures			3,484	2,929

(b) Details

	Principal activity	
Civic West Civic Risk	Insurance Insurance	

(c) Relevant interests and fair values

	Quote fair val		Interes outpu		Interes owners		Proportion voting po	
\$ '000	2020	2019	2020	2019	2020	2019	2020	2019
Civic West	2,561	2,062	6.1%	4.4%	6.1%	4.4%	7.7%	9.1%
Civic Risk	923	869	12.9%	12.5%	12.9%	12.5%	5.3%	5.9%



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 20. Interests in other entities (continued)

(d) Summarised financial information for joint ventures

	Civic We	st	Civic Ris	sk
\$ '000	2020	2019	2020	2019
Statement of financial position				
Current assets				
Cash and cash equivalents	14,665	2,961	6,177	1,813
Other current assets	15,584	27,370	5,924	7,216
Non-current assets	33,048	36,522	5,102	5,368
Current liabilities	,	,	,	,
Current financial liabilities (excluding trade and				
other payables and provisions)	4,561	6,657	5,923	4,827
Other current liabilities	8,617	740	490	346
Non-current liabilities				
Non-current financial liabilities (excluding trade				
and other payables and provisions)	7,999	12,116	3,635	2,279
Net assets	42,120	47,340	7,155	6,945
Reconciliation of the carrying amount				
Opening net assets (1 July)	47,340	41,761	6,944	8,468
Profit/(loss) for the period	3,181	5,579	211	(1,524)
Closing net assets	50,521	47,340	7,155	6,944
Council's share of net assets (%)	6.1%	4.4%	12.9%	12.5%
Council's share of net assets (\$)	2,561	2,060	923	869
Statement of comprehensive income	,	,		
Income	6,648	6,295	14,474	11,320
Interest income	1,321	3,672	205	447
Interest expense	(18)	(17)	_	_
Other expenses	(4,770)	(4,371)	(14,468)	(13,291)
Profit/(loss) from continuing operations	3,181	5,579	211	(1,524)
Profit/(loss) for the period	3,181	5,579	211	(1,524)
Total comprehensive income	3,181	5,579	211	(1,524)
Ohana afina ana Gannati (0)	45.00	0.504		40.404
Share of income – Council (%)	15.8%	8.5%	25.1%	12.1%
Profit/(loss) – Council (\$)	502	476	53	(185)
Total comprehensive income – Council (\$)	502	476	53	(185)
Summarised Statement of cash flows				
Cash flows from operating activities	(1,887)	2,439	1,614	2,904
Cash flows from investing activities	12,681	(2,500)	2,750	(2,250)
Net increase (decrease) in cash and cash equivalents	10.704	(61)	4 264	654
equivalents	10,794	(61)	4,364	054

Accounting policy for joint arrangements

Council has determined that it has only joint ventures.

Joint Ventures

Interests in joint ventures are accounted for using the equity method in accordance with AASB128 Investments in Associates and Joint Ventures. Under this method, the investment is initially recognised as a cost and the carrying amount is increased or decreased to recognise the Council's share of the profit or loss and other comprehensive income of the joint venture after the date of acquisition.

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 20. Interests in other entities (continued)

If the Council's share of losses of a joint venture equals or exceeds its interest in the joint venture, the Council discontinues recognising its share of further losses.

The Council's share in the joint venture's gains or losses arising from transactions between itself and its joint ventures are

Adjustments are made to the joint venture's accounting policies where they are different from those of the Council for purpose of the consolidated financial statements.

Refer to Note 27 for events occurring after the reporting date to be read in conjunction with the joint venture disclosure.

(b) Subsidiaries, joint arrangements and associates not recognised

The following subsidiaries, joint arrangements and associates have not been recognised in this financial report.

Name of entity/operation	Principal activity/type of entity	2020 Net profit (\$'000s)	2020 Net assets (\$'000s)
Illawarra Shoalhaven Joint Organisation	Inter-Governmental Collaboration Joint Venture	7	892

Reasons for non-recognition

Council has assessed this operation as not material for recognition in these statements.

Name of entity/operation	Principal activity/type of entity	2020 Net profit (\$'000s)	2020 Net assets (\$'000s)
Illawarra District Noxious Weed Authority	Administer Noxious Weeds Act Joint Venture	(11)	790

Reasons for non-recognition

Council has assessed this operation as not material for recognition in these statements.

Name of entity/operation	Principal activity/type of entity	2020 Net profit (\$'000s)	2020 Net assets (\$'000s)
Destination Wollongong	Tourism Development & Promotion Associate	104	31

Reasons for non-recognition

Council has assessed this operation as not material for recognition in these statements.

Name of entity/operation	Principal activity/type of entity	2020 Net profit (\$'000s)	2020 Net assets (\$'000s)
Illawarra Performing Arts Centre	Theatre & Town Hall Management Associate	120	479

Reasons for non-recognition

Council has assessed this operation as not material for recognition in these statements.



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 21. Commitments

\$ '000	2020	2019
(a) Capital commitments (exclusive of GST)		
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Property, plant and equipment		
Buildings	2,880	387
Infrastructure	2,526	17,975
Land	1,668_	110
Total commitments	7,074	18,472
These expenditures are payable as follows:		
Within the next year	5,890	18,289
Later than one year and not later than 5 years	1,184	183
Total payable	7,074	18,472
Sources for funding of capital commitments:		
Unrestricted general funds	3,077	6,269
Section 94 Funds	3,562	7,172
Future grants and contributions	435	5,031
Total sources of funding	7,074	18,472

Details of capital commitments

Buildings includes Warrawong Community Centre & Library Design, Bulli Tourist Park Amenities Refurbishment, Towradgi SLSC Amenities Refurbishment, Wollongong Heliport Roof Replacement & Austinmer Beach Amenities Refurbishment.

Land includes Wongawilli Road Wongawilli and Fowlers Road Dapto.

Infrastructure includes Wongawilli Road Watermain Installation, Wollongong Waste Recovery Park Stabilisation & Drainage, Uralba Street Bridge Structural Remediation, Towradgi Pool Concourse Slab, Port Kembla Beach Viewing Platform, Kurraba Road Woonona Embankment Rehabilitation, Hayes Lane Bridge, Stephen Drive Woonona Reconstruction, & Whytes Gully Leachate Treatment System.

\$ '000	2020	2019
(b) Non-cancellable operating lease commitments (2019 only)		
a. Commitments under non-cancellable operating leases at the reporting date, but not recognised as liabilities are payable:		
Within the next year	_	335
Later than one year and not later than 5 years	_	428
Later than 5 years		510
Total non-cancellable operating lease commitments	_	1 273

b. Non-cancellable operating leases include the following assets:

Lease of land for Dapto Ribbonwood Centre and lease of Warrawong Library.

Conditions relating to finance and operating leases:

- All operating lease agreements are secured only against the leased asset.
- No lease agreements impose any financial restrictions on Council regarding future debt etc.

Refer to Note 15 for information relating to leases for 2020.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 22. Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

ASSETS NOT RECOGNISED

1. Land under roads

As permitted under AASB 1051, Council has elected not to bring to account land under roads that it owned or controlled up to and including 30/6/08

2. Various Insurances - HIH & CIC

Council placed or was a party to various liability, property and workers compensation insurance policies with HIH & CIC. During 2000/2001 HIH & CIC went into liquidation. Both HIH & CIC remain responsible for payment of their portion of each Council claim incurred which exceeded Council's insurance excess. Council has recovered \$1,178,421.50 to date. The total of Council's unrecovered claims is currently \$1,119,080.31. At this time, based on the liquidator's estimated final dividend rates, Council expects to recover a further \$52,774.42 from the remaining assets of HIH & CIC.

LIABILITIES NOT RECOGNISED

1. Bank Guarantees

Council has provided Bank Guarantees totalling \$760,547 as security over damages for work that may impact a third party.

Council has provided security to Work Cover for outstanding workers compensation claims liability in the form of a bank guarantee to the sum of \$7,711,000.

Council is also Guarantor on a mortgage for a third party of \$180,000.

2. Defined benefit superannuation contribution plans

Council participates in an employer sponsored Defined Benefit Superannuation Scheme, and makes contributions as determined by the Superannuation Scheme's Trustees.

Member Councils bear responsibility of ensuring there are sufficient funds available to pay out the required benefits as they fall due

The Schemes most recent full actuarial review indicated that the Net Assets of the Scheme were not sufficient to meet the accrued benefits of the Schemes Defined Benefit member category with member Councils required to make a higher contribution during the reporting period. This amounted to \$1.828M for Council in 2019/20. During January 2020, Local Government Super confirmed that Council's contribution for 2020/21 for past service will be \$1.846M and this has been included in Council's financial forecasts for 2020/21. At this stage there has not been any advice regarding any future extension of the top up payment.

The Local Government Superannuation Scheme however is unable to provide Council with an accurate estimate of its share of the net deficit and accordingly Council has not recorded any net liability from its Defined Benefit Scheme obligations in accordance with AASB 119.

Future contributions made to the defined benefit scheme to rectify the net deficit position will be recognised as an expense when they become payable - similar to the accounting for Defined Contributions Plans.

3. Third party claims

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.



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Notes to the Financial Statements

for the year ended 30 June 2020

Note 22. Contingencies (continued)

4. Development Contributions

Council levies Development Contributions upon various development across the Council area through the required Contributions Plans. As part of these Plans, Council has received funds for which it will be required to expend the monies in accordance with those Plans.

As well, these Plans indicate proposed future expenditure to be undertaken by Council, which will be funded by making levies and receipting funds in future years or where a shortfall exists by the use of Council's General Funds.

These future expenses do not yet qualify as liabilities as of the Reporting Date, but represent Councils intention to spend funds in the manner and timing set out in those plans.

5. Greenhouse Park

Council owns and manages a former landfill site at Greenhouse Park. The landfill was constructed prior to contemporary environmental regulations and used as both a putrescible and builders waste landfill. Following the closure of the site as a landfill, remediation of the site has been progressively occurring to transform the site into a natural area.

Council is also working with the EPA and specialised consultants to manage the landfill waste which was placed on the site. Total remediation costs at this stage are unknown and will be dependent on the remediation strategies implemented. Council is currently working with the EPA and specialised consultants to determine the remediation actions required.

6. Helensburgh Landfill Site

Council manages a former landfill site at Helensburgh located off Halls Road/Nixon Place. The landfill was commenced prior to contemporary environmental regulations and was used at various times for both putrescible and builders construction waste. Following the closure of the site as a landfill, Council is required to remediate the site in accordance with EPA requirements and licence conditions. Council is currently working with EPA and specialised consultants to prepare the final design documentation for this project. Final future remediation costs at this stage are in the order of \$7.4M to \$11.8M depending on the source of capping materials and the final design solution adopted. Council's current provision is approximately \$7.4M. If a shortfall eventuates this will impact the income statement.

7. Native Title

In January 2018, the National Native Title Tribunal accepted registration of a native title claim that included the Wollongong LGA. The claim is now before the Federal Court, and Council is one of a number of defendants to those proceedings. Private freehold land, and certain other land owned by Council is not affected. The claim will take some time to determine before the Federal Court.

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 23. Financial risk management

Risk management

Council's activities expose it to a variety of financial risks including (1) price risk, (2) credit risk, (3) liquidity risk and (4) interest

The Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by Council's finance section under policies approved by the Council.

The fair value of Council's financial assets and financial liabilities approximates their carrying amount.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

Council's finance area manages the cash and Investments portfolio with the assistance of independent advisors.

Council has an investment policy which complies with the Local Government Act 1993 and Minister's investment order 625. This policy is regularly reviewed by Council and it's staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

The risks associated with the instruments held are:

- Price risk the risk that the capital value of Investments may fluctuate due to changes in market prices, whether there changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.
- Interest rate risk the risk that movements in interest rates could affect returns and income.
- Liquidity risk the risk that Council will not be able to pay its debts as and when they fall due.
- Credit risk the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council - be it of a capital or income nature.

Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

Council also seeks advice from independent advisers before placing any funds in cash equivalents and investments.

(a) Market risk – price risk and interest rate risk

The following represents a summary of the sensitivity of Council's Income Statement and accumulated surplus (for the reporting period) due to a change in either the price of a financial asset or the interest rates applicable.

It is assumed that the change in interest rates would have been constant throughout the reporting period.

	Increase of valu	ues/rates	Decrease of va	lues/rates
\$ '000	Profit	Equity	Profit	Equity
2020				
Possible impact of a 10% movement in price of				
investments	4,639	4.639	(4,639)	(4,639)
Possible impact of a 1% movement in interest rates	1,111	1,111	(1,111)	(1,111)
2019				
Possible impact of a 10% movement in price of				
investments	4.755	4.755	(4,755)	(4,755)
Possible impact of a 1% movement in interest rates	1,072	1,072	(1,072)	(1,072)



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 23. Financial risk management (continued)

(b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

Credit risk profile

Receivables - rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to secure a charge over the land relating to the debts - that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages the payment of debt.

\$ '000	Not yet overdue	< 1 year overdue	1 - 2 years overdue	2 - 5 years overdue	> 5 years overdue	Total
2020						
Gross carrying amount	_	9,989	1,313	864	2,415	14,581
2019						
Gross carrying amount	-	5,975	1,415	939	2,237	10,566

Receivables - non-rates and annual charges

Council applies the simplified approach for non-rates and annual charges debtors to provide for expected credit losses prescribed by AASB 9, which permits the use of the lifetime expected loss provision. To measure the expected credit losses, non-rates and annual charges debtors have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision as at 30 June 2020 is determined as follows. The expected credit losses incorporate forwardlooking information.

	Not yet	0 - 30 days	31 - 60 days	61 - 90 days	> 91 days	
\$ '000	overdue	overdue	overdue	overdue	overdue	Total
2020						
Gross carrying amount	5,577	374	354	431	1,181	7,917
Expected loss rate (%) 1	2.60%	22.74%	27.44%	21.11%	34.96%	10.50%
ECL provision	145	85	97	91	413	831
2019						
Gross carrying amount	23,982	812	173	157	1,407	26,531
Expected loss rate (%) 1	0.23%	2.09%	2.31%	7.01%	27.71%	1.80%
ECL provision	55	17	4	11	390	477

⁽¹⁾ Council has adopted a policy in line with the National Code of Conduct for leasing arrangements during COVID-19. The provision has been increased to allow for potential rental waivers as a result of this policy position.

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 23. Financial risk management (continued)

(c) Liquidity risk

Payables and borrowings are both subject to liquidity risk – the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

Payment terms can (in extenuating circumstances) also be extended and overdraft facilities utilised as required.

Borrowings are also subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs and debt servicing requirements. Council manages this risk through diversification of borrowing types, maturities and interest rate structures. The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

\$ '000	Weighted average interest rate	Without defined maturity	≤ 1 Year	payable in: 1 - 5 Years	> 5 Years	Total cash outflows	Actual carrying values
2020							
Trade/other payables	0.00%	4,054	24,161	_	_	28,215	28,215
Loans and advances	1.50%	_	8,814	13,134	_	21,948	17,699
Total financial liabilities		4,054	32,975	13,134		50,163	45,914
2019							
Trade/other payables	0.00%	3,758	26,175	385	_	30,318	30,391
Loans and advances	1.50%		8,814	21,947		30,761	25,431
Total financial liabilities		3,758	34,989	22,332	_	61,079	55,822

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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 24. Material budget variations

Council's original financial budget for 2019/20 was adopted by the Council on 24/06/2019 and is unaudited.

While the Income Statement included in this General Purpose Financial Statements must disclose the original budget adopted by Council, the Local Government Act 1993 requires Council to review its financial budget on a quarterly basis, so that it is able to manage the various variations between actuals versus budget that invariably occur throughout the year.

This note sets out the details of material variations between Council's original budget and its actual results for the year as per the Income Statement - even though such variations may have been adjusted for during each quarterly budget review.

Material variations represent those variances between the original budget figure and the actual result that amount to 10% or more.

Variation Key: F = Favourable budget variation, U = Unfavourable budget variation.

\$ '000	2020 Budget	2020 Actual	202 Variaı	-	
REVENUES					
Rates and annual charges	202,991	205,118	2,127	1%	F
User charges and fees User Charges & Fees is lower due to lower Commercial closures on operational areas including Leisure Centres (\$0.3M), Car Parking fees (\$0.1) and other operational at leaseback income (\$0.8M) and Community Facility hire in	(\$0.6M), Tourist reas. In addition	Parks (\$0.5M), P there has been t	ark and Sportsfie ne reclassification	ld income	U emic
Other revenues Other Revenues have a variance due to reclassification of parking infringements issued (\$0.7M) and other more pandemic.					
Operating grants and contributions Operating grants is affected by the early receipt of two in financial year (\$9.5M) and additional grants received duri		30,727 Financial Assista	9,887 ance Grant relatin	47% g to the 2020	F)/21
Capital grants and contributions Capital grants and contributions are impacted by lower W contributed assets (\$14.7M), additional developer contrib National Stronger Regions (\$2.0M) and other more minor	utions in other a	reas (\$3.8M), ad			F
Interest and investment revenue Interest & investment income is lower due to the financia value investment movements impacted from the COVID-		3,360 of lower interest r	(1,522) rates and the reva	(31)% aluation of fair	U r
Fair value increment on investment property	_	_	_	00	F
Rental income The reclassification of rental income under the new accordance in Other Revenue (\$5.0M) and User Charges and	unting standards Fees (\$1.4M) as	6,735 was not included s well as more m	6,735 d in the original bi inor variations.	∞ udget. It is off	F fset
Joint ventures and associates – net profits This variance is due to the positive revaluation of the hole	_ ding in the CivicF	555 Risk insurance jo	555 int venture.	00	F



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 24. Material budget variations

	2020	2020	2020		
\$ '000	Budget	Actual	Varia	nce	
EXPENSES					
Employee benefits and on-costs	117,908	122,912	(5,004)	(4)%	U
Borrowing costs Borrowing Costs were underestimated for the rel	2,722 mediation of the Whytes	3,052 Gully Waste Fac	(330) ility.	(12)%	U
Materials and contracts	60,072	60,934	(862)	(1)%	U
Depreciation and amortisation	66,276	60,845	5,431	8%	F
Other expenses	35,426	36,497	(1,071)	(3)%	U
Net losses from disposal of assets	-	5,686	(5,686)		U

This budget variation is largely a result of the disposal of civil assets that have residual values. These predominantly include transport (\$2.7M), buildings (\$2.1M), stormwater (\$1.4M) and other more minor items partially offset by the gain on disposal of the Southern Phone shareholding (\$0.7M).

Fair value decrement on investment property

(1,998)1,998 U

During the 2019/20 financial year, the cost of capital works were added to the value of the investment property. The valuation of the property did not change from the prior financial year as the valuation is based on the market value of the property including future expected cashflow.

STATEMENT OF CASH FLOWS

Cash flows from operating activities	98,894	102,726	3,832	4%	F
Cash flows from investing activities	(97,751)	(63,615)	34,136	(35)%	F

In response to the COVID-19 pandemic to ensure Council had adequate funds to meet cashflow requirements, Council did not enter into any new investments in the last quarter of the financial year. This has resulted in a lower than anticipated value for the purchase of investment securities offset by an increase in the value of the cash and cash equivalents that is not captured within the cash flows from investing activities.

Cash flows from financing activities	(7,913)	(8,247)	(334)	4% U
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Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 25. Fair Value Measurement

Council measures the following asset and liability classes at fair value on a recurring basis:

- Infrastructure, property, plant and equipment
- Investment property
- Financial assets and liabilities

The fair value of assets and liabilities must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

(1) Assets and liabilities that have been measured and recognised at fair values

	Fair value measurement hierarchy					
2020	Date of latest valuation	Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobserv- able inputs	Tot	
Recurring fair value measurements						
Financial assets						
Investments						
- 'Designated at fair value on initial recognition'	30/6/20	_	_	46.393	46.39	
- 'Financial assets at fair value through other	30/0/20			40,030	40,0	
comprehensive income'	N/A	_	_	_		
Total financial assets		_	_	46,393	46,39	
Investment property						
Commercial building	30/6/20	_	_	5.000	5.00	
Total investment property	30/0/20			5,000	5.00	
				0,000	3,00	
Infrastructure, property, plant and equipment						
Roads	30/6/17	_	_	610,258	610,2	
Bridges	30/6/17	_	_	118,822	118,8	
Footpaths	30/6/17	_	_	158,235	158,2	
Stormwater	30/6/17	_	_	530,148	530,1	
Plant and equipment	N/A	_	_	21,403	21,4	
Office equipment	N/A	_	_	3,282	3,2	
Furniture and fittings	N/A	_	_	1,931	1,9	
Operationalland	30/6/19	_	_	249,821	249,8	
Community land	30/6/20	_	_	294,267	294,20	
Crown Land	30/6/20	_	_	103,057	103,0	
Land under roads	30/6/19	_	_	5,970	5,9	
Buildings	30/6/19	_	_	301,035	301,0	
Other structures	30/6/19	_	_	9,246	9,2	
Swimming pools	30/6/16	_	_	9,363	9,3	
Library books	N/A	_	_	4,562	4,5	
Other open space/recreational assets	30/6/16	_	_	113,820	113,8	
Tip asset	30/6/20	_	_	_		
Works in progress	N/A	_	_	54,017	54,0	
Artworks	30/6/19	_	_	15,415	15,4	
Other	30/6/16		_	50,835	50,8	
Total infrastructure, property, plant and						
equipment		_	_	2,655,487	2,655,48	



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 25. Fair Value Measurement (continued)

2019	Date of latest valuation	Level 1 Quoted prices in active mkts	Level 2 Significant observable inputs	Level 3 Significant unobserv- able inputs	Total
Recurring fair value measurements Financial assets					
Investments					
- 'Designated at fair value on initial recognition'	30/06/19	_	-	47,549	47,549
– 'Financial assets at fair value through other comprehensive income'	20100140			56	56
Total financial assets	30/06/19			47.605	
Total Illiancial assets				47,605	47,605
Investment property					
Commercial building	30/06/19	_	_	5,000	5,000
Total investment property		_	_	5,000	5,000
Infrastructure, property, plant and equipment					
Roads	30/06/17	_	_	569,999	569,999
Bridges	30/06/17	_	_	98,739	98,739
Footpaths	30/06/17	_	_	147,190	147,190
Stormwater	30/06/17	_	_	520,636	520,636
Plant and equipment	N/A	_	_	22,691	22,691
Office equipment	N/A	_	_	3,376	3,376
Furniture and fittings	N/A	_	_	2,097	2,097
Operational land	30/06/19	_	_	249,843	249,843
Community land	30/06/16	-	-	337,871	337,871
Crown Land		_	_	_	-
Land under roads	30/06/19	-	-	5,684	5,684
Buildings	30/06/19	_	_	303,164	303,164
Other structures	30/06/19	_	_	7,482	7,482
Swimming pools	30/06/16	_	_	6,331	6,331
Library books	N/A	_	_	4,496	4,496
Other open space/recreational assets	30/06/16	_	_	110,423	110,423
Tip asset	30/06/19	_	_	5,525	5,525
Works in progress	N/A	_	_	119,950	119,950
Artworks	30/06/19	_	_	15,121	15,121
Other	30/06/16	_	_	34,477	34,477
Total infrastructure, property, plant and equipment			_	2.565,095	2.565.095

Note that capital WIP is not included above since it is carried at cost.

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Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 25. Fair Value Measurement (continued)

(2) Valuation techniques used to derive level 2 and level 3 fair values

Where Council is unable to derive Fair Valuations using quoted market prices of identical assets (i.e. Level 1 inputs), Council instead utilises a spread of both observable inputs (Level 2 inputs) and unobservable inputs (Level 3 inputs).

Level 2 inputs include;

- quoted prices for similar assets in active markets,
- quoted prices for identical or similar assets in markets that are not active,
- inputs other than quoted prices that are observable (e.g. interest rates, credit spreads etc.) and
- market corroborated inputs.

Level 3 inputs are unobservable inputs. If an observable input (Level 2) requires an adjustment using an unobservable input and that adjustment results in a significantly higher or lower fair value measurement, the resulting measurement is categorised within Level 3 of the fair value hierarchy. Council uses unobservable inputs to the extent relevant observable inputs are not available. But the objective remains the same; i.e. an exit price from the perspective of market participants. Therefore, unobservable inputs reflect the assumptions market participants would use when pricing, including assumptions about risk. Assumptions about risk include risk inherent in a particular valuation technique and risk inherent in inputs to the technique. Such an adjustment may be necessary if there is a significant measurement uncertainty.

Unobservable inputs have been developed using the best information available, which includes Council's own data. In some cases, Council adjusts its own data if reasonable available information indicates other market participants would use different data or if there is an entity specific synergy (i.e. not available to other market participants).

Level 3 inputs include;

- Unit Rates,
- Unit Price,
- Asset Condition.
- Remaining Useful Life,
- Future Demands,
- Borrowing Rates

The Fair Valuation techniques Council has employed while utilising Level 2 and Level 3 inputs are as follows:

Financial assets

Valuation Technique – A portion of Council's investment portfolio is measured at fair value (i.e. market approach).

Fair Value Hierarchy - the fair value has been derived from the current price in an active market for similar assets. Emerald Reverse Mortgage investment securities form part of this portion of Council's portfolio. The market for Australian mortgage backed securities, regardless of the robustness of the structure, is highly illiquid as a direct consequence of the global financial crisis. This has caused difficulties in valuing the security as there is limited "price discovery" in the market. As such the level of valuation input for Council's fair valued investments was considered a Level 3.

Investment property

Valuation Technique - Council's Investment Property is measured using sales direct comparison based on a market selling approach (i.e. market approach).

Fair Value Hierarchy - the fair value has been derived from the sales prices of comparable properties after adjusting for differences in key attributes such as property size.

The most significant inputs into this valuation approach are rental yields and price per square metre.

The level of evidence to support the critical assumptions of Council's investment property valuation was considered to be significant due to high levels of variability in the market for rental yields and future demands. As such the level of valuation input for these properties was considered level 3.

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 25. Fair Value Measurement (continued)

Infrastructure, property, plant and equipment (IPP&E)

Infrastructure - Council's Infrastructure incorporates:

- Roads Surface and bases, Car Parks, Kerb and Guttering and Traffic Facilities (speed humps, bollards and signs),
- Bridges Road, Pedestrian and Jetties,
- Footpaths including shared pathways and
- Stormwater Drainage

Valuation Technique – Infrastructure assets are recognised using the cost method, which equates to the current replacement cost of a modern equivalent asset. The cost to replace the asset is to equal the amount that a market participant buyer of that asset would pay to acquire it.

Fair Value Hierarchy - the general valuation approach to determine the fair value of Council's infrastructure inventory is to determine a unit rate based on square metres or an appropriate unit corroborated by market evidence (Level 2 input). A process is then undertaken to compare these rates with internal unit rates derived by Council as a result of specific projects that have been undertaken. Further to this other input such as asset condition and useful life require a significant level of professional judgement and can impact significantly on the fair value. As such the level of valuation input for these assets was considered level 3.

Property Plant & Equipment, Office Equipment & Furniture & Fittings incorporate:

- Property, Plant & Equipment Trucks, Tractors, Graders, Rollers, Buses, Vans, Passenger Vehicles, Mobile Equipment (i.e. generators, hand mowers, tools), Fluid storage units (i.e. septic tanks, water tanks),
- Office Equipment Electronic Whiteboards, Printing Equipment, Safes and I.T. equipment such as computers, printers and scanners
- Furniture & Fittings Chairs, Tables, Filing Cabinets, Bookshelves, Compactuses,

Valuation Technique - These assets are recognised at depreciated historical cost as an acceptable substitute for fair value because any difference between fair value and depreciated historical cost is unlikely to be material.

Fair Value Hierarchy - The key unobservable unit to the valuation of this category is asset condition and useful life. The condition of assets is reviewed on an annual basis and an assessment of remaining life undertaken based on these results.

Operational Land

Valuation Technique - Council's Operational Land is measured using a comparative market selling approach (i.e. market approach)

Fair Value Hierarchy – the fair value has been derived from the sales prices of comparable properties after adjusting for differences in key attributes such as property size.

The most significant inputs into this valuation approach is price per square metre. The level of evidence to support the critical assumptions of Council's operational land valuation was considered to be significant due to high levels of variability in the market for similar properties and future demands. As such the level of valuation input for these properties was considered level 3.

Community & Crown Land

Valuation Technique - Council's Community & Crown Land is measured using comparative Land Values (LV) provided by the Valuer General (VG) or an average unit rate based on a comparable LV for similar properties (i.e. market approach).

Fair Value Hierarchy – the fair value has been derived from the LV's provided by the Valuer General or an average unit rate based on the LV for similar properties where the Valuer General did not provide a LV. The most significant input into this valuation approach is price per square metre. Valuations provided by the Valuer General are not in the public domain and the application of an average rate requires a level of professional judgement. As such the level of valuation input for these properties was considered level 3.



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 25. Fair Value Measurement (continued)

Land Under Roads

Valuation Technique – Land is generally valued using comparative Land Values (LV) provided by the Valuer General (VG) or an average unit rate based on a comparable LV for similar properties (i.e. market approach).

Fair Value Hierarchy – The existing use fair value of land under roads is best expressed as undeveloped or en globo land (pre-subdivision). However, as sufficient sales evidence of en globo land with similar features to the land being valued is generally not available, it is appropriate to use a proxy to estimate the en globo value. Community land value is used as a reasonable proxy to value land under roads, as such land generally has no feasible alternative use, and it is undeveloped and is publicly accessible.

As such the level of valuation input for these properties was considered level 3.

Buildings - Non-Specialised and Specialised

Valuation Technique – Buildings are recognised using the cost method, which equates to the current replacement cost of a modern equivalent asset. The cost to replace the asset is equal to the amount that a market participant buyer of that asset would pay to acquire it.

Fair Value Hierarchy – Specialised and Non-Specialised buildings are generally assessed at level 3 of the fair value hierarchy due to lack of market evidence. Key inputs are unit rates and remaining useful life. The exception is non-specialised residential properties which have been valued using sale prices of comparable properties (level 2).

The most significant input into this valuation approach is price per square metre. The level of evidence to support the critical assumptions of Council's residential property valuation was considered to be significant due to high levels of variability in the market for rental yields and future demands. As such the level of valuation input for all buildings was considered level 3.

Intangible Assets

Valuation Technique – These assets are recognised at depreciated historical cost as an acceptable substitute for fair value because any difference between fair value and depreciated historical cost is unlikely to be material.

Fair Value Hierarchy – The key unobservable unit to the valuation of this category is asset condition and useful life. The condition of assets is reviewed on an annual basis and an assessment of remaining life undertaken based on these results.

Other Structures

Other Structures incorporates Bus Shelters, Shade Structures, Picnic Shelters and BBQ Shelters.

Valuation Technique – Other Structures are recognised at depreciated historical cost as an acceptable substitute for fair value because any difference between fair value and depreciated historical cost is unlikely to be material.

Fair Value Hierarchy – The key unobservable unit to the valuation of this category is asset condition and useful life. The condition of assets is reviewed on an annual basis and an assessment of remaining life undertaken based on these results.

Other Open Space / Recreational Assets

Other Open Space/Recreational Assets incorporate Off-road Footpaths, Park Assets including Playgrounds, Skateboard Facilities, Tennis Courts, Furniture and Landscaping and Power Poles.

Valuation Technique – Other Open Space/Recreational Assets are recognised using the cost method (e.g. Off-Road Footpaths).

Fair Value Hierarchy – while some elements of the cost method can be supported by market evidence (Level 2) other factors require professional judgement such as asset condition and useful life. As these inputs can have a significant impact on the fair value the valuation input all Other Open Space / Recreational Assets were considered level 3.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 25. Fair Value Measurement (continued)

Swimming Pools - Structures

Valuation Technique – Swimming Pools and Rock Pools are valued using the cost approach, which equates to the current replacement cost of a modern equivalent asset.

The cost to replace the asset is to equal the amount that a market participant buyer of that asset would pay to acquire it. External Valuer Ninnes Fong undertook the original valuation in 2009. An internal valuation was undertaken during the 2016 financial year.

Fair Value Hierarchy - the general valuation approach to determine the fair value of Council's swimming pool inventory is to determine a unit rate based on square metres corroborated by market evidence (Level 2 input). A process is then undertaken to compare these rates with internal unit rates derived by Council as a result of specific work that has been undertaken. Further to this other input such as asset condition and useful life require a significant level of professional judgement and can impact significantly on the fair value. As such the level of valuation input for these properties was considered level 3.

Artworks

Valuation Technique – Art Works are valued using the cost approach, which equates to the current replacement cost of a modern equivalent asset. The cost to replace the asset is to equal the amount that a market participant buyer of that asset would pay to acquire it.

Fair Value Hierarchy - the general valuation approach to determine the fair value of Council's Artworks is to use the market price or purchase price of the original transaction or if the work is in the form of a donation an external valuation is undertaken corroborated by market evidence (Level 2 input). It is noted that the valuation process requires a significant level of professional judgement and this can impact significantly on the fair value. As such the level of valuation input for artworks was considered level 3.

Library Books

Valuation Technique – These assets are recognised at depreciated historical cost as an acceptable substitute for fair value because any difference between fair value and depreciated historical cost is unlikely to be material.

Fair Value Hierarchy – The key unobservable unit to the valuation of this category is asset condition and useful life. The condition of assets is reviewed on an annual basis and an assessment of remaining life undertaken based on these results.

Other Assets

Other Assets is a catch all for the remaining assets held by Council and includes Waste Assets such as Cell Development and Liners, Public Art, Power Poles and Crematorium and Cemetery Beams and Walls.

Valuation Technique - Other Assets are recognised using the cost method.

Fair Value Hierarchy – While some elements of the cost method can be supported by market evidence (Level 2) others factors require professional judgement such as asset condition and useful life. As these inputs can have a significant impact on the fair value the valuation input all Other Assets were considered level 3.

Tip Remediation Asset

Valuation Technique - Council's Tip Remediation Asset is measured using the cost method.

Fair Value Hierarchy – Whytes Gully Waste Disposal Depot will require remediation and restoration works to be carried out during and at the end of its useful life. The cash outflows relating to these remediation and restoration works have been modelled and recognised as an asset in Note 11 of Council's statements. Key unobservable inputs were the discount rate, cost escalation rate, timing of costs and future environmental management requirements. As such the level of valuation input for Council's tip asset was considered a Level 3.

The tip remediation asset was adjusted in line with changes to the remediation provision. During 2019-2020, the remediation provision was reduced to by an amount greater than the carrying value of the tip remediation and as a result this asset now has a carrying value of zero.

June 2020



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 25. Fair Value Measurement (continued)

A summary of the Fair Valuation techniques Council has employed while utilising Level 2 and Level 3 inputs are as follows:

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30

Asset Category	Valuation Frequency	Description of Process	Valuer*	Responsibility
		Monthly valuation using		
Financial Assets	Monthly	the current price in an	External	Finance Division
Filiancial Assets	Monthly	active market for similar	External	FINANCE DIVISION
		assets		
		Assessed each year for		
Investment Properties	Annually	material change and	External	Property Division
·	_	adjusted accordingly		
		Full valuation using		
		current unit rates and		
	_	comparable work.		Infrastructure &
Infrastructure	5 years	Assessed each year for	Internal	Strategic Planning
		material change and		Division
		adjusted accordingly		
		Assessment of		
		remaining useful life		
		undertaken with		
Property Plant &	Annually	adjustments to	Internal	Finance Division
Equipment	/ unidally	consumption patterns	I IIICI III	Tilidilee Division
		that may impact fair		
		value		
		Assessment of		
		remaining useful life		
		undertaken with		
Office Equipment &	equipment & Annually	adjustments to	Internal	Finance Division
Furniture & Fittings	Ailidally	consumption patterns	Internal	THATICE DIVISION
		that may impact fair		
		value		
		Full valuation every 5		
Operational Land	5 Years	years or index applied	External	Property Division
Operational Land	5 10013	annually if material	Laterriai	1 Topotty Division
		Valuer General Land		
		Values or Average Unit		
Community & Crown	5 Years	Rate for similar	 Valuer General / Internal	Property / Finance
Land	o rouis	properties if not	Value Conoral / Internal	Division
		available		
		Valuer General Land		
		Values or Average Unit	l l	
Land Under Roads	5 Years	Rate used as proxy to	Valuer General / Internal	Finance Division
		derive en globo rate		
				Infrastructure &
Buildings – Non		Full valuation every 5		Strategic Planning
Specialised &	5 Years	years or index applied	External / Internal	Division / Property
Specialised		annually if material		Division
		Assessment of		
		remaining useful life		
		undertaken with		
Intangibles	5 Years	adjustments to	Internal	Finance Division
ŭ		consumption patterns		
		that may impact fair		
		value		
		Assessment of		
		remaining useful life		
		undertaken with		Infrastructure &
Other Structures	F 1/	adjustments to	Internal	Strategic Planning
Other Structures	5 Years	aujustilietits to		
Other Structures	5 Years	,	Intornal	Division
Other Structures	5 Years	consumption patterns that may impact fair	I I I I I I I I I I I I I I I I I I I	



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 25. Fair Value Measurement (continued)

Asset Category	Valuation Frequency	Description of Process	Valuer*	Responsibility
Other Open Space /		Full valuation every 5		Infrastructure &
Recreational Assets	5 Years	years or index applied	Internal	Strategic Planning
Trocroational 7 550t5		annually if material		Division
Swimming Pools -		Full valuation every 5		Infrastructure &
Structures	5 Years	years or index applied	External / Internal	Strategic Planning
Structures		annually if material		Division
		Assessment of		
		remaining useful life		
		undertaken with		
Library Books	Annually	adjustments to	Internal	Finance Division
		consumption patterns		
		that may impact fair		
		value		
		Full valuation every 5		
Other Assets	5 years	years or index applied	Internal	Various
		annually if material		
		Reassessment of		
		discount rate and		
Tip Remediation Asset	Annually	application to	Internal	Finance Division
		discounted cash flows if		
		material		

^{*}Internal Valuation refers to the utilisation of in-house expertise to value Council's assets.

Wollongong City Council Financial Statements 2020

Notes to the Financial Statements

for the year ended 30 June 2020

Note 25. Fair Value Measurement (continued)

(3) Fair value measurements using significant unobservable inputs (level 3)

a. The following tables present the changes in level 3 fair value asset classes.

\$'000	Financial assets	Investment property	IPP&E	Total
2019				
Opening balance	43,162	4,780	2,356,306	2,404,248
Purchases (GBV)	14,299	_	123,229	137,528
Disposals (WDV)	(10,021)	-	(8,775)	(18,796)
Depreciation and impairment	-	-	(61,549)	(61,549)
FV gains – other comprehensive income	_	_	196,818	196,818
FV gains – Income Statement 1	165	220	-	385
Prior Period Error	-	_	(39,225)	(39,225)
Waste remediation reassessment	-	-	(58)	(58)
Transfer to expense			(1,651)	(1,651)
Closing balance	47,605	5,000	2,565,095	2,617,700
2020				
Opening balance	47,605	5,000	2,565,095	2,617,700
Purchases (GBV)	9,177	1,998	108,915	120,090
Disposals (WDV)	(10,106)	-	(7,374)	(17,480)
Depreciation and impairment	-	-	(60,277)	(60,277)
FV gains – other comprehensive income	-	-	57,580	57,580
FV gains – Income Statement 1	(283)	(1,998)	-	(2,281)
Prior Period Error	-	-	5,003	5,003
Waste remediation reassessment	_	_	(5,407)	(5,407)
Transfer to expense			(8,048)	(8,048)
Closing balance	46,393	5,000	2,655,487	2,706,880

⁽¹⁾ FV gains recognised in the Income Statement relating to assets still on hand at year end total



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 26. Related Party Transactions

(a) Key management personnel

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

\$'000s	2020	2019
Compensation:		
Short-term benefits	2,221	2,239
Termination benefits		42
Total	2,221	2,281

(b) Other transactions with KMP and their related parties

Council has assessed other transactions with KMP and their related parties as not material for recognition in these

(c) Other related party transactions

\$'000s	Value of transactions during the year	Outstanding balance	Terms and conditions
2020	• •		
Associate			
Marketing, events, business and investment in LGA	1,436	-	Amounts provided under a funding agreement.
Event sponsorship & support	97	-	Based on specific events.
Advertisement	4	-	•
Partner program	2	-	
Associate			
Performing Arts Centre Management	718	-	Amounts provided under a funding agreement.
Fown Hall management	395	-	Amounts provided under a funding agreement.
Asset Maintenance	41	_	-g
Community Subsidy	20	-	Amounts provided under a funding agreement.
/enue Hire	13	_	agroomone



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Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 26. Related Party Transactions (continued)

\$'000s	Value of transactions during the year	Outstanding balance	Terms and conditions
2019			
Associate Marketing, events, business and investment	1,419	-	Amounts provided under a funding
in LGA			agreement.
Event sponsorship & support	71	-	Based on specific events.
LGA Major Events	10	-	Amounts provided under a funding
Partner program	6	_	agreement.
Merchandise	1	-	
Associate			
Performing Arts Centre Management	1,006	-	Amounts provided under a funding
Town Hall management	388	-	agreement. Amounts provided under a funding
Community Subsidy	20	-	agreement. Amounts provided under a funding
Venue hire	11	_	agreement.
Asset Maintenance		_	
Catering	9	_	



Wollongong City Council Financial Statements 2020

Notes to the Financial Statements

for the year ended 30 June 2020

Note 27. Events occurring after the reporting date

Council is aware of the following 'non-adjusting events' that merit disclosure:

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Amalgamation of Civic Risk

From 1st July 2020, the Civic Risk entities currently disclosed as joint ventures will legally combine into CivicRisk Mutual Ltd, a company limited by guarantee. Through this process the three joint ventures will novate their assets, liabilities and members surpluses into CivicRisk Mutual Ltd. The new entity will be recognised as a passive interest financial asset from 1st July 2020.

Note 28. Statement of developer contributions

Under the Environmental Planning and Assessment Act 1979, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas.

It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

Summary of contributions and levies

	as at 30/06/19						as at 30/0	6/20
		Contribution received during the		Interest	Expenditure	Internal	Held as	Cumulative internal
\$ '000	Opening Balance	Cash	Non-cash	earned in year	during year	borrowing (to)/from	restricted asset	borrowings due/(payable)
Drainage	6,694	1,392	_	132	_	-	8,218	_
Roads	(647)	10,671	_	(47)	(17,472)	_	(7,495)	-
Open space	7,271	973	_	141	_	-	8,385	-
Community facilities	1,220	21	_	23	_	-	1,264	-
Administration	(1,176)	248	-	(24)	(255)	-	(1,207)	-
Public transport	625	_	_	12		_	637	_
S7.11 contributions – under a plan	13,987	13,305	_	237	(17,727)	_	9,802	_
S7.12 levies – under a plan	22,281	4,806	_	429	(2,731)		24,785	_
Total S7.11 and S7.12 revenue under plans	36,268	18,111	-	666	(20,458)	-	34,587	-
S7.11 not under plans	347	_	_	6	_	_	353	_
S7.4 planning agreements	153	_	1,272	6	_		159	_
Total contributions	36,768	18,111	1,272	678	(20,458)	_	35,099	_



Wollongong City Council Financial Statements 2020

Notes to the Financial Statements

for the year ended 30 June 2020

Note 28. Statement of developer contributions (continued)

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

	as at 30/06/19						as at 30/0	6/20
_		Contribution received during the		Interest	Expenditure	Internal	Held as	Cumulative internal
\$ '000	Opening Balance	Cash	Non-cash	earned in year	during year	borrowing (to)/from	restricted asset	borrowings due/(payable)
S7.11 Contributions – under a p	lan							
CONTRIBUTION PLAN - WEST DAPTO								
Drainage	6,694	1,392	_	132	-	-	8,218	-
Roads	(647)	10,671	_	(47)	(17,472)	_	(7,495)	-
Open space	7,271	973	_	141	_	_	8,385	_
Community facilities	1,220	21	_	23	_	_	1,264	_
Administration	(1,176)	248	_	(24)	(255)	_	(1,207)	_
Public transport	625	_	_	12	_		637	_
Total	13,987	13,305	_	237	(17,727)	_	9,802	_
S7.12 Levies – under a plan								
CONTRIBUTION PLAN - WOLLONGONG AS								
City Wide	21,094	2,878	_	395	(2,731)	_	21,636	-
City Centre	1,187	1,928	_	34	_	_	3,149	_
Total	22,281	4,806	_	429	(2,731)	_	24,785	_

⁽A) The Wollongong City-Wide Development Contributions Plan is a levy based plan that reflects development activity in the Local Government Area excluding areas covered by the West Dapto Section 94 Plan.

⁽B) Figures provided include amounts collected under the Wollongong City-Wide Development Plan as well as contributions received from relevant development consents approved prior to 2006 that contained conditions for contributions to be made, under now repealed Development Contribution plans. These are transferred and applied towards items within the Section 7.12 Plan works schedule as the Section 7.12 Plan is the replacement for the plans repealed in June 2006.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 28. Statement of developer contributions (continued)

	as at 30/06/19						as at 30/0	6/20
		Contributions received during the		Interest	Expenditure	Internal	Held as	Cumulative internal
\$ '000	Opening Balance	Cash	Non-cash	earned in year	during year	borrowing (to)/from	restricted asset	borrowings due/(payable)
S7.11 Contributions – not u	nder a plan							
CONTRIBUTION PLAN - CALDERWOO)D A, B, C							
Roads	347_	_	-	6	-		353	
Total	347	_	_	6	_	_	353	_

⁽A) The Calderwood Urban Release Area was historically in the Shellharbour City Local Government Area. However, the Urban Release Are was later expanded during the State Government's major project approval process to include land that straddles the local government boundary, which comprises 107 hectares of land in the Wollongong Local Government Area at Marshall Mount.

S7.4 planning agreements

S7.4 planning agreements

Roads	153	-	1,272	6	-		159	_
Total	153	_	1,272	6	_	_	159	_

⁽B) In 2013, the Land and Environment Court imposed a development contribution condition on Stage 1 of the Calderwood development within Shellharbour City Council Local Government Area, requiring the payment of a contribution of \$1,320 per lot to Wollongong City Council to be used towards upgrades of Marshall Mount Road and Yallah Road. The payments reflected in the above relate to these court proceedings.

⁽C) Wollongong City Council and Lendlease Communities (Australia) Limited have entered into a Planning Agreement for the remainder of the contributions relating to the Calderwood development. No contributions have been received as a result of the Planning Agreement.



Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 29. Result by fund

Council utilises only a general fund for its operations.

Note 30(a). Statement of performance measures – consolidated results

	Amounts	Indicator	Prior	periods	Benchmark	
\$ '000	2020	2020	2019	2018		
1. Operating performance ratio						
Total continuing operating revenue excluding						
capital grants and contributions less operating						
expenses 1,2	(4,531)	(1.62)%	(0.48)%	2.76%	>0.00%	
Total continuing operating revenue excluding capital grants and contributions 1	279,709					
2. Own source operating revenue ratio						
Total continuing operating revenue excluding all grants and contributions ¹	248,982	76.10%	72 200/	77.06%	- 60 00%	
Total continuing operating revenue ¹	327,181	76.10%	73.20%	77.00%	>60.00%	
Total continuing operating revenue	027,101					
3. Unrestricted current ratio						
Current assets less all external restrictions ³	114,624	0.00	2.70	2.02	. 4 50	
Current liabilities less specific purpose liabilities	48,474	2.36x	2.70x	2.93x	>1.50x	
4. Debt service cover ratio						
Operating result before capital excluding interest						
and depreciation/impairment/amortisation 1	59,366	5.25x	5.77x	6.30x	>2.00x	
Principal repayments (Statement of Cash Flows)	11,299	0.201	0.11X	0.00%	2.00%	
olus borrowing costs (Income Statement)						
5. Rates, annual charges, interest and						
extra charges outstanding percentage						
Rates, annual and extra charges outstanding	14,581	6.74%	5 09%	4 66%	<5 00%	
Rates, annual and extra charges collectible	216,331	0.1470	0.0070	1.0070	0.0070	
6. Cash expense cover ratio						
Current year's cash and cash equivalents plus all						
term deposits	111,081	5.63	5.45	5.83	>3.00	
Monthly payments from cash flow of operating and financing activities	19,736	mths	mths	mths	mths	

⁽¹⁾ Excludes fair value adjustments, reversal of revaluation decrements, net gain/(loss) on sale of assets, and net loss of interests in joint ventures and associates.

⁽²⁾ Excludes impairment/revaluation decrements, net loss on sale of assets, and net loss on share of interests in joint ventures and associates

⁽³⁾ Refer to Notes 7-9 inclusive. Excludes any real estate and land for resale not expected to be sold in next 12 months.

⁽⁴⁾ Refer to Notes 16 and 17. Excludes all payables and provisions not expected to be paid in the next 12 months (incl. ELE).



Financial Statements 2020

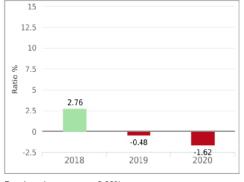
Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 30(b). Statement of performance measures – consolidated results (graphs)





Purpose of operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

Commentary on 2019/20 result

2019/20 ratio (1.62)%

The 2020 result has been unfavourably impacted by a number of factors that include the change in discount factors applicable to employee leave entitlements (\$1.6M), and the reclassification of capital expenditure from prior years (\$8.0M). This is partially offset by the movement in the asset remediation provision recognised through the income statement (\$5.6M).

Benchmark: - > 0.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

2. Own source operating revenue ratio



Purpose of own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

Commentary on 2019/20 result

2019/20 ratio 76.10%

This result is consistent with previous reporting periods. It is noted that total revenue includes non-cash contributed assets which fluctuate from year to year and impact the result.

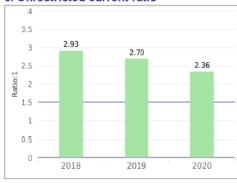
Benchmark: -- > 60.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

3. Unrestricted current ratio



Purpose of unrestricted current ratio

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council

Commentary on 2019/20 result

2019/20 ratio 2.36x

This result is currently above the benchmark however Council's strategy to maximise the use of available funds and target a lean unrestricted ratio aims to bring the result closer to the benchmark.

Benchmark: — > 1.50x

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark



Financial Statements 2020

5.25x

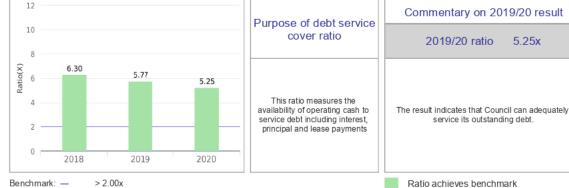
Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 30(b). Statement of performance measures – consolidated results (graphs)





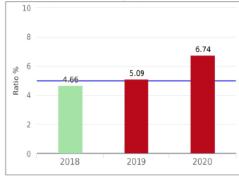
Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio is outside benchmark

2019/20 ratio

5. Rates, annual charges, interest and extra charges outstanding percentage



Purpose of rates, annual charges, interest and extra charges outstanding

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

Commentary on 2019/20 result

service its outstanding debt.

2019/20 ratio 6 74%

Council's assistance package in response to COVID-19 includes an option for ratepayers to defer the 4th instalment for 2019/20 without penalty. This has resulted in an increased level of outstanding payments.

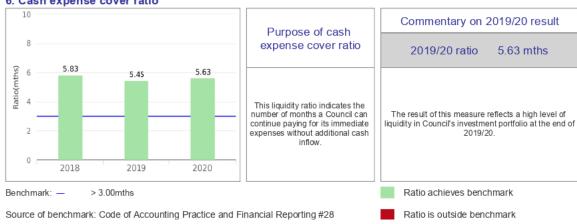
Benchmark: -< 5.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

6. Cash expense cover ratio





Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Financial Statements 2020

Wollongong City Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 31. Council information and contact details

Note 31. Council information and contact details

Principal place of business:

41 Burelli Street Wollongong NSW 2500

Contact details

Mailing Address:

Locked Bag 8821 Wollongong NSW 2500

Telephone: (02) 4227 7111 Facsimile: (02) 4227 7277

Officers

GENERAL MANAGER

Greg Doyle

RESPONSIBLE ACCOUNTING OFFICER

Brian Jenkins

PUBLIC OFFICER

Todd Hopwood

AUDITORS

Audit Office of New South Wales Level 19, Darling Park Tower 2, 201 Sussex Street, Sydney, NSW, 2000

Opening hours:

Administration Building: 8:30am - 5:00pm

Internet: www.wollongong.nsw.gov.au Email: council@wollongong.nsw.gov.au

Elected members

LORD MAYOR

Gordon Bradbery

COUNCILLORS

Ward 1

Leigh Colacino Mithra Cox Janice Kershaw Jenelle Rimmer

Ward 2

Cath Blakey David Brown Tania Brown John Dorahy

Ward 3

Dom Figliomeni The Late Vicky King Ann Martin Cameron Walters

Other information

ABN: 63 139 525 939





INDEPENDENT AUDITOR'S REPORT

Report on the general purpose financial statements

Wollongong City Council

To the Councillors of Wollongong City Council

Opinion

I have audited the accompanying financial statements of Wollongong City Council (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2020, the Statement of Financial Position as at 30 June 2020, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended and notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the Local Government Act 1993, Chapter 13, Part 3, Division 2 (the Division)
- · the financial statements:
 - have been prepared, in all material respects, in accordance with the requirements of this Division
 - are consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2020, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- · all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.



Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2020 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information.

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the special purpose financial statements and Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note 24] Material budget variations
- on the Special Schedules. A separate opinion has been provided on Special Schedule -Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.

Dominika Ryan

Director, Financial Audit

DRyan

Delegate of the Auditor-General for New South Wales

5 November 2020 SYDNEY





Councillor Gordon Bradbery OAM Lord Mayor Wollongong City Council Locked Bag 8821 WOLLONGONG DC NSW 2500

Contact Dominika Ryan

Phone no: 02 9275 7336

Our ref: D2020826/1811

5 November 2020

Dear Lord Mayor

Report on the Conduct of the Audit for the year ended 30 June 2020 Wollongong City Council

I have audited the general purpose financial statements (GPFS) of the Wollongong City Council (the Council) for the year ended 30 June 2020 as required by section 415 of the *Local Government Act* 1993 (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2020 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

	2020	2019	Variance
	\$m	\$m	%
Rates and annual charges revenue	205.1	199.5	2.8
Grants and contributions revenue	78.2	88.5	11.6
Operating result from continuing operations	35.5	52.1	31.9
Net operating result before capital grants and contributions	(11.9)	(7.5)	58.7



The Council's operating result from continuing operations (\$35.5 million including depreciation and amortisation expense of \$60.8 million) was \$16.6 million lower than the 2018-19 result. The decrease was primarily driven by:

- decrease in user charges and fees revenue by \$4.1 million
- decrease in grants and contributions revenue by \$10.3 million
- increase in materials and contracts expenses by \$3.5 million.

The net operating result before capital grants and contributions of (\$11.9 million) was \$4.4 million lower than the 2018-19 result.

Rates and annual charges revenue \$205.1 million increased by \$5.6 million (2.8 per cent) in 2019-20 due to:

- 2.7 per cent general rate increase
- growth in subdivision in West Dapto area and infill developments
- slight increase in domestic waste management services.

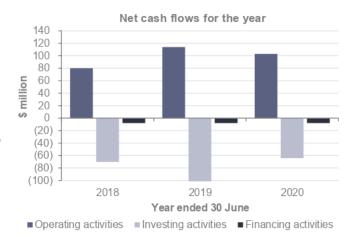
Grants and contributions revenue decreased by \$10.3 million to \$78.2 million (a decrease of 11.6 per cent) in 2019-20 due to:

- \$16.2 million decrease in transport grants for other roads and bridges
- \$4.3 million decrease in developer contributions received in 2019-20
- \$13.2 million increase in subdivision dedications.

STATEMENT OF CASH FLOWS

Cash flows from operating activities decreased by \$10.9 million in 2019-20. This was due to higher payment and lower revenue receipted during the year, in part due to COVID-19 related payment extensions for rate payers.

Cash flows from investing activities have decreased from a net cash outflow of \$107.2 million in 2018-19 to a net cash outflow of \$63.6 million in 2019-20 mainly due to decreased purchases of infrastructure, property, plant and equipment and investment securities.





FINANCIAL POSITION

Cash and investments

Cash and investments	2020	2019	Commentary
	\$m	\$m	
External restrictions	75.5	77.7	Council's cash and investments at 30 June 2020 was
Internal restrictions	62.7	61.2	higher by \$2.7 million compared to previous year. The increase was mainly due to increase in deposits at call.
Unrestricted	19.3	15.9	Externally restricted balances included unexpected
Cash and investments	157.5	154.8	specific loans, developer contributions and domestic waste management charges.
			Balances are internally restricted due to Council policy or decisions for forward plans including works program.
			Unrestricted balances provide liquidity for day-to-day operations.

Debt

At 30 June 2020, Council has external borrowings of \$17.7 million (2019: \$25.4 million). The loans are secured over Council's general rating income.

At 30 June 2020, Council also has access to a \$300,000 (2019: \$300,000) bank overdraft facility. This facility was unused at year end.

PERFORMANCE

Performance measures

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Industry and Environment.

Operating performance ratio

The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than zero per cent.

The Council did not meet the OLG benchmark for the current reporting period. The two main reasons for the unfavourable impact include:

- change in discount factors applicable to employee leave entitlement (\$1.6 million)
- reclassification of capital expenditure from prior year (\$8.0 million)



Own source operating revenue ratio

The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.

The Council met the OLG benchmark for the current reporting period.

This result is consistent with previous reporting periods. It is noted that total revenue includes non-cash contributed assets which fluctuate from year on year and impact the result.



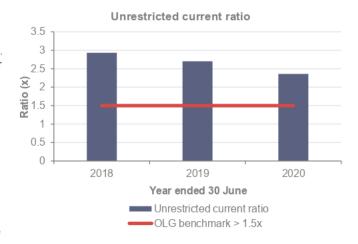
Unrestricted current ratio

The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.

The Council met the OLG benchmark for the current reporting period.

The ration remains steady in 2020 because:

- the Council's strategy is to maximise the use of available funds and target a lean unrestricted ratio
- cash assets held for future waste facility requirements are held in the unrestricted ratio

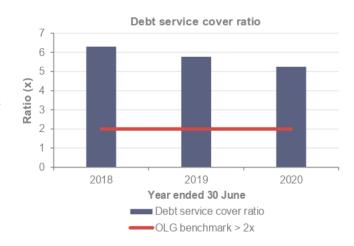


Debt service cover ratio

The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.

The Council met the OLG benchmark for the current reporting period.

The result indicates that Council can adequately service its outstanding debt.





Rates and annual charges outstanding percentage

The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 5 per cent for metro councils.

The Council did not meet the OLG benchmark for the current reporting period.

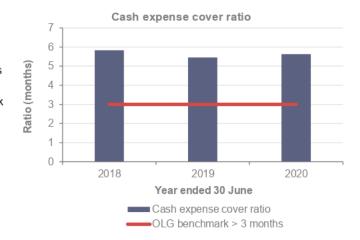
It was due to council extension of fourth instalment of rate payment for 2019/20 without penalty during the pandemic, resulting in increased level of outstanding payments.



Cash expense cover ratio

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.

The Council met the OLG benchmark for the current reporting period indicating a higher level of liquidity in Council's investment portfolio at the end of 2019/20.



OTHER MATTERS

Impact of new accounting standards

AASB 15 'Revenue from Contracts with Customers' and AASB 1058 'Income for Not-for-Profit Entities'

The Council adopted the new accounting standards AASB 15 'Contracts with Customers' and AASB 1058 'Income of Not-for-Profit Entities' (collectively referred to as the Revenue Standards) for the first time in their 2019–20 financial statements.

AASB 15 introduces a new approach to recognising revenue based on the principle that revenue is recognised when control of a good or service transfers to a customer. AASB 15 impacts the timing and amount of revenue recorded in a councils' financial statements, particularly for grant revenue. AASB 15 also increases the amount of disclosures required.

AASB 1058 prescribes how not-for-profit entities account for transactions conducted on non-commercial terms and the receipt of volunteer services. AASB 1058 significantly impacts the timing and amount of income recorded in a councils' financial statements, particularly for grant income and rates which are paid before the commencement of the rating period.

The Council recognised a \$1.9 million adjustment to opening accumulated surplus at 1 July 2019 on adoption of the new Revenue Standards and disclosed the impact of adopting the new Revenue Standards in Note 18.

AASB 16 'Leases'

The Council adopted the new accounting standard AASB 16 'Leases' for the first time in their 2019–20 financial statements.

AASB 16 changes the way lessees treat operating leases for financial reporting. With a few exceptions, operating leases will now be recorded in the Statement of Financial Position as a right-of-use asset, with a corresponding lease liability.

AASB 16 results in lessees recording more assets and liabilities in the Statement of Financial Position and changes the timing and pattern of expenses recorded in the Income Statement.

The Council recognised right-of-use assets of \$2.2 million and lease liabilities of \$2.2 million at 1 July 2019 on adoption of AASB 16 and disclosed the impact of adopting AASB 16 in Note 18.

Legislative compliance

My audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

Dominika Ryan

Director, Financial Audit Services

Delegate of the Auditor-General for New South Wales

cc: Mr Greg Doyle, General Manager

Mr Terry Clout, Chair of Audit, Risk and Improvement Committee Jim Betts, Secretary of the Department of Planning, Industry and Environment



Wollongong City Council

SPECIAL PURPOSE FINANCIAL STATEMENTS for the year ended 30 June 2020





Special Purpose Financial Statements 2020

Wollongong City Council

Special Purpose Financial Statements

for the year ended 30 June 2020

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Background

- These Special Purpose Financial Statements have been prepared for the use by both Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.
- ii. The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.
 - Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.
- iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.
 - These include (a) those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and (b) those activities with a turnover of more than \$2 million that Council has formally declared as a business activity (defined as Category 1 activities.
- iv. In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must (a) adopt a corporatisation model and (b) apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).



Special Purpose Financial Statements 2020

Wollongong City Council

Special Purpose Financial Statements

for the year ended 30 June 2020

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

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

- · the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses A Guide to Competitive Neutrality'
- · the Local Government Code of Accounting Practice and Financial Reporting,

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

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

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

Signed in accordance with a resolution of Council made on 26 October 2020.

Gordon Bradbery Lord Mayor 26 October 2020

General Manager 26 October 2020 Tania Brown

Deputy Lord Mayor 26 October 2020

Brian Jenkins

Responsible Accounting Officer

26 October 2020

June 2020

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Special Purpose Financial Statements 2020

Wollongong City Council

Income Statement - Waste Disposal

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30

for the year ended 30 June 2020

\$ '000	2020 Category 1	2019 Category 1
Income from continuing operations		
User charges	26,285	27,821
Rental Income	215	,
Grants and contributions provided for non-capital purposes	20	_
Other income	270	516
Total income from continuing operations	26,790	28,337
Expenses from continuing operations		
Employee benefits and on-costs	2,176	1,905
Borrowing costs	1,939	1,849
Materials and contracts	3,016	2,466
Depreciation, amortisation and impairment	1,663	1,221
Calculated taxation equivalents	522	529
EPA levy	10,958	11,764
Other expenses 1	(3,651)	1,903
Total expenses from continuing operations	16,623_	21,637
Surplus (deficit) from continuing operations before capital amounts	10,167	6,700
Surplus (deficit) from continuing operations after capital amounts	10,167	6,700
Surplus (deficit) from all operations before tax	10,167	6,700
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(2,796)	(1,843)
SURPLUS (DEFICIT) AFTER TAX	7,371	4,857
Plus accumulated surplus Plus adjustments for amounts unpaid:	52,729	45,500
- Taxation equivalent payments	522	529
- Corporate taxation equivalent	2,796	1,843
Closing accumulated surplus	63,418	52,729
Return on capital %	22.1%	21.6%

⁽¹⁾ Each financial year the provision for the remediation of Council's waste facility is calculated based on the forecast costs to rehabilitate the site. The movements in the provision are generally recognised against the value of the corresponding tip asset. During 2019-2020, a reduction in the forecast rehabilitation costs caused a reduction in the provision beyond the carrying value of the asset. The balance of this adjustment and all future adjustments to the provisions will be recognised through other expenses.



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Purpose Financial Statements 2020

Wollongong City Council

Income Statement - Tourist parks

for the year ended 30 June 2020

	2020	2019
\$ '000	Category 1	Category 1
Income from continuing operations		
User charges	6,717	7,153
Rental Income	101	_
Other income	46	144
Total income from continuing operations	6,864	7,297
Expenses from continuing operations		
Employee benefits and on-costs	2,817	2,813
Materials and contracts	850	1,157
Depreciation, amortisation and impairment	1,305	1,095
Loss on sale of assets	86	53
Calculated taxation equivalents	552	535
Other expenses	1,260	1,192
Total expenses from continuing operations	6,870_	6,845
Surplus (deficit) from continuing operations before capital amounts	(6)	452
Surplus (deficit) from continuing operations after capital amounts	(6)	452
Surplus (deficit) from all operations before tax	(6)	452
Less: corporate taxation equivalent (27.5%) [based on result before capital]		(124)
SURPLUS (DEFICIT) AFTER TAX	(6)	328
Plus accumulated surplus Plus adjustments for amounts unpaid:	13,005	12,018
- Taxation equivalent payments	552	535
- Corporate taxation equivalent	_	124
Closing accumulated surplus	13,551	13,005
Return on capital %	0.0%	1.7%
Subsidy from Council	255	_



Special Purpose Financial Statements 2020

Wollongong City Council

Income Statement – Health & Fitness

for the year ended 30 June 2020

\$ '000	2020 Category 1	2019 Category 1
Income from continuing operations		
User charges	2,331	2,896
Rental Income	1	_,
Other income	78	95
Total income from continuing operations	2,410	2,991
Expenses from continuing operations		
Employee benefits and on-costs	2,295	2,521
Materials and contracts	252	332
Depreciation, amortisation and impairment	42	54
Calculated taxation equivalents	226	176
Other expenses	1,044_	977
Total expenses from continuing operations	3,859_	4,060
Surplus (deficit) from continuing operations before capital amounts	(1,449)	(1,069)
Surplus (deficit) from continuing operations after capital amounts	(1,449)	(1,069)
Surplus (deficit) from all operations before tax	(1,449)	(1,069)
SURPLUS (DEFICIT) AFTER TAX	(1,449)	(1,069)
Plus accumulated surplus Plus adjustments for amounts unpaid:	(12,948)	(12,055)
- Taxation equivalent payments	226	176
Closing accumulated surplus	(14,171)	(12,948)
Return on capital %	(25.5)%	(24.3)%
Subsidy from Council	1,499	1,127



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Purpose Financial Statements 2020

Wollongong City Council

Income Statement – Crematorium & Cemeteries

for the year ended 30 June 2020

\$ '000	2020 Category 1	2019 Category 1
Income from continuing operations		
User charges	_	1,550
Other income		9
Total income from continuing operations		1,559
Expenses from continuing operations		
Employee benefits and on-costs	-	1,431
Materials and contracts	_	269
Depreciation, amortisation and impairment	_	9
Loss on sale of assets	_	7
Calculated taxation equivalents Other expenses	_	173
Total expenses from continuing operations		2,449
Surplus (deficit) from continuing operations before capital amounts		(890)
Surplus (deficit) from continuing operations after capital amounts		(890)
Surplus (deficit) from all operations before tax	_	(890)
SURPLUS (DEFICIT) AFTER TAX		(890)
Plus accumulated surplus Plus adjustments for amounts unpaid:	-	(827)
- Taxation equivalent payments	_	173
Closing accumulated surplus		(1,544)
Return on capital %	0.0%	(13.6)%
Subsidy from Council	_	976



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Purpose Financial Statements 2020

Wollongong City Council

Statement of Financial Position – Waste Disposal

\$ '000	2020 Category 1	2019 Category 1
ASSETS		
Current assets		
Investments	561_	
Total current assets	561	_
Non-current assets		
Receivables	54,637	70,160
Infrastructure, property, plant and equipment	54,704_	39,543
Total non-current assets	109,341	109,703
TOTAL ASSETS	109,902	109,703
LIABILITIES		
Current liabilities		
Payables		638
Total current liabilities	_	638
Non-current liabilities		
Provisions	33,367	42,939
Total non-current liabilities	33,367	42,939
TOTAL LIABILITIES	33,367	43,577
NET ASSETS	76,535	66,126
FOLISTY		•
EQUITY Accumulated surplus	63,418	52,729
Revaluation reserves	13,117	13,397
TOTAL EQUITY	76,535	
TOTAL EGOTT	<u> </u>	66,126



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Purpose Financial Statements 2020

Wollongong City Council

Statement of Financial Position - Tourist parks

	2020	2019
\$ '000	Category 1	Category 1
ASSETS		
Non-current assets		
Receivables	3,507	4,127
Infrastructure, property, plant and equipment	28,262	26,480
Total non-current assets	31,769	30,607
TOTAL ASSETS	31,769	30,607
NET ASSETS	31,769	30,607
EQUITY		
Accumulated surplus	13,552	13,005
Revaluation reserves	18,217	17,602
TOTAL EQUITY	31,769	30,607



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Purpose Financial Statements 2020

Wollongong City Council

Statement of Financial Position - Health & Fitness

\$ '000	2020 Category 1	2019 Category 1
ASSETS		
Non-current assets		
Infrastructure, property, plant and equipment	5,692	4,398
Total non-current assets	5,692	4,398
TOTAL ASSETS	5,692	4,398
LIABILITIES		
Non-current liabilities		
Payables	15,558	13,901
Total non-current liabilities	15,558	13,901
TOTAL LIABILITIES	15,558	13,901
NET ASSETS	(9,866)	(9,503)
EQUITY		
Accumulated surplus	(14,171)	(12,946)
Revaluation reserves	4,303	3,443
TOTAL EQUITY	(9,868)	(9,503)
	(0,000)	(3,000)



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Wollongong City Council

Special Purpose Financial Statements 2020

Statement of Financial Position - Crematorium & Cemeteries

\$ '000	2020 Category 1	2019 Category 1
ASSETS		
Non-current assets		
Infrastructure, property, plant and equipment		6,534
Total non-current assets	_	6,534
TOTAL ASSETS		6,534
LIABILITIES Non-current liabilities		
Payables		4,585
Total non-current liabilities	_	4,585
TOTAL LIABILITIES		4,585
NET ASSETS		1,949
EQUITY		
Accumulated surplus	_	(1,535)
Revaluation reserves	_	3,484
TOTAL EQUITY		1,949

Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Purpose Financial Statements 2020

Wollongong City Council

Notes to the Special Purpose Financial Statements

for the year ended 30 June 2020

Note 1. Significant Accounting Policies

A statement summarising the supplemental accounting policies adopted in the preparation of the Special Purpose Financial Statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these Special Purpose Financial Statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these Special Purpose Financial Statements have been prepared in accordance with the Local Government Act 2093 (NSW), the Local Government (General) Regulation 2005, and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, current values of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government.

The framework for its application is set out in the June 1996 NSW government policy statement titled 'Application of National Competition Policy to Local Government'.

The Pricing and Costing for Council Businesses, A Guide to Competitive Neutrality issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements.

These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, return on investments (rate of return), and dividends paid.

Declared business activities

In accordance with Pricing and Costing for Council Businesses - A Guide to Competitive Neutrality, Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over \$2 million)

- a. Waste Disposal: Manages the disposal of solid waste generated within the city.
- b. Tourist Parks: Operation, management & development of tourist parks at Bulli, Corrimal & Windang.
- c. Health & Fitness; Responsible for the management and upkeep of Council's Leisure Centres.
- d. Crematorium & Cemeteries: Provision of quality crematorium, cemetery & memorial facilities & services (2019 only).

Category 2

(where gross operating turnover is less than \$2 million)

Nil

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Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Purpose Financial Statements 2020

Wollongong City Council

Notes to the Special Purpose Financial Statements

for the year ended 30 June 2020

Note 1. Significant Accounting Policies (continued)

Monetary amounts

Amounts shown in the financial statements are in Australian dollars and rounded to the nearest one thousand dollars.

(i) Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations iust like all other costs.

However, where Council does not pay some taxes which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in Special Purpose Financial Statements.

For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

Notional rate applied (%)

Corporate income tax rate - 27.5%

Land tax – the first \$734,000 of combined land values attracts 0%. For the combined land values in excess of \$734,001 up to \$4,488,000 the rate is 1.6% + \$100. For the remaining combined land value that exceeds \$4,488,000 a premium marginal rate of 2.0% applies.

Payroll tax - 5.45% on the value of taxable salaries and wages in excess of \$900,000.

Income tax

An income tax equivalent has been applied on the profits of the business activities.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 27.5%

Income tax is only applied where a gain/ (loss) from ordinary activities before capital amounts has been achieved.

Since the taxation equivalent is notional - that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 27.5% is the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

Local government rates and charges

A calculation of the equivalent rates and charges payable on all category 1 businesses has been applied to all land assets owned or exclusively used by the business activity.

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that council business activities face 'true' commercial borrowing costs in line with private sector competitors.

In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

continued on next page ... Page 13



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Purpose Financial Statements 2020

Wollongong City Council

Notes to the Special Purpose Financial Statements

for the year ended 30 June 2020

Note 1. Significant Accounting Policies (continued)

(ii) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed.

Subsidies occur when Council provides services on a less-than-cost-recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations.

Accordingly, 'subsidies disclosed' (in relation to National Competition Policy) represents the difference between revenue generated from 'rate of return' pricing and revenue generated from prices set by Council in any given financial year.

The overall effect of subsidies is contained within the Income Statement of each reported business activity.

(iii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'

Such funds are subsequently available for meeting commitments or financing future investment strategies.

The actual rate of return achieved by each business activity is disclosed at the foot of each respective Income Statement.

The rate of return is calculated as follows:

Operating result before capital income + interest expense

Written down value of I,PP&E as at 30 June

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 0.88% at 30/6/20.

(iv) Dividends

Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.





INDEPENDENT AUDITOR'S REPORT

Report on the special purpose financial statements

Wollongong City Council

To the Councillors of Wollongong City Council

Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Wollongong City Council's (the Council) Declared Business Activities, which comprise the Statement by Councillors and Management, the Income Statement of each Declared Business Activity for the year ended 30 June 2020, the Statement of Financial Position of each Declared Business Activity as at 30 June 2020 and Note 1 Significant Accounting Policies for the Business Activities declared by Council.

The Declared Business Activities of the Council are:

- Waste Disposal
- Tourist Park
- · Health and Fitness
- Crematorium and Cemeteries.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared Business Activities as at 30 June 2020, and their financial performance for the year then ended, in accordance with the Australian Accounting Standards described in Note 1 and the Local Government Code of Accounting Practice and Financial Reporting – update number 28 (LG Code).

My opinion should be read in conjunction with the rest of this report.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to Note 1 to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2020 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information.

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and Special Schedule 'Permissible income for general rates'.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the

financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in Note 1 to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors-responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.

Dominika Ryan Director, Financial Audit

Ryan

Delegate of the Auditor-General for New South Wales

5 November 2020 SYDNEY



SPECIAL SCHEDULES for the year ended 30 June 2020





Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Wollongong City Council

Special Schedules 2020

Special Schedules

for the year ended 30 June 2020

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Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Schedules 2020

Wollongong City Council

Permissible income for general rates

\$ '000	Notes	Calculation 2020/21	Calculation 2019/20
Notional general income calculation ¹			
Last year notional general income yield	а	170,562	165,477
Plus or minus adjustments ²	b	827	730
Notional general income	c = a + b	171,389	166,207
Permissible income calculation			
Or rate peg percentage	е	2.60%	2.70%
Or plus rate peg amount	i = e x (c + g)	4,456	4,488
Sub-total Sub-total	k = (c + g + h + i + j)	175,845	170,695
Plus (or minus) last year's carry forward total	I	2	4
Less valuation objections claimed in the previous year	m	(265)	(396)
Sub-total Sub-total	n = (I + m)	(263)	(392)
Total permissible income	o = k + n	175,582	170,303
Less notional general income yield	р	175,452	170,562
Catch-up or (excess) result	q = o - p	130	(259)
Plus income lost due to valuation objections claimed ⁴	г	37	265
Less unused catch-up ⁵	S		(4)
Carry forward to next year ⁶	t = q + r + s	167	2

Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the Valuation of Land Act 1916.
- (4) Valuation objections are unexpected changes in land values as a result of land owners successfully objecting to the land value issued by the Valuer-General. Councils can claim the value of the income lost due to valuation objections in any single year.
- (5) Unused catch-up amounts will be deducted if they are not caught up within 2 years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for in setting the rates in a future year.
- (6) Carry forward amounts which are in excess (an amount that exceeds the permissible income) require ministerial approval by order published in the NSW Government Gazette in accordance with section 512 of the Local Government Act 1993. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.





Special Schedules 2020

INDEPENDENT AUDITOR'S REPORT

Special Schedule - Permissible income for general rates

Wollongong City Council

To the Councillors of Wollongong City Council

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Wollongong City Council (the Council) for the year ending 30 June 2021.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting – update number 28 (LG Code), and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and the special purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

Special Schedules 2020

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors responsibilities/ar8.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.

Dominika Ryan

Director, Financial Audit

Ryan

Delegate of the Auditor-General for New South Wales

5 November 2020

SYDNEY



Special Schedules 2020

Wollongong City Council

Report on Infrastructure Assets

as at 30 June 2020

Asset Category	Estimated cost to bring assets a to satisfactory standard	o bring to the greed level of service set by Council		2019/20 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets	gross r	eplacem	ent cos	t
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	1	2	3	4	5
on Infrastructure Assets - Val	lues										
Buildings	3,091	5,564	25,522	23,938	301,035	543,023	3.2%	16.0%	79.6%	0.5%	0.7%
Sub-total	3,091	5,564	25,522	23,938		543,023	3.2%	16.0%	79.6%	0.5%	0.7%
Other structures	699	1,324	761	714	9,246	16,204	7.1%	22.7%	61.4%	1.9%	6.9%
Sub-total	699	1,324	761	714	9,246	16,204	7.1%	22.7%	61.4%	1.9%	6.9%
Sealed roads	46,761	81,509	14,467	15,749	610,258	1,479,575	8.1%	8.3%	74.1%	4.0%	5.5%
Bridges	617	1,151	1,704	1,855	118,822	174,322	18.8%	36.5%	44.0%	0.2%	0.5%
Footpaths	3,094	5,651	3,387	2,739	158,235	305,485	21.4%	17.9%	57.9%	0.9%	1.9%
Sub-total	50,472	88,311	19,558	20,343		1,959,382	11.1%	12.3%	68.9%	3.2%	4.5%
Stormwater drainage	466	912	3,327	3,262	530,148	961,129	5.0%	12.1%	82.9%	0.0%	0.0%
Sub-total	466	912	3,327	3,262		961,129	5.0%	12.1%	82.9%	0.0%	0.0%
Swimming pools & Open Space/Recreation	8,558	15,398	27,685	29,531	123,183	195,875	12.0%	14.0%	58.0%	9.0%	7.0%
Sub-total	8,558	15,398	27,685	29,531	-	195,875	12.0%	14.0%	58.0%	9.0%	7.0%
TOTAL - ALL ASSETS	63,286	111,509	76.953	77 799	0.246	3,675,613	0 40/	12 99/	72 59/	2.3%	2.9%
	Buildings Sub-total Other structures Sub-total Sealed roads Bridges Footpaths Sub-total Stormwater drainage Sub-total Swimming pools & Open Space/Recreation Sub-total	Asset Category Standard Sta	\$ '000 \$ '000 con Infrastructure Assets - Values Buildings 3,091 5,564 Sub-total 3,091 5,564 Other structures 699 1,324 Sub-total 699 1,324 Sealed roads 46,761 81,509 Bridges 617 1,151 Footpaths 3,094 5,651 Sub-total 50,472 88,311 Stormwater drainage 466 912 Sub-total 466 912 Swimming pools & Open Space/Recreation 8,558 15,398 Sub-total 8,558 15,398	Sub-total Sealed roads Sab-total Sub-total S	Sub-total Sab-total Sab-	Sub-total Sub-	Estimated cost to bring sasets agreed level of satisfactory service set by standard \$\frac{2019}{2019} \frac{2019}{2019} \frac{2019}{201	Asset Category Standard Sta	Asset Category Standard Sta	Estimated cost to bring to the tobring assets agreed level of to satisfactory standard \$1000 \$10000 \$100000 \$100000 \$100000 \$100000 \$100000 \$100000 \$100000 \$100000 \$100000 \$100000 \$100000 \$1000000 \$10000000 \$1000000000 \$10000000000	Estimated cost to bring stary agreed level of to satisfactory standard st

⁽a) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

(1) Cost to bring up to 'satisfactory standard' refers to the estimated cost to replace the calculated percentage of each asset type that are below satisfactory. Satisfactory standard is generally defined as condition 2 (see Asset Condition Definitions). As identified through Council's Securing our Future community engagement, for footpaths and shared paths, this is condition 3. Cost estimates are based on adopted valuation methodologies and do not generally include the cost of enhancements/upgrades to existing assets. The nominated percentage of each asset type below satisfactory standard is detailed under Condition of Public Works in the Annual Report.

(2) Required Annual Maintenance' is the amount that should be spent to maintain assets in a satisfactory standard and to ensure that the estimated remaining life of the asset is achieved PLUS the new requirement to include the "operating expenses required to keep the asset in a functional state for community use'. During the 2016/17 financial year this process was completely reviewed to ensure inclusion of all labour and materials on all 'asset operation' tasks.

continued on next page ... Page 6



Wollongong City Council

Report on Infrastructure Assets - Values (continued)

as at 30 June 2020

(3) Current Annual Maintenance' is the total expenditure incurred during the year to maintain assets. It also includes the actual expenditure on operational costs to keep the asset in a functional state for community use', which includes costs such as mowing, painting, lighting, cleaning, energy supply etc. It does not include operational overheads (e.g. administration staff) or capital expenditure.

- (4) Cost to bring to agreed service level is defined as "The proportion of the GRC that have reached the intervention level based on condition." The outstanding renewal works compared to the total replacement cost of Councils assets. That is calculated as the cost of bringing condition 4 and 5 assets to condition 1.
- (5) Below is a summary of asset types included in Asset Class:

Buildings: Community Facilities, Cultural Facilities, Childcare Centres, Public Toilets, Exeloos, Grandstands, Surf Life Saving Clubs, Amenities, Office/Shops, Industrial, Residences, Cabins and Leisure Centres

Roads and Road Related Assets: Road seal, base, sub-base, kerb and gutter, guardrails and traffic facilities (roundabouts, speedhumps, medians etc)

Bridge, Boardwalks and Jetties: Road Bridges, Pedestrian Bridges, Boardwalks and Jetties

Footpaths and Cycleways: Footpaths and cycleways (excluding off road footpaths in parks)

Car parks: Surface car parks (not multi-storey) and Boat ramps

Stormwater: Pits, Pipes, Headwalls, Culverts and Riparian Assets

Recreation: Pools, Playgrounds, Sport Courts, Park Furniture, Picnic Shelters and Landscaping. Does not include non-depreciable land and earthworks

Condition of Public Assets

In assessing the condition of Public Assets, Council has considered the existing condition and function of each asset. The results shown for the condition of assets within each category are an average. Therefore, a proportion of assets in each category are above and below the average result. Council recognise that the ratings scale used (as outlined below) may be different from those used by other Councils but has been based on the rating scale in the International Infrastructure Management Manual.

Asset Condition Definitions

Rating	Status
1	As new
2	Good
3	Fair
4	Poor
5	To be replaced

continued on next page ... Page 7



Item 1 - Attachment 1 - Annual Financial Statements for the Year Ended 30 June 2020

Special Schedules 2020

Wollongong City Council

Report on Infrastructure Assets (continued)

as at 30 June 2020

	Amounts	Indicator	Prior periods		Benchmark	
\$ '000	2020	2020	2019	2018		
Infrastructure asset performance indicators (consolidated) *						
Buildings and infrastructure renewals ratio ¹ Asset renewals ² Depreciation, amortisation and impairment	52,085 51,011	102.11%	93.63%	104.26%	>=100.00%	
Infrastructure backlog ratio Estimated cost to bring assets to a satisfactory standard Net carrying amount of infrastructure assets	63,286 1,850,927	3.42%	4.76%	5.50%	<2.00%	
Asset maintenance ratio Actual asset maintenance Required asset maintenance	77,788 76,853	101.22%	100.34%	98.54%	>100.00%	
Cost to bring assets to agreed service level Estimated cost to bring assets to an agreed service level set by Council Gross replacement cost	111,509 3,675,613	3.03%	3.26%	3.47%		

^(*) All asset performance indicators are calculated using classes identified in the previous table.

continued on next page ... Page 8

⁽¹⁾ Excludes Work In Progress (WIP)

⁽²⁾ Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

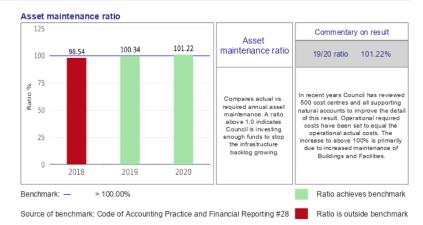


Special Schedules 2020

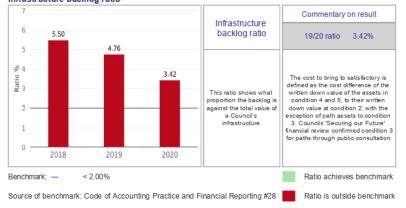
Report on Infrastructure Assets (continued)

as at 30 June 2020

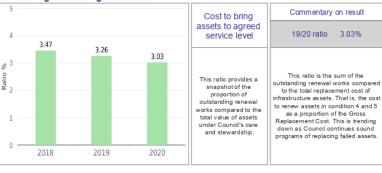
Buildings and infrastructure renewals ratio Commentary on result Buildings and infrastructure 125 19/20 ratio 102.11% renewals ratio 104.26 102.11 100 Council expended \$94M on Capital works during 2019/20. A significant proportion of this expenditure went to ₽ 75 new infrastructure initiatives To assess the rate at supporting major sub-division 50 which these assets are development works. That is, in 2019/20 \$14M was expended on the being renewed relative completion of the Fowlers Road new to the rate at which they are depreciating. bridge project. The impact was not as 25 great as last year, with resulting expenditure on renewal of infrastructure assets at \$52.9M, up 2018 2019 2020 from \$49.7M last financial year. Benchmark: ->= 100.00% Ratio achieves benchmark Source of benchmark: Code of Accounting Practice and Financial Reporting #28 Ratio is outside benchmark



Infrastructure backlog ratio



Cost to bring assets to agreed service level





File: INI-030.55.017 Doc: IC20/613

ITEM 2 DRAFT QUARTERLY REVIEW STATEMENT - SEPTEMBER 2020

The Quarterly Review Statement outlines progress towards the achievement of Council's Strategic Planning documents in particular the Delivery Program 2018-2022 and Operational Plan 2020-2021. The statement addresses the financial and operational performance of Council and includes the Budget Review Statement.

This Quarterly Review Statement has been prepared in the context of the COVID-19 pandemic and includes additional information outlining Council's initial response to the crisis.

RECOMMENDATION

- 1 The draft Quarterly Review Statement September 2020 be adopted.
- 2 The Budget Review Statement as at September 2020 be adopted and revised totals of income and expenditure be approved and voted.

REPORT AUTHORISATIONS

Report of: Brian Jenkins, Chief Financial Officer

Authorised by: Renee Campbell, Director Corporate Services - Connected + Engaged City

ATTACHMENTS

1 Draft Quarterly Review Statement September 2020

BACKGROUND

Council's draft Quarterly Review Statement September 2020 outlines the operational and financial performance of Council's Strategic planning documents in particular the Delivery Program 2018-2022 and Operational Plan 2020-2021.

This report also provides an overview of achievements against priority areas and demonstrates the organisation's performance through the inclusion of performance indicators.

In addition, the Review details Council's performance against its budgets with a concise visual summary of Council's financial position for the quarter.

Significant highlights during the quarter include:

- The adoption of the Wollongong Art Gallery Strategic Plan 2020-2025 Framing our Future.
- The 2020 Illawarra Volunteer Team of the Year award to the Community Transport Health Bus Team.
- The adoption of the Disability Inclusion Action Plan (DIAP) 2020-2025 and the Diversity, Inclusion and Belonging Policy.
- A refurbishment of the basketball courts (former tennis courts) at King George V Oval.
- A spring placemaking project in Crown Street Mall.

CONSULTATION AND COMMUNICATION

Consultation took place with Council's Executive Management Committee and Senior Leadership Team.



PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 goal 4 "We are a connected and engaged community". It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2018-2022	Operational Plan 2020-2021
Strategy	4 Year Action	Annual Deliverables
4.3.1 Positive leadership and governance, values and culture are built upon	4.3.1.1 Ensure appropriate strategies and systems are in place that support good corporate governance	Preparation of timely, accurate and relevant quarterly and annual reporting

FINANCIAL IMPLICATIONS

This review of financial estimates proposes a range of adjustments that will impact the forecast Operating Result [pre capital] and the Funds Result (Available Funds balance) negatively by \$0.3 million. The deterioration is largely due to a lower Financial Assistance Grant payment for 2020-2021 of \$0.4 million, which will also impact future year's estimates.

The review also includes the reintroduction of a range of projects that were in progress at 30 June 2020 that will now be completed in the current year. The budget has not been varied based on a proposed position that these will be offset by corresponding adjustment in the current year projections based on capacity and priorities. A centralised provision that recognises this proposal to adjust the timing of project completion in the current year has been added as a negative to contingencies for the September Quarterly Review. Further details of proposed changes and impacts are provided in the attachment to this report

CONCLUSION

This draft Quarterly Review Statement September 2020 has been prepared following input and assistance from all Divisions. It is submitted for consideration and adoption by Council.





city of innovation





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This Quarterly Review Statement (July to September 2020) reports on progress towards achieving the five Councillor Strategic Priorities from the Delivery Program 2018-2022 and Annual Deliverables from the Operational Plan 2020-2021.

Highlights and significant progress with key projects from the Operational Plan 2020-2021 are reported by the six Community Goals from the Our Wollongong 2028 Community Strategic Plan.

Highlights from this quarter and the 2020-2021 year include:

- 1 Adoption of the Wollongong Art Gallery Strategic Plan 2020-2025 - Framing our Future.
- 2 2020 Illawarra Volunteer Team of the Year award to the Community Transport Health Bus Team.
- 3 Adoption of the Disability Inclusion Action Plan (DIAP) 2020-2025 and the Diversity, Inclusion and Belonging Policy.
- 4 A refurbishment of the basketball courts (former tennis courts) at King George V Oval.
- 5 A spring placemaking project in Crown Street Mall.

Organisational performance is also reported by the inclusion of performance indicators that monitor the status and progress of our Council programs, activities, projects, finances, people and processes.

This report includes an overview of how Council is tracking against its budget. It is a concise visual summary of Council's financial situation for the quarter including operational budget, capital budget and expenditure. The Budget Review Statement is included in this report.

This year has been a challenging time for our community. We are continuing to deal with the global health and economic challenge of COVID-19. While we have made service modifications and will continue to monitor and respond to updated advice and measures, our workforce remains fully engaged to deliver on our promise and provide important services to our community. Our COVID-19 assistance package, outlined in the 2018-2022 Delivery Program, includes a range of measures to assist residential and business ratepayers as well as the broader community.

I would like to thank all staff and the community for their contributions to the achievements identified in this Quarterly Review and Budget Review Statement. This Review will inform the Annual Report due in November 2021.

Greg Doyle General Manager



Our Councillors have made a commitment to support our organisation and community in making Wollongong a better place to live, work, visit and play. To focus Council's attention to achieve this, Councillors have agreed to five Strategic Priorities. These are outlined in the Delivery Program 2018-2022. Progress made in the September 2020 quarter is outlined below.

Activating Our Suburbs

We are committed to enhancing and activating spaces and places across our Local Government Area through sound planning and focused programs.

Our Delivery Program includes an ambitious plan of action to establish our city, towns and villages to be connected and liveable spaces offering a variety of attractions and opportunities for people to work, live, play, learn, visit and invest. Our Program supports a variety of infrastructure spending to enhance recreation, sporting and cultural opportunities.

Project Sponsor: Director Community Services

Project Manager: Manager Community Cultural and Economic Development

Strategic Priority Progress

 \checkmark

On Track

Program Achievements

COVID-19 restrictions on public gatherings has limited the ability to provide activation activities, however, a range of activities were delivered in our suburbs to support connected and liveable spaces for our community.

Council has been working with the Australian Social Investment Trust (ASIT), NSW Department of Communities and Justice (DCJ), Bellambi Neighbourhood Centre and residents of Bellambi to implement projects in the area and community led action plans. This quarter, concrete furniture has been installed to create a meeting place for residents. The furniture will have mosaic artwork installed with a design informed by the community.

Council has been working with the Department of Communities & Justice, Mission Australia, Barnardos South Coast and the residents of Warrawong, Bundaleer and Illawong Gardens to implement a community developed action plan for each location. This quarter a community barbecue was held at Illawong Gardens to discuss health needs and any community concerns and planning commenced for a mural project with young people in Bundaleer.

Council's RTArt project was launched in July, 20 traffic signal boxes were painted with murals by 20 community artists. Painting the traffic signal boxes with murals assists to reduce the incidents of graffiti on them and improves the amenity of the area. The completed works were showcased via our social media channels.

The design for the Grand Pacific Walk Public Art Project to be located on a viewing platform in Coalcliff has been selected. The sculptural works will comprise of unique tree life forms, reflecting the natural environment - both



Activating Our Suburbs continued

conceptually and materially. An engagement process will be undertaken to include personal reflections by locals for incorporation into the artwork. Council's four-year Infrastructure Delivery Program includes a suite of projects to enhance recreation, sporting and cultural opportunities. In addition to the many footpaths, cycleways and open space upgrades, these initiatives include streetscape and public domain improvements in Warrawong, Corrimal, Dapto and Helensburgh town centres.



Urban Greening

Urban Greening forms a significant focus during this Council Term. Our Program includes the implementation of key priorities within Council's Urban Greening Strategy, in conjunction with projects and services that impact sustainability and the quality of our environment.

Project Sponsor: Director Infrastructure and Works

Project Manager: Manager Open Space and Environmental Services

Strategic Priority Progress



On Track

Program Achievements

The Urban Greening Program has continued to progress and deliver stronger environmental outcomes for the community throughout the quarter.

The Urban Greening Program has seen 507 trees planted across urban areas during the quarter with 102 trees removed. Urban Greening for the broader Dapto community was launched in late September. Council will work with the community to plant a minimum 250 street trees across this high need suburb in Autumn of 2021.

Also, throughout the quarter, 500 vacant tree sites in high priority streets that links schools to suburbs and commercial precincts to encourage shaded walking, have been identified. The verge garden guidelines have been completed and will be launched on 16 October at the Botanic Garden Greenplan sale.

Our commitment to shade all 55 of Council's Local Park Playgrounds stands at 47 completed as at September, with the remainder to be shaded prior to end of financial year. During the quarter, Council has engaged a social marketing study to determine behaviours and attitudes towards environmental projects, including Urban Greening to help ensure messaging on trees is aligned with the various views of our community.



West Dapto

We will continue to work in collaboration with key agencies to provide the infrastructure needed to support growth and employment lands within the West Dapto Urban Release Area. This will include coordinated planning for access improvements including new roads and bridges which are needed to support the additional 17,000 future housing lots and 8,500 jobs required over the next 30 years.

Project Sponsor: Director Planning and Environment

Project Manager: Urban Release Manager

Strategic Priority Progress

✓ On Track

Program Achievements

Following the opening of Karrara Bridge on 28 April 2020, Council continues to plan and design the next important infrastructure items for West Dapto.

Council continues to assess Planning Proposal requests, Neighbourhood Plans and Development Applications that facilitate urban development. To date, Neighbourhood Plans have been adopted within stages 1, 2, part stages 3 & 4 which will combined facilitate land for over 4,350 lots. Neighbourhood Plans to support 3,950 lots are currently being assessed. Council Development Application approvals are now 2,196 new lots.

During the quarter, Council received advice from the Minister for Planning & Public Spaces on 23 September 2020 in response to the Independent Pricing and Regulatory Tribunal's (IPART) recommendations following their review of Council's draft West Dapto Development Contributions Plan 2020. This is a major milestone and a result of Council's focus during the year to update the Contributions Plan to reflect West Dapto's local infrastructure needs. Council staff are now preparing to report to Council for adoption of the Contribution Plan.

Implementation of the West Dapto Vision 2018 has progressed with progress on the review of suburb boundaries to ensure suburbs reflect the growing urban area.



Active Transport and Connectivity

We are planning for, and progressively working towards, an integrated and active transport network with improved connectivity across the Local Government Area. A series of actions will be undertaken across this Term of Council to facilitate the upgrade of our public transport and bicycle networks and pedestrian access. This renewed focus is complemented by a significant investment into our footpaths and cycle ways.

Project Sponsor: Director Infrastructure and Works

Project Manager: Manager Infrastructure Strategy and Planning

Strategic Priority Progress

✓ Track

Program Achievements

Actions identified within the Wollongong Bike Plan and Wollongong Pedestrian Plan are incorporated into the Infrastructure Delivery Program and operational programs for progressive implementation.

Of note is the significant budget increase for the 2020-2021 financial year for new footpaths and the implementation of actions in the Wollongong Pedestrian Plan and draft Cycling Strategy. Council's record investment in new footpaths continues; with a total of 35 new footpaths programmed to be constructed in 2020-2021. Council is investing \$10M in new cycleways across the next four years (including works on the next stages of the Grand Pacific Walk). Council continues to plan and build momentum towards the 2022 UCI Road World Championships to stimulate cycling related tourism and community participation.

The new Cycling Strategy, supported by an accompanying implementation plan, aligns to the UCI (Union Cycliste Internationale) 'Cycling City Pillars'. The new Strategy's priorities and expectations also align with delivery of the anticipated UCI 2022 World Road Cycling Championships legacy infrastructure projects.

Proposed actions of this Strategy planned to be delivered in 2020-2021 have been included in Council's Delivery Program 2018-2022 and Operational Plan 2020-2021. All actions that are proposed to be delivered in 2021-2022 and beyond will be considered in future planning and budgeting processes. The inclusion of 2020-2021 projects will further provide significant funding opportunities for construction ready projects through the ability to identify priorities based on studies.

Supporting these plans, staff have and will be working with the Walking Cycling and Mobility Reference Group and key interest groups such as schools, to review and develop targeted programs to promote and provide for active transport initiatives to support our most vulnerable users (school children, disabled and aged).

Council received grant funding for pop up cycleways in Wollongong for delivery in 2020-2021. Council will seek grant funding through a range of State and Commonwealth initiatives to support active transport and connectivity improvements.



Business and Investment

We will continue to grow the Wollongong economy through attracting business, investment, major events, and tourism to the region. We will continue to promote our local advantages, including our proximity to Sydney, supportive business environment, innovative ecosystem, vibrant CBD, and superb liveability to attract businesses and encourage local jobs growth. We will work with key stakeholders, including state and federal governments to further promote our city and attract greater investment in infrastructure and other key assets.

Project Sponsor: Director Community Services

Project Manager: Manager Community Cultural and Economic Development

Strategic Priority Progress

√

On Track

Program Achievements

The Wollongong CBD is undergoing a rapid transformation with a significant number of cranes in the sky and several large office developments either under construction or in the pipeline. The Wollongong CBD is seeing an additional 28,000sqm of A-grade office space under construction or newly completed, representing a 36% uplift on current stock levels. There is also a further \$400M+ in the pipeline, including approximately 25,000sqm+ of A-grade office space.

This quarter has seen some significant announcements in the Wollongong CBD.

- Mercer, a global financial services firm announced it would enter a 12-year lease and commit to 5,000sqm of the Land's Corner building. This will allow the consolidation of operations currently spread over multiple buildings.
- The ATO building set a price record in the City, selling for more than \$57M or \$8,000+ per sqm by Melbourne based Property Fund Castlerock.

As restrictions are eased in Australia, businesses will re-examine their business models to ensure they can survive, including their accommodation needs and business plans. This presents opportunities for Wollongong over the next 6-12 months to market itself as a superior business location and legitimate CBD location. The additional supply of A-grade office space means there is an opportunity to reposition Wollongong as an alternative CBD location.

Despite the impacts of COVID-19, business/investor enquiries have remained strong. Council has facilitated 13 enquiries during the quarter, including several larger projects, with potential for significant employment outcomes.

The Events Concierge Service continued to review and assess applications to event holders looking to deliver major events across the City. This included reviewing and assessing two event applications; received and processed 23 filming applications; received and responded to 37 enquires throughout the events inbox; worked with event operators in accommodating approximately five event postponement requests and facilitated a key stakeholder meeting reviewing current calendar of events that included Police, Ambulance and NSW Health.



EMERGENCY RESILIENCE, DISASTER RESPONSE AND RECOVERY

This year has been one that has responded to significant challenges. A bushfire emergency in January followed by significant rainfall in February and now the global heath and economic challenge of the Coronavirus or COVID-19 pandemic. These have all contributed to what we were able to deliver and the way we serve and support the community. The application of a community-orientated, risk-based approach to the delivery of our services as well as responding to advice from government authorities, has meant that some services and key facilities were temporarily altered or ceased. In line with public health advice, Council has been able to reopen key facilities such as our supervised swimming pools, library buildings and the Customer Service Centre. However, we need to maintain social distancing and enhanced hygiene measures. As always, our focus is on protecting vulnerable members of our community and protecting the health, safety and wellbeing of our staff and volunteers, their families and our community.

Council's workforce remains fully engaged during this time to support ongoing service requirements and deliver the Infrastructure Delivery Program as planned. Beyond the management of assets, Council's annual infrastructure investment is significant and will continue to support local contractors, businesses and suppliers. The organisation is also undertaking a review of how we deliver our services in line with the national health guidelines. Of particular importance is how we can continue to effectively engage with our community during this time. Council's online engagement opportunities remaining open via the website and alternate engagement methods are being explored and developed.

On 26 March, Council announced a support package to assist Council lessees and licensees by deferring our tenants' rental payments for a period of 90 days for lessees and licensees who are unable to carry out their normal business under the changes that are in place to minimise the spread of COVID-19. In addition, rent reviews for Council tenants will be deferred until further notice and outdoor dining licence holders will have their fees waived for 90 days. Council has approximately 170 lessees and licensees who operate from our properties or off our land.

Rate Relief

Council has voted to approve an option for residential and business ratepayers whose finances had been affected by coronavirus to have the option to defer their rates and annual charges until 30 September 2020, with no interest charged until 31 December 2020.



Operational Plan 2020-2021 PROGRESS

The following section provides an overview of Council's progress with delivering Our Wollongong 2028. It provides a summary of progress for 2020-2021 Annual Deliverables [Council's programs, projects and activities] and highlights significant progress with annual projects as outlined in Our Wollongong 2028 Community Goals. This exception-based reporting provides an overview of achievements for the September 2020 quarter. The organisation's performance is also reported by the key performance indicators, budget summary information and Budget Review Statement.

The Operational Plan 2020-2021 contains 354 annual deliverables across the six Community Goals. Table 1 below outlines how Council is tracking in the September quarter to achieve the annual deliverables for each Community Goal.

1: Annual Deliverable Progress by Community Goal

Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
We value and protect our natural environment	95.77%	1.41%	1.41%	1.41%	0%
We have an innovative and sustainable economy	93.33%	0%	2.22%	2.22%	2.22%
Wollongong is a creative, vibrant city	80.56%	2.78%	5.56%	5.56%	5.56%
We are a connected and engaged community	96.43%	0%	0%	1.79%	1.79%
5. We have a healthy community in a liveable city	89.57%	4.36%	4.35%	0.87%	0.85%
6. We have sustainable, affordable and accessible transport	85.19%	14.81%	0%	0%	0%
Total Annual Deliverable Progress	91%	3%	3%	2%	1%

Note: Each Goal does not have an equal number of annual deliverables; therefore, the Annual Deliverable progress has been rounded up to 100.



Overall, 3.0% of Annual Deliverables were reported to be delayed and 2.0% were deferred. Table 2 below outlines all Annual Deliverables that were reported as delayed or deferred at the end of September 2020.

Table 2

Community Goal	Annual Deliverable	Delayed	Deferred	Comment
1. We value and	Continue to			Council submitted a nomination for
protect our natural	pursue			State held Voluntary Planning
environment	biodiversity			Agreement funds to support the
	certification of the			current WCC application for
	West Dapto			biodiversity certification.
	Urban Release			Council received a formal letter from
	Area including			DPIE - EES highlighting some
	offsetting			shortcomings with the biodiversity
	provisions			certification application and
				suggested 'that WCC pursues a
				strategic [biodiversity] project that is
		Υ		not reliant on certification as an
				outcome'. Council responded to the
				letter during the current quarter
				advising that we consider biodiversity
				certification remains viable. Council is
				continuing to meet with DPIE - ESS
				to discuss options to achieve
				certification as well as potential
				alternative mechanisms to secure
				environmental outcomes that will
				support streamlined development
				processes.
	Coordinate the			Due to Covid-19 restrictions, the CSO
Community			Y	program remained shut down during
	Service Order		r	the quarter.
	program			



Community Goal	Annual Deliverable	Delayed	Deferred	Comment
2. We have an	Provide database			During the past quarter, COVID19
innovative and	sessions to years			restrictions meant that we were
sustainable	11 and 12			unable to visit schools to present
economy	students and			workshops.
	information			We continued to promote the service
	sessions for			and liaise with schools re future
	customers across			bookings, with some schools
	a range of library			indicating interest in engaging with us
	sites		Y	later in the year. Some schools have
				specified that we provide the service
				via a Zoom/Teams meeting, instead
				of a physical visit. An online
				presentation to Wollongong High has
				been booked for November 2020.
				For comparison, in the July –
				September 2019 period, we delivered
				sessions to over 120 students.
	Participate in			This quarter a project commenced to
	relevant networks			investigate a process for capturing
	and support			Council's total spend on social
	opportunities for	Υ		enterprises and social outcomes. Due
	social enterprise,	T		to COVID-19 restrictions other
	including the			planned support opportunities and
	provision of			activities have been postponed.
	training			



Community Goal	Annual Deliverable	Delayed	Deferred	Comment
3. Wollongong is a	Implement the			A body of work on the 'Made in
creative, vibrant	'Made in			Wollongong' brand was completed in
city	Wollongong'			Dec 2017, with EOI's going out for
	concept			creative industry participation. Since
				that time there has been limited take-
				up of the Made in Wollongong brand
				and so a strategic review of the
				concept and promotion is currently in
		Υ		scope. This will include:
				1) Assessment of the work already
				completed on the 'Made in
				Wollongong' brand to identify
				successes and gaps and revisit the
				purpose.
				2) Creation of a refreshed project
				plan and communications strategy
				and accurate budget scope.
	Host six major			Due to the current State government
	events reflecting			restrictions on public gatherings due
	priority sectors			to COVID-19, all major events have
	and contribute to	V		either been cancelled or postponed to
	the acquisition of	Υ		the first half of 2021. Unless public
	signature events			health orders are changed, then
	in the city			these events are at risk and targets
				may not be met.
	Deliver the			Due to COVID restrictions the 2020
	annual Viva La			VIVA la Gong festival has been
	Gong Festival			cancelled. A number of VIVA "engine
				room" projects are currently being
				investigated with MCCI, SCARF and
			Y	WCC Community Development,
				where cultural projects may be
				supported to happen in the suburbs
				and then be presented as part of
				VIVA 2021.



Community Goal	Annual Deliverable	Delayed	Deferred	Comment
	Support newly arrived and refugee communities through the delivery of the Illawarra Refugee Challenge with community partners		Y	The Illawarra Refugee Challenge is currently on hold due to COVID-19 restrictions. An alternative delivery method continues to be investigated and options for refugee cultural awareness programs considered.
4. We are a connected and engaged community	Work with Friends of Wollongong City Libraries to improve resources within libraries that are generated with funding from fundraising activities		Y	Due to COVID19, the Friends of Wollongong City Libraries have had to cancel all their planned events until further notice. This has curtailed their ability to raise funds for the libraries. The Friends will resume their fund- raising events (predominantly author talks) when the Public Health Order allows gatherings for events that will attract large numbers of attendees.
5. We have a healthy community in a liveable city	Continue the 'I belong in the Gong' Safety Initiative	Y		The solar light, to be located at the rear of the Wollongong Youth Centre, and the solar phone charging station, to be located near the amphitheatre in Crown Street Mall, were being built during this quarter. There have been delays in their construction as parts were not able to be sourced due to COVID-19 restrictions. It is anticipated that both the light and charging station will be installed during next quarter which will complete the I Belong in the Gong project.



Operational Plan 2020-2021 Progress continued

Community Goal	Annual Deliverable	Delayed	Deferred	Comment	
5. We have a	Assist the NSW			A final report was received from the	
healthy community	Environment			University of Queensland (Uniquest)	
in a liveable city	Protection			on 29 June 2020.	
	Authority (EPA)			The EPA has provided a copy of this	
	to undertake the			report to NSW Health (as part of the	
	Wollongong Local			Lead & Other Heavy Metal	
	Government Area			Contaminants Working Group) to	
	land	Y		ensure they have had an opportunity	
	contamination			to review its contents before the	
	literature review			report is finalised.	
				The project continues to experience	
				delays, most recently due to the	
				prioritisation of NSW Health	
				resources on other issues as a result	
				of the COVID-19 pandemic.	
	Reinstate			Pre- approvals to allow the	
	Waterfall			submission of a development	
	(Garrawarra)			application continue to be worked	
	Cemetery			through.	
		Υ		Approval from the local Aboriginal	
		1		Land Council has been requested to	
				allow for land owners consent,	
				required for the submission of the	
				development application for the	
				works.	



Operational Plan 2020-2021 Progress continued

Community Goal	Annual Deliverable	Delayed	Deferred	Comment	
	Implement			The Conservation Management Plan	
	Landscape			for the Hill 60 location has been	
	Masterplan			completed and an Aboriginal Heritage	
	recommendations			Impact Permit has been secured for	
	for Hill 60			proposed works. A Section 60	
	Reserve at Port			application submitted to the NSW	
	Kembla			Heritage for consideration was	
				approved in June however it excluded	
				approval for stage 1 works. The	
				exclusion of stage 1 works has	
				significant implications for the	
		Υ		majority of works identified under the	
				current delivery program. Therefore,	
				a formal appeal to the exclusion of	
				stage 1 works has been lodged with	
				the Minister for Heritage. Council	
				executive have engaged directly with	
				senior Heritage NSW staff and are	
				working to develop a pathway that will	
				enable Council to secure the required	
				approvals as quickly as possible to	
				minimise further delay to the	
				commencement of works.	
	Design and			Council is currently evaluating the	
	construct a boat			feasibility of constructing the off-site	
	storage shed for			boat storage shed on flood effected	
	North			land at Montague Street Fairy	
	Wollongong Surf		Υ	Meadow.	
	Life Saving Club		'	This will see more detailed design	
				works and construction be	
				undertaken in 2021-22, when	
				clarification on the site suitability will	
				be determined.	



Operational Plan 2020-2021 Progress continued

Community Goal	Annual Deliverable	Delayed	Deferred	Comment
	Deliver library			Wollongong City Libraries are
	infrastructure			currently scoping a project to review
	projects identified			the functionality of spaces within
	in Wollongong			Wollongong and Dapto libraries. The
	City Libraries	Y		project will deliver a brief to inform
	Supporting			design for more modern, accessible
	Document 2017-			and customer-focused library spaces.
	2022			This in turn will lead to projects for
				major/minor refurbishment of these
				two libraries.



GOAL 1: WE VALUE AND PROTECT OUR NATURAL ENVIRONMENT

Coordinate community environmental programs, including Rise and Shine Program, Clean Up Australia Day, World Environment Day, National Recycling Week, International Composting Week and other sustainability and waste education activities

During the quarter, Council conducted a Term 3 school competition involving odd shaped fresh food items "Not as Beautiful, Just as Tasty" for students to write a story about a wonky fruit or vegetable. A Plastic Free July resident competition was held on Instagram which saw six reusable picnic set prizes allocated in July. Staff also developed online workshop formats, to be delivered during COVID-19 restrictions.

The shores of Lake Illawarra provided the backdrop for the launch of Council's 35th Rise and Shine Campaign. Rise and Shine is Council's longest running environmental clean-up program, with last year's community clean-up involving 112 community groups participating in clean-ups around the Wollongong region, with 13.4 tonnes of rubbish collected. The focus of the 2020 Rise and Shine campaign is on Lake Illawarra and plans are in place to allow community members to participate while following NSW Public Health Orders and social distancing guidelines.



[IMAGE: Council's 35th Rise and Shine campaign launch at Lake Illawarra]



GOAL 1: WE VALUE AND PROTECT OUR NATURAL ENVIRONMENT

Deliver the Heritage Assistance Grant Program

During the quarter, Council finalised funding allocations for the Wollongong Heritage Grants program 2020-2021. The Wollongong Heritage Grants Program is assessed by the Wollongong Heritage Reference Group with 11 successful applicants chosen based on the funding guidelines. The program supports property owners with maintenance and conservation of significant local heritage items.

This year's allocation will support the Berkeley Pioneer Cemetery Group's headstone conservation works, roof repairs on Dobinson's Store at Mt Kembla and the restoration of the entry to Woonona/Bulli School of Arts.

In 2019, Council doubled the funding allocation to the Local Heritage Grant Fund from \$30,000 to \$60,000 which enabled Council to support a larger number of projects and those with a higher value, this year's having a combined value of \$142,000.

The Wollongong Heritage Grants program received an additional \$5,500 in supplementary funding from the State Government Heritage Fund.

Implement and review annual water and energy saving actions

Council continues to integrate water and energy saving actions into its projects as business as usual. A key highlight during the quarter was the opening of the tender process to install solar panels on Council's Stewart Street multi-storey carpark. This is part of a continued focus on sustainability and net-zero emissions targets. The tender opened on 1 August for the design and installation of solar panels on the existing multi-storey carpark. The panels will be supported on new steel frames which also serve as vehicle shade structures. The energy generated by the new solar panels will be used by Council's Administration Building to reduce the maximum electricity demand of the building. Surplus energy will be exported to the grid. The structure once completed mid next year will have the capacity to reduce the Administration Building's emissions foot print by a further 20%.

Other projects progressing include high efficiency pool plant upgrades, several large air conditioning projects and replacement of the Botanic Garden nursery heating system. The Sustainable Building Strategy has undergone a comprehensive review and resulting in the revised Towards Net Zero Buildings Strategy. This document once finalised and adopted will articulate building performance standards for all existing and new buildings.



[IMAGE: Impression of Solar Panels for Council's Stewart Street Carpark]

Continue to progress options to implement a Food Organics Garden Organics (FOGO) program across the LGA

Throughout the quarter, Council endorsed a report that outlined the future implementation of FOGO across the local government area. FOGO roll out is now underway, with collections on track to commence in November 2020. It will include a weekly FOGO collection to all households that currently have a green-lidded garden waste bin.

FOGO is not an opt-in service but will simply be a changeover from the current fortnightly garden organics service to a weekly food organics and garden organics service from November. Red and yellow-lidded bins will continue to be picked up as normal. Throughout the quarter, work has commenced to allow that from November, all households that currently have a green-lidded waste bin will have an information pack delivered to their door, along with a kitchen bench caddy and compostable liners which will make taking the food waste from the house to the bin easier. Once households receive their caddy they can participate with weekly collection starting the following week.

A grant application for a FOGO trial for multi-unit dwellings which don't currently have a green-lidded waste bin has been submitted and is under assessment.

Waste management is a significant issue for the City, with almost 40,000 tonnes of residential waste going to landfill each year. While Council currently deploys a range of landfill diversion strategies (including operating the community recycling centre at Whytes Gully), this was an important step to explore ways of keeping organic matter out of landfill.



[IMAGE: Preparing to roll out FOGO Information packs]

Performance Measures Q1 2020-2021

- Participation rate in environmental programs* | 2,260 (Q1 2019-2020 13,804)
- Number of volunteers for Environmental Programs Greenhouse Park | 22 (Q1 2019-2020 17)
- Plants Propagated | 27,034(Q1 2019-2020 19,513)
- Plants Distributed | 20,347 [Q1 2019-2020 17,708)
- Tonnes of Rubbish collected from clean-up activities | 7.84 (Q1 2019-2020 8)
- Number of volunteers worked at Bushcare and FIReady sites | 924 (Q1 2019-2020 517)

^{*}Impacted by COVID-19



GOAL 2: WE HAVE AN INNOVATIVE AND SUSTAINABLE ECONOMY

Implement the Economic Development Strategy 2019-2029

The Economic Development Strategy 2019-2029 was officially endorsed by Council in September 2019 which included a jobs target of 10,500 new jobs over the next 10 years.

A range of key activities were undertaken throughout the quarter, as outlined below:

- On Monday, 21 September 2020, Council endorsed the Wollongong CBD Night Time Economic Council Policy
 to be placed on public exhibition for 28 days. This policy seeks to provide clarity to local operators regarding
 operating hours permitted in the CBD and development application requirements for these businesses;
- Despite the impacts of COVID-19, business/investor enquiries have remained strong. Council has facilitated
 13 enquiries during the quarter, including several larger projects, with potential for significant employment outcomes;
- Continual tracking and monitoring of commercial and high-rise residential development within the Wollongong CBD. The RLB Crane index for Q3 2020 was also released, which included 11 cranes across the Wollongong LGA, including 10 in the Wollongong CBD;
- Continual monitoring of the impact of COVID-19 on the local economy, through ABS data and the Economy.ID COVID-19 Outlook tool;
- To take advantage of the substantial uplift in new A-grade office development underway, Invest Wollongong has completed the Office Market Prospectus, which highlights the substantial commercial leasing opportunities in the Wollongong CBD. The key target audience is external professional and financial services firms, Sydney based tenant representatives/leasing agents and government agencies;
- The Invest Wollongong digital marketing campaign will commence in October 2020, with a strong focus on the professional services and scale-ups sectors. The campaign will promote Wollongong as a superior business location and will feature a range of collateral, including videos, blogs and the Office Market Prospectus;
- This quarter saw the announcement by Mercer that it has committed to a 12-year lease of 5,000sqm in the new Lang's Corner building. This will see Mercer as the anchor tenant at Lang's with construction now underway with completion mid-2022;
- Continued Council representation on local boards, including i3Net, Illawarra First, Economic Development Australia (EDA) and the Night Time Economy Council's Committee (NTECC);
- Work on a 'City Deal for Wollongong' as part of a wider regional approach continued. The prospectus is now finalised and due to be launched in October 2020;
- Continued to advocate for important regional transport infrastructure including SWIRL and Picton Road.



GOAL 2: WE HAVE AN INNOVATIVE AND SUSTAINABLE ECONOMY

Plan and deliver staged implementation of Crown Street West improvements

Throughout the quarter, three projects commenced for Crown Street West. Progress of each of these projects include:

- Crown Street West Railway Parade to Gladstone Street, this project is currently in the design phase with handover anticipated for December 2020;
- Crown Street West Darling Street to Denison Street: Designs were handed over in the 2019-2020 financial year and construction has commenced and expected to be complete by the end of October. The project between the corner of Denison and Crown Streets is a three-month project to revamp the kerb and guttering along the left lane, install a new paved footpath and add new planter boxes for colour. This continued program of works aims to improve pedestrian safety and provide better access to all members of the community. The project is part of Council's larger landscape program to upgrade and maintain west Crown Street as well as being one of our most important, highly used pedestrian areas.



[Image: Crown Street West improvements]



GOAL 2: WE HAVE AN INNOVATIVE AND SUSTAINABLE ECONOMY

Engage in a range of activities that provide opportunities and promote Wollongong City Council as an employer of choice including the Cadet, Apprentice and Trainee and Work Experience programs and in partnership with educational institutions

Applications opened during the quarter for a variety of entry-level employment and education pathways designed to provide employment opportunities for individuals without significant work experience or qualifications. The positions offered represent an important element of Council's contribution to the development of employability skills and entry-level careers in the region.

There are 13 roles available for the February 2021 start, open to people of all ages, background and experience. As a cadet, apprentice or trainee, people are given practical on-the-job training at the same time as studying a relevant industry recognised qualification and earning a wage.

Positions are offered in a range of operational areas including finance, information technology, civil works, environment, engineering, communications.

This represents a commitment made during the 2018-2019 financial year of four year rolling plan for Cadet, Apprentice, Trainee and School Based Trainees (CATS). Year 2 of that plan was reviewed and affirmed with an intake of 18 CATS determined on 25 August. School Based Trainees will commence their program next quarter (7 December 2020) while Cadets, Apprentices and Trainees will commence in the third quarter (1 February 2021).



[Image: Applications open for Cadets, Apprentices and Trainees at Council]



GOAL 2: WE HAVE AN INNOVATIVE AND SUSTAINABLE ECONOMY

Deliver a program of activities and provide services that facilitate learning by community members: Born to Read, History Week workshops, Bookclubs

During the quarter, this program continued to be delivered online. *Tiny Bites* and preschool story videos have been shared with *Paint the Gong Read* to enable further 'reach' into the community. After school programs proved popular, with *STEAM Punks* for ages 5-12 years receiving a positive response. Children's and youth staff explored differing formats for program presentation, finding customers respond enthusiastically to the opportunity to comment on children's story time videos. These videos have provided staff learning opportunities for writing, directing, presenting, videoing, editing, and marketing skills development across the team.

Wollongong City Library has liaised with partner organisations regarding the resumption of programs in early October within COVID-19 restrictions. Maintaining relationships has been imperative during the pandemic as has responding and reacting to changes in NSW Health guidelines to ensure the Library is able to recommence staged service delivery in a timely manner.

Videos of online author talks remain popular, with a video of the Shannon Malloy talk being re-posted following the announcement that a movie based on the book is to be made. Council has joined with the NSW State Library collaborative author talks program to provide access to some live Zoom author events. Council has also developed a page on the Libraries' website for Book Week 2020. This contains links to books, activities and information for each Library category, with a competition for a Book Week Prize Pack to be drawn in Book Week in October. This online version of Book Week has been promoted to all schools and preschools in the Illawarra, along with the opportunity to take out an organisational membership of the Library.

Performance Measures Q1 2020-2021

- Number of visitations to the tourism information centres* | 6,269 (Q1 2019-2020 12,562)
- Tourist Park occupancy rate of cabins* | 49% (Q1 2019-2020 53%)
- Occupancy rates of paid on street parking | 64% (Q1 2019-2020 78%)
- Tourist parks occupancy rate of unpowered sites* | 9% (Q1 2019-2020 13%)
- Tourist parks occupancy rate of powered sites* | 31% (Q1 2019-2020 32%)

^{*}Impacted by COVID-19



In conjunction with the Local Organising Committee, prepare for the 2022 UCI Road World Championship

During the quarter a range of activities commenced in preparation for the 2022 UCI Road World Championships. The recruitment, appointment and commencement of the UCI event specialists was finalised.

Planning is progressing regarding finalisation of a Host City Agreement.

A dedicated countdown clock was unveiled in the Crown Street Mall on 25 September, as the City marks two years out from the UCI Road Cycling Championships coming to Wollongong in September 2022.

The digital clock, which was fabricated by a local contractor and uses stylised imagery of Wollongong's lighthouse, will remain in the Crown Street Mall for the next two years as the City prepares for the international event that's second only in profile to the Tour de France.

The UCI event will include a range of men's and women's races across age groups from junior to elite. While the routes are to be determined, it's a major opportunity to showcase the region to the world. The broadcast of the event is expected to have Wollongong on the screens of 250 million people across 150 countries, further emphasising the unprecedented size and scale of this event to be hosted by Wollongong.

The 2022 UCI Road World Championships is supported by Destination NSW, Wollongong City Council and the NSW Government.



[IMAGE: 2022 UCI Road World Championships clock launch]



Manage and deliver exhibition and collection programs at the Wollongong Art Gallery

A key achievement during this quarter was the adoption by Council of the Wollongong Art Gallery Strategic Plan 2020-2025 - *Framing our Future*. This Plan was the culmination of extensive consultation with the community and other key stakeholders over several years. It will guide the Gallery over the next five years to enhance the cultural and creative experience in Wollongong to ensure it remains relevant to our community, the arts and to contemporary life. Framing Our Future identifies 21 strategies that sit under six key focus areas: Place, Program, Collection, Visitor Experience, Profile and Partnerships.

On 1 July 2020, the Wollongong Art Gallery re-opened its doors to the general public with COVID-19 safety measures in place. This enabled visitors to return to the Gallery in limited numbers, the first time since its closure on Tuesday, 24 March.

The Gallery's social media program continued during the period with education and public programs being delivered via social media. The Gallery also participated in an on-line exhibition coordinated by the National Arts School and Newcastle Regional Gallery. Exhibition programs scheduled for the quarter were extended to allow the exhibitions to be viewed by visitors once the Gallery re-opened. These included Pamela Griffith - Wollongong Then and Now, Anita Johnson Larkin - Come to Me without a Word, and Every Body from the Collection.



[Image: Wollongong Art Gallery reopened to the public on 1 July]



Deliver key funded strategies from Creative Wollongong

During the quarter, a range of strategies were delivered from Creative Wollongong including the completion of the Creative Dialogues program. This program, which has historically been presented face to face, was delivered as an audio podcast made available through the Creative Wollongong Facebook page and Council's website. The final of the six Creative Dialogues programs included video and audio.

The Creative Wollongong youth short film competition was also completed throughout the quarter, with 24 entries for ages 8-19. The competition was judged by Council officers and Australian actor Jake Ryan, whose credits include Home and Away, Wentworth, Wolf Creek and Underbelly Razor to name a few. Winning Films were presented on the Creative Wollongong Facebook page, WCC website and YouTube.

A call for EOIs has been sent out for the Coledale Community Centre mural. This project will replace an aged previous artwork at the Centre and will include a collaboration between Council and the South Coast Writers' Centre.

The "I'm Grateful for... photographic portrait project being developed has received wide attention and interest from media and the community. The project has begun with a call out to the community for photographs and "what I'm grateful for statements". Selected photographs will be displayed on six photographic display cubes arranged around the Crown Street Mall over the festive and holiday season. These cubes will then be distributed to other suburbs around the LGA.



[Image: I'm Grateful for....Photographic Portrait Project display in Crown Street Mall]

Deliver library programs that recognise and reflect the cultural diversity of our community

Council's Aboriginal Reference Group endorsed a proposal for libraries to display a Children's Acknowledgement of Country poster in the children's area across all library sites and to make the acknowledgement at the beginning of every Preschool children's program. The library is also promoting our Aboriginal authors within the Junior Picture Book Collection by adding Aboriginal flags to book covers to make the collection more visible.

The library has presented the *Tiny Bites* children's story time in Spanish, as well as uploading a video for children to learn some French language. The library supported Paint the Gong Read by supplying bilingual books to be read aloud and shared on social media. The community language bulk loans service continues with 22 boxes received for 18 customers in 11 community languages during this period. A new online database called 'LOTE Online for Kids' containing over 400 picture books in 20 community languages was added to the library's digital collection. A social media post was added for 'LOTE Online for Kids'.



Deliver increased city centre marketing and activation initiatives to support local and regional economic recovery in response to COVID-19

During the quarter, planning and execution of a range of activation initiatives were undertaken to support the local and regional economy in response to COVID-19.

Council is finalising a new marketing approach for the Wollongong City Centre designed to promote and attract a greater number of visitors and to extend visitation times. Branded as the Wollongong CBD Marketing Strategy, it will promote local boutique bars, food, art and culture. It will also provide practical assistance to local businesses with digital marketing to better promote their business offering and the Wollongong CBD experience.

On 21 September, Council's draft Wollongong CBD Night Time Economy Policy was endorsed for public exhibition. The Policy looks at the ways we can work towards building a thriving City and a vibrant bar and restaurant culture and aims to support a shift in the City's night time economy. This is also in line with work by the NSW Government to develop policy around operational hours and practices for small bars and restaurants. The draft Policy also aims to provide clarity and support to local businesses by providing information on operating hours within the CBD and development application requirements. The draft Policy will also contribute towards the recovery of Wollongong's night time economy, given the challenges presented by recent COVID-19 restrictions and closures.

A spring placemaking project in Crown Street Mall saw the delivery of colourful spring-themed décor, additional COVID-19 safe distanced seating, living parklet and plants were delivered to create more welcoming and comfortable public outdoor areas. The artworks and decorations were made with sustainability in mind and were built to be used more than once. The vibrant display will remain in place until late October.



[IMAGE: Spring-themed Crown Street Mall decorations]



Review and initiate opportunities and projects to support the Wollongong community specifically in response to COVID-19

Throughout the quarter, COVID-19 restrictions impacted the delivery of numerous planned events and activities. Alternative delivery modes were implemented to ensure services and activities continue to be provided to the community. For example, the 'Family Fun Day' was replaced with an online competition where schools, individuals and early education services were encouraged to do a drawing, make a video, write a story or a poem that responded to five questions which focused on community and child safety.

NAIDOC Week celebrations have been rescheduled to November and will feature online video and the Annual Reading Day became a virtual reading day, with 42 story readings being filmed. Videos included bilingual, local Aboriginal dreamtime stories and popular children's books. Council staff, local Elders, paramedics and local fire fighters read the stories. A story about COVID-19 was also read by nurses from the local hospital.

COVID-19 has highlighted gaps in communications with Culturally and Linguistically Diverse (CALD) communities. Locally, organisations have shared information on who and how to communicate, including which cultural groups, platforms, frequency and methods. A key gap identified is the lack of audio-visual material for non-literate communities and those whose languages took several weeks to translate. A CALD communications protocol and other ideas are being investigated to improve our communications with CALD communities.

Council coordinated a working group of the Illawarra Refugee Issues Forum (IRIF) to investigate digital access and literacy for CALD communities and explore the needs of refugee communities. While issues identified were present before COVID-19, they have been exacerbated as the online world has become more central to people's lives. For communities with low literacy, including refugees, limited English skills make online access challenging, especially combined with limited or no face to face support. Issues associated with not having access to devices, access to data and IT support have been highlighted during COVID-19. Council continues to work with key organisations to address these issues. COVID-19 has resulted in increased mental health concerns for young people. Youth services have revised the approach to providing information and referral, now offering these services online as well as face to face. The Wollongong Youth Services Facebook page was used to share information about self-care and services available.

Performance Measures Q1 2020-2021

- Library visitations* | 127,733 (Q1 2019-2020 423,827)
- Library total number of loans* | 210,208 (Q1 2019-2020 -340,649)
- Library programs: number of programs* | 25 (Q1 2019-2020 741)
- Library programs: number of participants*^ | 22,699 (Q1 2019-2020 19,851)
- * Impacted by COVID-19
- ^Change in mode of delivery to include online participants



Deliver a diverse range of community engagement opportunities to inform and guide development and delivery of Council business

Throughout the quarter, engagement was undertaken to seek community input on a diverse range of plans, projects and strategies. These included:

- Pilot cycling routes planned to provide links and safe connections to key destinations in Wollongong, Port Kembla, Thirroul and Towradgi. Signage was installed to encourage those who use the areas to provide feedback:
- City Centre Planning Review presents changes to existing planning controls. Promotional activities were undertaken to encourage the community to provide feedback through an online survey, written submissions, meetings and stakeholder forums;
- Draft Housing and Affordable Housing Options Paper provides options for housing our growing population and creating housing that is affordable. Feedback will inform the draft Housing Strategy and planning controls;
- Coledale Beach Car Park upgrades and Grand Pacific Walk Clifton works to upgrade the path network between
 Clifton and Austinmer. Feedback from the community will help inform construction;
- Draft Cycling Strategy 2030 aims to increase bike riding participation at all levels for exercise, recreation and transport. The community were asked to share their thoughts through online surveys and using an interactive online mapping tool;
- Draft Diversity, Inclusion and Belonging Policy will guide the services Council provides for the community and how we will shape and support our workplace in the delivery of those services. Information from the community has been used to revise the policy, which is now endorsed;
- The draft Disability Inclusion Action Plan (DIAP) sets out the strategies and actions that Council will deliver to enable people with disability to have greater access to Council information, services and facilities. Information from the community has been used to finalise the plan, which will guide Council's work for the next five years;
- The draft Wollongong CBD Night Time Economy Policy provides clarity regarding operating hours permitted in the CBD and development application requirements. Engagement has been undertaken with businesses, industry groups, government departments, Police and community.
- Port Kembla Pool Amenities upgrade design has been prepared to create an Accessible Adult Change Facility
 in the Port Kembla Pool Amenities. Community feedback will help inform how we manage construction;
- Draft Community Safety Plan 2021-2025 includes strategies to support people to feel safer, be safe, and reduce crime. Following the period of public exhibition, the Plan will be updated and presented to Council for adoption during the December 2020 quarter;
- Ongoing support was provided for the Wongawilli Access Project to raise community awareness and respond to concerns around impacts of Stage 1 works.

A range of policies were also exhibited this quarter including the draft Revised Waste and Resource Recovery – Fees & Exemptions Policy, draft Planning Agreements Policy, draft Risk Management Framework and draft Electric Vehicle Charging Stations on Public Land Policy.



Continue to review and enhance Council's digital customer service and engagement channels in line with strategic objectives

During the quarter, digital channels continued as a key tool for highlighting our services and activities and engaging with our community. FOGO, cycling and bike-related posts, COVID-19 messaging and Urban Greening were a focus of the channel.

Council continued to use Facebook as a means of highlighting key agenda items and outcomes from Council meetings. Council's Facebook page reached a key milestone at the end of the quarter with the number of likes ticking over the 30,000 mark to reach a total of 30,171 at the end of the quarter. This was an increase of 2.5 per cent on the previous quarter.

Twitter, Instagram and LinkedIn followings also continued to grow. Twitter followers increased by 1.7% from 6,349 to 6,459. We had 6,792 Instagram followers at the end of the quarter, up 3.8% from 6,545 at the end of the previous quarter. Followers on Council's LinkedIn company page grew 9.8% from 8,430 at the end of the previous quarter to 9,259.

Following the launch of Council's e-newsletter at the end of last quarter, Council has now published a total of five e-newsletters reaching 3,244 recipients. The e-newsletters will be promoted via social media and the hardcopy community newsletter over the next quarter to increase the number of subscribers.





City of Wollongong
Public & government
service



[IMAGE: Wollongong Council's Facebook Page]



Review and maintain and effective risk management system; including risk appetite statements, risk registers and treatment plans

The Enterprise-wide Risk Management Committee meet regularly to monitor corporate risks as well as consider significant risk events and emerging risks. The Audit, Risk & Improvement Committee received a quarterly report of Council's Topmost Risks and other risk management initiatives and activities, as well as a presentation in relation to key risk activities.

Following the endorsement of Risk Appetite Statements for Council in August 2020, Council's Risk Management Policy was adopted. This further enhances risk management in Council. The risk team continuously review and maintain the corporate risk registers and treatment plans and update for any changing or emerging risks.

Participate in a range of community sector networks to foster collaborations and partnerships

During the quarter, Council convened the Children and Families Services Interagency meeting in August where four guest speakers presented on domestic violence, local carer services, Aboriginal experiences in education and the Living Books program. The Children and Family Services Champions also met in September.

Council convened the *Paint the GONG REaD* Network in July and attended the National Coordinators meetings, contributing to the South Coast Child Wellbeing Network Child Protection Week activities.

Due to COVID-19 restrictions, the 'Family Fun Day' was cancelled and replaced with an online competition where schools, individuals and early education and care services were encouraged to do a drawing, make a video, write a story or a poem that responded to five questions which focused on community and child safety.

Throughout the quarter, Council convened the Illawarra Refugees Issues Forum (IRIF) in August, the IRIF Housing Working Group meeting in July and the IRIF Employment Working Group in September. Council staff participated in the Local Government Multicultural Network Anti-Racism Working Group in July, August and September. This group focuses on anti-racism initiatives with bi-stander support being one of the priority areas.

Staff participated in the Office of Sport Water Safety Forum in August and convened the NSW Culturally and Linguistically Diverse (CALD) Water Safety Network in September. Meetings of the Illawarra Aboriginal Community Based Working Group (IACBWG) were not held during the quarter due to COVID-19 restrictions, however, will recommence during the December 2020 quarter. Council staff participated in the Prevention of Abuse of Older People Network meeting in July.

This quarter, a presentation was made to the Local Youth Development Network about our approach to 'Child Safe' reforms. A presentation was also made at the Local Government Child Safe Forum which included 440 attendees from 60 local government areas. Support continues for the Wollongong Youth Network and the Local Drug Action Team meeting was attended. Council staff participate in Illawarra Committee Against Domestic Violence (ICADV) meetings and *Reclaim the Night* organising committee.



Deliver Council's Workforce Diversity Policy

Council's Workforce Diversity Policy has been replaced by the Diversity, Inclusion and Belonging Policy. The draft Policy went to Council meeting on 29 June. The draft Policy was placed on public exhibition from 1 July to 5 August. The feedback was presented back to Council meeting on 31 August where is was unanimously endorsed.

Work on developing an integrated approach between the Diversity Inclusion and Belonging Policy and the various other action plans - Diversity Inclusion Action Plan, Reconciliation Action Plan will continue throughout the 2021-2022 financial year.

Performance Measures Q1 2020-2021

- Sick Leave | 7.10 Days (Q1 2019-2020 7.87 days)
- Number of Twitter followers for Council | 6,459 (Q1 2019-2020 6,013)
- Carers Leave | 0.56 Days (Q1 2019-2020 0.64 days)
- Lost Time Injury Frequency Rate | 13.91 (Q1 2019-2020 15.12)
- Number of media releases issued | 62 (Q1 2019-2020 42)
- Number of Council Facebook page 'likes' | 30,171 (Q1 2019-2020 26,630)
- Workers compensation costs as a percentage of payroll | 1.25% (Q1 2019-2020 1.51%)
- Telephone calls are answered within 30 seconds | 88 % (Q1 2019-2020 89%)
- Enquiries made in person are welcomed and attended to within 5 minutes | 97 % (Q1 2019-2020 95%)



Deliver Community Transport Services across Wollongong and Shellharbour Local Government Areas to connect older people to social and recreational activities

Community Transport services continued to operate within the constraints of COVID-19 restrictions throughout the quarter, while ensuring frail older customers receive the essential services they need to remain living independently in the community. While group activities remained on hold, essential services such as transport to medical appointments, shopping and nursing service visits continued in line with the Public Health Order, to ensure social interaction and to maintain health and wellbeing.

A key highlight during the quarter was the awarding of the 2020 Illawarra Volunteer Team of the Year award to the Community Transport Health Bus Team. This team was a joint winner of the Illawarra Volunteer Team of the Year award, along with The Multicultural Communities Council of Illawarra Bus Drivers. The winning volunteers will now participate at the State Ceremony in December, to compete for the NSW Volunteers of the Year Award.



[IMAGE: Joint Illawarra Volunteer Team of The Year Award Winners - Community Transport Health Bus Team]



Implement, monitor and report on the Disability Inclusion Action Plan 2020-2025

On 31 August, Council adopted the Disability Inclusion Action Plan (DIAP) 2020-2025 and the Diversity, Inclusion and Belonging Policy. These documents included valuable insights and recommendations from community feedback that was submitted throughout the engagement period.

The DIAP 2020-2025 outlines Council's actions to promote the inclusion of people with disability across our community by improving access to Council services and facilities. The previous DIAP supported improvements, such as the installation of new accessible footpaths across the LGA, access upgrades to parks and playgrounds, more accessible events and wayfinding throughout the City.

The Diversity, Inclusion and Belonging Policy is an overarching document that directs Council's ongoing commitment and leadership in creating a City where diversity is valued and where all residents feel they belong. By exploring and developing services, delivering infrastructure and implementing Council processes, these documents work together to create this future by outlining practical strategies that can be enacted by Council.

A detailed implementation plan has been developed to guide the delivery of this Plan. An easy to read version of the Plan has also been drafted.



[IMAGE: Beach goer utilising accessible beach matting]



Implement actions from the Port Kembla 2505 Revitalisation Strategy in accordance with the strategy implementation plan

During the quarter a transformative project was completed as part of the Port Kembla Revitalisation Plan with a makeover of the basketball courts (former tennis courts) at King George V Oval. The design for the space was created through a collaborative process with the community and resulted in a well-used area for the local community. With the tennis court due for an upgrade, Council met with students from Port Kembla Primary School and Warrawong High School, as well as the Port Kembla Youth Project, to include their ideas in the planning process. The final design and colour palette were chosen by the local community creating a greater sense of ownership of the space. Seating and a water bubbler and refill station were also installed.

Works have commenced on the Allan Street Carpark Upgrade (corner of Allan + Military Road) and the construction of the Grand Pacific Walk Observation Deck (Cowper Street) overlooking Port Kembla Beach is underway. Delivery of the Urban Greening Strategy has seen over 280 trees planted along streets, parks, playgrounds and open spaces working towards increasing the canopy cover and diversity of trees in Port Kembla.



[IMAGE: Newly refurbished basketball courts at King George V Oval, Port Kembla,]



Coordinate and undertake Graffiti Prevention actions on Council assets and deliver the Community Partnership program to remove graffiti from non-Council assets

Throughout the quarter, Council's RTArt project was launched. Twenty traffic signal boxes were painted with murals by 20 community creatives in the Dapto, Wollongong, Woonona and Corrimal areas. The painting project was funded by Council as part of a graffiti prevention management strategy.

The program has been successful in minimising graffiti on plain signal boxes which are owned by TfNSW and are often a target for graffiti in the Wollongong area. The program has run periodically over several decades. The project also provides creatives and community groups with access to a small financial payment for their work during this difficult time. The completed works were showcased via our social media channels.



[IMAGE: Traffic signal box murals]



Performance Measures Q1 2020-2021

- Community Transport trips* | 4,304 (Q1 2019-2020 -32,695)
- Direct-Run District Level Community Facilities visitation* | 11,759 (Q1 2019-2020 –60,865)
- Utilisation of Direct-Run District Level Community Facilities* | 3,132 Hours (Q1 2019-2020 –10,436)
- Social Support hours of service* | 1,204 Hours (Q1 2019-2020 -10,365)
- Total Visits commercial heated pools: Corrimal* | 13,323 (Q1 2019-2020 -13,677)
- Total Visits commercial heated pools: Dapto* | 5,943 (Q1 2019-2020 -11,357)
- Utilisation/visitation at pools* | 20,060 (Q1 2019-2020 55,157)
- Utilisation/visitation at beaches | 37,060 (Q1 2019-2020 -20,398)
- * Impacted by COVID-19



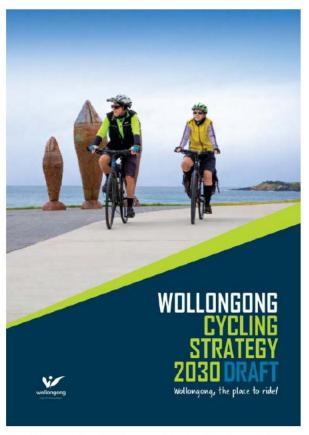
GOAL 6: WE HAVE AFFORDABLE AND ACCESSIBLE TRANSPORT

Finalise and deliver priority actions in the draft Cycling Strategy

2030

On 17 August 2020, the public exhibition period on the draft Wollongong Cycling Strategy 2030 closed. Over 900 comments were marked on the interactive online map identifying the community's current cycling experience across the City. The draft Wollongong Cycling Strategy 2030 is a strategic document that aims to increase bike riding participation at all levels of ability. The draft Cycling Strategy will be supported by an accompanying implementation plan and aligns to the UCI (Union Cycliste Internationale) 'Cycling City Pillars.' The draft Strategy's priorities and expectations also align with delivery of the anticipated UCI 2022 World Road Cycling Championships legacy infrastructure projects.

The draft strategy is being updated following public exhibition. It is expected to be presented to Council on 16 November 2020 for adoption.



[Image: Draft Wollongong Cycling Strategy 2030]



GOAL 6: WE HAVE AFFORDABLE AND ACCESSIBLE TRANSPORT

Grand Pacific Walk review of priorities and design of identified sections

Throughout the quarter, Council continued to identify and investigate missing links and possible treatments under Stage 2 of the Grand Pacific Walk. Key actions included the completion of concept plans for Austinmer with detailed design work to commence throughout the year. The completion of detailed plans for stage 2 Clifton footpaths with a submission made for funding under NSW Government Walking Program with construction planned to commence this year.

During the quarter, sections of the Grand Pacific Walk received new water stations. Nine stations were installed between Pinecourt Reserve in Austinmer and East Corrimal Beach. Each new water refilling station along the Walk was decorated with an original artwork created by students from local primary schools. The children's artwork design selection was facilitated by the Austinmer/Thirroul Lions Club who worked with local schools to run a design competition. While providing an asset along the walk, it further enhances environmental sustainability by eliminating a need for users to carry single use plastic water bottles.







[Image: New water stations on Grand Pacific Walk]

Work with the NSW Government on the implementation of priority actions within the Illawarra Regional Transport Plan

Council continues to work with Transport for NSW (TfNSW) on implementing the Illawarra-Shoalhaven Regional Transport Plan. TfNSW have commenced a review the Illawarra-Shoalhaven Regional Transport Plan and are likely to create a 'Greater Wollongong' type transport strategy at a lower level than the Regional Plan to establish local priorities between Shellharbour and Thirroul. TfNSW will review the Illawarra Regional Transport Plan in conjunction with the review of the Illawarra/Shoalhaven Regional Plan. Council staff will provide input into the review during meetings with TfNSW.



GOAL 6: WE HAVE AFFORDABLE AND ACCESSIBLE TRANSPORT

Implement footpath and cycleway improvement programs

Throughout the quarter, significant works were planned, commenced and constructed to deliver continual improvements in Council's footpath and cycleway networks. While details of specific locations are provided in Council's Infrastructure Delivery Program, work commenced in July on revamping cycle access across Mullet Creek Bridge. A new kerb, gutter and section of a new shared cycleway was constructed as part of the ongoing Bong Road Cycleway Connection project.



[Image: Prior to work commencing on Mullet Creek Bridge]

Performance Measures Q1 2020-2021

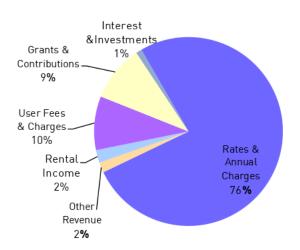
Delivery of Council's Capital Program | 18% (Q1 2019-2020 – 22%)



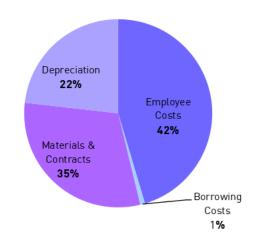
How we performed against our budgets

Budget 2020-2021

Income Type (\$M)	YTD Actual	Proposed budget
Rates & Annual Charges	49.7	208.5
Other Revenue	1.1	10.3
Rental Income	1.4	
Profit on disposal of Assets	0.0	
Grants & Contributions	6.0	22.1
User Fees & Charges	6.3	27.3
Interest & Investments	0.6	2.3
Total	65.2	270.6



Expense Type (\$'M)	YTD Actual	Proposed budget	
Employee			
Costs less Internal Charges	29.8	123.7	
Borrowing Costs	0.5	2.4	
Materials & Contracts	20.1	103.1	
Depreciation	15.2	63.7	
Loss on Disposal of Assets		0.0	
Total	65.7	292.9	





The September Quarterly review is the first review of 2020-21 Operational Plan adopted in June 2020. The first review is impacted by last year's results that were finalised after that adoption. At the end of 2019-20, Council had achieved an improvement in its Funds Result of \$4.7 million that was partly due to an improvement against provision for COVID-19 impacts in the last quarter of 2019-2020 of \$2.5 million and improvements across a range of centrally held budgets. The improvement in the end of year result relating to COVID-19 was endorsed to be transferred to Strategic Projects Restricted Asset (SPRA) to provide additional restricted capacity for future impacts of COVID-19 or to be considered for future projects. The remaining improvement has partially restored the Available Funds that have been negatively impacted by COVID-19.

This review of financial estimates proposes a range of adjustments that will impact the forecast Operating Result [pre capital] and the Funds Result (Available Funds balance) negatively by \$0.3 million. The deterioration is largely due to a lower Financial Assistance Grant payment for 2020-2021 of \$0.4 million, which will also impact future year's estimates.

The review also includes the reintroduction of a range of projects that were in progress at 30 June 2020 that will now be completed in the current year. The budget has not been varied based on a proposed position that these will be offset by corresponding adjustment in the current year projections based on capacity and priorities. Finalisation of variances at a project level will be considered through the Strategic Management Cycle Process and be reported at the December Quarterly Review. A centralised provision that recognises this proposal to adjust the timing of project completion in the current year has been added as a negative to contingencies for the September Quarterly Review.

The following table and comments provide a summary view of the proposed variations and forecast for 2020-21 based on adjustments required from the prior year, year to date performance, and anticipated results to June 2021.

Table 1

FORECAST POSITION	Original Budget	Current Budget	Proposed Budget	YTD Actual	Proposed Variation
	\$M	\$M	\$M	\$M	\$M Proposed
KEY MOVEMENTS	July	September	September	September	Variation
Operating Revenue	269.0	269.0	270.6	65.2	1.6
Operating Costs	(291.0)	(291.0)	(292.9)	(65.7)	(1.9)
Operating Result [Pre Capital]	(22.0)	(22.0)	(22.3)	(0.5)	(0.3)
Capital Grants & Contributions	35.5	35.5	35.7	3.5	0.2
Operating Result	13.4	13.4	13.3	3.0	(0.1)
Funds Available from Operations	56.9	56.9	56.6	15.6	(0.3)
Capital Works	93.4	95.7	95.7	17.6	_
Contributed Assets	11.6	11.6	11.6	-	-
Transfer to Restricted Cash	1.4	3.9	3.9	0.4	0.0
Borrowings Repaid	5.2	5.2	5.2	1.1	-
Funded from:					
- Operational Funds	59.3	59.3	59.3	11.7	0.0
- Other Funding	45.6	47.9	47.9	5.9	-
Total Funds Surplus/(Deficit)	(9.1)	(11.6)	(11.9)	2.4	(0.3)



Item 2 - Attachment 1 - Draft Quarterly Review Statement September 2020

OPERATING RESULT [pre capital]

The proposed Operating Deficit [pre capital] of \$22.3 million represents a deterioration of \$0.3 million against an original budget of \$22.0 million that is made up of both funded and cash variations.

The major variations are summarised broadly below with further details provided through this report. Favourable variations are identified as (F) and Unfavourable as (U):

Non-Funds Variations (no Fund impact) \$0.1M (F)

•	Introduction of new projects funded from grants	\$0.3M (U)
•	Water Quality project brought forward	\$0.1M (U)
•	Additional/new grants received	\$0.2M (F)
•	Domestic waste activity improvement, transferred to restricted cash	\$0.3M (F)

Funds Variations \$0.4 (U)

•	Financial Assistance Grant	\$0.4M (U)
•	Correction prior year budget error	\$0.1M (U)
•	Insurance proceeds	\$0.2M (F)
•	Various other	\$0.1M (U)

Reintroduction of Projects in progress

There were a range of operational projects (including Supporting Document Projects) in progress at 30 June 2020 that require to be reintroduced into 2020-21 financial forecasts to allow completion. The proposed additional operational expenditure of \$3.3 million is offset by \$2.1 million of funding from restricted cash (Grants, Contributions and Internally Restricted Assets). While the progress of individual projects is assessed each quarter and adjustments made to reflect the expected completion period and cost, there is always a degree of variation due to external factors that impact on the ability to fully complete all these projects. To recognise this issue from a budget perspective, this review as in prior years, includes a provision (negative expenditure and income budget) at a similar level for works that may remain in progress at the end of this financial year. A more detailed review at project level will be carried out through the Strategic Planning Cycle process that will be highlighted in the December Quarterly review.

OPERATING RESULT

The surplus Operating Result \$13.4 million is a deterioration of \$0.1 million compared to budget that includes the above variations and is partially offset by additional grant income.

CAPITAL PROGRAM

During this quarter, the capital budget expenditure projections were increased by \$2.3 million, through monthly adjustments that were fully offset by funding from restricted cash and have been reported and approved by Council through the monthly reporting process.

FUNDS RESULT

The Original Budget deficit for Total Funds Result (annual movement in Available Funds) of \$9.1 million has been revised to \$11.6 million in the Current Budget to include the transfer of part of the 2019-20 surplus (\$2.5 million) attributed to COVID-19 savings as resolved by Council at the August meeting. The slight deterioration in the Fund Result recognised during the September Quarterly Review includes \$0.4 million for the Financial Assistance Grant that is partially offset by proceeds of an insurance claim.



COVID-19

The Adopted Operational Plan 2020-21 included assumptions for COVID-19 impacts estimated at that time. These assumptions generally reflected the COVID-19 response measures implemented by Council or other levels of Government and income adjustments as services were closed. The estimated loss of net revenue over the last quarter of 2019-20 and 2020-21 financial year was estimated to be in the order of \$16 million with \$10 million attributed to 2020-21.

The result at the end of 2019-20 indicated an improvement of \$2.5 million against the provision for COVID-19. Trends for COVID-19 impacted revenue streams in the first quarter indicate these improvements are likely to continue into 2020-21, assuming virus transmission rates and government restrictions remain at current levels. The most significant variations to assumption are leases and licences, waste facilities, tourist parks, development applications, golf course, and parking enforcement.

The assumptions for COVID-19 remain extremely volatile as it is still difficult to assess future impacts, period of impact, and it is becoming increasing evident there are, and will be, a number of services that have increased costs. While services have recommenced ahead of our assumptions and some business activities have remained resilient, the cost of providing some services under the current health risks and regulations has increased substantially.

At this stage, it has been recognised assistance for licensees of Council community facilities and sporting grounds will add \$0.2 million lost revenue during 2020-21 and additional resourcing at Council's pools will have a potential cost up to \$1.3 million for the current season. There is a proposed extension to legislation outlining support to lessors from 24 October 2020 to 31 December 2020. In addition, there are a number of emerging service requirements related to COVID-19 arrangements that are being reviewed that may need to be considered moving forward. These include ranger services, city cleansing, and outdoor dining arrangements.

The underlying assumption in developing Council's provision for COVID-19 was the expectation there would be a substantial impact for a short period, followed by a sustained period of recovery throughout the remainder year. While expectations have been exceeded from a service perspective, it is now more likely current arrangements will be in place for at least the remainder of the financial year and potentially longer.

It is currently anticipated these emerging requirements and timing issues can be accommodated within the existing overall COVID-19 provisions. This position will need to be carefully monitored, assessed and reported throughout the year to confirm the adequacy of the current provision for COVID-19.



Table 2

CASH, INVESTMENTS & AVAILABLE FUNDS						
	Actual 2019/20	Original Budget 2020/21	September QR 2020/21	Actual Ytd September 2020		
	\$M	\$M	\$M	\$M		
Total Cash and Investments	157.5	114.2	122.9	144.9		
Attributed to:						
External Restrictions						
Developer Contributions	35.1	34.7	40.7	36.8		
Specific Purpose Unexpended Grants	3.2	6.2	3.3	5.2		
Special Rates Levy City Centre	0.3	0.1	0.2	0.5		
Unexpended Loans	3.0	2.7	0.9	1.4		
Domestic Waste Management	14.2	11.3	11.9	14.3		
Private Subsidies	6.2	6.2	5.9	6.1		
Housing Affordability	11.0	11.2	11.1	11.0		
Stormwater Management Charge	1.9	1.2	1.4	2.1		
Total External Restrictions	74.7	73.7	75.4	77.5		
Internal Destrictions						
Internal Restrictions Property Investment Fund	7.9	4.2	4.2	7.1		
Strategic Projects	42.9	22.0	28.0	40.3		
Sports Priority program	0.9	0.5	0.7	1.0		
City Parking strategy	2.2	0.5	0.7	1.6		
MacCabe Park Development	1.4	1.6	1.6	1.5		
Darcy Wentworth Park	0.2	0.2	0.2	0.2		
Waste Disposal Facility	0.6	2.2	2.0	1.0		
West Dapto additional rates	6.1	6.5	6.8	6.3		
Natural Areas	0.2	1.1	0.2	0.2		
Lake Illawarra Management Fund	0.3	0.3	0.3	0.3		
Total Internal Restrictions	62.7	39.0	44.5	59.5		
Available Cash	20.1	1.6	3.0	7.8		
Net Payable & Receivables	5.3	10.1	8.4	19.6		
Payables	(30.6)	(26.2)	(26.4)	(32.0)		
Receivables	21.7	23.7	23.9	35.9		
Other	14.2	12.5	10.9	15.7		
Available Funds	25.4	11.6	11.4	27.5		



Long Term Financial Projections

Council has a continuous budget process that revises the long term forecasts in line with quarterly changes and resets assumptions and indices annually or where new information leads to an immediate requirement to change the indices. The long term projections will be reviewed through the annual planning process in line with Financial Strategy targets to reflect current information from both external sources and internal analysis as part of the commencement of the 2020-21 annual planning process during the second quarter.

The revised long term projections have been impacted by the reduction in the Financial Assistance Grant [\$433K in 2020-21] and other more minor adjustments associated with a budget correction and the return of management of a community facility to Council as these are of a recurrent nature. There are a number of areas currently under review including the provision of animal control services and the potential impact of the recent rate cut announced by the Reserve Bank on investment revenues. No adjustment has been made for these at this stage and it is intended these, and any emerging trends related to COVID-19, will be considered more holistically during the December quarter along with the review of indices, other relevant new economic data and the underlying assumptions that support the long term forecasts contained in the Adopted Operational Plan 2020-2021 and Delivery Program 2018-22.

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

The Operating Result [pre capital] provides an indication of the long term viability of Council. In broad terms, a deficit from operations indicates Council is not earning sufficient revenue to fund its ongoing operations (services) and continue to renew existing assets over the longer term. While this measure is important, it does include timing issues and impacts from specific transactions and operations which make it less accurate in demonstrating current performance. The Funds Available from Operations below is a more accurate indicator of current financial performance. The slight deterioration is mainly due to the recurrent impact of reduction in the Financial Assistance Grant.



Table 3



Adopted Operational Plan

Funds Available from Operations

The matching of Funds Available from Operations with Council's asset renewal target (currently depreciation over the long term) is a primary target of Council to provide for effective renewal of assets and growth in assets.

The following graph shows the forecast depreciation expenses compared to Funds Available from Operations. This indicator demonstrates the capacity to generate sufficient funds from operations to meet that level of asset renewal requirement. The graph currently shows Council slightly exceeding its target of providing Funds from Operations equal to depreciation. Funding requirements and depreciation estimates will continue to be reviewed over time.



Depreciation Sepember 2020 QR

Table 4

September 2020 QR



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 target range for Available Funds at September 2020 is between \$9.5M and \$13.3M (lower range) and between \$14.9M and \$20.9M (upper range) over the life of the Long Term Financial Plan.

The Adopted budget indicated forecast Available Funds at that time were outside the guidelines of the Financial Strategy. This was largely due to the increase in the emergency services levy. This was increased by approximately \$0.7million (recurrent and indexed) from 2020-21. While this was offset by a corresponding grant from the State Government in 2020-21 to alleviate COVID-19 impacts, at this stage there has not been any confirmation the grant will continue. Forecasts have been further eroded in the latter years with cumulative impact of the decrease in the Financial Assistance Grant and other less material recurrent expenditure increases discussed earlier in this report. It should be noted, this is an indicative position at a point in time and will be impacted by the review of the indices and underlying assumptions during the December quarter.

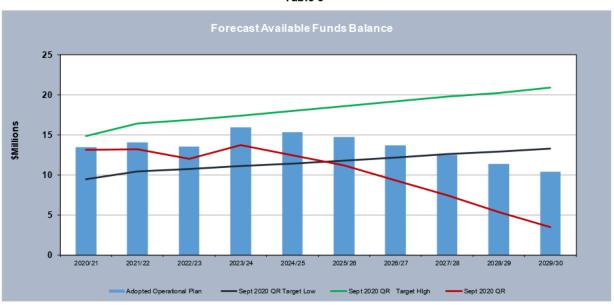


Table 5



Table 6

WOLLONGONG CITY COUNCIL						
SE	PTEMBER 2020 G Original Budget \$'000	Current Budget	Actual YTD \$1000	Proposed Variance \$'000	Proposed Budget	
	Income S	Statement				
Income From Continuing Operations						
Revenue:						
Rates and Annual Charges	208,445	208,445	49,725	67	208,512	
User Charges and Fees	27,034	27,034	6,289	294	27,329	
Interest and Investment Revenues	2,343	2,343	644	(0)	2,343	
Other Revenues	9,498	9,498	1,157	783	10,282	
Rental Income	0	0	1,403	0		
Grants & Contributions provided for Operating Purposes	21,679	21,679	6,007	420	22,100	
Grants & Contributions provided for Capital Purposes	35,460	35,460	3,560	220	35,679	
Profit/Loss on Disposal of Assets	0	0	(14)	0	C	
Total Income from Continuing Operations	304,459	304,459	68,772	1,785	306,244	
Expenses From Continuing Operations						
Employee Costs	140.635	140,635	33.550	1,505	142.140	
Emplayee Costs Borrowing Costs	140,635	140,635	33,550 544	1,505	2,374	
Materials, Contracts & Other Expenses	104,493	104,493	20,579	355	104,847	
Depreciation, Amortisation + Impairment	63,702	63,702	15,246	(0)	63,702	
Internal Charges (labour)	(18,432)	(18,432)	(3,721)	(0)	(18,432	
Internal Charges (nationar)	(1,733)	(1,733)	(497)	(0)	(1,733	
mema onanges (not about)	(1,700)	(1,700)	(101)	(6)	(1,700	
Total Expenses From Continuing Operations	291,038	291,038	65,699	1,859	292,898	
Operating Result	13,421	13,421	3,072	(75)	13,346	
Operating Result [pre capital]	(22,039)	(22,039)	(488)	(294)	(22,333)	
NET SURPLUS (DEFICIT) [Pre capital] %	4.4%	4.4%	4.5%	(4.2%)	4.49	
	Funding	Statement				
Net Operating Result for the Year	13,421	13,421	3,072	(75)	13,346	
	,	12,121	-,,	(/		
Add back:						
- Non-cash Operating Transactions	82,363	82,363	19,666	112	82,474	
- Restricted cash used for operations	29,815	29,815	4,742	124	29,939	
- Income transferred to Restricted Cash	(54,169)	(54,169)	(9,161)	(436)	(54,605	
- Payment of Right of Use Leases	(14,533)	(14,533)	(2.739)	0	(14,533	
- Payment of Accrued Leave Entitlements Net Share Joint Venture using Equity Method	(14,553)	(14,533)	(2,739)	0	(14,533	
Funds Available from Operations	56,897	56,897	15,581	(275)	56,622	
					•	
Borrowings repaid	(5,242)	(5,242)	(1,121)	0	(5,242	
Advances (made by) / repaid to Council	0	0		0		
Operational Funds Available for Capital Budget	51,655	51,655	14,460	(275)	51,380	
CAPITAL BUDGET						
Assets Acquired	(93,359)	(95,659)	(17,576)	0	(95,659	
Contributed Assets	(11,562)	(11,562)	0	0	(11,562)	
Transfers to Restricted Cash Funded From :-	(1,447)	(3,947)	(362)	0	(3,947	
- Operational Funds	51,655	51,655	14,460	(275)	51,380	
- Sale of Assets	1,801	1,801	345	0	1,801	
- Internally Restricted Cash	13,371	13,349	2,020	(0)	13,349	
- Borrowings	0	13,349	2,020	0	13,348	
- Capital Grants	4,762	4,753	314	0	4,753	
- Developer Contributions (Section 94)	11,931	12,802	1,171	(0)	12,802	
- Other Externally Restricted Cash	1,170	2,620	1,672	(0)	2,620	
- Other Capital Contributions	12,559	12,569	388	0	12,569	
TOTAL FUNDS SURPLUS / (DEFICIT)	(9,119)	(11,619)	2,432	(275)	(11,894)	



Table 7

MAJOR VARIATIONS PROPOSED \$'000s	Offsetting Items for Fund	Surplus	Deficit	Net by type
REVENUES FROM ORDINARY ACTIVITIES		ou.p.a.s	D GTIGIC	
Rates & Annual Charges				
Additional Domestic Waste Services	67			67
User Charges & Fees				
Household Drop Off Waste Income		100		
Commercial Waste Income	66			
Airspace Leasing offset Other Revenue	167			
Other			(39)	294
Other Revenue				
Domestic Waste	(23)			
Workers Compensation Insurance Claim	794			
Plant Insurance Claim applied to Asset Replacement		181		
Airspace Leasing offset Other Revenue	(167)			
Domestic Waste	` ′		(2)	
Other			(-)	783
EXPENSES FROM ORDINARY ACTIVITIES				
Employee Costs				
Workers Compensation Settlement	(794)			
Lake Illawarra Estuary Management tfr from M&C	(114)			
Commercial Properties Reinstatement	(11.)		(105)	
Marketing City Centre	(83)		(105)	
Strategic Business Analyst	(66)			
Cemeteries	(57)			
Viva La Gong	(32)			
Smart Cities	(28)			
Domestic Waste	(26)			
Other	(200)			(1,505)
Materials, Contracts & Other Expenses	(200)			(1,303)
Recognition Voluntary Lifeguards	(611)			
Domestic Waste	292			
City Centre	83			
· · · · · · · · · · · · · · · · · · ·	114			
Lake Illawarra Estuary Management tfr to Salaries Community Pools	114		(63)	
· · · · · · · · · · · · · · · · · · ·			(58)	
Information Technology Library				
Community Facilities Tourist Parks		45	(53)	
Cemeteries		45		
	57			
Funded Projects Adjustments	470			
Community Transport	172			
Bulli Showground Stimulus Program	(179)			
Natural Area & APZ	(147)			
Environmental Programs	(69)			
Water Supply Management	(56)			
City Gallery	(47)			
Smart Cities	(45)			
Home Library Service Bags	(28)			
Other	(10)			
Other	232	16		(355)
Depreciation				-



Table 7 (cont'd)

MAJOR VARIATIONS PROPOSED \$'000s	Offsetting Items for Fund	Complex	Deficit	Net by type
Internal Charges	rand	Surplus	Deficit	
Current Year Capital expenditure reclassified as operational				
Other	3		(3)	_
Profit on Asset disposal	J.		(5)	_
Prior Year Capital Works in Progress reclassified as operational				_
Grants & contribution - Operating				
Recognition Voluntary Lifeguards	611			
Financial Assistance Grant			(433)	
Smart Cities Grant	311		(,	
Saluting their Services	100			
Community Transport	(138)			
Other	(31)			420
Operating Variation [pre capital]	118	342	(756)	(294)
Capital Grants & Contributions				
Roads to Recovery	(407)			
Resources for Regions	578			
Other	49			220
Operating Variation [post capital]	338	342	(756)	(75)
			<u> </u>	
FUNDING STATEMENT				
Non Cash Items				
Depreciation				
Employee Entitlements		112		112
Payment of Leave Entitlements				-
Restricted Cash Used for Operations				
Introduction Funded Projects	437			
Domestic Waste	(313)			
Other				124
Income Transferred to Restricted Cash				
Grants & contributions - Capital	(220)			
Grants & contributions - Operational	(242)			
Other		25		(436)
Advances (made by)/repaid to Council				-
OPERATIONAL FUNDS AVAILABLE FOR CAPITAL	-	479	(756)	(275)
CAPITAL BUDGET				
Prior Year Result tfr to Strategic Projects RA				
Purchase Plant				-
TOTAL FUNDS SURPLUS/(DEFICIT)	-	479	(756)	(275)



Table 8

			Table 8				
	С	APITAI	PROJECT	RFPORT	_		
			r 2020 Quarterl				
	\$10	00	\$1000)		\$'00	0
	ORIGINAL	BUDGET	CURRENTE	BUDGET		VARIA	TION
ASSET CLASS PROGRAMME	EXPENDITURE	OTHER FUNDING	EXPENDITURE	OTHER FUNDING	YTD EXPENDITURE	EXPENDITURE	OTHER FUNDING
loads And Related Assets							
Traffic Facilities	2,375	(1,313)	2,098	(1,036)	385	(276)	
Public Transport Facilities	335	0		0	14	(0)	
Roadworks	10,316	(1,154)	11,433	(1,556)	2,846	1,117	(
Bridges, Boardwalks and Jetties	2,010	0	1,980	0	325	(30)	
TOTAL Roads And Related Assets	15,035	(2,467)	15,846	(2,592)	3,570	811	(
Vest Dapto							
West Dapto Infrastructure Expansion	7,695	(7,695)	8,031	(8,031)	833	336	(5
TOTAL West Dapto	7,695	(7,695)	8,031	(8,031)	833	336	(3
Footpaths And Cycleways							
Footpaths	7,214	(2,684)	7,330	(2,800)	1,591	116	(
Cycle/Shared Paths	4,085	(2,025)	4,085	(2,025)	816	(0)	
Commercial Centre Upgrades - Footpaths and Cycleway	5,547	(2,082)	5,547	(2,082)	1,223	0	
TOTAL Footpaths And Cycleways	16,826	(6,791)	16,942	(6,907)	3,630	116	(
Carparks							
Carpark Construction/Formalising	915	(200)	915	(200)	42	0	
Carpark Reconstruction or Upgrading	1,565	(280)	1,565	(280)	145	(0)	
TOTAL Carparks	2,480	(480)	2,480	(480)	188	0	
Stormwater And Floodplain Management	t						
Floodplain Management	1,980	(270)	1,771	(261)	125	(209)	
Stormwater Management	2,290	(335)	2,954	(335)	1,117	664	
Stormwater Treatment Devices	185	(185)	85	(85)	0	(100)	
TOTAL Stormwater And Floodplain Mar	4,455	(790)	4,811	(681)	1,241	356	
Buildings							
			4.000		400		
Cultural Centres (IPAC, Gallery, Townhall)	1,010 1,935	0		0	199 227	80	
Administration Buildings Community Buildings	1,935	(1,814)		(1,775)	2,911	(0)	
Public Facilities (Shelters, Toilets etc.)	230	0			0	(0)	
TOTAL Buildings	16,422	(1,814)	16,383	(1,775)	3,337	(39)	
Commercial Operations							
Tourist Park - Upgrades and Renewal	870	0	870	0	580	(0)	
Crematorium/Cemetery - Upgrades and Renewal	265	0		0	69	(0)	
Leisure Centres & RVGC	170	0		0	4	(0)	
TOTAL Commercial Operations	1,305	0	1,305	0	653	(0)	
Parks Gardens And Sportfields							
Play Facilities	2,610	(770)	2,510	(670)	9	(100)	
Recreation Facilities	2,661	(1,761)		(1,861)	58	(62)	(
Sporting Facilities	2,143	(850)		(850)	219	162	,
Lake Ilawarra Foreshore	100	0	100	0	0	0	
TOTAL Parks Gardens And Sportfields	7,514		7,514	(3,381)	287	(0)	



Table 8 (cont'd)

	С		PROJECT r 2020 Quarterl				
	\$70	00	\$'000)		8,000	0
	ORIGINAL	BUDGET	CURRENT E	SUDGET		VARIAT	TION
ASSET CLASS PROGRAMME	EXPENDITURE	OTHER FUNDING	EXPENDITURE	OTHER FUNDING	YTD EXPENDITURE	EXPENDITURE	OTHER FUNDING
Beaches And Pools							
Beach Facilities Rock/Tidal Pools Treated Water Pools	828 970 1,480	0	827 970 1,480		19 732 142	0	0
TOTAL Beaches And Pools	3,278	0	3,277	0	893	(0)	(
Waste Facilities							
Whytes Gully New Cells Whytes Gully Renewal Works Helensburgh Rehabilitation	2,690 620 500	(620)	2,690 620 400	(620)	635 14 163	0	(0) 100
TOTAL Waste Facilities	3,810	(3,810)	3,710	(3,710)	811	(100)	100
Fleet							
Motor Vehicles	1,800	(949)	1,800	(949)	(0)	(0)	C
TOTAL Fleet	1,800	(949)	1,800	(949)	(0)	(0)	0
Plant And Equipment							
Portable Equipment (Mowers etc.)	100		100	. ,	12		C
Mobile Plant (trucks, backhoes etc.)	4,280		4,280		66		(0)
TOTAL Plant And Equipment	4,380	(853)	4,380	(853)	78	0	(0)
Information Technology							
Information Technology	2,134	0	2,134				C
TOTAL Information Technology	2,134	0	2,134	0	61	(0)	0
Library Books							
Library Books	1,251	0	1,251	0	429	(0)	C
TOTAL Library Books	1,251	0	1,251	0	429	(0)	0
Public Art							
Art Gallery Acquisitions	100	0	100	0	3	0	C
TOTAL Public Art	100	0	100	0	3	0	0
Emergency Services							
Emergency Services Plant and Equipment	20	0	20	0	3	(0)	C
TOTAL Emergency Services	20	0	20	0	3	(0)	0
Land Acquisitions							
Land Acquisitions	2,750	(2,700)	4,720	(4,670)	1,557	1,970	(1,970)
TOTAL Land Acquisitions	2,750	(2,700)	4,720	(4,670)	1,557	1,970	(1,970)
Non-Project Allocations							
Capital Project Confingency Capital Project Plan	2,103 0		944 10				
TOTAL Non-Project Allocations	2,103	0	954	0	0	(1,149)	(
GRAND TOTAL	93,359	(31,729)	95,659	(34,029)	17,576	2,300	(2,300)



WOLLONGONG CITY C as at 25 September 2020	COUNCI	L
as at 25 September 2020	Actual	Actual
	2020/21 \$'000	2019/20 \$'000
Balance Sheet		
Current Assets		
Out tells Assets		
Cash Assets	56,376	56,050
Investment Securities	81,658	97,422
Receivables	41,352 464	21,668
Current Contract Assets	5.613	5.669
Other	10,299	10,572
Assets classified as held for sale	0	0
Total Current Assets	195,762	191,761
Non-Current Assets		
Non-ourient Assets		
Non Current Cash Assets	8,000	4,000
Non-Current Receivables	0	0
Non-Current Inventories	5,972	5,972
Property, Plant and Equipment	2,657,044	2,655,487
Investment Properties	5,000	5,000
Westpool Equity Contribution Intangible Assets	3,484	3,484 254
Right-Of-Use Assets	1,790	1,790
Ngili-Or-Ose Assets	1,730	1,730
Total Non-Current Assets	2,681,518	2,675,987
TOTAL ASSETS	2,877,280	2,867,748
Current Liabilities		
Current Payables	38,285	30,592
Current Contract Liabilities	1,792	3,571
Current Lease Liabilities	341	341
Current Provisions payable < 12 months	14,568	13,272
Current Provisions payable > 12 months	47,811	47,811
Current Interest Bearing Liabilities	5,260	5,260
Total Current Liabilities	108,057	100,848
Non-Current Liabilities		
Non Current Payables	0	0
Non Current Interest Bearing Liabilities	11,318	12,439
N/C Lease Liabilities	1,519	1,519
Non Current Provisions	40,147	39,775
Total Non-Current Liabilities	52,985	53,734
TOTAL LIABILITIES	161,042	154,582
NET ASSETS	2,716,238	2,713,166
Equity		
Accumulated Surplus	1,364,779	1,360,922
Asset Revaluation Reserve	1,214,858	1,214,858
Restricted Assets	136,601	137,386
TOTAL EQUITY	2,716,238	2,713,165



147,156

157,475

WOLLONGONG CITY COUNCIL CASH FLOW STATEMENT as at 25 September 2020 YTD Actual 2020/21 2019/20 \$ '000 \$ '000 CASH FLOWS FROM OPERATING ACTIVITIES Rates & Annual Charges 45,478 203,414 29,485 User Charges & Fees 5,525 4,130 Interest & Interest Received 1,080 Grants & Contributions 10,326 68,993 Other 1,972 25,886 Payments: Employee Benefits & On-costs (28,598) (118,396) Materials & Contracts (14,984) (73,390) Borrowing Costs (172) (910) Other (8,772) (46,162) Net Cash provided (or used in) Operating Activities 11,855 93,050 CASH FLOWS FROM INVESTING ACTIVITIES Sale of Investments 345 Sale of Infrastructure, Property, Plant & Equipment 958 Deferred Debtors Receipts Purchase of Infrastructure, Property, Plant & Equipment (22,518) (83,558) Purchase of Interests in Joint Ventures & Associates Net Cash provided (or used in) Investing Activities (22,174) (82,600) CASH FLOWS FROM FINANCING ACTIVITIES Receipts: Proceeds from Borrowings & Advances Payments: Repayment of Borrowings & Advances (7,935)Repayment of Finance Lease Liabilities (312) Net Cash Flow provided (used in) Financing Activities (8,247)Net Increase/(Decrease) in Cash & Cash Equivalents (10,319) 30,865 plus: Cash & Cash Equivalents and Investments - beginning of year 157,475 126,610

	YTD Actual 2020/21 \$ '000	Actual 2019/20 \$ '000
Total Cash & Cash Equivalents and Investments - year to date	147,156	157,475
Attributable to:		
External Restrictions (refer below)	77,651	75,470
Internal Restrictions (refer below)	59,535	62,675
Unrestricted	9,970	19,330
	147,156	157,475
External Restrictions		,
Developer Contributions	36,799	35,099
RMS Contributions	887	350
Specific Purpose Unexpended Grants	4,351	3,568
Special Rates Lew Wollongong Mall	398	214
Special Rates Lew Wollongong City Centre	149	49
Local Infrastructure Renewal Scheme	276	274
Unexpended Loans	1,146	2,686
Domestic Waste Management	14,432	14,216
Private Subsidies	6,070	6,167
West Dapto Home Deposit Assistance Program	11,037	10,987
Stormwater Management Service Charge	2,106	1,860
Total External Restrictions	77,651	75,470
Internal Restrictions		
Property Investment Fund	7,072	7,889
Strategic Projects	40,306	42,900
Sports Priority Program	1,013	938
Car Parking Stategy	1,671	2,195
MacCabe Park Development	1,478	1,440
Darcy Wentworth Park	171	171
Garbage Disposal Facility	992	561
West Dapto Development Additional Rates	6,318	6,067
Southern Phone Natural Areas	173	173
Lake Illawarra Estuary Management Fund	341	341

Cash & Cash Equivalents and Investments - year to date



The Quarterly Budget Review Statement (QBRS) requirements issued by the Office of Local Government in December 2010 requires Council to provide additional information that is included in the following schedules and this report should be read in conjunction with these.

The QBRS guidelines require councils to provide a listing of contracts that have been entered into during the quarter that have yet to be fully performed. Details of contracts, other than contractors that are on Council's preferred supplier list that have a value equivalent of 1% of estimated income from continuing operations or \$50K, whichever is the lesser, are required to be provided.

Contract Listing								
Budget Review for Quarter ended September 2020								
Contractor	Contract Detail & Purpose	Contract Value \$000's	Commencement Date	Duration of Contract	Budgeted Y/N			
Liebherr Australia Pty Ltd	Supply of Landfill Traxcavator	582	6/07/2020	2020/21	Υ			
Exeloo Pty Ltd	Corrimal Tennis Courts and Gilmore Park Amenities	296	18/09/2020	2020/21	Υ			
Batmac Constructions Pty Ltd	Woonona Surf Lifesaving Club Male Amenities and Roof Refurbishments	457	22/07/2020	2020/21	Y			
Australian Road Research Board	Level 2 Structural Condition Inspections for Council's Bridge, Boardwalk and Jetty Assets to Council	183	3/08/2020	2020/21	Υ			
Project Coordination Pty Ltd	Towradgi SLSC Amenities Refurbishment	316	13/07/2020	2020/21	Y			
Advisian Pty Ltd	Fairy and Cabbage Tree Creeks Floodplain Risk Management Study	176	24/07/2020	2020/21	Y			
Interflow Pty Ltd	Pipe Relining - Bellevue, Lake Heights and Nimbin	164	1/08/2020	2020/21	Y			
M & A Lukin	Bellambi Neighbourhood Kitchen Refurbishment	173	1/07/2020	2020/21	Y			
M & A Lukin	Corrimal Pool Winter Works	187	6/07/2020	2020/21	Y			
Lanluas Consulting Pty Ltd	Data Migration - Property, Rating, Document Management	377	20/08/2020	2020/22	Y			
Project Coordination (Australia) Pty Ltd	Bellambi Surf Life Saving Club Male Amenities	547	1/07/2020	2020/21	Υ			
Batmac Constructions Pty Ltd	Woonona Surf Life Saving Club Male Amenities Refurbishment	457	22/07/2020	2020/21	Y			
Total Ventilation Hygiene Pty Ltd	Art Gallery - HVAC Repair Work	167	15/07/2020	2020/21	Y			
Beswick Golf Pty Ltd	Licence to operate the Pro Shop at Russell Vale Golf Course and provision of associated services	99	2/07/2020	2020/26	Υ			
Pelaton Constructions Pty Ltd	Coledale SLSC Roof Replacement Works	199	24/07/2020	2020/21	Y			
Cadifern	Watermain Installation - Darks Forest	79	26/08/2020	2020/21	Y			
AS and ME Landscapes	Crown St Paving	51	1/08/2020	2020/21	Υ			

The QBRS guidelines also require councils to identify the amount expended on consultancies and legal fees for the financial year. Consultants are defined as a person or organisation that is engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally, it is the advisory nature of the work that differentiates a consultant from other contractors.

Consultancy and Legal Expenses Budget Review for Quarter ended September 2020						
Expense	Expenditure YTD \$000's	Budgeted (Y/N)				
Consultancies Legal Fees	1,156 213	YES YES				

STATEMENT OF CHIEF FINANCIAL OFFICER

All investments held at 30 September 2020 were invested in accordance with Council's Investment Policy. Bank reconciliations have been completed as at 30 September 2020.

Year to date cash and investments are reconciled with funds invested and cash at bank.

BRIAN JENKINS CHIEF FINANCIAL OFFICER



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
1.1.1.1 Implement programs and events which facilitate community participation to improve natural areas	100%	0%	0%	0%	0%
1.1.1.2 Projects and programs that achieve enhancement of the natural environment and escarpment are developed and implemented	88%	0%	13%	0%	0%
1.1.2.1 Protect and conserve the health and biodiversity of our waterways and coast	100%	0%	0%	0%	0%
1.1.2.2 The impacts of the increasing number of visitors to the coast and Lake Illawarra is managed effectively	100%	0%	0%	0%	0%
1.1.3.1 Manage vegetation to reduce bushfire risk in Asset Protection Zones on natural areas under Council care and control	100%	0%	0%	0%	0%
1.1.3.2 Establish effective urban stormwater and floodplain management programs	100%	0%	0%	0%	0%
1.2.1.1 Develop and implement a range of programs that encourage community participation in reducing Wollongong's ecological footprint	100%	0%	0%	0%	0%
1.2.1.2 Promote and enforce compliance with litter reduction	67%	0%	0%	33%	0%
1.2.1.3 Methods to reduce emissions are investigated and utilised	100%	0%	0%	0%	0%
1.2.2.1 Our community is proactively engaged in a range of initiatives that improve the sustainability of our environments	100%	0%	0%	0%	0%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
1.3.1.1 Impacts from development on the environment are assessed, monitored and mitigated	100%	0%	0%	0%	0%
1.3.1.2 Develop planning controls and Town Centre and Neighbourhood Plans with regard to the economic, social and environmental impacts	75%	25%	0%	0%	0%
1.3.2.1 Carry out best practise assessment for urban development proposals and applications	100%	0%	0%	0%	0%
1.3.2.2 Mitigate the impact of development on the natural environment and visual amenity of our open spaces and urban areas	100%	0%	0%	0%	0%
1.4.1.1 Work in partnership with others to promote a diverse range of heritage education and promotion programs	100%	0%	0%	0%	0%
1.4.2.1 Work with the local Aboriginal community in the management of Indigenous heritage	100%	0%	0%	0%	0%
1.5.1.1 Set an emissions reduction target and carry out actions to reduce greenhouse gas emissions through the Global Covenant of Mayors	100%	0%	0%	0%	0%
2.1.1.1 Build on partnerships which enable the retention of local talent	100%	0%	0%	0%	0%
2.1.2.1 Ensure that Wollongong is attractive for business expansion, establishment and relocation.	100%	0%	0%	0%	0%
2.1.2.2 Progress implementation of the City for People and its accompanying Implementation Plan	67%	0%	0%	0%	33%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
2.1.3.1 Support regional activities and partnerships that promote business investment and jobs growth	100%	0%	0%	0%	0%
2.1.4.1 Develop and maintain partnerships with the business sector to fund and contribute to a broader range of community projects and activities	0%	0%	100%	0%	0%
2.1.5.1 In collaboration with key agencies, facilitate the West Dapto Taskforce to deliver the first stages of the West Dapto Urban Release Area	100%	0%	0%	0%	0%
2.2.1.1 The development of renewable energy products and services is supported	100%	0%	0%	0%	0%
2.2.1.2 Partnership opportunities in research and development are expanded	100%	0%	0%	0%	0%
2.2.2.1 In conjunction with partner organisations support the development of innovative industries	100%	0%	0%	0%	0%
2.2.3.1 Undertake major refurbishment works in the city centre	100%	0%	0%	0%	0%
2.3.1.1 Pursue initiatives that promote the region as a place to holiday to domestic and international markets	100%	0%	0%	0%	0%
2.3.1.2 Support projects that investigate opportunities for the provision of tourism infrastructure	100%	0%	0%	0%	0%
2.3.2.1 Market and promote events in the city centre	100%	0%	0%	0%	0%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
2.3.2.3 Improve policies and systems to support the revitalisation of the city centre	100%	0%	0%	0%	0%
2.3.3.1 Continue to grow Wollongong's attractiveness to attract signature events and festivals	100%	0%	0%	0%	0%
2.4.1.1 Ensure Wollongong is attractive to research and development companies and organisations	100%	0%	0%	0%	0%
2.4.1.2 Implement a range of programs that incorporate learning and development	86%	0%	0%	14%	0%
2.4.2.1 Implement programs to ensure Wollongong becomes a Smart City	100%	0%	0%	0%	0%
3.1.1.1 Promote Made in Wollongong to become a well- known brand	0%	0%	100%	0%	0%
3.1.1.2 The visibility of our cultural diversity is increased	100%	0%	0%	0%	0%
3.1.1.3 Encourage the integration of urban design and public art	100%	0%	0%	0%	0%
3.1.1.4 Deliver sustainable and successful events and festivals through Council investment and delivery of the Events Strategy	63%	13%	13%	0%	13%
3.1.1.5 Encourage Sports Associations to conduct regional, state and national events in the city	100%	0%	0%	0%	0%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
3.1.2.1 Provide opportunities for local artists and performers to exhibit, promote and perform at Council venues and events	80%	0%	0%	20%	0%
3.2.1.1 Provide support to existing and emerging artists and performers	50%	0%	0%	0%	50%
3.2.1.2 Seek funding for the promotion of heritage sites, museums and galleries to the community and visitors	100%	0%	0%	0%	0%
3.2.2.1 Coordinate an integrated approach to infrastructure improvement and service delivery in the Arts Precinct	100%	0%	0%	0%	0%
3.2.3.1 Support the coordination of an externally funded calendar of activities delivered across the City	100%	0%	0%	0%	0%
3.3.2.1 Deliver and support a range of projects and programs which build harmony, understanding and cultural awareness	67%	0%	0%	33%	0%
4.1.1.1 Ensure an effective community engagement framework that connects the community to Council decision making	100%	0%	0%	0%	0%
4.1.1.2 Improve community understanding and awareness of Council decisions	100%	0%	0%	0%	0%
4.1.3.1 Council continue to partner with our local Aboriginal community	100%	0%	0%	0%	0%
4.2.1.1 Increase opportunities for the community to connect with volunteering organisations	100%	0%	0%	0%	0%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
4.2.1.2 Support community participation in community activities	67%	0%	0%	33%	0%
4.2.1.3 Build the capability of community based organisations in managing, developing and sustaining their volunteers	100%	0%	0%	0%	0%
4.2.2.1 Continue to participate and contribute to an integrated community service network	100%	0%	0%	0%	0%
4.2.3.1 Support a range of projects and programs in the city	100%	0%	0%	0%	0%
4.3.1.1 Ensure appropriate strategies and systems are in place that support good corporate governance	100%	0%	0%	0%	0%
4.3.1.2 Build a workplace culture that is safe, engaged, responsive and professional	83%	0%	0%	0%	17%
4.3.2.1 Effective and transparent financial management systems are in place	100%	0%	0%	0%	0%
4.3.2.2 Continue to pursue alternative funding options to deliver financially sustainable services and facilities	100%	0%	0%	0%	0%
4.3.2.4 Deliver the Asset Management Strategy and Improvement Plan 2012-17	100%	0%	0%	0%	0%
4.3.3.1 Coordinate a service review program with a focus on business development and improvement	100%	0%	0%	0%	0%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
4.3.3.2 Working together, levels of service are established and service continuously improve and offer best value for money	100%	0%	0%	0%	0%
5.1.1.1 Partner with community based organisations in the provision of services	100%	0%	0%	0%	0%
5.1.1.2 Continue to undertake social, land use and environmental planning activities that assists in service planning	83%	0%	17%	0%	0%
5.1.2.1 Partner with agencies and health authorities to support improvements to the region's medical services	100%	0%	0%	0%	0%
5.1.3.1 Deliver a diverse suite of projects to the community that foster and enhance community strenghts and participation	100%	0%	0%	0%	0%
5.1.3.2 Carry out commercial business management of Council's operational lands	67%	0%	33%	0%	0%
5.1.4.1 Provide an appropriate and sustainable range of quality passive and active open spaces and facilities	100%	0%	0%	0%	0%
5.1.4.2 Review planning controls for priority locations	100%	0%	0%	0%	0%
5.1.4.3 Policies and plans are developed, reviewed and implemented to encourage physical activity	100%	0%	0%	0%	0%
5.1.4.4 Develop and implement public health, amenity and safety regulatory programs and reviews that assist in improving compliance with legislative requirements	80%	20%	0%	0%	0%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
5.1.5.1 Increase opportunities to enhance library multimedia and online services	100%	0%	0%	0%	0%
5.1.5.2 Renew community facilities and consider rationalisation, replacement or refurbishment to achieve facilities that are strategically located, good quality and meet identified community need	100%	0%	0%	0%	0%
5.1.6.1 Facilitate a range of programs and activities which improve food security and support local food systems	100%	0%	0%	0%	0%
5.2.1.1 Investigate provision of Leisure Services in the greater Dapto area, taking into account expansion of West Dapto, and determine Council's role in the market	100%	0%	0%	0%	0%
5.2.1.2 Investigate the future provision of Aquatic Services across the local government area and implement improvements	100%	0%	0%	0%	0%
5.2.1.3 Use data to assess the current community infrastructure available, community demand and develop a strategic framework and policies to either rationalise, enhance or expand to meet community needs	80%	0%	20%	0%	0%
5.2.1.4 Develop a Regional Botanic Garden of Excellance	50%	50%	0%	0%	0%
5.2.1.5 Provide statutory services to appropriately manage and maintain our public spaces	67%	0%	0%	0%	33%
5.2.1.6 Implement Council's Planning, People, Places Strategy	67%	33%	0%	0%	0%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
5.2.2.1 Deliver a range of programs and recreational pursuits for older people	100%	0%	0%	0%	0%
5.3.1.1 Prepare a Housing Study and Strategy incorporating Affordable Housing Issues	100%	0%	0%	0%	0%
5.3.2.1 In partnership with relevant agencies and networks lobby and advocate for improved service levels and quality enhanced access to services	100%	0%	0%	0%	0%
5.4.1.1 Provide lifeguarding services at beaches (in partnership with Surf Life Saving Illawarra) and Council pools	100%	0%	0%	0%	0%
5.4.1.2 Facilitate a range of partnerships and networks to develop community safety initiatives	86%	0%	14%	0%	0%
5.4.2.1 Delivery projects and programs to reduce crime in the Wollongong Local Government Area	100%	0%	0%	0%	0%
5.5.1.1 Well maintained assets are provided that meet the needs of the current and future communities	92%	0%	0%	8%	0%
5.5.1.2 Manage and maintain community infrastructure portfolio with a focus on asset renewal	67%	33%	0%	0%	0%
5.5.1.3 Coordinate an access improvement program through pre-planning and renewal activities	100%	0%	0%	0%	0%
6.1.1.1 Support the delivery of the Gong Shuttle Bus as an affordable transport option	100%	0%	0%	0%	0%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
6.1.2.1 Implement a variety of projects and programs to encourage sustainable transport throughout the LGA	57%	43%	0%	0%	0%
6.1.3.1 Plan and implement an integrated and sustainable transport network	100%	0%	0%	0%	0%
6.1.4.1 Facilitate the integration of public amenities and transport with local communities	100%	0%	0%	0%	0%
6.2.1.1 Work with partners to reduce travel time between Sydney and Western Sydney with Wollongong	100%	0%	0%	0%	0%
6.3.1.1 Plan and implement projects to improve connectivity	86%	14%	0%	0%	0%
6.3.2.1 Deliver sustainable transport asset renewal programs and projects	100%	0%	0%	0%	0%
6.3.3.1 Investigate the option for disruptive transport technologies and the impact on the future transport network	100%	0%	0%	0%	0%
6.3.4.1 Work with key agencies and partners to continue and improve late night transport options	100%	0%	0%	0%	0%
6.3.5.1 Develop an alternative service delivery, governance model and auspice for Community Transport in response to the Federal Government's Aged Care reform legislation	100%	0%	0%	0%	0%
SP_L4_862 Establish and maintain research programs to reduce environmental risks	100%	0%	0%	0%	0%



Goal	On track	Not Scheduled to Commence	Delayed	Deferred	Ongoing / Complete
Total Annual Deliverable Progress	91%	3%	3%	2%	1%



File: CST-100.05.062 Doc: IC20/599

ITEM 3

POST EXHIBITION - WOLLONGONG CITY-WIDE DEVELOPMENT CONTRIBUTIONS PLAN 2020

Development Contributions are collected to fund infrastructure required as a direct or indirect result of development. The current adopted *Wollongong City-Wide Development Contributions Plan (2019)* (the Plan) came into force on 23 November 2019. The Plan is reviewed annually to reflect Council's updated works program and any other required changes. The 2020 review incorporates housekeeping and some policy updates.

On 20 July 2020, Council resolved to exhibit the draft 2020 Plan for public comment. The draft 2020 Plan was exhibited from 5 August to 4 September 2020. No submissions were received.

RECOMMENDATION

The Wollongong City-Wide Development Contributions Plan (2020) be adopted.

REPORT AUTHORISATIONS

Report of: Chris Stewart, Manager City Strategy

Authorised by: Linda Davis, Director Planning + Environment - Future City + Neighbourhoods

ATTACHMENTS

1 Draft Wollongong City-Wide Development Contributions Plan (2020)

BACKGROUND

Development Contributions

The *Environmental Planning and Assessment Act 1979* (the Act) establishes various mechanisms through which a Council can collect development contributions.

Section 7.12 Contributions

Section 7.12 contributions are 'fixed development consent levies' calculated on a percentage of the cost of development. Council has approval under Clause 25K of the *Environmental Planning and Assessment Regulation 2000* (the Regulation) to levy the following contributions:

Where the proposed cost of carrying out the development is -

- Up to and including \$100,000 Nil
- More than \$100,000 and up to and including \$200,000 0.5% of the construction cost
- More than \$200,001 1% of the construction cost

For land within the Wollongong City Centre B3 Commercial Core zone -

- Up to and including \$250,000 Nil
- More than \$250,001 2% of the construction cost

Contributions are applied towards the provision, extension or augmentation of public infrastructure across the contribution area, or towards the recoupment of these costs.

Wollongong City-Wide Contributions Plan

The Wollongong Section 94A Development Contributions Plan initially came into force on 14 June 2006 when it repealed various Section 94 Contributions Plans. The Plan has been updated annually to reflect changes to Council's works program and any other required changes. Projects to be fully or partially funded through the Plan are listed in Schedule 5 and 6 and mapped in Schedule 7 of the Plan.

On 1 March 2018, the Act was amended, including a restructure and all sections were renumbered. Section 94A was renumbered to section 7.12.



The current Wollongong City-Wide Development Contributions Plan (2019) was adopted on 18 November 2019. The Plan applies to the majority of the Wollongong City Council LGA, excluding the West Dapto Urban Release Area, where the West Dapto Development Contribution Plan (2017) currently applies.

On 20 July 2020, Council resolved that the draft 2020 Plan be exhibition for a minimum period of 28 days.

PROPOSAL

The draft 2020 Plan has been updated to reflect Council's Operational and Capital Budget 2020-2023 adopted on 29 June 2020 as well as other amendments as outlined below:

- 1 Replacement of the cover page image to assist in distinguishing the new 2020 Plan from the current 2019 version.
- 2 Update of the list of proposed projects including proposed expenditure from the Wollongong City-Wide Contributions account
- 3 New maps identifying the location of the proposed projects (projects with no specific location are not identified on the maps)
- 4 Update to the list of completed projects and actual expenditure from the Wollongong City-Wide Contributions account
- 5 Addition of Ministerial Direction relating to the timing of development contributions payments for identified projects (discussed below under Financial Implications)

Contributions are allocated to a range of new infrastructure projects across seven (7) categories, as summarised in Table 1 below –

Table 1: Summary of Schedule 5 of the draft 2020 Plan

Category	2020-21	2021-22	2022-23	2023-24	Total	%
Roads and Bridges	\$270,000	\$620,000	\$300,000	\$240,000	\$1,430,000	7.9
Footpaths and Cycleways	\$1,497,000	\$1,020,000	\$1,500,000	\$1,600,000	\$5,617,000	31.1
Car parks	\$200,000	\$200,000	\$0	\$300,000	\$700,000	3.9
Non-commercial buildings (eg community centres)	\$500,000	\$2,700,000	\$600,000	\$2,000,000	\$5,800,000	32.1
Parks, Gardens and sports fields	\$125,000	\$2,629,000	\$0	\$300,000	\$3,054,000	16.9
Land acquisition	\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000	5.5
Administration	\$114,000	\$117,000	\$120,000	\$124,000	\$475,000	2.6
Total	\$2,956,000	\$7,536,000	\$2,770,000	\$4,814,000	\$18,076,000	100

The following minor changes are proposed to the exhibited document to reflect updated information and ensure alignment with State Government guidelines -

- 1 Updates to the Works Schedule Summary (Schedule 3) and the Detailed Works Schedule (Schedule 6) in line with updates on actual expenditure figures
- 2 Clarification that the Ministerial Direction issued on 25 June 2020 is valid until 25 March 2021 unless amended by the State Government.



Any instance of negative rate of the Consumer Price Index will result in a period of no adjustment to the indexation rate for development contributions. This will mirror the draft West Dapto Development Contributions Plan (2020) and Guidelines issued by the NSW Department of Planning, Industry and Environment.

The revised draft 2020 Pan is provided as Attachment 1.

CONSULTATION AND COMMUNICATION

The draft 2020 Plan was exhibited from 5 August to 4 September 2020. Copies were available on Council's website and at Council's Administration Centre and libraries.

In accordance with legislative requirements, an advertisement was placed in the Illawarra Mercury on 5 August 2020. Notification emails outlining the public exhibition and methods of making a submission were sent to relevant stakeholders on 5 August 2020.

Council's Our Wollongong exhibition webpage was viewed 73 times with 25 documents downloaded.

No submissions were received.

The Works Schedule in the Contributions Plan has been updated in consultation with the Infrastructure Strategy and Planning Division. The update of the Plan has been discussed at the internal Development Contributions Coordination Group meetings. Internal feedback shaped the Plan.

PLANNING AND POLICY IMPACT

The Plan is linked to the Our Wollongong 2028 Community Strategic Plan and the Delivery Program 2018-2022 and Operational Plan 2020-2021 which was adopted by Council on 29 June 2020. Specifically, the contributions are used to fund or part fund infrastructure projects in the Infrastructure Delivery Plan. As the projects listed in the Infrastructure Delivery Plan are updated annually, the City-Wide Development Contributions Plan also needs to be updated annually. The Plan does include a four (4) year work schedule that provides flexibility for infrastructure projects to either be brought forward or delayed, depending on other issues such as the timing of approvals.

The report contributes to a number of Wollongong 2028 objectives as the Plan is aligned with the Infrastructure Delivery Plan and contributes to the funding required to implement the Delivery Program.

It also delivers on core business activities as detailed in the Land Use Planning Service Plan 2020-21.

FINANCIAL IMPLICATIONS

As at 30 June 2020, the net balance of Section 7.12 contributions held by Council was \$22.54 million. This includes \$20.67 million held in the City-Wide restricted account and a balance of \$1.87 million in the City Centre restricted account.

Income is forecast at an average of approximately \$1.2 million per annum, although this estimate fluctuates depending on the commencement of development. The proposed 2020-21 Works Schedule in the draft 2020 Plan includes approximately \$2.956 million of expenditure, with an additional \$15.120 million allocated over the following three years.

The income and expenditure will continue to be monitored and reviewed as needed in order to respond to current community needs.

Since 2006, Council has allocated \$43.8m of developer contributions to a range of projects, as summarised in Table 2 below –



Table 2: Summary of Schedule 6 of the draft 2020 Plan

Category	Total	%
Roads and Bridges	\$5,898,764	13.5
Footpaths and Cycleways	\$12,349,415	28.2
Car parks	\$2,450,270	5.6
Non-commercial buildings	\$14,055,419	32.1
Category	Total	%
Parks, Gardens and sports fields	\$5,550,615	12.7
Land acquisition	\$2,201,500	5.0
Administration	\$1,302,548	3.0
Total	\$43,808,531	100

On 25 June 2020, a new Ministerial Direction was issued stipulating that payment of contributions (including State Infrastructure Contributions) is not required until prior to the issue of an Occupation Certificate for development with an estimated construction cost of \$10 million or more. Developers were previously required to make contribution payment prior to issue of any Construction Certificate being issued. This change may lead to a delay in the payment of contributions compared to when previously expected.

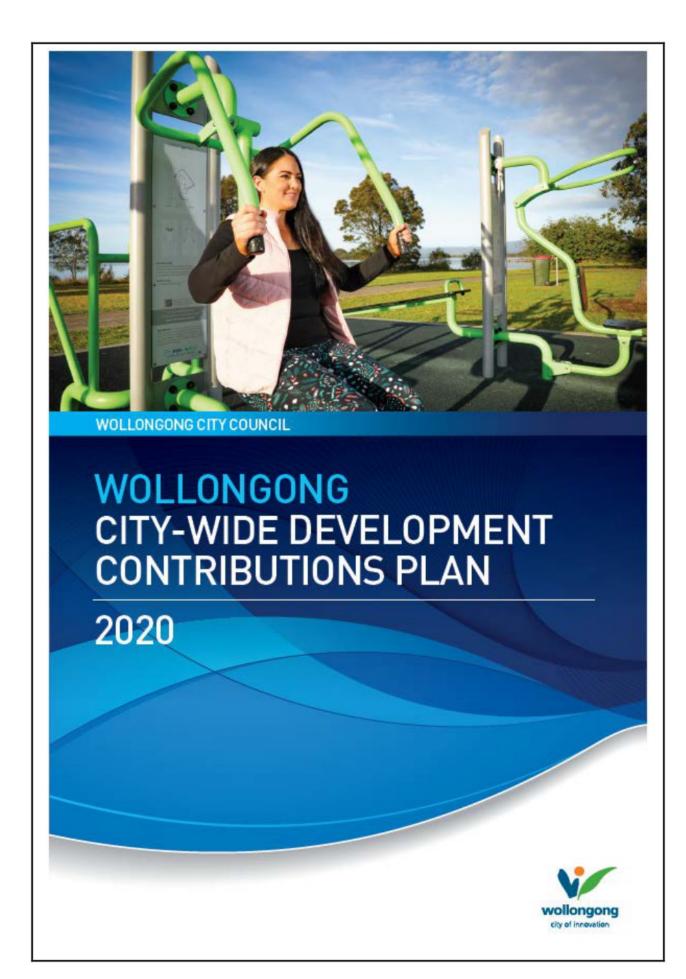
CONCLUSION

The Wollongong City-Wide Development Contributions Plan is an important mechanism to assist with funding public infrastructure within the City. This report outlines the proposal to update the existing Plan to reflect changes in legislation and Council's Infrastructure Delivery Program, as well as other minor amendments.

It is recommended that the Wollongong City-Wide Development Contribution Plan (2020) (Attachment 1) be adopted.

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Wollongong City-Wide Development Contributions Plan (2020)

Docume	ent Control		Document ID: W	ollongong City	/ Council Sec	tion 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) Draft	ZS	ZS	ZS	ZS
6	May 2008	For exhibition (2008 version)	DG	DG	DG	DG
7	24 July 2008	In force (2008 version) Draft	DG	DG	DG	DG
8	28 July 2009	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 September 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 September 2014	Draft for exhibition (2014 version)	DG	DG	DG	DG
20	3 November 2014	In force (2014 version)	DG	DG	DG	DG
21	10 July 2015	Draft for exhibition (2015 version)	МН	МН	DG	DG
22	26 October 2015	In force (2015 version)	MH	МН	DG	DG
23	06 October 2016	Draft for Exhibition (2016 version)	BL	МН	DG	DG
24	19 December 2016	In force (2016 version)	BL	МН	DG	DG
25	8 May 2017	Draft for Exhibition (2017 version)	MB	МВ	МН	DG
26	26 July 2017	In force (2017 version)	JP	МВ	MB	DG
27	7 May 2018	Draft for exhibition (2018 version)	MB	МВ	DG	DG
28	28 July 2018	In force (2018 version)	MB	МВ	SH	DG
29	12 August 2019	Draft for exhibition (2019 version)	SH	SH	DG	DG
30	23 November 2019	In force (2019 version)	SH	SH	DG	DG
31	20 July 2020	Draft for exhibition (2020 version)	SH	SH	DG	DG







Wollongong City-Wide Development Contributions Plan (2020)

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Part A - Schedules

Schedule 1 – City-Wide levy rates

In accordance with clause 25K(1)(a) of the *Environmental Planning and Assessment Regulation 2000* (EP&A Regulation), the rate of the levy for development carried out on land to which this Plan applies (excluding Wollongong City Centre Commercial Core - see Schedule 2) is calculated as follows:

Proposed cost of carrying out development (Determined in accordance with Clause 18 of this Plan)	Levy Rate
Up to and including \$100,000	Nil
More than \$100,000 and up to and including \$200,000	0.5%
More than \$200,000	1%

2. Schedule 2 - Wollongong City Centre Commercial Core levy rates

In accordance with clause 25K(1)(b) of the EP&A Regulation, the rate of the levy for development carried out on land within the B3 Commercial Core zone in the Wollongong City Centre, as shown at Figure 2, is calculated as follows:

Proposed cost of carrying out development (Determined in accordance with Clause 18 of this Plan)	Levy Rate	
Up to and including \$250,000	Nil	
More than \$250,000	2%	

This contribution provides funding towards the Special City projects originally nominated in the Civic Improvements Plan (2009) 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 5.

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	
Total	\$88,200,000	

Note: The Civic Improvement Plan was retired in 2016 as a policy document

In 2010 Wollongong Council commenced a CBD revitalisation program of streetscapes and public domain areas. Major projects completed since include:

- Keira Street Crown Street to Smith Street
- Crown Street Mall Kembla Street to Keira Street
- Market Street Keira Street to Young Street
- Crown Street West Atchison Street to Railway Parade

In addition, traffic signals have been installed to improve pedestrian activity and safety at:

- Intersection of Auburn & Burelli Streets
- Intersection of Victoria and Keira Streets
- · Intersection of Kenny and Burelli Streets



Schedule 3 – Works schedule summary

Category/Asset Class	Actual Contribution Expenditure 2006/07 to 2019/20	Proposed Contribution Expenditure 2020/21 to 2023/24	Total Contribution Expenditure 2006/07 to 2023/24
Roads and bridges	\$5,898,764	\$1,430,000	\$7,328,76 <mark>4</mark>
Footpaths and cycleways	\$12,349,415	\$5,617,000	\$17,966,415
Car parks	\$2,450,270	\$700,000	\$3,150,000
Communitybuildings	\$14,055,419	\$5,800,000	\$19,855,419
Parks, gardens and sportsfields	\$5,542813	\$3,054,000	\$8,596,813
Land acquisitions	\$2,201,500	\$1,000,000	\$3,201,500
Administration	\$1,302,548	\$475,000	\$1,777,548
Total	\$43,660,68 <mark>1</mark>	\$18,076,000	\$61,736,68 <mark>1</mark>

For further details refer to Part D Schedule 5 and 6 - Detailed Works Schedules.

Part B – Expected Development and Demand for Public Facilities

4. 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 informed decisions (.id), adopted from the Australian Bureau of Statistics (ABS) information and other factors, indicate that continued population growth in Wollongong is expected. A projected population of 233,141 is expected by 2026 and 254,805 by 2036.
- 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. These levies 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 5 and 6.

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 Shoalhaven Regional Growth Plan 2015 and A City for People 2016. In particular, this includes the total developable floor space allowed under the Wollongong Local Environmental Plan 2009 and Wollongong Development Control Plan 2009.



Item 3 - Attachment 1 - Draft Wollongong City-Wide Development Contributions Plan (2020)

Wollongong City-Wide Development Contributions Plan (2020)

Part C – Administration and Operation of the Plan

5. What is the name of this Contributions Plan?

This Plan is called the "Wollongong City-Wide Development Contributions Plan (2020)" (the Plan) and replaces the Wollongong Section 94A Development Contributions Plan (2019).

This Plan levies contributions under Section 7.12 of the Environmental Planning and Assessment Act 1979.

Where does this Plan apply?

This Plan applies to all land within the local government area of Wollongong City Council excluding the West Dapto Urban Release Area, as shown at Figure 1.

7. What is the purpose of this Plan?

The purpose of this Plan is to:

- To enable the imposition of a condition on certain development consents and complying development certificates requiring the payment of a contribution pursuant to Section 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).
- Authorise Council, and accredited certifier or other consent authority to impose conditions requiring contributions under Section 7.12 of the EP&A Act when determining an application on land to which this Plan applies;
- Assist the Council to provide the appropriate public facilities which are required to maintain and enhance amenity and service delivery within the area.
- Publicly identify the purposes for which the levies are required.

8. When does this development contributions Plan commence?

This Plan takes effect from the date on which public notice was published, pursuant to clause 31(4) of the EP&A Regulation.

This City-Wide Development Contributions Plan 2020 was adopted by Council at its Meeting of 16 November 2020 and came into force on [INSERT DATE].

9. Relationship with other development contribution Plans

This plan repeals the following contributions plan:

Wollongong City-Wide Development Contributions Plan (2019 version)

Previous iterations of contributions plans that applied to all or part of the land to which this plan applies which have been repealed are:

- Wollongong City-Wide Development Contributions Plan 2019
- Wollongong Section 94A Contributions Plan (2018 version)
- Wollongong Section 94A Contributions Plan (2017 version)
- Wollongong Section 94A Contributions Plan (2016 version)
- Wollongong Section 94A Contributions Plan (2015 version)
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- Wollongong Section 94A Contributions Plan (2008 version)
- Wollongong Section 94A Contributions Plan (2007 version)
- Wollongong Section 94A Contributions Plan (2006 version) this plan repealed the following Section 94 plans:



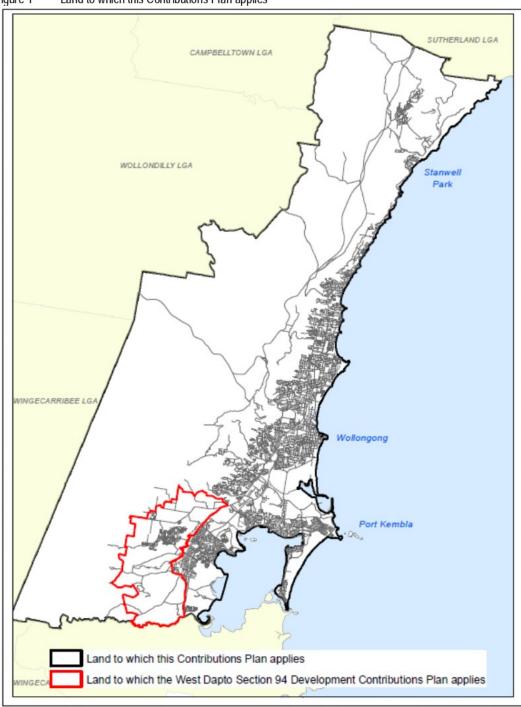
- o CP No 1 Open Space Embellishment, Recreation Facilities, Community Facilities;
- o Amendment to CP No 1 Open Space;
- o CP No 2 Traffic Management & Road Works in City of Wollongong;
- o CP No 3 Car Parking in the City of Wollongong;
- o CP No 4 Studies & Administration;
- o CP No 6 Car Parking in Area between Fairy Creek & Georges Plan Nth Wollongong;
- CP No 7 Open Space Dedication (Nth Side Kanahooka Road);
- o CP No 8 Roundabout at the intersection of Unara Road, Yalunga Street & Princes Highway, Dapto;
- o CP No 9 Mount Brown Local Area Traffic Management Scheme;
- o CP No 10 Bank Street (Road Works & Intersection Upgrade);
- o CP No 11 Bank Street (Car Parking Facility between Bank & Stewart Streets);
- o CP No 12 Sandon Point Section 94 Land Acquisition; and
- o CP No 13 Library Resources.

Any other Section 7.11 or Section 7.12 contributions plans that are not repealed continue to apply to all areas and development to which they are stated to apply.



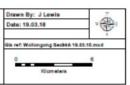
Wollongong City-Wide Development Contributions Plan (2020)

Figure 1 Land to which this Contributions Plan applies





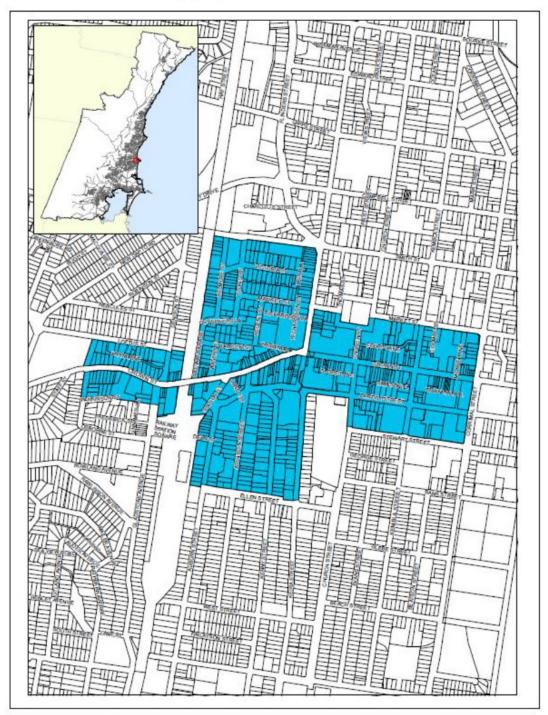
Wollongong Development Contribution Areas



Wollongong City-Wide Development Contributions Plan (2020)

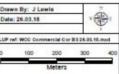
Figure 2 Land within the Wollongong City Centre Commercial Core

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Wollongong Contribution Area City Centre Commercial Core - B3



10. What does Section 7.12 of the EP&A Act provide?

Section 7.12 of the EP&A Act provides as follows:

7.12 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 7.11.
- (2A) A consent authority cannot impose a condition under this section in relation to development on land within a special contributions area without the approval of:
 - (a) the Minister, or
 - (b) a development corporation designated by the Minister to give approvals under this subsection
- (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.
- (5) The regulations may make provision for or with respect to levies under this section, including:
 - the means by which the proposed cost of carrying out development is to be estimated or determined, and
 - (b) the maximum percentage of a levy.

11. Council may require payment of the levy as a condition of development consent

This Plan enables 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 12.

12. 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 City Wide Section 7.12 Levy Rates and Schedule 2 – Wollongong City Centre Commercial Core Section 7.12 Levy Rates. The levy will be calculated as follows:

Levy payable = %C x \$C

Where:

%C is the levy rate applicable

\$C is the proposed cost of carrying out development as determined in accordance with clause 18.

13. 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 EP&A Act in respect of development on land to which this Plan applies.

14. Section 7.17 Directions

Any current and relevant Direction issued by the NSW Minister for Planning under Section 7.17 of the EP&A Act will prevail over the provisions of this Plan. Current Section 7.17 Directions relative to this Plan include:

 If a development contribution under section 94 of the Environmental Planning and Assessment Act 1979 has been required in respect of the subdivision of land (initial subdivision), a levy under section 94A of that Act

may not be required in respect of any other development on the land, unless that other development will, or is likely to, increase the demand for public amenities or public services beyond the increase in demand attributable to the initial subdivision. (14/04/2016)

- A condition may not be imposed under section 94A of the Environmental Planning and Assessment Act 1979
 in relation to development on land within the Port Kembla Lease Area, as mapped in the State Environmental
 Planning Policy (Port Botany and Port Kembla) 2013. (6/12/13)
- A contribution cannot be imposed on development for the purposes of any form of seniors housing as defined
 in the State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004 (formerly
 the State Environmental Planning Policy (Seniors Living) 2004) where the development consent is granted
 to a social housing provider as defined in the State Environmental Planning Policy (Housing for Seniors or
 People with a Disability) 2004. (14/9/07)
- Development contributions on Development Applications (excluding subdivisions) over \$10 million are required to be paid prior to the issue of an Occupation Certificate, not a Construction Certificate. Council is to issue statements confirming payment. Valid until 25 March 2021 unless amended. (25/06/2020)

Further details on current Section 7.17 Directions can be found at www.planning.nsw.gov.au.

15. Are there any exemptions to the levy?

Council may allow for exemptions (partial or full) in the following circumstances. For an exemption to be considered based on clause 15 (a) to (h), the written application should clearly state which exemption criteria is expected to ensure it is considered and provide all relevant supporting information.

- An application by the Council for community infrastructure, such as but not limited to libraries, community facilities, child care facilities, recreational facilities or car parks.
- b. An application by the NSW Government for public infrastructure, such as but not limited to hospitals, police stations, fire stations, education facilities (primary and secondary) and public transport infrastructure.
- c. An application for the continued operation of a coal mine, where rail transport is used for the transportation of coal.
- d. An application for place of public worship.
- e. An application for a residential care facility carried out under the State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004.
- An application for an industrial training facility.

The following exemption requests (partial or full) will require a comprehensive written submission:

- g. An application on behalf of Council for community infrastructure, such as but not limited to libraries, community facilities, child care facilities, recreational areas or facilities and car parks.
- An application on behalf of the NSW Government for public infrastructure, such as but not limited to hospitals, police stations, fire stations; education facilities (primary and secondary) and public transport infrastructure.
- An application for privately funded community infrastructure, such as but not limited to education facilities (primary and secondary) and private hospitals.
- Any other development for which Council considers an exemption is warranted, where the decision is made by formal resolution of the Council at a public Council meeting.
- k. An application by or on behalf of a tertiary education provider:
 - (i) Full exemption may be allowed for facilities that are directly required by the main function of the educational facility, such as – classrooms, lecture theatre, training facility, administrative office, research facility.
 - (ii) Partial (50%) exemption may be allowed for developments that are not directly required by the

main function of the educational facility but will provide support to its main function, such as student accommodation, car park, sports facility, playgrounds, food-court, display facility, function centre, convention hall, auditorium, community centre.

(iii) Nil exemption for developments that are not directly required to the main function of the educational facility and/or have potential to create additional demand for public services and amenities. Development such as but not limited to – shops, supermarket, shopping centre, office for lease, business park, commercial centre, child care centre, entertainment facility.

Submission Requirements for an exemption claim to be considered

For an exemption to be considered in accordance with clause 15 (g) to (k) above, the application will need to include a comprehensive written submission arguing the case for exemption and including details of:

- Under which sub-clause 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.
 - Advice indicating that the application is on behalf of Council or the NSW Government.

Exemptions (partial or full) listed under clause 15 (g) to (k) will only to be granted with approval of the Council Officer(s) whose position(s) holds the required Council delegations or in terms of clause 15 (j) by formal resolution of the Council at a public Council meeting.

16. Complying Development Certificates and the obligations of accredited certifiers

In accordance with sections 4.28(9) and 7.21 of the EP&A Act and clause 136K of the EP&A Regulation, applications for a complying development certificate are also subject to the provisions of this Plan, and the Certifier (whether Council or an Accredited Certifier) must impose a condition requiring the payment of a Section 7.12 contribution in accordance with the requirements of this Plan.

The condition must include the contribution amount calculated in accordance with this Plan and require payment before any building or subdivision work authorised by the certificate commences. Further information on how to calculate and condition contributions is available on Councils website and from Council. The following template condition should be used:

Development Contributions

Pursuant to Section 4.28(9) of the Environmental Planning and Assessment Act 1979 and the Wollongong City-Wide Development Contributions Plan (2020), a monetary contribution of \$[INSERT AMOUNT], subject to indexation, must be paid to Wollongong City Council before any building or subdivision work authorised by this certificate commences.

As the contribution amount is subject to indexation until the date of payment, contact Council for the current indexed amount prior to payment. The contribution can be paid online at http://www.wollongong.nsw.gov.au/applicationpayments (contact Council for the payment reference number) or by cash, EFTPOS or bank cheque at 41 Burelli Street, Wollongong.

In accordance with clause 27(1A) of the EP&A Regulation, the Certifier must ensure that the contribution has been fully paid before any building or subdivision work authorised by the certificate commences and submit receipt(s) confirming full payment with the complying development certificate.



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Wollongong City-Wide Development Contributions Plan (2020)

17. Construction certificates and the obligations of accredited certifiers

In accordance with clause 146(b) of the EP&A Regulation, a Certifier must not issue a construction certificate for building or subdivision work where the development consent imposes a condition in accordance with this Plan, unless the condition has been complied with.

In accordance with clause 142(2) of the EP&A Regulation, the Certifier must ensure that copies of receipt(s) confirming that contributions have been fully paid are provided to the Council.

18. How is the proposed cost of carrying out development determined?

Clause 25J of the EP&A Regulation sets out how the proposed cost of carrying out development is to be determined. That clause provides as follows:

25J Section 7.12 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 7.12 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.
 - () the costs of enabling access by disabled persons in respect of the development,
 - (k) the costs of energy and water efficiency measures associated with the development,
 - (I) the cost of any development that is provided as affordable housing,
 - (m) the costs of any development that is the adaptive reuse of a heritage item.
- (4) The proposed cost of carrying out development may be adjusted before payment, in accordance with a contributions plan, to reflect quarterly or annual variations to readily accessible index figures adopted by the plan (such as a Consumer Price Index) between the date the proposed cost was determined by the consent authority and the date the levy is required to be paid.
- (5) To avoid doubt, nothing in this clause affects the determination of the fee payable for a development application.

19. Cost estimate reports

An application for a development application or a complying development certificate is to be accompanied by a report, prepared at the applicant's cost and 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 EP&A Regulation, per clause 18 above. Where a separate cost estimate is not provided, the estimated cost of development as provided on the development

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application will be used to calculate the contribution.

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 prepared by a person who, in the opinion of the Council, is suitably qualified. This includes a
 licensed builder, registered architect, qualified and accredited building designer, registered quantity surveyor
 or a person who is licensed with relevant qualifications and proven experience in costing of similar
 development works, but who is not the owner or applicant;
- 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 4 prepared by a quantity surveyor who is a
 registered member of the Australian Institute of Quantity Surveyors.

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 18.

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 this clause.

20. 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 5 and 6.

21. What are the funding priorities from levies authorised by this Plan?

Subject to section 7.3(2) of the EP&A Act and clauses 19 and 22 of this Plan, the public facilities listed in Part D Schedule 5 are to be provided in accordance with the staging set out in that Schedule.

22. Pooling of levies

For the purposes of section 7.3(2) of the EP&A 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 5 in accordance with the staging set out in that Schedule.

23. 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.

24. When is the levy payable?

A levy to be paid by a condition authorised by this Plan must be paid to the Council in accordance with the following requirements:

- A Development Application involving construction prior to the issue of the Construction Certificate;
- A Development Application involving subdivision prior to the issue of the Subdivision Certificate;
- A Development Application involving construction and subdivision (ie dual occupancies) prior to the issue
 of the Construction Certificate;
- A Complying Development Certificate Application before any work authorised by the certificate commences.

Where the development is phased the condition may allow for the levy to be paid at relevant phases.

25. 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 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 quarantee 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 7.12 development contributions for development of Lot x DP xxx under Development Consent No. xxx)
- d) The bank unconditionally pays the quaranteed sum to the Council if the Council so demands in writing not earlier than 12 months from the provision of the quarantee 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 quarantee, 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 quarantee or when Council notifies the bank in writing that the quarantee 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.

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.

Planning Agreements

Section 7.4 of the EP&A Act states that a planning agreement is a voluntary agreement between a planning authority and a developer, under which the developer agrees to make contributions towards a public purpose. This may include the dedication of land, a monetary contribution, any other material public benefit or a combination of these. A planning agreement may exclude the application of Section 7.12 to the entire development or to part of the development that is subject to the agreement.

The provisions of Sections 7.4 to 7.10 of the EP&A Act and clauses 25B to 25H of the EP&A Regulation prescribe the contents, form, subject matter and procedures for making planning agreements.

Further information can be found in Council's Planning Agreements Policy.

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 CPI; issued by the Australian Bureau of Statistics (ABS Series ID A2325806K).

The following formula for indexing contributions is to be used:

Contribution at time of payment = $C \times (CP2/CP1)$

Where:

\$C is the original contribution as set out in the consent

CP1 is the Consumer Price Index; All Groups CPI; Sydney at the time the consent was issued

CP2 is the Consumer Price Index; All Groups CPI; Sydney at the time of payment

In the event that the current index is lower than the index for the previous quarter, no adjustment will be made.

28. Savings and Transitional Arrangements

A development application or complying development certificate 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.

29. 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 within 12 months of the payment;
- 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

30. 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
- EP&A Regulation means the Environmental Planning and Assessment Regulation 2000
- Council means Wollongong City Council
- Levy means a levy under section 7.12 of the EP&A Act authorised by this Plan
- Plan means this Wollongong City-Wide Development Contributions Plan
- Public facility and Public Infrastructure means a public amenity or public service



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31. Schedule 4 - Detailed Cost Report

The following is an extract of the NSW Department of Planning's Development Contributions Practice Note - 2005.

	Registered* Quantity Surveyor's Detailed Cost Report [Development Cost in excess of \$10,000,000] 'A member of the Australian Institute of Quantity Surveyors									
CONST	OPMENT APPLICATION No		REFERENCE: DATE:							
	CANT'S NAME: CANT'S ADDRESS:									
	OPMENT NAME: OPMENT ADDRESS:									
DEVEL										
DEVELO	PMENT DETAILS:									
	Gross Floor Area – Commercial	m ²	Gross Floor Area – Other	m ²						
	Gross Floor Area – Residential	m ²	Total Gross Floor Area	m ²						
	Gross Floor Area – Retail	m ²	Total Site Area	m ²						
	Gross Floor Area – Car Parking	m ²	Total Car Parking Spaces							
	Total Development Cost	\$								

ESTIMATE DETAILS:

Total Construction Cost
Total GST

Professional Fees	\$	Excavation	\$
% of Development Cost	%	Cost per square metre of site area	\$ /m²
% of Construction Cost	%	Car Park	\$
Demolition and Site Preparation	\$	Cost per square metre of site area	\$ /m²
Cost per square metre of site area	\$ /m²	Cost per space	\$ /space
Construction – Commercial	\$	Fit-out – Commercial	\$
Cost per square metre of site area	\$ /m²	Cost per m ² of commercial area	\$ /m²
Construction - Residential	\$	Fit-out – Residential	\$
Cost per square metre of residential area	\$ /m²	Cost per m2 of residential area	\$ /m²
Construction – Retail	\$	Fit-out – Retail	\$
Cost per square metre of retail area	\$ /m²	Cost per m ² of retail area	\$ /m²

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 :	nd Qualifications:



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Date:	
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32. Schedule 5 – Detailed Works Schedule – Projects proposed to utilise Section 7.12 funds

The Capital Works Program that Council delivers is funded from a mix of budget sources, including contributions collected from this Plan. Section 7.12 Contributions will be allocated to projects through the annual budget preparation process based on this schedule, and will be subject to refinement until the project delivery stage. This may include the review of projects and/or budget allocations as part of the monthly budget review process that is reported to and endorsed by Council. Section 7.12 Contributions currently allocated to future projects are shown in the table below:

Мар	Project	Project	Location		Section 7.12 Forecast Funding Allocation						
No.	Number	Project	Location	2020-21	2021-22	2022-23	2023-24	Total			
		Roads and Bridges									
	127424	Traffic Facility Improvements (50% RMS)	Various	\$270,000	\$150,000		\$70,000	\$490,000			
16	127520	Flagstaff Rd/Tern Pl - Roundabout	Berkeley		\$80,000			\$80,000			
4	127515	Carroll Road crossing facility	East Corrimal		\$300,000			\$300,000			
7	127447	Bourke st/ Cliff Rd Intersection Improvements	North Wollongong		\$70,000			\$70,000			
2	127952	Phillips St near Ryan's Hotel Pedestrian Facility	Thirroul			\$300,000	\$100,000	\$400,000			
17	127948	King St/Greene St/Montgomery St	Warrawong				\$70,000	\$70,000			
13	127981	Coachwood Dr After Waples Rd	Farmborough Heights		\$20,000			\$20,000			
		Sub total		\$270,000	\$620,000	\$300,000	\$240,000	\$1,430,000			
		Footpaths and Cycleways									
	126233	New cycle/shared paths	Various				\$100,000	\$100,000			
15	128477	Hooka Creek Road; Lake Ride to Northcliffe Dr	Berkeley	\$50,000				\$50,000			
3	126265	Ursula Rd - Franklin Ave to Trinity Row	Bulli				\$400,000	\$400,000			
3	128468	Beacon Ave; Showground to Coastline Cycleway	Bulli	\$50,000				\$50,000			
3	128469	Ursula Rd; Bulli Station to Coastline Cycleway	Bulli	\$40,000				\$40,000			
12	126253	Cordeaux Rd; Princes Hwy to Gibsons Road	Cordeaux Heights	\$70,000				\$70,000			
3	128470	Lake Pde; Corrimal Station to Coastline Cycleway	East Corrimal	\$30,000				\$30,000			
6	126269	Princes Hwy; Memorial Dr to Bourke St	Fairy Meadow		\$500,000			\$500,000			
6	126263	Crawford Ave; Porter St to Hay St access	North Wollongong	\$230,000				\$230,000			
6, 7	128026	Virginia St; Bourke St to Squires Way	North Wollongong			\$500,000	\$500,000	\$1,000,000			
18	128147	Military Rd, Old Port Rd to Port Kembla Pool, On-road Cyclew	Port Kembla	\$250,000				\$250,000			
8	128024	Fairy Creek Shared Path - Reserve St to Foley St via Gilmore St	West Wollongong		\$520,000			\$520,000			
11	128028	Swan St; shared path full length	Wollongong			\$500,000	\$600,000	\$1,100,000			
6	128475	Flinders St; Memorial Drive to Smith St	Wollongong	\$30,000				\$30,000			
7	128476	Cliff Rd; Stuart Park to Marine Dr	Wollongong	\$50,000				\$50,000			
9	127713	Wollongong City Centre Wayfinding Signage	Wollongong	\$337,000				\$337,000			



4	126599	Station St; Duff Pde to Pioneer Rd; north side	East Corrimal	\$160,000				\$160,000
8	126626	Reserve St; Gilmore to Robsons; south side	West Wollongong			\$500,000		\$500,000
8	128195	Greenacre Rd, Mercury St to Rosemont St (incl nth section of	West Wollongong	\$200,000				\$200,000
		Sub total		\$1,497,000	\$1,020,000	\$1,500,000	\$1,600,000	\$5,617,000
		Car parks						
5	126108	Robert Ziems Park Cricket Ground Carpark	Corrimal	\$200,000				\$200,000
19	126105	Hector Harvey Oval	Koonawarra		\$200,000			\$200,000
11	128034	Swan Street, east of Corrimal St	Wollongong				\$300,000	\$300,000
		Sub total		\$200,000	\$200,000	\$0	\$300,000	\$700,000
		Non-Commercial buildings,						
1	128363	Helensburgh Library and Community Centre	Helensburgh		\$2,000,000			\$2,000,000
17	125350	New Warrawong Multipurpose Facility	Warrawong	\$500,000	\$700,000	\$600,000	\$2,000,000	\$3,800,000
		Sub total		\$500,000	\$2,700,000	\$600,000	\$2,000,000	\$5,800,000
		Parks, Gardens and sports fields						
10	127668	W A Lang Park Playground All Abilities	Wollongong		\$250,000			\$250,000
14	128517	Cringila Hills Pump Track	Cringila	\$25,000	\$625,000			\$650,000
14	128518	Multipurpose Criterium Track	ТВС	\$100,000	\$1,500,000			\$1,600,000
	125216	Skate parks	Various		\$254,000		\$300,000	\$554,000
		Sub total		\$125,000	\$2,629,000	\$0	\$300,000	\$3,054,000
		Land Acquisitions						
	124909	Land Acquisitions		\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000
		Sub total		\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000
		Administration						
		Development Contributions Planner		\$104,000	\$107,000	\$110,000	\$114,000	\$435,000
		Development Contributions Admin Support – Finance		\$10,000	\$10,000	\$10,000	\$10,000	\$40,000
		Sub total		\$114,000	\$117,000	\$120,000	\$124,000	\$475,000
		TOTAL		\$2,956,000	\$7,536,000	\$2,770,000	\$4,814,000	\$18,076,000



33. Schedule 6 – Detailed Works Schedule – Projects that have included Section 7.12 funds

The Capital Works that Council delivers are funded from a mix of sources, including contributions collected from this Plan. Section 7.12 Contributions that have been allocated to projects are shown in the table below:

ojects are snown in the table below.	Section 7.12 Actual Funding Allocations					
Project	2006-07 to 2015-16	2016-17	2017-18	2018-19	2019-20	Total 2006-07 to 2019-20
Roads and Bridges						
City Centre Public Transport	\$426,000					\$426,000
City Wide Public Transport	\$225,000					\$225,000
Lake Avenue Traffic Facilities : Flagstaff Rd to Gorrel St	\$40,000					\$40,000
Parkes St/Princes Hwy, Helensburgh - New roundabout	\$85,000					\$85,000
Denison St - Victoria St, Wollongong traffic lights	\$19,000	\$1,000				\$20,000
Denison St - Throsby Dr, Wollongong traffic lights	\$21,000	\$1,000				\$22,000
Cordeaux Rd. west of William James Dr - Upgrade	\$515,000					\$515,000
Compton Street, Dapto- Traffic Calming augmentation	\$313,000					\$313,000
Burelli Street - Kenny Street Traffic Signals	\$180,000					\$180,000
Burelli Street - Auburn Street Traffic Signals	\$235,578					\$235,578
Stewart St-Kembla St Traffic Lights	\$7,000		\$300,000			\$307,000
Central Rd - Blackman/Nudjia, Unanderra traffic lights	\$114,000	\$173,000				\$287,000
Carters lane, Fairy Meadow shoulder construct - Pioneer to Elliots	\$159,000					\$159,000
Squires Way, North Wollongong - kerb and gutter - Elliots Rd to iC entry	\$51,000					\$51,000
Vera St/Tunnel Rd improvement, Helensburgh - kerb, gutter and drainage	\$275,000	\$14,148				\$289,148
Jarvie Rd, Cringlia - new kerb & gutter	\$50,000					\$50,000
Walker St, Helensburgh - Replace culvert to widen pedestrian access	\$140,999					\$140,999
Burke Street, Berkeley - New Traffic Island	\$5,000					\$5,000
Ball Street, Woonona - New Traffic Island	\$1,000					\$1,000
Sturdee Ave, Bulli - Augmentation design options	\$16,000					\$16,000
Oakland Avenue School Crossing Upgrade (Windang Primary School)	\$20,000					\$20,000
Northcliff Dr School Crossing Upgrade (Lake Height PS)	\$25,000					\$25,000
Northcliff Dr Crossing Upgrade (Illawarra Sports HS)	\$38,000					\$38,000
Terania St School Crossing Upgrade (Russell Vale PS)	\$19,000					\$19,000
Raymond Rd School Crossing Upgrade (St Michaels PS)	\$20,000	i				\$20,000



	1	Se	ction 7.12 Actua	al Funding Alloc	ations	ons		
Project	2006-07 to 2015-16	2016-17	2017-18	2018-19	2019-20	Total 2006-07 to 2019-20		
Baan Baan St extension to Station St		\$70,272				\$70,272		
Kanahooka Road -Brownsville Avenue traffic lights		\$1,924				\$1,924		
Kembla St -Gipps St roundabout		\$10,000				\$10,000		
Maidstone -The Ridge roundabout		\$20,000	\$300,000		\$100,000	\$420,000		
Gladstone St, Pedestrian Refuge Island		\$ 938				\$938		
Princes Hwy - Victoria Rd, Traffic Lights		\$29,768	\$230,000			\$259,768		
Bourke st/ Cliff Rd Intersection Improvements		\$10,140	İ			\$10,140		
Other Roads and Bridges						\$0		
Pedestrian bridge over Byarong Ck Roy Johansson Park			\$100,000			\$100,000		
Lilyvale/Walker St, roundabout			\$180,000			\$180,000		
Bong Bong Rd -Station St traffic lights			\$43,000			\$43,000		
Railway Crescent, Widen road				\$100,000		\$100,000		
Towradgi Rd-Caters Lane crossing relocation				\$200,000	\$12,791	<mark>\$212,791</mark>		
Point Street Local Area Traffic Management				\$100,000		\$100,000		
Bellambi Local Area Traffic Management				\$20,000		\$20,000		
Lakeside Drive - Pedestrian Refuge				\$115,000		\$115,000		
Gilmore St and Fisher St - Pedestrian Refuges				\$70,000		\$70,000		
Northcliffe Dr, Pharlap Ave to Princes Hwy, roundabout					\$695,206	\$695,206		
Sub total	\$3,000,577	\$332,190	\$1,153,000	\$605,000	\$807,997	<mark>\$5,898,764</mark>		
Footpaths and Cycleways								
Gills Creek pedestrian path linkage, Walker St Helensburgh	\$104,000					\$104,000		
Keira St footpath, Crown to Market St	\$400,000					\$400,000		
Gloucester Bvde, Pt Kembla - Primary School to Darcy Rd Shared pathway	\$99,000					\$99,000		
Foreshore Rd, Port Kembla - Old Port Rd to Harbour - Shared pathway	\$4,000					\$4,000		
Southern cycleway - Port Kembla pool to Parkes St & along Foreshore Rd	\$42,000					\$42,000		
Five Islands Rd, Port Kembla - shared path Flinders St to Wattle St	\$2,000					\$2,000		
Princes Hwy, Dapto, Unara St to Northcliffe - New Shared pathway	\$442,000					\$442,000		
Amaroo Ave, Figtree - New footpath	\$9,000					\$9,000		
Grey St, Keiraville new footpath	\$19,000		i			\$19,000		
City Centre Crown St, Wollongong – Augmentation & Upgrade	\$170,000	i	i			\$170,000		



		Section 7.12 Actual Funding Allocations					
Project	2006-07 to 2015-16	2016-17	2017-18	2018-19	2019-20	Total 2006-07 to 2019-20	
O'Briens Rd, Figtree - New shared pathway	\$55,000					\$55,000	
Cordeaux Rd, Figtree - new on road cycleway	\$85,000					\$85,000	
Channon St, Russell Vale - new footpath	\$47,000					\$47,000	
Parkes St, Helensburgh - New shared pathway connection	\$75,000					\$75,000	
Brian St, Balgownie - new footpath and pedestrain crossing	\$82,000					\$82,000	
Unanderra Town Centre - Tallegalla Street - new cycleway	\$25,000					\$25,000	
Beach St to Hutton Ave, Bulli - New shared pathway	\$25,000					\$25,000	
Brokers Rd, Balgonie - new footpath	\$43,000					\$43,000	
Gibson Rd, Figtree - widen footpath	\$85,000					\$85,000	
Abercrombie St, West Wollongong - New footpaths	\$274,000					\$274,000	
McMillan St, Helensburgh - New north side footpath	\$36,000					\$36,000	
Princes Hwy, Wst Wlg - New shared pathway London Dr to Abercrombie St	\$78,000					\$78,000	
Princes Hwy, Bulli - New shared pathway, Black Diamond Pl to Point St	\$200,000					\$200,000	
Murphys Avenue, Keiraville - New footpath	\$60,000					\$60,000	
Mt Keira Rd, Mt Keira - New footpath	\$100,000					\$100,000	
Derribong Dr, Cordeaux Heights - New footpath	\$149,000					\$149,000	
Loftus St, Wollongong - New footpath	\$103,000					\$103,000	
Smith St, Shared Path - Harbour to Belmore St	\$10,000					\$10,000	
Gladstone Ave, Wollongong - cycleway Swan St underpass to Crown St	\$8,000					\$8,000	
Pioneer Rd, Towradgi - New footpath & bridging over culvert	\$82,000					\$82,000	
Squires Way, North Wollongong - Widen cycleway	\$25,000					\$25,000	
Lakelands Dve footpath; Fowlers Rd to Parkside Dve	\$243,343					\$243,343	
Cirrus Ave Dapto footpath; full length west side	\$81,981					\$81,981	
Dumfries Ave footpath; McMahon St to Foothills Rd	\$194,733					\$194,733	
Point Street footpath, nth side; Blackall St to Summerville	\$5,687					\$5,687	
Robert St, Dapto; Byamee St to Joan St, footpath	\$137,000					\$137,000	
Maidstone St Helensburgh; The Ridge to The Crescent, footpath	\$10,000					\$10,000	
Flagstaff Rd, Berkeley; Whimbrel St to Bubb Place crossing	\$160,000					\$160,000	
Cherry St Woonona; Forestview Way to Woodland Ave, footpath east	\$54,000					\$54,000	



	Section 7.12 Actual Funding Allocations					
Project	2006-07 to 2015-16	2016-17	2017-18	2018-19	2019-20	Total 2006-07 to 2019-20
Wollongong Harbour Heritage Walk Stage 2B	\$150,000					\$150,000
Porter St, Gwynneville, Crawford Street, Int. House Ramp	\$100,000					\$100,000
Railway Rd footpath east side: King St - Redman Ave	\$58,045					\$58,045
Redman Avenue footpath, east side; Railway Rd to Henley	\$51,000					\$51,000
Grand Pacific Walk, Nth Wlg to Otford - Stage 1 Stoney Ck Bridge, Coalcliff	\$467,000					\$467,000
Unanderra CBD Upgrade	\$100,000					\$100,000
Galvin Park; New Footpath		\$254,476				\$254,476
Murray Rd; Pioneer Rd to Tourist Park, south		\$50,000				\$50,000
Lower Tramway Sea Wall and sharepath		\$150,000	\$100,000			\$250,000
Princes Hwy; Highway Ave to London Dr westside		\$222,839				\$222,839
Smith St railway underpass design work		\$66,041				\$66,041
Other Footpaths and Cycleways	\$3,110,300					\$3,110,300
Kembla St; Smith St to Stewart St, Wollongong			\$40,000			\$40,000
Miller St, Fox Ave to Auburn St, North			\$65,000			\$65,000
Regional Network Wayfinding signage			\$20,000			\$20,000
Corrimal St, Wollongong Shared Path (Between Bank st and St			\$112,000			\$112,000
Mt Keira Rd to Nyrang Park cycleway			\$20,000			\$20,000
LHD (Local Road) Footpath Intersection Upgrade			\$100,000			\$100,000
Hamilton, Tasman, Craig, Surfers & Cliff			\$170,000	\$150,000	\$194,222	\$514,222
Fred Finch Park Cycleway			\$50,000			\$50,000
Footpaths-New footpaths			\$50,000	\$600,000		\$650,000
Port Kembla footpath upgrades				\$300,000		\$300,000
Chenhalls St; Stanhope St to Gray St west side				\$150,000		\$150,000
Corrimal St; Smith St to Market St				\$100,000		\$100,000
Winnima Way; Community Centre to Parkway				\$50,000		\$50,000
Holborn Park Accessible Footpaths				\$25,000		\$25,000
Bulli Beach Reserve Accessible Footpaths				\$25,000		\$25,000
Rixon Avenue; Molloy St to 9 Rixon Ave, east side				\$50,000		\$50,000
Clifford St; Bourke St to Daisy; west side				\$100,000		\$100,000
Denison St; Crown St to Throsby Dr					\$300,000	\$300,000
Porter St, Hindmarsh Ave to Flinders St					\$300,000	\$300,000
Kendall St; outside Tarrawanna Public School, south side					<mark>\$74,385</mark>	<mark>\$74,385</mark>
Thames St; The Mall to 40 Thames St, east side					\$50,000	\$50,000



		Se	ction 7.12 Actua	al Funding Alloc	ations	
Project	2006-07 to 2015-16	2016-17	2017-18	2018-19	2019-20	Total 2006-07 to 2019-20
Murphys Ave; Robsons Rd to Grey St, south side					\$52,375	\$52,375
Vereker St; Hamilton St to 16 Macarthur Ave, east side					\$50,250	\$50,250
Heaslip St; Taronga Ave to St Johns Ave, south side					\$70,000	\$70,000
Tallegalla St; Victoria St to Charcoal Creek, west side					\$20,000	\$20,000
Cliff Rd; Harbour St to Lang Park, south side					\$55,033	\$55,033
Harry Graham Park; Uralba St to Therry St					\$40,000	\$40,000
Robinson St; Hercules St to Denison St					\$111,705	\$111,705
University Avenue, eastern side near Porter Street					\$50,000	\$50,000
The Avenue Pedestrian Refuges					\$100,000	\$100,000
Sub total	\$7,861,089	\$743,356	\$727,000	\$1,550,000	\$1,467,970	\$12,349,415
Car parks						
Station Street - Thomas Gibson Park	110,000					\$110,000
Bank/Stewart Street, Wollongong - 4hr Car park - Additional spaces	78,000					\$78,000
Campbell Street, Woonona - Ocean Park car park	140,000					\$140,000
Lakeside leisure Centre, Kanahooka - Upgrade and expansion	7,000					\$7,000
Stuart Park, Wollongong off road parking	500,000					\$500,000
Market Street - Multi Storey Car park - Upgrade	20,000					\$20,000
Windang Foreshore Park P2 car park - augmentation	5,000					\$5,000
George Street, Wollongong - Car park extension	140,000					\$140,000
Stanwell Park shops Car Park - Upgrade	243,000					\$243,000
The Circle Car Park, Woonona - Upgrade	17,000					\$17,000
Other Car Parks	740,270					\$740,270
Reed Park car park surface			80,000			\$80,000
2 Tannery St, Carpark			125,000			\$125,000
City Centre Parking Guidance System			55,000			\$55,000
Berkeley Park Carpark – Off Bourke Way					\$190,000	\$190,000
Sub total	\$2,000,270	\$0	\$260,000	\$0	\$190,000	\$2,450,270
Non-Commercial buildings						
Bald Hill Amenities, Stanwell Tops - augmentation - Masterplan	\$33,000					\$33,000
North Beach Bathers Pavilion, North Wollongong - augmentation	\$4,433,000		İ			\$4,433,000
Dapto Pool - Disabled Access Improvements	\$40,000	i	İ			\$40,000
Sandon Point Surf Club Expansion	\$125,000	i	İ			\$125,000
Windang Beach Lifeguard Tower - Design	\$52,000		İ			\$52,000



Project	Section 7.12 Actual Funding Allocations							
	2006-07 to 2015-16	2016-17	2017-18	2018-19	2019-20	Total 2006-07 to 2019-20		
Coledale Lifeguard Tower	\$25,000					\$25,000		
Other Buildings (commercial and non-commercial)	\$9,247,419					\$9,247,419		
New Warrawong Multipurpose Facility				\$100,000		\$100,000		
Sub total	\$13,955,419	\$0	\$0	\$100,000	\$0	\$14,055,419		
Parks, Gardens and sports fields								
Beach facilities - New (bulk vote)	\$10,000					\$10,000		
Sporting facilities - New (bulk vote)	\$20,000					\$20,000		
Recreation facilities - New (bulk vote)	\$45,000					\$25,000		
Stuart Park Playground and footbridge	\$77,332	\$100,000				\$177,332		
Stanwell Park - New Playground	\$11,000					\$11,000		
Bailey Park, Compton Street, Dapto - New Playground	\$10,000					\$10,000		
Penrose Park - New Playground	\$10,000					\$10,000		
Corrimal Memorial Park - New Playground	\$73,000					\$73,000		
Waples Rd, Farmborough Heights - New Playground	\$10,000					\$10,000		
Bruce Park, Oxlade St, Warrawong - New Playground	\$10,000					\$10,000		
Keira Village Park, Keira Mine Rd - New Playground	\$20,000					\$20,000		
Holborn Park, Berkeley - New Playground	\$25,000					\$25,000		
Thomas Dalton Park, Fairy Meadow - Sports field Irrigation & Carters	\$312,000					\$312,000		
Lane fence						,		
Rex Jackson Oval, Helensburgh - Sportsfield Irrigation	\$78,500	ĺ				\$78,500		
Fred Finch Park, Berkeley - Landscape and Design & Infrastructure	\$200,000					\$200,000		
Holborn Park (Southern Suburbs Skate Park) Berkeley - provision	\$406,000					\$406,000		
Lake Illawarra Foreshore Improvements	\$100,000					\$100,000		
MacCabe Park, Wollongong - Design Development - City Centre	\$12,000					\$12,000		
MM Beach, Port Kembla - Access Steps	\$65,000					\$65,000		
Puckeys Estate, Beach access	\$15,000					\$15,000		
Charles Harper Park, Helensburgh - Public toilet	\$40,000					\$40,000		
Other Parks, Gardens and Sports fields	\$3,765,466	i	i			\$3,765,466		
Brownlee Park Playground Replacement and New Shade Sail		i	i		\$50,000	\$50,000		
The Drive; LHD to Stanwell Park Tennis Courts		i	i		\$55,317	\$55,317		
Farmborough Heights Community Tennis Courts		İ	i		\$50,000	\$50,000		
Sub total	\$5,315,298	\$100,000	\$0	\$0	\$155,317	\$5,550,615		
Land Acquisitions								



Project	Section 7.12 Actual Funding Allocations							
	2006-07 to	2016-17	2017-18	2018-19	2019-20	Total 2006-07		
	2015-16					to 2019-20		
Other Land Acquisitions	\$2,201,500					\$3,201,500		
Sub total	\$2,201,500	\$0	\$0	\$0	\$0	\$2,201,500		
Administration								
S94 Planner	\$346,439	\$95,511	\$98,376	\$101,000	\$103,000	\$746,326		
S94 Admin Support - Finance	\$62,372	\$9,672	\$9,962	\$10,000	\$12,000	\$104,006		
S94 Administration & Studies	\$452,216					\$452,216		
Sub total	\$861,027	\$105,183	\$108,338	\$111,000	\$117,000	\$1,302,548		
TOTAL	\$35,195,180	\$1,280,729	\$2,248,338	\$2,366,000	\$2,738,284	\$43,808,531		



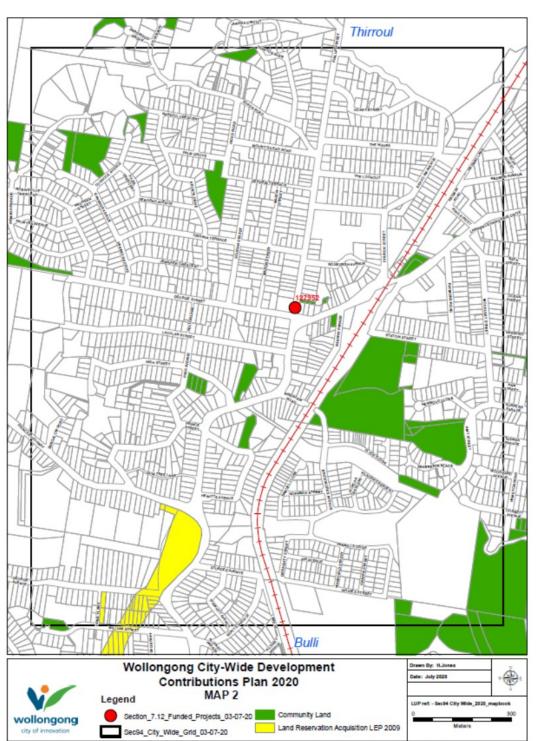
Wollongong City-Wide Development Contributions Plan (2020)

34. Schedule 7 - Works Schedule - Maps

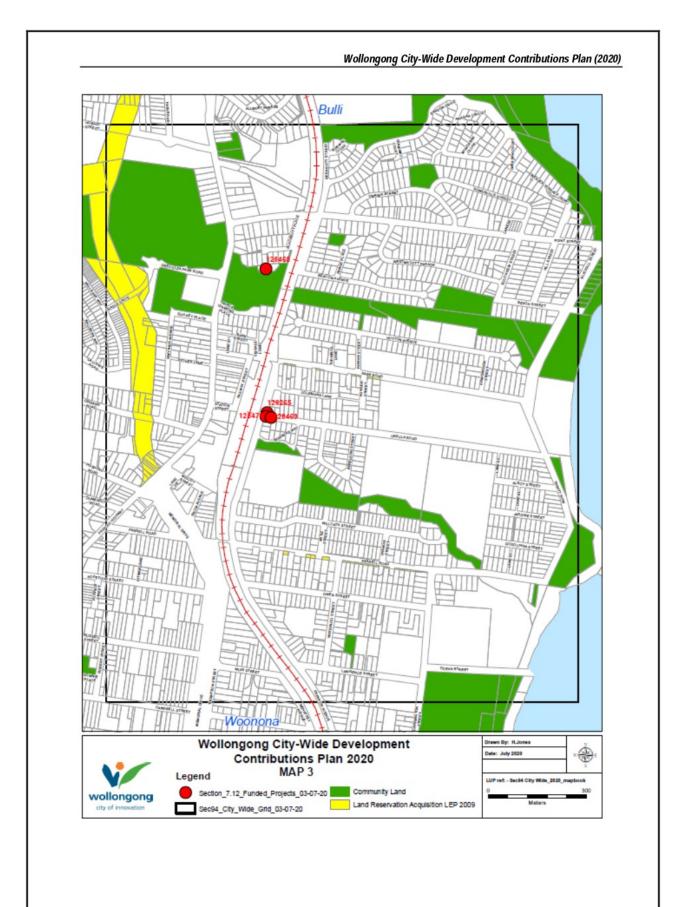
Projects locations are noted as best as possible given their nature and scale of mapping.











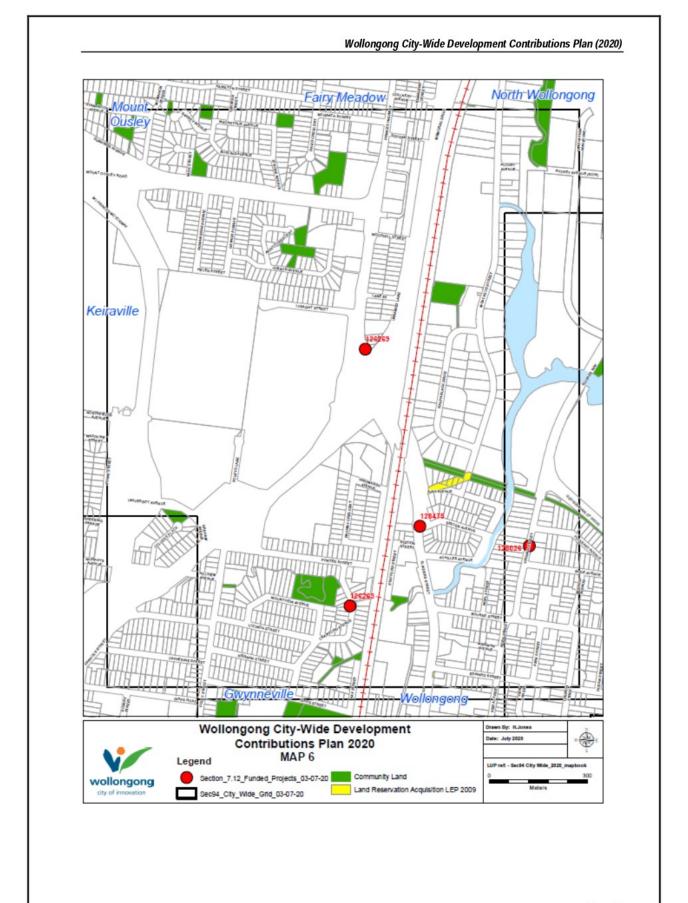


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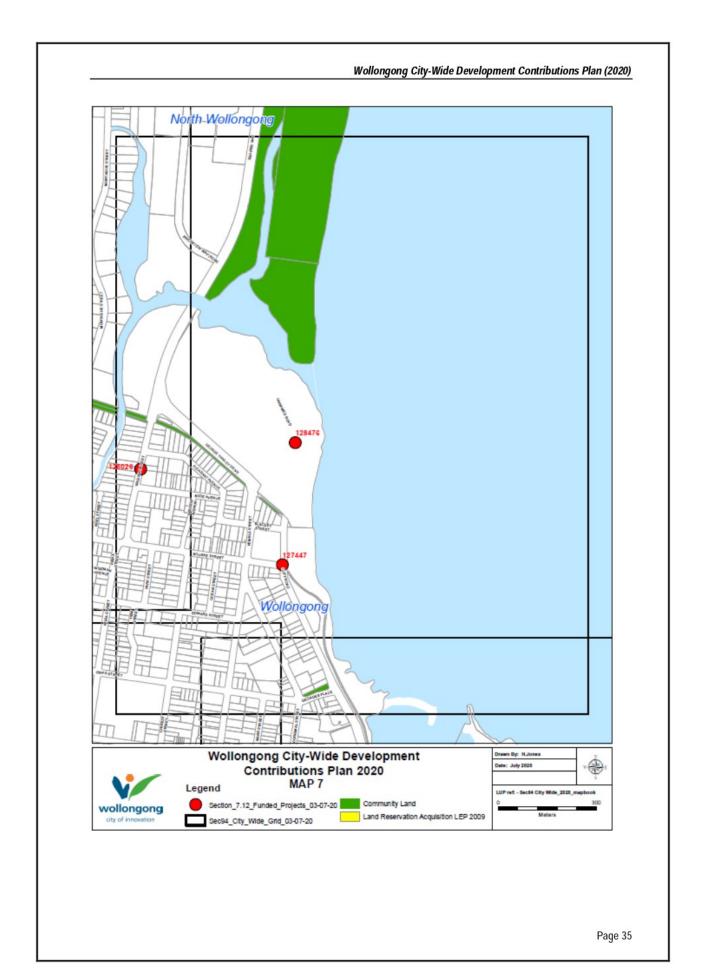


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Item 3 - Attachment 1 - Draft Wollongong City-Wide Development Contributions



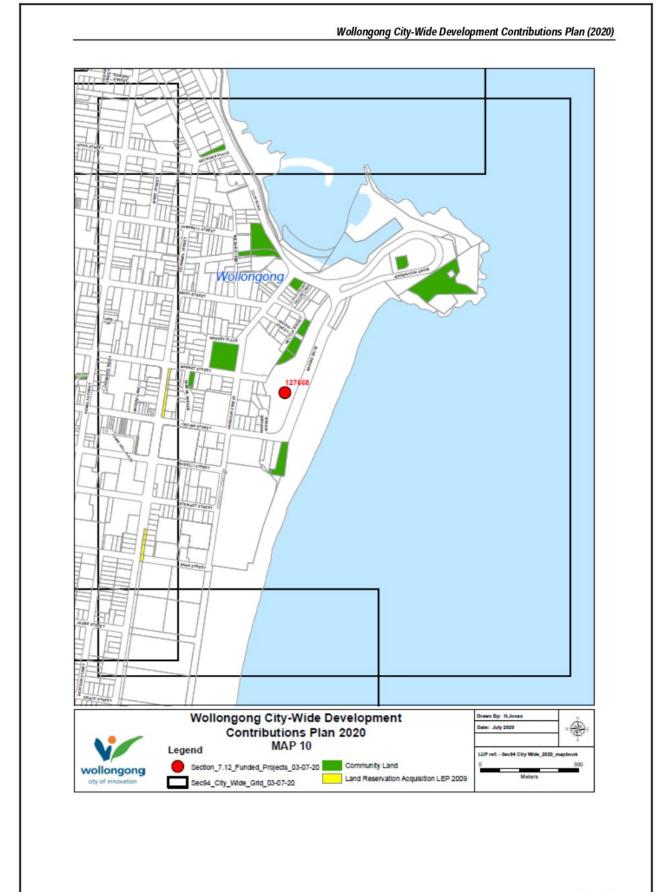




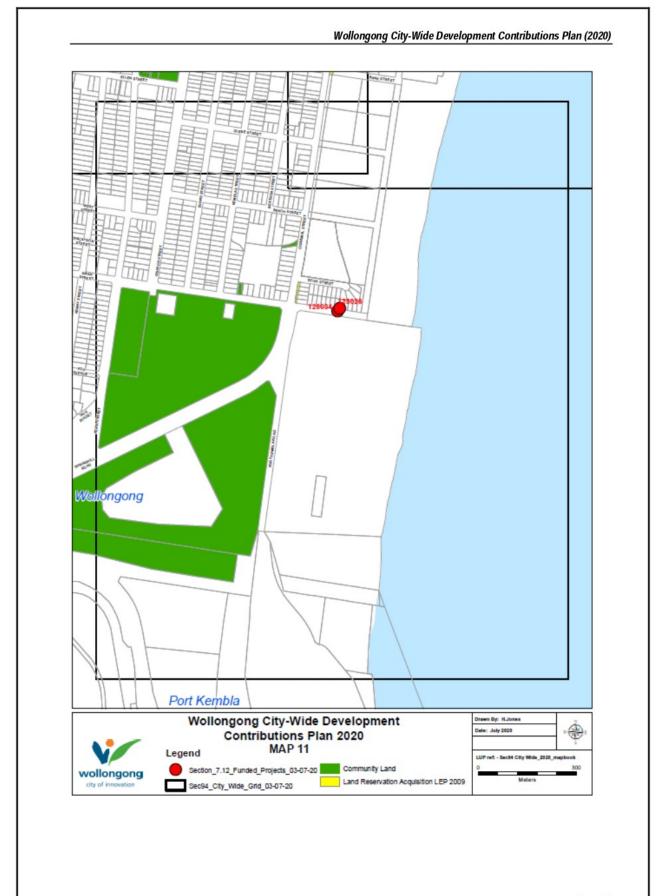
Wollongong City-Wide Development Contributions Plan (2020)

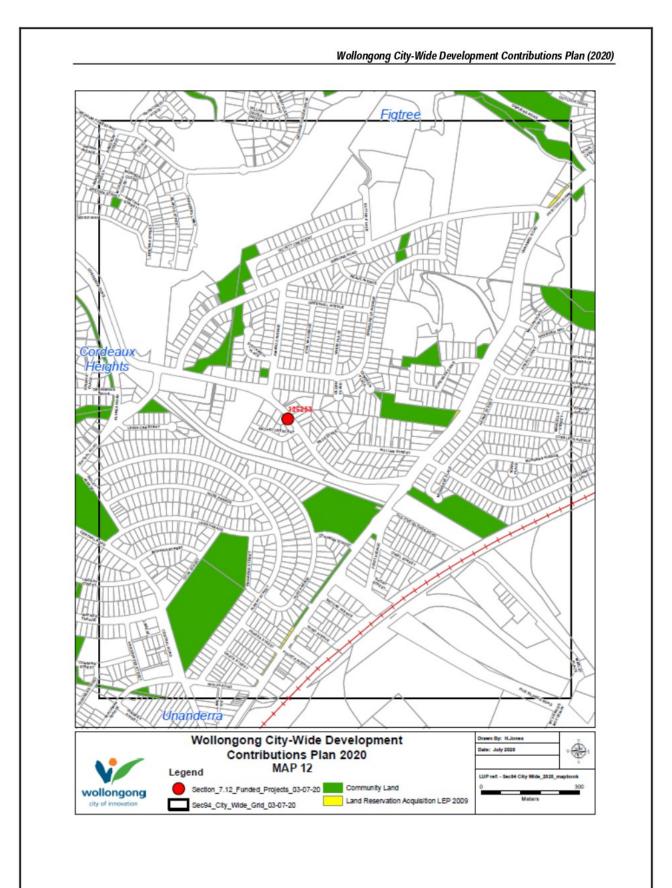






Item 3 - Attachment 1 - Draft Wollongong City-Wide Development Contributions 16 November 2020 Plan (2020)



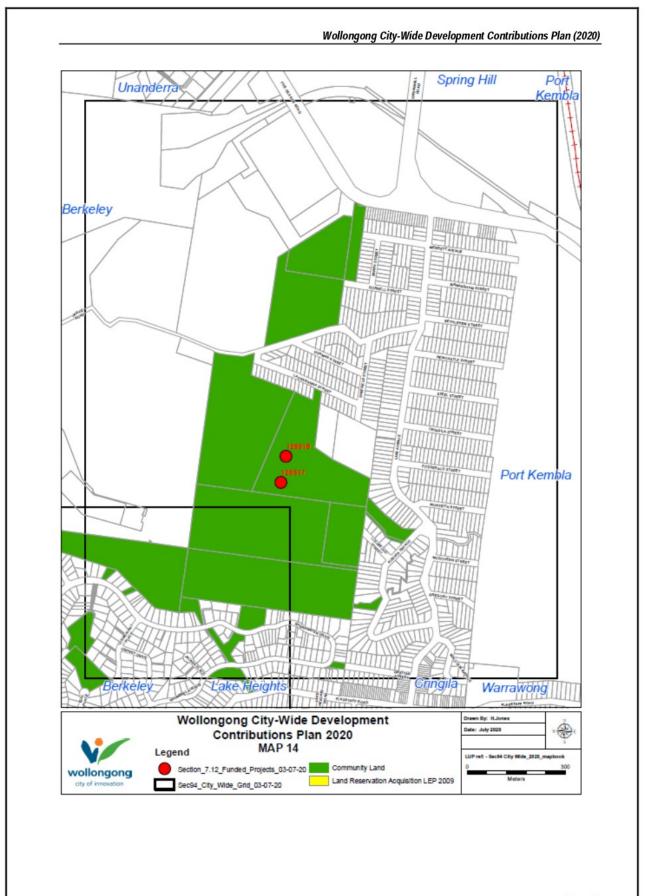


Item 3 - Attachment 1 - Draft Wollongong City-Wide Development Contributions

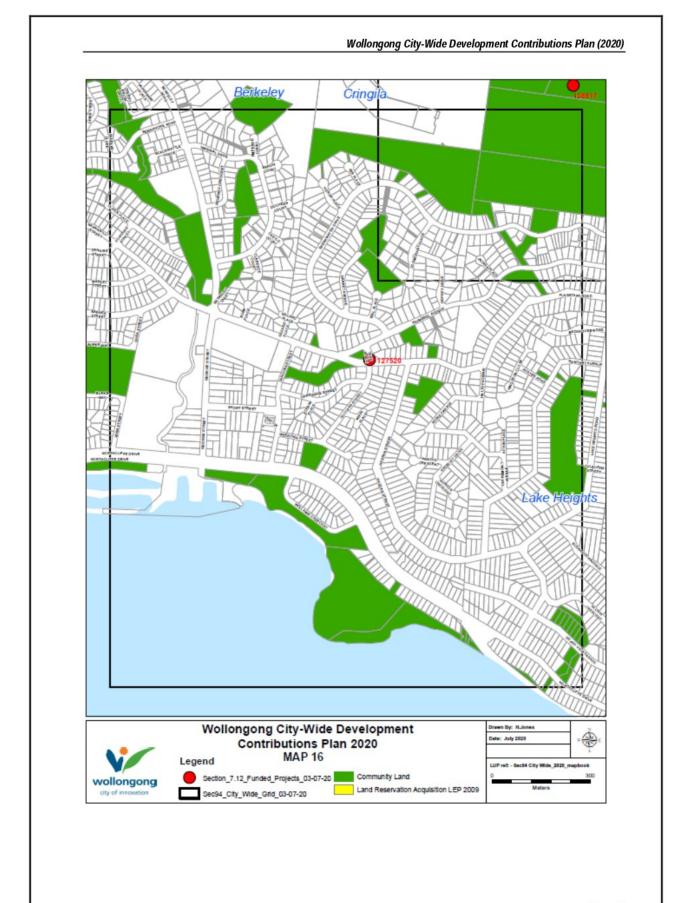








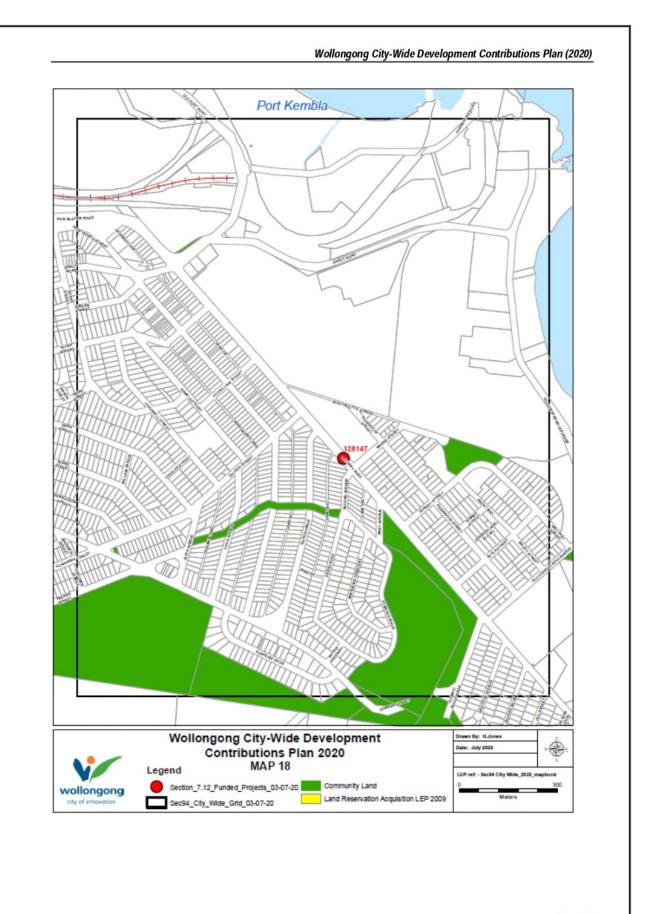
Wollongong City-Wide Development Contributions Plan (2020) Unanderra Kembla-Grange Kanahooka Berkeley Wollongong City-Wide Development Contributions Plan 2020 **MAP 15** Section_7.12_Funded_Projects_03-07-20 wollongong Land Reservation Acquisition LEP 2009 Sec94_City_Wide_Grid_03-07-20



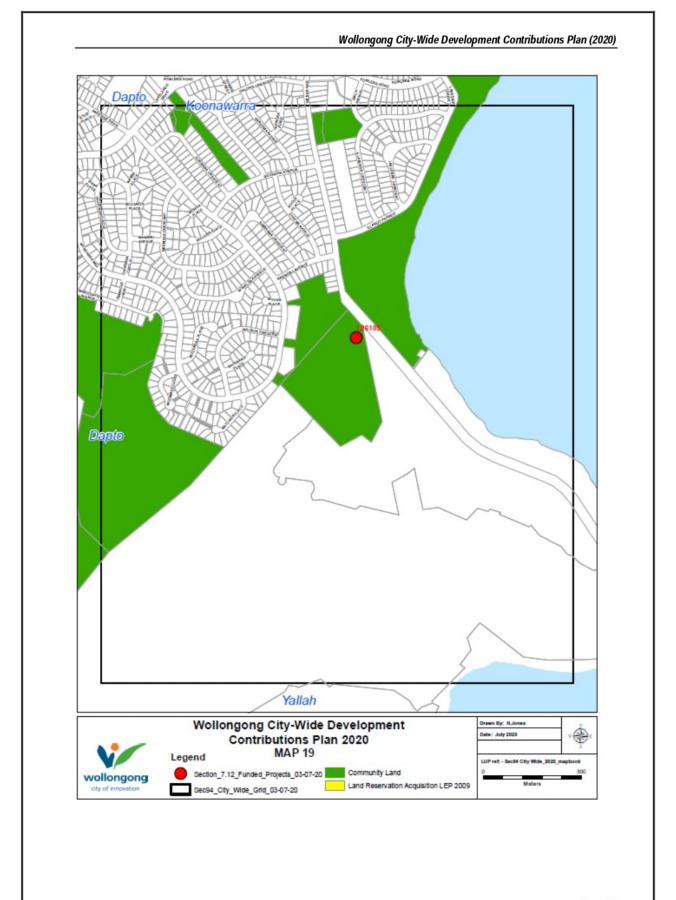




Item 3 - Attachment 1 - Draft Wollongong City-Wide Development Contributions 16 November 2020 Plan (2020)









File: CST-080.12.004 Doc: IC20/471

ITEM 4 POST EXHIBITION - CLIMATE CHANGE MITIGATION PLAN

Wollongong City Council is one of 26 Councils in Australia to commit to greenhouse gas reduction through the Global Covenant of Mayors for Climate and Energy (GCoM) program. Under the GCoM initiative Council is required to undertake a series of actions to respond to the risks and opportunities presented by climate change. These actions include adoption of a science-derived emissions reduction target on behalf of the City of Wollongong and development of a Climate Change Mitigation (emissions reduction) Action Plan.

At its meeting on 9 December 2019, Council adopted targets of net zero emissions by 2050 for the City of Wollongong and net zero emissions by 2030 for Council operations.

A draft Climate Change Mitigation Plan (CCMP) 2020 was subsequently prepared to guide delivery of actions for the next two years in achieving the emissions reduction targets. At its meeting on 29 June 2020, Council endorsed the draft CCMP 2020 for public exhibition. The draft document was exhibited from 1 July to 12 August 2020. The exhibition resulted in 155 submissions from the community.

In response to the submissions an updated draft CCMP has been prepared; including the addition of seven new actions to address issues such as business engagement, Council advocating for green industries in the region, enhancement of energy efficiency programs and education for Council facilities and managers. Other changes relate to minor wording changes to four actions.

This report recommends that the updated draft CCMP 2020 be adopted by Council for implementation.

RECOMMENDATION

The updated draft Climate Mitigation Action Plan 2020, as attached in this report, be adopted.

REPORT AUTHORISATIONS

Report of: Chris Stewart, Manager City Strategy

Authorised by: Linda Davis, Director Planning + Environment - Future City + Neighbourhoods

ATTACHMENTS

- 1 Draft Climate Change Mitigation Plan 2020
- 2 Submissions in Reply Report

BACKGROUND

In August 2017, Council became a signatory to the GCoM program. GCoM is an international alliance of cities and local governments with a shared long-term vision of promoting and supporting voluntary action to combat climate change and move to a low emission, resilient society.

GCoM commits Council to respond to the risks and opportunities presented by climate change and provides a structured framework for compliance. The required commitments relating to emissions reduction include completing an emissions inventory, adopting a science-derived emissions reduction target for the LGA and developing a CCMP. Under the program, Council has also committed to prepare a Climate Change Adaptation Plan, which is currently underway.

In determining an emission reduction target, Council undertook extensive consultation with the community and key stakeholders. It was made apparent through this process that the community supports setting of emission reduction targets for the Wollongong LGA and Council operations and wants Council to demonstrate leadership on climate change. The community desires a move towards renewable energy sources, making transport more sustainable, planting more trees and reducing waste to landfill.



At its meeting on 9 December 2019, Council considered a report on proposed emission reduction and adopted a target for the City of Wollongong of net zero emissions by 2050, and a target of net zero emissions by 2030 for Council operations. Council also resolved to join the Cities Power Partnership Program (CPP).

At its meeting on 16 March 2020, Council resolved to commit to the following five pledges under the CPP program -

- Install renewable energy (solar PV) on Council buildings.
- Implement landfill gas methane flaring or capture for electricity generation.
- Encourage sustainable transport use such as public transport, walking and cycling through Council transport planning and design.
- Set city-level renewable energy or emissions reduction targets.
- Adopt best practice energy efficiency measures across Council buildings, and support community facilities to adopt these measures.

Draft CCMP development

A draft CCMP was prepared to guide delivery of actions for the next two years in achieving the emissions reduction targets and CPP pledges.

Community and staff engagement undertaken in 2019 for the Sustainability Strategy review and emissions reduction target, assisted with development of the draft CCMP.

This work resulted in 92 draft actions across six themes -

- 1 **Climate change leadership and planning:** actions for Council to demonstrate leadership in considering climate change in all areas of operations and service, advocate to other levels of Government for our community, foster innovation, collaborate regionally and monitor our performance.
- 2 **Energy efficiency and renewable energy:** including energy efficiency and renewable energy projects for buildings, facilities and streetlights.
- 3 **Transport:** addressing options for lowering emissions from Council fleet, supporting the uptake of electric vehicles and public and active transport.
- 4 **Waste:** including capture of landfill gas, rolling out Food Organics Garden Organics (FOGO) across the city, additional recycling services, waste wise events and expanding educational programs to further address food waste.
- 5 **Trees and vegetation:** covering biodiversity conservation projects and urban greening to cool our city.
- Working with our community: actions to partner with business and industry to promote their emissions reduction successes and encourage and support more sustainable practices, engage with and educate our community to support emissions reduction.

The actions proposed were classified as either -

- Actions to directly reduce emissions (e.g. installing solar panels, diverting organic waste from landfill), or
- Enabling actions, such as implementing strategies, policy change, collaboration or education, to provide support and frameworks for Council and the community to reduce emissions.

Public Exhibition

At its meeting on 29 June 2020, Council considered a report on the draft CCMP and resolved -

1 The draft Climate Change Mitigation Action Plan be placed on public exhibition for a period of 42 days.



2 Following public exhibition, a further report be provided to Council on the submissions received and any amendments proposed, seeking adoption of the plan.

The draft CCMP was placed on public exhibition for a period of six weeks from 1 July to 12 August 2020, for a period of six weeks, submissions accepted for a further 2 weeks beyond this.

Engagement and promotion of the CCMP through the public exhibition process included the following -

- A community engagement webpage and information sent to customer service -
 - Copy of draft CCMP
 - Frequently Asked Questions (FAQs)
 - Online feedback form
 - Open Q&A which allowed participants to ask questions and receive a response
- Media promotion -
 - Facebook
 - Twitter
 - Media releases
- Email to 174 external stakeholders, including; Youth Climate Coalition, Climate Action Network, Renew Illawarra, Illawarra Business Chamber and Neighbourhood forums
- Email to persons on the register of interest
- Internal consultation through the Climate Action Working Groups and specific technical staff

Due to COVID-19 restrictions no community sessions were able to be conducted and access to information through Council's libraries was not possible.

Outcomes of the Exhibition

Response to the exhibition was as follows -

- 566 people visited the project page on Council's engagement website
- 367 learnt more about the project online by downloading the draft strategy and FAQs
- 155 submissions were received -
 - 69 were open submissions
 - 4 were group submissions
 - 82 were submitted via the online feedback form
- 97% of submission were supportive of the draft CCMP, with 3% not supportive or undecided
- There was a significant level of support for the six themes in the draft CCMP
- Many submissions requested minor additions, amendments or put forward other potential considerations for the draft CCMP

A summary of the top ten issues raised and proposed response, is provided in Table 1 under the Consultation and Communication heading. A detailed Submissions in Reply Report is also provided (see Attachment 1).

A number of ideas and suggestions from the community were determined as not feasible over the CCMP's two-year timeframe or will rely on work/ studies proposed in this CCMP. These ideas have been parked for consideration in future CCMP development e.g. community PPA, community batteries.

PROPOSAL

An updated draft CCMP (Attachment 2) has been prepared based on the outcomes of the public exhibition process. Many of the issues raised were already actions in the CCMP – implement PPA, EV charging station, energy efficiency measures, trees & vegetation and Council fleet, education and



engagement activities. Notwithstanding this, Council staff determined that some changes to the draft CCMP were warranted, being wording amendments and addition of new actions.

The updated draft CCMP identifies 98 actions for Council to deliver over the next two years. The following specific changes are proposed to the draft CCMP:

Wording changes/ amendments -

- **L12** Amend the Wollongong Development Control Plan to ensure it supports any future updates to the energy efficiency requirements within the National Construction Code and the outcomes of the 'Energy efficiency and emissions standards for new commercial buildings' survey being undertaken by the Department of Industry, Science, Energy and Resources.
- **L20** Pursue the development of a virtual sustainable home to promote sustainable urban residential building options.
- **L27** Continue to maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions. This data will inform decision making, help track individual projects and *Council's journey* towards corporate goals *and will be shared with the community*.
- **C3** Work collaboratively with Illawarra Business Chamber to assist their members to adopt more sustainable practices and promote positive *environmental and financial outcomes*.
- **C19** Continue to monitor the emissions of Wollongong LGA and share it with the community including the data used to develop the emissions profile.
- E17 removed and incorporated into L25 (now L29)

Proposed new actions in response to community feedback -

- **L19** Council will advocate and investigate opportunities to attract green industries to the Wollongong Local Government Area.
- **L27** Support Council facility managers to understand and implement sustainability practices, such as reduced energy and water use, and waste.
- **E3** Investigate opportunities for Council to participate in the 'Sustainable Advantage' program for its facilities.
- **C6** Design and implement a business engagement program to determine how to best assist them in emissions reduction, including determining needs, barriers and knowledge gaps.
- C10 Consider the establishment of a climate action community reference group following the 2021 Local Government elections, to provide input, feedback and community perspective on Council's climate action activities and programs.

Proposed new actions in response to Council staff feedback -

- **L14** Prepare subsequent Climate Change Mitigation Plan 2022-26.
- **L29** Monitor and report on the implementation of the Climate Change Mitigation Plan 2020.

Emission reduction projections remain the same in the updated draft CCMP. Delivery of direct actions alone, is expected to reduce the annual emissions of Council operations by 25% (\sim 35,200 tonnes CO₂-e p.a). In addition, there is a significant number of direct actions where projected emissions reductions are unable to be calculated at present but once implemented and operating, savings will be more easily calculated. There is a vast array of enabling actions, all of which will contribute to achieving Council and the Wollongong LGA's emissions reduction targets.

In accordance with the GCoM requirements, Council will undertake a new inventory of emissions for the Wollongong LGA every two years. These inventories will compile up-to-date information on emissions from energy use, transport, waste and wastewater from all sources across the city. Council will also continue to monitor its own emissions data for its electricity and gas consumption for Council buildings



and facilities, fuel consumption from its fleet and emissions from waste to landfill. These emissions profiles will be re-calculated next in 2021 to track how the city and Council are changing and progressing towards the emissions reduction targets.

A subsequent CCMP will be prepared for 2022 and beyond, informed by the updated emissions profiles, project status, the availability and feasibility of new technologies, any new opportunities or threats, and ongoing collaboration with the community of Wollongong.

CONSULTATION AND COMMUNICATION

The Submissions in Reply Report (Attachment 1) includes a detailed analysis of the submissions received and the proposed responses. Comments from submissions were categorised into 28 different themes/issues.

A summary of the top ten issues raised and proposed response, is provided in Table 1 below. The proposed changes to the draft CCMP are also detailed in the table.

Table 1 - Summary of the top ten issues raised during public exhibition and proposed response

Issue Category	Summary	Proposed Response
Strong leadership from Council	Council should take an active role in supporting itself, businesses and the community by taking a strong stance on climate change and facilitating and encouraging changes for businesses and community. Council to imbed Climate Change Mitigation in all aspects of the organisation over the two years of the plan and beyond.	Leadership actions are covered by Theme 1 and there are 29 actions under this theme. Notwithstanding this, two new leadership actions have been added to the updated draft CCMP, as follows - > Action L19: Council will advocate and investigate opportunities to attract green industries to the Wollongong Local Government Area. > Action L27: Support Council facility managers to understand and implement sustainability practices, such as reduced energy and water use, and waste.
Implementation energy efficiency measures	Implement Energy efficiency measures such as LED lighting at sportfields to be accelerated. Council can demonstrate leadership in this area for other businesses and organisations. Provide and facilitate education and grants for the community.	Council will continue to implement the energy efficiency program for Council buildings and facilities, noting that this is regarded as a high priority for our community. Actions E3 (E4) to E8 (E9) detail energy efficiency actions that will be implemented 2020-2022, as detailed in the Infrastructure Delivery Program. New action E3 – Investigate opportunities for Council to participate in the "Sustainability Advantage" program for its facilities.
More trees and native habitat	Strengthen and accelerate the Urban Greening Strategy. Greater resources for natural resources management and urban greening, particularly Lake Illawarra wetlands.	Council is committed to implementing the Urban Greening Strategy and is recognised in the Plan by Actions V4 and V5. Biodiversity and Natural Area Management actions are addressed through actions V1, V2, V3 and V6 of this Plan. No changes required.
Carbon budget accounting and	The carbon budget should be re-calculated based on a 1.5°C warming by 2050 limit	As Council is a signatory to GCoM, Council is required to develop an



Issue Category	Summary	Proposed Response
transparency	target every 2 years. Explain what's in emissions profile and make it publicly available.	emissions profile compliant with the Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories (GPC). The profile that was conducted was in accordance with their requirements and on the best available scientific information at the time. The next inventory is scheduled for 2021, the methodology will be modified to ensure that emissions from all industries are accounted for. Wollongong's carbon budget and emission reduction target will be recalculated based on this inventory and new scientific recommendations at the time. The carbon budget recalculation will be part of the next Climate Change Mitigation Plan 2022-26. New Action L14: prepare subsequent Climate Change Mitigation Plan 2020-26 Action C17 (C19) updated - Add "including the inventory data used to
Better waste management	Better waste management is an integral part of improving environmental sustainability and reducing our climate impact. Reducing waste is important, as well as diverting waste from landfill through initiatives such as FOGO. More could be done to educate residents on proper waste disposal. Ban single use plastics.	develop the emissions profile". Waste management and associated education programs are incorporated into a variety of actions within the CCMP, notably - W1 and W2 - implementation and review of Wollongong Waste and Resource Recovery Strategy 2022. W4 - FOGO rollout accompanied by education program. W7 - Continue to design and deliver community education and behaviour change initiatives to maximise diversion of food, other organics, and general household waste from landfill and to educate the broader community in waste avoidance. Action W8 - design and delivery of a "War Against Food Waste" campaign that focuses on known behaviours and limited knowledge on food waste. Action C10 (C12) - Development of an Environmental Education Program focusing on the key environmental issues of waste management, urban greening and climate change. No changes required.
Entry into a Power Purchase Agreement (PPA)	Entry into a Power Purchase Agreement to source renewable energy for Council and the community.	Council recognised this is a high priority for the community, two actions were included in the draft CMPP relating to PPAs - > E11 (E12) - Pursue PPA using Whytes Gully landfill gas capture.



Issue Category	Summary	Proposed Response
		 E12 (E13) – Pursue potential regional PPA.
		Opportunities for a community PPA will be examined through future plans.
		No changes required.
Installation of Electric Vehicle Charging Stations and parking areas	Install EV charging stations Council should also invest in infrastructure and incentives to encourage EV uptake by residents such as charging stations and EV	Actions included in draft CCMP demonstrate Council's commitment to support the community to purchase electric vehicles -
	only parking spots	> T3 – Development of EV Charging Stations on Public Land Policy.
		 T4 – Pursue installation of charging stations across the City.
0	To a bissor the Assertance from its committee of the	No changes required.
Community engagement	To achieve the targets action is required by all and it won't be easy.	Numerous actions included in draft CCMP focus on community engagement -
	The community will need strong leadership and support if we are to move forward in this area. Council needs to establish connections across the whole community and empower people to change their behaviours	Actions C1-C10 (C12) involve creating partnerships, engagement and education of businesses and the community, and continuous engagement with our Aboriginal communities.
	Collaboratively with expert community group Public participation in decision making around climate action	Despite these actions it was recognised that there was opportunities to enhance current actions and introduce new ones in response to the feedback -
	A greater respect for the First Nations People and making sure their voices are heard when it comes to what activities on Dharawal country.	Action C3 updated to include reference to promotion of environmental and financial outcomes in working with the Illawarra Business Chamber.
		New action C6 – Design and implement a business engagement program to understand their needs and assist them in emissions reduction.
		➤ New action C10 – Consider the establishment of a climate action community reference group following the 2021 Local Government elections, to provide input, feedback and community perspective on Council's climate action activities and programs.
Council to procure lower emission vehicles	Procure low emission vehicles for Council fleet and plant	Action T1 – prioritisation of low emissions and fuel-efficiency when purchasing vehicles and inclusion of hybrid and electric vehicles as part of our fleet.
		Action T2 – Council to investigate the feasibility of low-emissions vehicle standards for plant fleet.
		No changes required.



Issue Category	Summary	Proposed Response
Emissions tracking transparency	Undertake ongoing emissions tracking. Clear and accessible reporting to the community.	Wording of actions updated: Action L25 (L27) – Continue to maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions. This data will inform decision making, help track individual projects and Council's journey
		towards corporate goals and will be shared with the community. Action C17 (C19) – Monitor emissions and share information with the community, including data used to develop emissions profile.

Note: Proposed new action numbers (where relevant) in updated draft CCMP are highlighted in blue.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2028 Goal 1 – 'We value and protect our natural environment', Goal 2 – 'We have an innovative and sustainable economy', Goal 6 – 'We have affordable and accessible transport'. Under these goals the draft plan delivers on the following objectives -

- Objective 1.1 Our natural environment, waterways and terrestrial areas are protected, managed and improved
- Objective 1.2 We practice sustainable living and reduce our ecological footprint
- Objective 1.5 Set targets and reduce our greenhouse gas emissions through our participation in the Global Covenant of Mayors for Climate and Energy.
- Objective 2.2 The regions industry base is diversified
- Objective 6.1 Wollongong is supported by an integrated transport system
- Objective 6.3 Provide connected and accessible places and spaces

It specifically delivers on the following Strategies and Actions as shown in Table 2.

Table 2: Relevant Strategies and Actions

Community Strategic Plan	Delivery Program 2018-2022	Operational Plan 2020-21
Strategy	4 Year Action	Annual Deliverables
1.2.1 Reduce our ecological footprint, working together to minimise the impacts of climate change and reduce waste going to landfill	1.2.1.1 Develop and implement a range of programs that encourage community participation in reducing Wollongong's ecological footprint	Coordinate community environmental programs including: Rise and Shine, Clean Up Australia Day, World Environment Day, National Recycling Week, International Composting Week and other waste education activities.
		Deliver waste minimisation programs in accordance with the Waste Strategy.
		Continue to progress options for a Food Organics Garden organics (FOGO) program across the LGA.
1.2.2 Government and community work together to mitigate the impacts of climate change on our environment and future generations	1.2.1.1 Our community is proactively engaged in a range of initiatives that improve the sustainability of our environments	Continue to explore the United Nations Sustainable Development Goals and how they align to the community's goals in preparation for the review of the Community Strategic Plan.
	1.2.1.3 Methods to reduce emissions are investigated	Continue to deploy Council's Waste and Resource Recovery Strategy.
	and utilised	Implement a landfill gas management



Community Strategic Plan	Community Strategic Plan Delivery Program 2018-2022	
Strategy	4 Year Action	Annual Deliverables
		system ay Whyte's Gully.
		Monitor and report on organisational water, energy and greenhouse gas emission trends.
		Implement and review annual water and energy saving actions.
1.5.1 Participate in the Global Covenants of Mayors and set emission reduction targets for the LGA	1.5.1.1 Set an emissions reduction target and carry out actions to reduce greenhouse gas emissions	Set an emissions reduction target that is in alignment with the Global Covenant of Mayors compliance requirement.
	through the Global Covenant of Mayors	Finalise and deliver priority actions in the Climate Change Mitigation Plan.
		Deliver commitments made under the Global Covenant of Mayors and support Council's climate emergency declaration.
		Monitor and report annually on endorsed reduction initiatives.
2.2.1 Further diversify the region's economy through a focus on new and disruptive and green technology	2.2.1.1 The development of renewable energy products and services is supported	Seek out opportunities to incorporate green technology in Council's projects and contracts.
6.1.1 Work in partnership to deliver the Gong Shuttle Bus as an affordable transport option for our community	6.1.1.1 Support the delivery of the Gong Shuttle Bus as an affordable transport option	Provide funding to support the delivery of the Gong Shuttle Bus as a free transport option as per the Illawarra-Shoalhaven Regional Plan.
		Advocate to the NSW Government to continue the Gong Shuttle as an affordable service beyond 2021.
		Incorporate findings of investigation for a potential second Gong Shuttle route into City Centre Access and Movement Strategy 2013-23.
		Advocate for the implementation of a shuttle route for the south of the Wollongong City Centre.
6.12 Work with partners to decrease car dependency and facilitate	6.1.2.1 Implement a variety of projects and programs to	Review and update the Wollongong Bike Plan.
sustainable transport to provide convenient movement throughout the city, with sustainable transport modes such as walking and cycling	encourage sustainable transport throughout the LGA	Finalise and deliver priority actions in the draft Cycling Strategy 2030.

The updated draft CCMP falls within the suite of documents that underpin and are informed by the draft *Sustainable Wollongong: A Climate Healthy City Strategy*. The actions within the updated draft CCMP aim to deliver on the following goals of the draft Strategy -

- Environmental and climate leadership underpins Council decision-making and service delivery which inspires the same in others.
- Together we protect our environment, reduce emissions and increase our resilience to climate change.
- We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city.
- Our ecosystems and waterways are enhanced, our urban areas are cooler and greener and our community is connected to our natural environment.



- Our community only take what they need, reuse and recycle what they can and are aware of the resources that they consume.
- Our infrastructure and community can adapt to the impacts of a changing climate and water is valued as a vital natural resource.

The adoption of a CCMP will support the achievement of the following United Nations Sustainable Development Goals –



SUSTAINABILITY IMPLICATIONS

Implementation of the actions in the updated draft CCMP will reduce emissions from Council operations and the City of Wollongong and contribute towards our endeavour to avert and reduce the impacts of climate change.

The updated draft CCMP will directly support Council's August 2019 Climate Emergency Declaration, adopted of emissions reduction targets on December 2019 and commitments under the GCoM program.

RISK MANAGEMENT

There will be significant environmental and social risks associated with not addressing climate change. Council is the owner of significant assets including roads, bridges, coastal infrastructure, buildings and facilities that will be affected by the impacts of climate change and the health and wellbeing of our community, and future generations, will also be affected by the impacts of climate change.

There is a reputational risk if Council does not adopt a plan to reduce emissions following the recent Climate Emergency Declaration and the adoption of emissions reduction targets. Council will also be non-compliant with the GCoM requirements and will need to reconsider its commitment to the GCoM and CPP.

FINANCIAL IMPLICATIONS

The majority of actions that are identified as requiring budgetary provision are either projects already planned for implementation through the current Infrastructure Delivery Program, or existing operational programs already planned and budgeted for.

However, some funds will be required to deliver on actions in the updated draft CCMP, identified as new projects. These projects include expanded community education programs, pilot projects for improving energy efficiency and support uptake of renewable energy in our schools and community and a trial of waste timber separation and recycling.

Funding for projects identified as 'new' will be sought through grant applications and/or subject to the annual budgeting and business proposal process. A budget breakdown of the revised draft CCMP is provided in Table 3 below.



Table 3: Revised draft CCMP budget breakdown

Type of Project	Examples of Projects	Already Budgeted Amount	Funding Gap
Capital actions within IDP	Energy efficiency upgrades, solar PV installation	\$22,428,000	
Existing operational programs	Waste management, community environmental programs, natural area management, urban greening	\$2,634,000 (\$1,317,000 pa)	
Other planned projects	Other planned projects FOGO, streetlight upgrade		
New ongoing operational actions proposed	Expanded community education programs, targeting adults and including more food waste focus		\$60,000 (\$30,000 pa x 2 years)
New projects proposed Pilot projects for improving energy efficiency and support uptake of renewable energy in our schools and community and a trial of timber separation and recycling and preparation of the next CCMP			\$379,000
Sub-totals (for two-year plan)		\$31,536,836	\$439,000
Total (for two-year plan)		\$31,97	75,836

Preparation of the next CCMP (\$100,000 approximate cost) was not previously nominated in the preexhibition report presented to the June 2020 Council meeting.

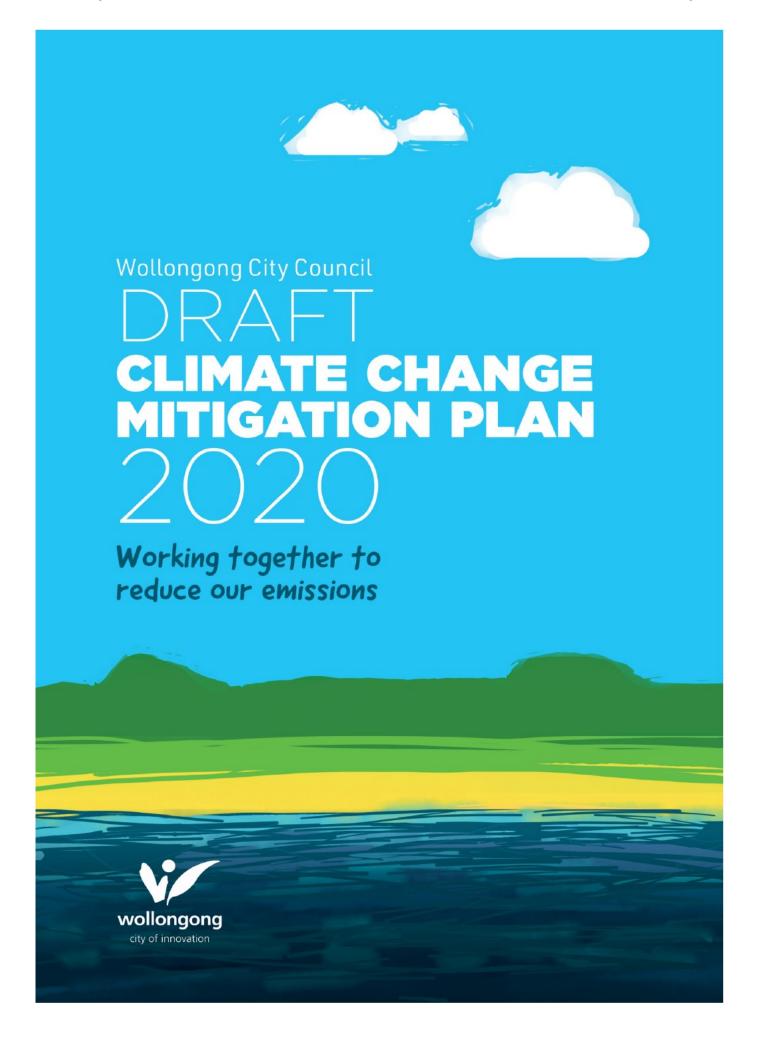
These actions are likely to result in cost and efficiency savings to the organisation associated with reduced energy consumption and there is the opportunity to reinvest these savings into further emission reduction actions.

CONCLUSION

The updated draft Climate Change Mitigation Plan 2020 confirms Council's commitment to reducing emissions in line with its Climate Emergency Declaration and GCoM initiative. The revised draft CCMP 2020 outlines actions for the next two years to set the scene for ongoing emissions reduction and demonstrates commitment to work with all sectors of the community. Actions focus on establishing partnerships, undertaking research and monitoring, piloting projects within our community as well as continuing to roll out planned projects to reduce emissions from Council's operations. Implementation of these actions will help Council and the community to work towards achievement of the emissions reduction targets.

Should the updated draft Climate Change Mitigation Plan 2020 be adopted it will be reviewed, and actions updated to progress emission reduction beyond the initial implementation period. The review will be informed by re-inventories of Council and community emissions to track our progress, strong collaboration with community stakeholders, project status and learnings and new technological advances.







Acknowledgment of Country

Wollongong City Council would like to acknowledge and pay respect to the Traditional Custodians of the Land, to Elders past and present, and extend that respect to the Aboriginal and Torres Strait Islander people residing within the Wollongong Local Government area



Glossary of terms and acronyms

CPP Cities Power Partnership

CO₂ Carbon Dioxide

CO₂-e Equivalent tonnes of Carbon Dioxide. The universal unit of measurement to indicate the global warming potential (GWP) of each GHG, expressed in terms of the GWP of one unit of carbon dioxide. It is used to evaluate the climate impact of releasing (or avoiding releasing) different GHGs on a common basis

DCP Development Control Plan

ESD Ecologically Sustainable Development

EV Electric vehicles

FCEVs Fuel Cell Electric Vehicles

FOGO Food Organics Garden Organics

GHG Greenhouse Gas

Gt Gigatonne is a unit of measure equal to 1,000,000 tonnes

HVAC Heating, Ventilation and Air Conditioning

IPCC Intergovernmental Panel on Climate Change

kL Kilolitre is a unit of measurement equal to 1,000 litres.

kt Kilotonne is a unit of measure equal to 1,000 tonnes

kWh Kilowatt hours is a unit of energy equal to 1000 watt hours or 3.6 megajoules.

LED Light Emitting Diode

LEP Local Environmental Plan

LGA Local Government Area

LPG Low Pressure Gas

LSPS Local Strategy Planning Statement

Mt Megatonne is a unit of measure equal to a million tonnes

MW Megawatt is a unit of measure equal to a million watts

PPA Power Purchase Agreement

PV Photo-voltaic

SEPP State Environmental Planning Policy

W Watt



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Executive Summary

Wollongong City Council is committed to reducing greenhouse gas emissions in the Wollongong Local Government Area. Council will lead the community of Wollongong by both implementing and supporting effective action. Council is part of a vast group of local governments around the world taking the initiative to act on climate change at a local level. Council has joined the international Global Covenant of Mayors for Climate and Energy and the national Cities Power Partnership Program, both of which support local government to move towards lower emissions. In 2019, Council declared we are in a state of climate emergency that requires urgent action by all levels of government. As part of the Global Covenant of Mayors for Climate and Energy program, Council has a target of net zero emissions by 2050 for the City of Wollongong. Council also recognised the significance of its own contribution to the city's emissions and the need to demonstrate leadership, and so set a target of net zero emissions by 2030 for its own operations.

The community of Wollongong have provided feedback to Council that it supports setting the emissions reduction targets and wants Council to demonstrate leadership on climate change. The community desires a move towards renewable energy sources, making transport more sustainable, planting more trees and reducing waste to landfill.

This Climate Change Mitigation Plan is for 2020-2022 and sets the initial scene for how Council intends to move forward on the journey to meeting the emissions reduction targets. It sets out preliminary actions that will provide information and establish strong relationships for continued success. There are 98 actions for Council to reduce its own emissions and to support the community and businesses to reduce theirs. This plan does not allocate actions to external organisations, groups or individuals, however future plans may include a more holistic range of actions developed in partnership for the whole local government area. The actions are set out under the themes of:

- Climate Change Leadership and Planning
- Energy Efficiency and Renewable Energy
- Transport
- Waste
- Trees and Vegetation
- Working with our Community.

Where adequate information was available, actions aimed at directly reducing emissions from Councils buildings, facilities and landfill were subject to a calculation of the expected emissions reduction. From these actions alone, it is expected that the annual emissions of Council operations will be reduced by 25% in the next two years, many attributed to management of waste. There are also a vast array of enabling actions, which will indirectly contribute to Council's and the City of Wollongong emissions reduction targets through supporting strategies, education, monitoring and reporting.

The value of all the actions in this Plan over two years is approximately \$32,000,000, over and above staff time, including all operational and capital projects that include emissions reductions aspects.

This is the first of many plans that will be prepared, and these will be informed by regular reinventories of Council and City emissions to track our progress and will benefit from previous success stories, learnings and new technological advances. The next emissions inventories will be undertaken in 2021 and a new plan will be developed for 2022-26.



1 Introduction

Climate change is a global problem, with a variety of impacts currently being felt around the world. The primary cause of climate change is the release of greenhouse gas emissions primarily from human activities, such as the burning of fossil fuels (coal, oil and natural gas), agriculture and land clearing. Global temperatures have been increasing in the last century. In New South Wales (NSW), natural hazards such as heat waves, heavy rainfall and severe bushfire conditions have occurred more often and have been more intense.

The likely impacts of climate change on the Illawarra region have been projected by the NSW Government. The region is projected to continue to warm in the near future (2020–39) on average by about 0.6°C and far future (2060–79) on average by about 1.9°C, compared to recent years (1990–2009). The number of hot days above 35°C is projected to increase, and cold nights below 2°C will decrease. Rainfall is projected to decrease in winter and increase in summer and autumn. The region is also projected to experience an increase in average and severe fire weather (Office of Environment and Heritage, 2014).

Keeping global temperature rise below 1.5°C above pre-industrial levels is considered a critical limit to protect lives and livelihoods (Climate Council, 2018). The Intergovernmental Panel on Climate Change report on *Global Warming of 1.5°C* found that limiting global warming to 1.5°C would require "rapid and far-reaching" changes to the management of land, energy, industry, buildings, transport, and cities. Global net human-caused emissions of carbon dioxide (CO₂) would need to reach 'net zero' by around 2050 (IPCC, 2018).

Wollongong City Council is committed to reducing greenhouse gas emissions. Council joined the Global Covenant of Mayors for Climate and Energy (GCoM) program, has completed an emissions inventory and set emissions reduction targets. The targets are net zero emissions by 2030 for its own operations and for the City of Wollongong by 2050. The development of this plan is the next step in the GCoM program.

Net zero emissions broadly refer to a state where any emissions of greenhouse gases generated are counterbalanced by removal of greenhouse gases from the atmosphere. In practice this means reducing emissions as far as possible, then offsetting the remainder. Offsetting refers to any 'residual emissions' that remain after undertaking actions to achieve net zero emissions can be addressed by purchasing and retiring an equivalent number of carbon offsets. For local councils, achieving a net zero at a Local Government Area (LGA) level will mean first avoiding and reducing emissions in a way that balances the economic, social and environmental needs of the LGA.

This Climate Change Mitigation Plan (the Plan) sets the scene for how Council intends to move forward with meeting the emissions reduction targets. It is the first of many plans to strive to meet the targets, with each new plan being informed by regular re-inventories of Council and City of Wollongong emissions to track our progress and benefitting from previous success stories, learnings and new technological advances.

This Plan prescribes actions for delivery for the next two years and focuses on important preliminary actions that will provide information and establish strong relationships for continued success. It includes actions to establish partnerships with government, business, industry and community groups, undertake required research and pilot projects within our community and to roll out some key projects to reduce Council's emissions





Figure 1: The role of this Plan in moving towards the emission reduction targets

1.1 Scope of the Plan

1.1.1 Mitigation vs Adaptation

Responding to climate change involves both reducing greenhouse gas emissions (mitigation) and being prepared to adapt to any unavoidable impacts of climate change as they are realised (adaptation). This plan is focusing on mitigation of emissions. A separate 'Adaptation' plan will be prepared to address how Council and the community can adapt to projected changes in climate. There are often synergies and co-benefits of actions for both mitigation of and adaptation to climate change. As Council continues to review and advance it's planning and activities these synergies will be identified and pursued.

1.1.2 Role of local government

Climate change adaptation and mitigation is the responsibility of all spheres of government as well as businesses, the community and individuals. While Council recognises that local government has an important role in both mitigation and adaptation, it is also important to recognise that many strategies for mitigation are outside of the statutory responsibility or influence of local government.

Council's responsibilities relate to reducing its own emissions and encouraging and supporting the community to reduce their emissions through education and engagement, behaviour change programs and planning and development processes. Council has varying influences on reducing emissions, such as having a direct influence on assets it owns or builds to having an advocacy or supporting role to encourage other to reduce their emissions. Some aspects of emissions reduction such as carbon pricing are outside the direct scope and influence of local government. A more detailed summary of the Council's role in climate change mitigation is provided in Table 1.



Table 1: Scope of Council's mitigation responsibilities

Within Scope (direct influence)	
Council's buildings and facilities	Council owns approximately 740 buildings and facilities and are responsible for the maintenance and construction of buildings and facilities. Council aims to integrate principles of environmental sustainability into the construction, refurbishment, fit-out and operation of buildings through implementing best practice sustainable building design and performance standards.
Energy source and use in Council buildings and facilities	Council is responsible for and has direct control over the amount and source of energy used within its buildings.
Council's fleet system	Council is responsible for and has direct control over the size and type of vehicles that comprise its vehicle fleet as well as the fuel sources used.
Urban planning	Council has a regulatory role through the Council's Local Environmental Plan (LEP) and Development Control Plan (DCP). The LEP and DCP sets out the provisions for how the LGA is developed which may then influence energy and transport use. The DCP has controls for development building and design but is limited by its non-legislative status.
Waste management	Council is responsible for collecting and managing waste produced by households and operates the Wollongong Waste and Resource Recovery Park at Whyte's Gully. Effective waste management (i.e. recycling, organics composting and diversion from landfill) can reduce greenhouse gas emissions.
Community infrastructure	Provision of public walking and cycling infrastructure, priority parking systems and electric vehicle charging stations on public land can encourage sustainable transport choices.
Community transport	Provision of community transport programs and support of the Wollongong free shuttle bus service.
Within scope (indirect influence)
Household energy use	Council can encourage and support energy savings and efficiency, use of renewable energy, and the use of sustainable transport by individuals and businesses through education or incentives but cannot directly control it.
Building and development	Minimum energy requirements are set out in Section J of the National Construction Code. The State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004 mandates provisions relating to reduced consumption of mains-supplied potable water, reduction of greenhouse gases emissions and improved thermal comfort for all residential development. Council can encourage and support energy efficient and environmentally sustainable buildings and development to go beyond the minimum BASIX requirements.
Waste production	Council can support and encourage residents and businesses to avoid, reduce, reuse and recycle their waste production but cannot directly control it.
Street lights	Street lights are owned, operated and maintained by the electricity distributor Endeavour Energy within the Wollongong LGA. Council pays the electricity costs, as well as the maintenance and replacement costs for these lights and therefore has a stake in and can influence street light replacements.



Outside Scope	
Carbon pricing	Responsibility of the Federal Government. Council has an advocacy role only.
Energy regulation and supply	Responsibility of the State Government. Council has an advocacy role only.
Public transport	Responsibility of the State Government and private operators. Council has an advocacy role only.
Regional planning	Responsibility of the State Government.

1.2 Objectives of the Plan

The overarching objectives of the Plan are to:

- 1. Lead to the community in emissions reduction and climate change action
- 2. Reduce Council's greenhouse gas emissions through effective energy management and improving energy efficiency
- 3. Reduce Council's greenhouse gas emissions through the increased use of renewable energy and alternative fuels
- 4. Reduce Council's greenhouse gas emissions from landfill through resource recovery and gas capture
- 5. Support the community and businesses to reduce their greenhouse gas emissions.



2 Context

2.1 International, Australia and New South Wales context

Climate change was formally recognised globally at the 1992 United Nations Conference on Environment and Development in Rio de Janeiro. In 2015, a global commitment by countries was agreed at the 21st Conference of the Parties in Paris. The Paris Agreement includes a global commitment to limit global temperature rise to below 2°C above pre-industrial levels and pursue efforts to limit the rise to 1.5 degrees and a commitment to achieve net-zero emissions, globally, by the second half of the century.

The Sustainable Development Goals is a global strategy agreed by the United Nations General Assembly, and contains 17 goals for 2015-2030, including the following goals directly relevant to climate change mitigation and adaptation (United Nations, 2020) (Figure 2).



Figure 2: Sustainable Development Goals directly relevant to climate change

Source: United Nations 2020

In response to ratifying the Paris Agreement, Australia set a target to reduce emissions by 26-28% below 2005 levels by 2030 (Commonwealth of Australia, 2020). The range of Australian policies relating to climate change can be found at https://www.environment.gov.au/climate-change

The NSW Government endorses the Paris Agreement and has committed in its Climate Change Policy Framework to take action that is consistent with the level of effort to achieve Australia's commitments to the Paris Agreement. The Framework includes an objective to achieve net zero emissions by 2050 (State of NSW and Office of Environment and Heritage, 2016). The range of NSW polices relating to climate change can be found at https://climatechange-in-NSW/NSW-Government-action-on-climate-change.

The Net Zero Plan Stage 1: 2020–2030 is the foundation for NSW's action on climate change and goal to reach net zero emissions by 2050 (Department of Planning, Industry and Science, 2020). The plan aims to deliver a 35% cut in emissions by 2030 compared to 2005 and will support a range of initiatives targeting electricity and energy efficiency, electric vehicles, hydrogen, primary industries, coal innovation, organic waste and carbon financing. The plan details the establishment of a \$450 million



Emissions Intensity Reduction Program to support businesses to transition plant, equipment and processes to low emissions alternatives. This program will be complemented by the Commonwealth's \$450 million commitment to New South Wales from the Climate Solutions Fund. Furthermore, the NSW and Commonwealth Governments will commit a further \$1.07 billion over 10 years under a Bilateral Memorandum of Understanding, to the Energy Efficiency, Electric Vehicle Infrastructure and Model Availability, Primary Industries Productivity and Abatement, Coal Innovation, Clean Technology and Hydrogen programs described *Net Zero Plan Stage 1: 2020–2030* (Department of Planning, Industry and Science, 2020). These programs will potentially provide significant support to Council, businesses and residents to reduce emissions.

The NSW Government has also looked at climate change at a regional level for the Shoalhaven and Illawarra region, in the Shoalhaven Illawarra Enabling Regional Adaptation Project. While the project focussed on the region vulnerabilities to climate change and actions to minimise the impacts of climate change, there are synergies with climate change mitigation actions. This includes transition models for energy, transport and industrial systems (State of NSW and Office and Environmental and Heritage, 2019).

2.2 Wollongong City Council context

2.2.1 Council's Planning Framework

Our Wollongong 2028 is the Council's Community Strategic Plan. Our Wollongong 2028 includes a community vision and goals and guides Council's work. Climate change is highlighted as a key challenge for our future. This Plan contributes to multiple goals, objectives, strategies and actions from the Our Wollongong 2028, and specifically addresses the Strategy 1.5.1 'Participate in the Global Covenant of Mayors and set emissions reduction targets for the City'.



Figure 3: Council's planning framework



This Plan will be a 'supporting document', which is a direction setting document to support the development and implementation of the Community Strategic Plan, Council's Resourcing Strategy, Delivery Program and Operational Plans (Figure 3). However, until the actions are enabled through resourcing and included in the Delivery Program and Operational Plan, they remain aspirational.

2.2.2 Sustainable Wollongong: A Climate Healthy City Strategy

The Sustainable Wollongong: A Climate Healthy City Strategy is the guiding document for all environmental and sustainability programs. It outlines Council's commitment to environmental sustainability for both Council operations and our community and identifies pathways to create a sustainable, greener, healthier, cooler and more liveable City. The Strategy is an overarching document which brings together the many environmental programs that we are implementing across our City and Council's operations. The priority areas and goals of the Strategy are:

- Priority Area: A city whose council shows leadership
 Goal: Environmental and climate leadership underpins Council decision-making and service delivery which inspires the same in others
- Priority Area: A city that works together
 Goal: Together we protect our environment, reduce emissions and increase our resilience to climate change
- Priority Area: A low emissions city
 Goal: We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city
- Priority Area: A city in harmony with our environment
 Goal: Our ecosystems and waterways are enhanced, our urban areas are cooler and greener
 and our community is connected to our natural environment
- Priority Area: A low waste city
 Goal: Our community only take what they need, reuse and recycle what they can and are aware of the resources that they consume
- Priority Area: A climate and water resilient city
 Goal: Our infrastructure and community can adapt to a changing climate and water is valued as a vital natural resource

This Plan falls within the suite of documents that underpin the Strategy, and the actions within this Plan aim to deliver on many of the goals of the Strategy. These links are detailed in Section 5: Action to reduce our emissions.

2.2.3 Complementary and Supporting Council Strategies and Policies

There are also several other complementary and supporting Council strategies and policies that relate to climate change issues (Table 2). Further work will be done on integrating Council's climate change response through an organisational review, which will include these policies and strategies (see actions under Theme 1). This also includes a range of plans that relate to climate change adaptation, which will be considered when preparing the Climate Change Adaptation Plan.



Table 2: Complementary and supporting strategies and policies

Plans and Policies	Mitigation or Adaptation	
Wollongong Waste and Resource Recovery Strategy 2022	Mitigation	
Economic Development Strategy 2019-2029	Mitigation	
Bike Plan 2014-2018 (being updated to Wollongong Cycling Strategy 2030)	Mitigation	
Pedestrian Plan 2017-2021	Mitigation	
Community and Crown Land Plans of Management	Mitigation and Adaptation	
Planning and Development Strategies and policies Local Environmental Plan and Development Control Plans Town Centre and Village Plans Neighbourhood Plans West Dapto Vision	Mitigation and Adaptation	
Social plans Ageing Plan 2018-2022 Beach and Foreshore Access Strategy 2019-2028 Community Safety Plan 2016-2020 Disability Inclusion Action Plan 2016-2020 People for Places Wollongong Social Infrastructure Planning Framework 2018-2028	Mitigation and Adaptation	
Sustainable Procurement Policy and Procedures	Mitigation	
Sustainable Events Guideline (under development)	Mitigation	
Wollongong Coastal Zone Management Plan 2017	Adaptation	
Wollongong Dune Management Strategy 2014	Adaptation	
Lake Illawarra Coastal Management Program (draft)	Mitigation and Adaptation	
Illawarra Regional Food Strategy 2013	Mitigation and Adaptation	
Illawarra Biodiversity Strategy 2011	Mitigation and Adaptation	
Illawarra Escarpment Strategy Management Plan 2015	Mitigation and Adaptation	
Urban Greening Strategy 2017-2037	Mitigation and Adaptation	
Floodplain Risk Management Plans	Adaptation	
Stormwater Management Plans	Adaptation	
Asset Management Plans	Adaptation	
Illawarra Local Emergency Management Plan 2017	Adaptation	
Illawarra Region Bushfire Risk Management Plan 2016	Adaptation	
Wollongong City Local Flood Plan 2010	Adaptation	



2.3 Climate Emergency Declaration

In August 2019, Council declared we are in a state of climate emergency that requires urgent action by all levels of government. In doing so, it joins close to 100 other Australian local councils that have declared a climate emergency since 2016.

By declaring we are in a state of climate emergency, Council acknowledges that climate changes pose a serious risk to life as we know it and that current measures being implemented are not enough to limit human caused climatic changes. This declaration means that Council needs to ensure that the climate emergency response is considered as a high level of importance in all Council decision making. This includes taking all actions possible to reduce emissions through advocacy, partnerships with other councils, supporting local community action and reducing Council's own emissions.

2.4 Global Covenant of Mayors for Climate and Energy

Council joined the Global Covenant of Mayors for Climate and Energy in August 2017. This is an international group of more than 9,200 cities and local governments that support voluntary action to combat climate change and with a long-term vision to moving to a low emission, climate resilient future. The key objectives of this program are to mobilise city level action, raise the bar on standards of practice and facilitate cities working together better.

Councils are required to meet certain milestones in two streams: climate change mitigation (emissions reduction) and climate change adaptation (Table 3). Council has completed the emissions inventory and set targets for the Wollongong LGA, which are informing this Plan.

Table 3: Global Covenant of Mayors milestones and status

Milestone	Status	
Register commitment	Completed August 2017	
Complete an LGA-wide emissions inventory	Completed August 2018	
Complete a climate change hazards assessment	Completed August 2018	
Adopt a science-derived emissions reduction target for the LGA	Completed December 2019	
Complete a climate change vulnerability assessment	Underway	
Develop a climate change mitigation plan	Underway - this document	
Develop a climate change adaptation plan	Underway	

2.5 Cities Power Partnership Program

Council joined the Cities Power Partnership Program in January 2020. The Climate Council launched this program to support and accelerate the climate action taking place in Australian local governments. Councils are supported to increase renewable energy, energy efficiency and sustainable transport and are encouraged to collaborate and share knowledge with other participant Councils. Councils are required to commit to climate action by submitting five pledges to increase renewable energy, energy efficiency and sustainable transport and collaboration.



Council has committed to the following pledges:

- Install renewable energy (solar PV) on Council buildings
- Implement landfill gas methane flaring or capture for electricity generation
- Encourage sustainable transport use such as public transport, walking and cycling through Council transport planning and design
- Set city-level renewable energy or emissions reduction targets
- Adopt best practice energy efficiency measures across Council buildings, and support community facilities to adopt these measures.

Delivery on the actions within this Plan will assist to achieve the pledges. In turn, it is envisaged that Council's CPP membership and associated collaborative partnerships and access to information will assist Council with action delivery.



3 Wollongong's emissions profile and reduction targets

3.1 Defining the greenhouse gas emission profile

As a signatory to the Global Covenant of Mayors for Climate & Energy, Council is required to develop an emissions profile compliant with the Global Protocol for Community-Scale Greenhouse Gas Emission Inventories. This means that the emissions are reported by sector, greenhouse gas type and scope (Figure 4).

As activities taking place within Wollongong LGA can generate GHG emissions inside and outside the LGA boundary, the following categories are used to describe where they occur:

- Scope 1: GHG emissions from sources located within the city boundary
- Scope 2: GHG emissions occurring as a consequence of the use of grid-supplied electricity, heat, steam and/or cooling within the city boundary
- Scope 3: All other GHG emissions that occur outside the city boundary as a result of activities taking place within the boundary (Ironbark Sustainability, 2018).

The emissions profile for Wollongong LGA was prepared to cover the geographic boundary of the City of Wollongong LGA, for the financial year of 2016-17 and includes Scopes 1-3 emissions.

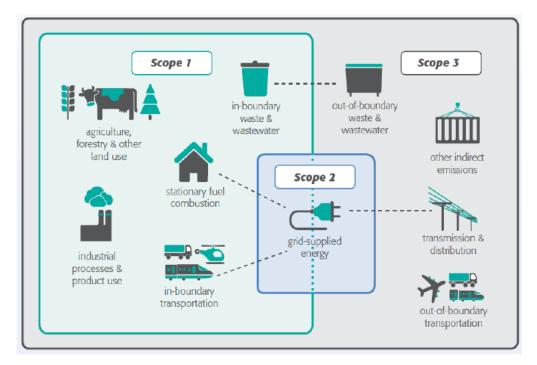


Figure 4: Emission scopes and boundaries

(Source: Global Protocol for Community-Scale Greenhouse Gas Emission Inventories)

It is important to note that the City of Wollongong emissions profile for this Plan is a snapshot only and where necessary for completeness, state or national data scaled down to the LGA level is used.



The methodology will improve over time as data becomes more readily available (Ironbark Sustainability, 2018). This differs from the emissions profile for Council operations, which uses actual energy consumption and landfill data, and hence accounts for any small differences between the two emissions profiles.

3.2 Emissions profile for Wollongong Local Government Area

The total emissions summary is provided in Figure 5. The City of Wollongong's total annual emissions have been calculated as 3,091,346 kt CO₂-e. This is a snapshot of the emissions profile for 2016-17 and this profile will vary from year to year. The majority of Wollongong's emissions (78%) are from the stationary energy sector, which is mainly electricity consumed by residential, commercial and institutional facilities and manufacturing and construction activities. Transportation is the next largest sector at 19% (Table 4 and Figure 5).

Table 4: Emissions profile for the Wollongong Local Government Area (2016-17)

Category	Emissions (t CO ₂ -e)	Percentage
Stationary Energy	2,406,496	78%
Transport	584,545	19%
Waste	75,558	2%
Wastewater	24,747	1%
Total	3,091,346	100%

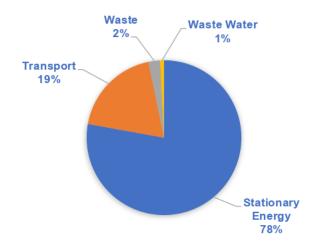


Figure 5: Emissions profile for the Wollongong Local Government Area (2016-17)



The majority of the City of Wollongong's emissions are Scope 2, which refers to emissions released as a result of grid-supplied energy, generally from outside of the municipal boundary to heat, steam and/or cool within the city boundary. The use of electricity in buildings, facilities and manufacturing is the primary source of Scope 2 emissions (Ironbark Sustainability, 2018). Figure 6 shows the emissions categorised by scopes, according to source, with the stationary energy category broken down into three subcategories: residential, commercial and manufacturing (Ironbark Sustainability, 2018).

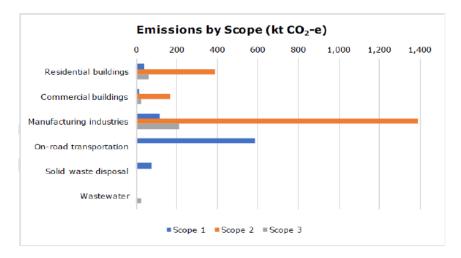


Figure 6: City of Wollongong total emissions categorised by scope, according to source (2016-17)

3.3 Emissions profile for Wollongong Council operations

To determine Council's emission profile, a variety of source data has been collated including waste to landfill and fleet information (Scope 1) and electricity and gas use (Scope 2). This measure is an important step in better understanding the different aspects of Council's operations which can be made more efficient in terms of greenhouse related emissions. Additionally, these efficiency improvements often lead to reduced operational costs. Council operations account for approximately 5% of the LGA emissions. Table 5 and Figure 7 show the emissions profile for Council operations for 2017-18.

Table 5: Emissions profile for Wollongong City Council operations (2017-18)

Category	Emissions (t CO ₂ -e)	Percentage
Landfill	118,580	85%
Streetlights	8,432	6%
Electricity	7,994	6%
Fuel	3,543	2%
Gas	855	1%
Total	139,404	100%

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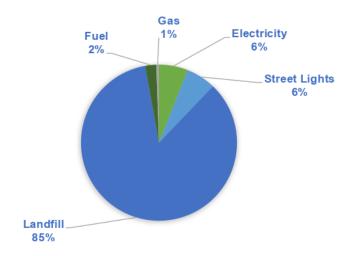


Figure 7: Emissions profile for Wollongong City Council operations (2017-18)

As Council manages the landfill at Whyte's Gully, where waste is received from the wider community, the emissions from waste disposed of at this facility is included in the Council operations emissions profile. With the exception of its own waste, Council does not have full control over the amount of waste taken to the landfill but has a role in encouraging and supporting waste minimisation, reuse and recycling in the community and can reduce the amount of emissions through gas capture and flaring.

The management of streetlights is a complicated issue. Streetlights are owned, operated and maintained by the electricity distributor Endeavour Energy within the Wollongong LGA and have operational control under the *National Greenhouse and Energy Reporting Act 2007*. Council pays the electricity costs, as well as the maintenance and replacement costs for these lights and therefore has a stake in and can influence street light replacements.

Council has full control over the emissions from its consumption of fuel from its fleet operations and gas and electricity in its buildings and facilities, with the exception of those operated by others under a lease or licence.

3.4 Determining City of Wollongong's carbon budget and science-derived target

Under the Paris Agreement, a global carbon budget allocation of 1040 Gt CO₂-e was determined by the Intergovernmental Panel on Climate Change (IPCC). This is based on the amount of carbon emissions that can be produced globally (indefinitely) to keep global temperature rise below 2°C compared to pre-industrial temperatures. This is the level that has been determined to avoid catastrophic climate change. Carbon budgets were then derived for individual countries across the world based on populations, socio-economic factors and growth projections.

A 'science-derived target' is aligned with this broader emissions reduction required to keep global temperature increase to below 2°C compared to pre-industrial temperatures.



City of Wollongong's carbon budget of 49, 185 kt CO₂-e has been determined based on the carbon budget allocation for Australia, as the limit that we cannot exceed in order for Wollongong to play its role in avoiding catastrophic climate change. In developing a science-derived target for the Wollongong LGA the following were considered:

- Australia's current carbon budget at September 2018 is calculated at 7.26Gt CO₂-e. This is the Australian Climate Change Authority national carbon budget minus all the emissions that have occurred since the budget was derived, per the National Greenhouse Gas Inventory.
- 2. The carbon budget is adjusted to account for the sources considered in Wollongong's emissions profile (stationary energy, transport, agriculture, solid waste and wastewater). This is done by applying the proportion of each sector from the most recent National Greenhouse gas inventory. This means that sectors which have not yet been modelled (land use change and forestry, industrial processes and product use) are not included in the budget but can be easily added as the data becomes available.
- The adjusted national carbon budget is then scaled down to the municipal-level based on the
 percentage of emissions for the included sector that occurred in Wollongong according to the
 most recent data (Ironbark Sustainability, 2019).

Further scaling factors were applied once the total carbon budget was calculated. These included the Socio-Economic Index for Areas (SIEFA) and projected population growth (Ironbark Sustainability, 2019).

Table 6 below shows the scaled science-derived target for the City of Wollongong, as calculated in October 2018.

Table 6: Scaled science-derived target for Wollongong LGA (Ironbark Sustainability, 2019)

Remaining budget for Wollongong (kt CO ₂ -e)	49,185
Remaining years without change (years)	18.2
Linear annual reduction (kt CO ₂ -e)	74.251
Linear rate of reduction (p.a)	2.7%

The remaining years without change (18.2 years) calculates how long this carbon budget would last, based on the emissions released in 2017-18 financial year. The required annual reduction and required rate of reduction indicates Wollongong's need to reduce emissions by 74 kt CO₂-e (2.7%) per year until 2050, assuming the carbon budget is used in a linear fashion over this time period (Ironbark Sustainability, 2019).

The remaining budget in t CO₂e- will change each year due to reductions in the overall budget available based on the emissions released nationally drawing from the Australian carbon budget. However,



while numbers for the carbon budget can change, the remaining years without change and the % reduction required are similar. This is because the updates that have been applied to the calculation of the science-derived target also apply to the calculation of the City of Wollongong emissions profile (Ironbark Sustainability, 2019).

In December 2019, Council adopted a science-derived greenhouse gas emissions reduction target of net zero emissions by 2050 for the City of Wollongong, which has been submitted to the Global Covenant of Mayors secretariat. Noting that Council is submitting this target on behalf of the community, for the benefit of the entire community and that Council is not solely responsible for the implementation of actions to achieve this target. This target is to be reviewed in five years with a view to reduce the timeline from 2050 to 2030 in line with Council's target.

Council also adopted that it will work towards an aspirational greenhouse gas emissions reduction target of net zero emissions by 2030 for organisational operations and that this commitment be reviewed in five years to enable consideration of progress towards the target.

Council will be preparing a new inventory of emissions for the City of Wollongong every two years, to compile up to date information on the GHG emissions from energy use, transport, waste and wastewater from all sources. Council will also continue to compile its own emissions data for its electricity and gas consumption for Council buildings and facilities, fuel consumption from its fleet and emissions from waste to landfill.

3.5 Identifying opportunities to reduce emissions

Emissions reductions can be considered according to a hierarchy of Avoid, Reduce, Replace and Offset, as shown in Figure 8, and examples of actions related to each category are detailed below. Wollongong City Council will consider offsetting as a last possible step, after opportunities for emissions reduction have been implemented. The process of identifying actions and opportunities to reduce emissions will be an ongoing process, will be expanded over time through further scoping works, and as new technologies become available or affordable.

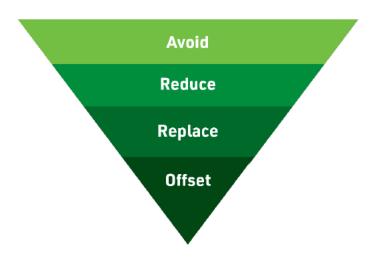


Figure 8: Hierarchy of emissions reduction



Avoid- The best way to reduce emissions is to not create them in the first place. Examples include turning off electrical devices when not in use, avoid travel by instead using video-conferencing or encouraging active transport in the city rather than driving.

Reduce- This relates to making activities less emission intensive by introducing more efficient technologies, such as LED lighting, undertaking energy efficiency improvements to buildings, fuel-efficient vehicles and reducing waste to landfill.

Replace- This typically refers to transitioning to low emission sources of energy instead of traditional fossil fuel sources. Examples of replacing high emission sources include installing solar PV systems on buildings, buying renewable energy and switching to electric vehicles powered by renewable energy.

Offsetting- Offsetting is usually considered a transitional measure or a last resort when implementing a net zero strategy. To achieve net zero emissions, any 'residual emissions' that remain after undertaking actions can be addressed by purchasing and retiring an equivalent number of carbon offsets. This is usually achieved through planting trees, soil sequestration or investing in renewable energy elsewhere.



4 Community engagement

4.1 Engagement campaigns

Our community has contributed to the development of actions within this plan through two engagement processes that were undertaken in 2019.

In May to July 2019, the community was asked to provide input into the review of the Environmental Sustainability Policy and the Environmental Sustainability Strategy. The engagement process involved an online ideas tool on Council's Engagement HQ website, feedback form, opportunities to peer vote on suggested ideas, and nine workshops/sessions with schools and interested community members, Aboriginal groups, and the Walking, Cycling and Mobility Reference Group (Figure 9). The community was asked what was important to them in terms of sustainability, why it was important and what Council could do.

				j L
5 Schools	1 Online Engagement HQ	1 Community Engagement Workshop	2 Aboriginal Engagement Sessions	1 Walking, Cycling and Mobility Reference Group Meeting
150 Student Participants	134 Participants	40 Participants	20 Participants	10 Participants
140 Unique Ideas	205 Unique Ideas	120 Unique Ideas	35 Unique Ideas	
	1125 Peer Votes	84 Peer Votes		

Figure 9: Community engagement participation for the Environmental Sustainability Strategy

In October to November 2019, feedback was sought on the proposed emissions reduction target of net zero emissions by 2050 for the City of Wollongong. The engagement process involved an online ideas tool on Council's Engagement HQ website, feedback form and direct contact with key business



groups. The community were asked to provide feedback on the proposed target and suggest actions to reduce emissions within the city (Figure 10).

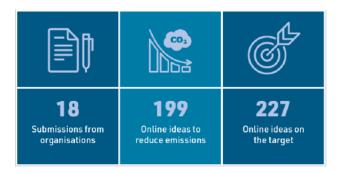


Figure 10: Community engagement participation for the emissions reduction target

The suggestions for reducing emissions from both of these engagement processes have been used to inform the development of this Plan.

4.2 What did the community say?

There was strong community support for moving to renewable energy sources, including:

- installation of solar panels on all Council facilities
- Council purchase green power or participate in a Power Purchase Agreement
- Council replace current streetlights with LEDs
- installation of solar panels on residential, government and commercial buildings
- requiring minimum solar power systems for new developments
- leveraging the uptake of renewables by the community, schools and businesses, including rebates, subsidies or low interest payment plans
- investigating opportunities for the development of green industry and green jobs, including the installation of community batteries.

The community also clearly favoured actions to make both private and public transport more sustainable. Suggestions include:

- installation of electric vehicle (EV) infrastructure to support the uptake of electric vehicles
- connectivity and better access to wide cycle paths and shareways around the city
- providing access and adequate facilities in the central business district (CBD) to complement public and active transport
- improvements to public transport access, timetables and infrastructure (including expansion of the Gong Shuttle) to reduce cars in the CBD
- expand and allocate parking for ride/car share schemes in the city.



Actions around increasing tree and vegetation cover were also consistently suggested, including:

- planting trees to sequester carbon
- revegetating pocket parks and unused land to reduce emissions and improve the quality of urban environments
- accelerating implementation of the Urban Greening Strategy
- additional funding for coastal wetland activities
- encouraging planting and support for community-based gardening programs, including increasing stock and access to Green Plan and community gardens.

Implementing a Food Organics Garden Organics program (FOGO) and other actions to reduce waste to landfill and improve recycling services were recommended, as well as installing a system to capture gas from landfill.

Our Aboriginal community told us that their traditional culture has been about living in harmony with their environment, using the principles of low consumption, low waste, eating sustainably and locally sourced food and protecting native vegetation and wildlife.

Requests for leadership from Council was a common theme, including reducing its own emissions, stronger planning and development controls and education and marketing programs. There was strong support for Council setting an emission reduction target, developing this Plan and prioritising consideration of climate change issues so that every section of Council is operating and planning in the context of a climate crisis.



5 Actions to reduce our emissions

Council aspires to be a leader in response to this critical intergenerational issue and supports bold, ambitious and effective action. Council will continue to lead in its actions, support and advocacy in response to the Climate Emergency Declaration.

The specific actions to be undertaken are outlined in the following sections, organised under six themes:

1. Climate change leadership and planning

Council will demonstrate leadership and improve planning processes to encourage reduction of greenhouse gas emissions

2. Energy efficiency and renewable energy

Council will reduce greenhouse gas emissions by using renewable energy and improving energy efficiency of its buildings, facilities and streetlights

3. Transport

Council will reduce greenhouse gas emissions from its fleet and support the community to reduce emissions through their transport choices

4. Waste

Council will reduce greenhouse gas emissions from waste in landfill through waste avoidance, minimisation, diversion and gas capture

5. Trees and vegetation

Council will protect and enhance vegetation to cool our city and increase absorption of greenhouse gases

6. Working with our community

Council will support the community of Wollongong to reduce emissions

Each of these themes are related to one or more of the goals from the *Sustainable Wollongong: A Climate Healthy City Strategy*, which is the guiding document for all environmental and sustainability programs. The relevant Strategy goals are identified within each theme.

Funding for the actions in this Plan are either within Council's existing budget over the duration of the Plan or will require further analysis and consideration through Council's annual budgeting process. Some future actions may require additional feasibility assessments, or attract external funding, particularly where community benefits or partnerships can be established.



5.1 Theme 1: Climate change leadership and planning

This theme is related to achieving Sustainable Wollongong: A Climate Healthy City Strategy Goals:

- Environmental and climate leadership underpins Council decision-making and service delivery which inspires the same in others
- We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city

5.1.1 Leadership

Council will demonstrate leadership and improve planning processes to encourage reduction of greenhouse gas emissions. At the time our net zero emissions targets were set, it was recognised that all levels of government would need to work collaboratively to reduce emissions. Council will continue to aim for net zero greenhouse gas emissions for our Council and community. We will also take the action required to draw down Wollongong's share of the greenhouse gas emissions already in the atmosphere. We recognise that we will not achieve this without urgent leadership and action from other levels of government. Council will, over the next two years, develop a more detailed carbon management plan for Council's own operations.

Council's operations contribute only a small percentage of the emissions for the LGA, but it is important Council sets an example and take actions where possible. While we are still aiming for net zero emissions for the whole LGA by 2050, a review of this target will occur in 2024-25.

A key platform of this Plan is creating and building the capacity, awareness and commitment to energy management and the reduction of greenhouse gas emissions within Council and the community. Council has an opportunity and a responsibility to be a leader in the community by demonstrating and advocating for clean energy technologies, sustainable practices and reducing emissions.

Advocacy will be a key part for Wollongong Council to help reduce the city's greenhouse emissions, along with State and Federal Government policy, legislation and funding. Council will continue to campaign for conducive legislative and policy frameworks, and support and funding from Federal and State Governments. These include renewable energy targets, emission trading schemes, planning policy changes and minimum energy standards for homes, commercial buildings and vehicles. Wollongong is unique with respect to its higher proportion of emissions from industry; however, this also presents opportunities for the city in transitioning to cleaner technology. Collaborative campaigns involving partners such as other Councils, educational institutions, industry groups, community organisations and our community will also be vital to effect real change.

Progress to date

- Wollongong City Council joined the Global Covenant of Mayors Program in 2017. See Section 2.4 for more information.
- Wollongong City Council declared Climate Change Emergency in 2019. See Section 2.3 for more information.
- Wollongong City Council joined Cities Power Partnership program in 2020. See Section 2.5 for more information.
- Wollongong City Council Sustainable Procurement Policy supports sustainable practices and minimises environmental impact in the procurement of goods and services. Council also has a Procurement Procedure Management Policy which states Council staff must follow the



waste hierarchy of avoid, reduce, reuse and recycle to endeavour to minimise the volumes of goods and services procured. When undertaking procurement activities environmental considerations should be part of the overall assessment including, but not limited to: only purchase goods or services when necessary, where available purchase goods with recycled content, are recyclable, have minimal and recyclable packaging, are energy and/or water efficient, minimise greenhouse gas emissions, are sustainably produced (for example food, timber, paper etc), and minimise transport impacts.

• Council's Local Roads Program has a long history of innovation with materials and processes that have social, economic and environmental benefits. This has resulted in the majority of local roads achieving a life far exceeding their design life as well as reducing emissions and waste to landfill. This has included in-situ pavement recycling, and use of recycled materials in different road components, reducing reliance on quarried natural resources and diverting materials that would otherwise go to landfill. Council has updated its procurement specifications for asphalt road base and concrete to permit appropriate use of recycled materials when providers are set up to supply. When comparing full depth asphalt to in-situ recycling Pavement Recyclers have calculated in-situ recycling saves 50% reduction in greenhouse emissions, 69% reduction in truck movements and 65% reduction in fuel consumption of construction vehicles.

5.1.2 Land use planning

Council plays an important role in guiding economic, environmental and socially sustainable communities. The way we live, where we work and how we move around Wollongong is critical to our impact on carbon emissions.

The way we plan and design our local places, our City Centre, town centres and suburbs, presents an opportunity to encourage a more sustainable lifestyle. Making streets comfortable for cycling or walking rather than driving, having access to local employment rather than commuting long distances, and working to deliver the right housing density to protect important natural areas are all very important elements in guiding sustainable communities.

Local government land use planning is part of a NSW framework including the Environmental Planning and Assessment Act 1979, Government Architect NSW policies and the Illawarra Shoalhaven Regional Plan.

The role of land use planning is varied. The areas of Council influence are outlined below:

Local Strategic Planning Statement - The Local Strategic Planning Statement (LSPS) will set out the 20-year vision for land-use in the local area, the special character and values that are to be preserved and how change will be managed into the future. The statement must identify the planning priorities for an area and explain how these are to be delivered. They must also show how the council will monitor and report on how the priorities will be implemented. Climate change is a key theme of the Wollongong LSPS.

Local Environmental Plans - The Wollongong Local Environment Plan (LEP) describes the different land zones in an area, such as residential, commercial or industrial land, and explain what development is allowed on each type of land zone.



Development Controls Plans - The Wollongong Development Control Plan (DCP) is a set of Council policies that explain how developments need to be designed to meet the conditions of the Local Environmental Plan (LEP) and State-wide rules. This Plan is important to guiding many areas of sustainable building design.

Planning Proposal Policy - Rezoning requests must be justified, having regard to Council's strategic plans and policies, and the NSW Department of Planning Regional Strategy, The Illawarra Shoalhaven Regional Plan 2015. Merit based assessment must consider adequacy of public infrastructure (e.g. proximity to public transport etc), impact on critical habitat or threatened species, social and economic effects, and opportunity to provide an improved environmental outcome. Proposals must also be consistent with State Environment Planning Policies (SEPPs) and Ministerial Directions.

Town and Village Plans - The role of town and village plans is to work with the community to outline clear strategies and actions to meet the current and future needs of the people who live, work and visit. These projects are focussed around business zones and seek to inform how we create liveable places that are safe, healthy, lively, sustainable and attractive. These plans identify key actions around planning policy change, infrastructure investment and community initiatives. Visions for each place are defined in partnership with the community, with relevant technical investigations informing built form, and infrastructure including improve the existing pedestrian and cyclists' access and mobility facilities.

Wollongong City Centre - 'A City for People' was endorsed by Council in May 2016. This work sets the vision for the City Centre. Council is committed to creating a City Centre that is people orientated, sustainable and liveable.

Progress to date

- Wollongong City Council has a DCP Chapter A2: Ecologically Sustainable Development, in which Council encourages ecologically sustainable development (ESD) for all development in the Wollongong LGA. This includes objectives relating to greenhouse gas emissions, waste minimisations and recycling of waste, renewable and low carbon energy, the environmental impacts from building materials and biodiversity values. Council also encourages the application of an environmental building rating tool e.g. Green Star or the National Australian Built Environment Rating Scheme (NABERS) to document and demonstrate the environmental performance of a proposed development.
- Warrawong Town Centre and Master Plan, Corrimal Town Centre and Master Plan 2015-25, Unanderra Town Centre and Master Plan, Dapto Town Centre Plan 2017-27, and Port Kembla Revitalisation Plan 2018-43 have been completed. The draft Helensburgh Town Centre Plan 2020-2045 is currently under development.
- The most recent component of 'A City for People' is the development of the Wollongong City Centre Urban Design Framework, which presents recommendations on which changes to the existing Wollongong City Centre Planning Controls will be made (including Wollongong Local Environmental Plan 2009 and Wollongong Development Control Plan 2009 (Chapter D13)). One of the key objectives of the framework is *Public domain and connections: a green and walkable city*. The three directions recommended to achieve this are:
 - strengthen the structure of the City through a permeable grid that prioritises pedestrians
 - create a green network of open spaces for a sustainable, healthy and attractive city
 - protect sunlight to key public spaces.



 The LSPS was prepared in 2020 and includes 'Climate Action and Resilience' as once of its six themes, recognises emissions reduction targets for Wollongong City Council operations and the community, and identifies this Plan as a key strategy.

Future actions

Table 7 details the actions Council will undertake in the next two years to demonstrate leadership and consider climate change in all aspects of Council operations.

Table 7: Climate change leadership and planning actions

Strategies	Timeframe	Actions
Demonstrate leadership	2019	 L1 Set emissions reduction targets for the City of Wollongong and Council operations (completed December 2019)
	2020-21	L2 Establish a Steering Committee with representation from senior management across all divisions of Council to have responsibility for the implementation of climate
	Ongoing	 change actions L3 Ensure adequate resourcing for implementation of climate change mitigation actions
	Ongoing	➤ L4 Initiate an organisational review of Council decision making processes. policies and operational practices to ensure alignment with the Climate Emergency Declaration and net zero emissions targets
	Ongoing	L5 Continue commitments and actions for the Global Covenant of Mayors for Climate and Energy
	Ongoing	> L6 Implement pledges from Cities Power Partnership Program
	Ongoing	 L7 Council will share key emissions reduction projects and achievements to our community
	2020-21	➤ L8 Develop a Sustainable Events Guideline for event managers and stallholders to improve the sustainability of events such as minimisation of waste and reducing water and energy consumption
	2020-21	 L9 Strengthen the sustainability provisions and procedures in the Sustainable Procurement Policy, such as utilising low emissions products
	Ongoing	 L10 Continue to innovate and trial all viable road maintenance and construction options to reduce emissions and waste to landfill while providing the best outcomes for roads performance, including: Continue to research ways to in-situ recycle old road pavements to eliminate landfill Minimise waste to landfill during full road reconstruction by exploring materials requiring least excavation and ways to recycle excavated materials Work with local suppliers to move towards provision of asphalt, road base and concrete that complies



Regional collaboration	Ongoing	>	L22 Continue to work with Illawarra Shoalhaven Joint Organisation on regional collaborative grants and projects, including the Cities Powers Partnership Program
Foster innovation	2020-22 2020-22	>	L20 Investigate opportunities to work with the University of Wollongong to showcase sustainable building design L21 Pursue the development of a virtual sustainable home to promote sustainable urban residential building options
	Ongoing	>	Efficiency program, which determines the minimum energy performance standards of appliances L19 Council will advocate and investigate opportunities to attract green industries to the Wollongong LGA
	2020-21	>	improve the Commercial Building Disclosure program L18 Advocate to the Federal Government to expand and improve the Australian Government Equipment Energy
	2020-21	>	consider climate change impacts when developing new and revised planning instruments, guidelines and legislation, including increased thresholds and standards in NSW BASIX and National Construction Code L17 Advocate to the Federal Government to expand and
Advocacy	Ongoing	>	L15 Undertake and collaborate on strong advocacy programs to State and Federal Governments to declare and act on the climate emergency L16 Advocate to the State and Federal Governments to
	2020-22	>	incentives, and property marketing tools L14 Prepare subsequent Climate Change Mitigation Plan 2022-2026
	2020-22	>	Energy and Resources L13 Commence an investigation into how to encourage sustainable development outcomes, including but not limited to community education, broad ranging
	2021-22	>	L12 Amend the Wollongong Development Control Plan to ensure it supports any future updates to the energy efficiency requirements within the National Construction Code, and the outcomes of the 'Energy efficiency and emissions standards for new commercial buildings' survey being undertaken by the Department of Industry, Science,
	2020-22	>	of recycled materials L11 Review the Wollongong Development Control Plan Chapter A2 – Ecologically Sustainable Development to ensure alignment with the Climate Emergency Declaration commitment and net zero emissions targets
			with Council specifications to permit appropriate use



	Ongoing	>	L23 Continue to work with other agencies including Local and State Government, universities, industry and community organisations to network, learn and share information on low carbon strategies
Grant funding opportunities	Ongoing	>	L24 Continue to apply for external grant funding for climate change mitigation projects through NSW State Government and Commonwealth funding programs
Internal capacity building	2020-22	>	L25 Raise awareness to ensure that climate change mitigation actions can be embedded into policies, strategies and service delivery
	2020-22	>	L26 Educate Council staff on waste reduction, resource recovery and energy savings behaviours within the workplace
		>	L27 Support Council facility managers to understand and implement sustainability practices, such as reduced energy and water use, and waste
Monitoring	Ongoing	>	L28 Continue to maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions. This data will inform decision making, help track individual projects and Council's journey towards corporate goals and will be shared with the community
	2020-22	>	L29 Monitor and report on the implementation of the Climate Change Mitigation Plan 2020



5.2 Theme 2: Energy efficiency and renewable energy

This theme is related to achieving Sustainable Wollongong: A Climate Healthy City Strategy Goal:

 We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city

Council will reduce greenhouse gas emissions by improving energy efficiency of its buildings, facilities and streetlights and using renewable energy, and encourage businesses and residents to improve their building's environmental performance.

5.2.1 Energy efficiency of buildings

Energy efficiency includes implementing actions to reduce energy usage or energy demand, as well as the monitoring, measurement and verification of energy and various saving measures. Many factors affect the efficiency of energy use in buildings. Improved base building design, facade changes, or retrofitting/replacing energy consuming plant and equipment and building tuning/commissioning can all reduce losses and increase useful outputs. Occupant behaviours are also a factor that impacts on a building's emissions intensity.

Existing standards, policies and incentive programs will make a substantial contribution to reducing energy and emissions in the future for the community, businesses and manufacturing (Table 8). Council will work with other levels of government and key stakeholders to ensure these initiatives are maintained, improved or extended, and support and encourage uptake within the community (refer to Theme 1: Climate Change Leadership and Planning and 6: Working with our Community).

Table 8: List of performance standards and incentive programs available to improve business and building energy efficiency

Minimum performance standards	Information and incentive programs
 Minimum Energy Performance Standards (MEPS) NSW Building Sustainability Index (BASIX) National Construction Code (NCC) Section J 	 Commercial Building Disclosure Green Star program Well Rating National Australian Built Environment Rating Scheme (NABERS) NSW Energy Savings Scheme – financial incentives for businesses and households to be more energy efficient NSW Manufacturing Efficiency funding NSW Environmental Upgrade Agreements NSW Sustainable Advantage



5.2.2 Renewable energy

Clean renewable electrical energy generation systems are becoming increasingly accessible to the average homeowner either installed at home and connected to the grid or purchased as GreenPower.

Renewable power systems use renewable energy sources, such as the sun, wind and water, to produce electricity with very low greenhouse gas emissions. Photovoltaic (solar energy) systems have become the dominant renewable energy technology installed for domestic systems and commercial buildings in Australia.

These energy systems usually operate with low running costs but can be expensive to install, although equipment costs are generally declining. Maintenance can also be a cost issue for systems reliant on batteries. The design and installation of these systems is a complex task requiring specialist knowledge. The Clean Energy Council register at www.solaraccreditation.com.au lists accredited designers and installers who can ensure systems comply with the appropriate Australian Standards.

5.2.3 Energy efficiency measures for Council

For Council energy efficiency and renewable energy encompasses two main focus areas:

- Buildings and facilities
- · Street and sports field lighting

5.2.3.1 Council buildings and facilities

Council owns approximately 740 facilities and buildings ranging in size from public toilets, community halls to our larger facilities such as seven libraries, central administration building, and three work depots. Council also owns and manages three tourist parks, two leisure centres and 18 public swimming pools.

To reduce emissions from its buildings and facilities Council has identified and implemented a number of energy efficiency and renewable energy initiatives that will reduce Council's energy usage and costs, and future proof Council from rising energy prices. Energy efficiency in buildings still remains one of the best cost-effective measures to reduce energy use and eliminate carbon emissions and is the first priority for Council in reducing emissions from its buildings and facilities. Heating, ventilation and air conditioning (HVAC) contributes significantly to business energy use and operating costs and HVAC systems are the biggest energy consumers. Council has implemented a number of HVAC upgrades in our buildings and will continue to do so to reduce emissions from energy use.

Investment in renewable energy on Council buildings is also an opportunity to save on energy costs, refresh infrastructure and continue Council's work to reduce emissions. Council has already installed 327kW of solar capacity on a number of Council buildings and will continue to investigate the feasibility of solar systems on our buildings and facilities.

Council has been involved in the Green Star program, which is an internationally recognised sustainability rating system for the certification of design, construction and operation of buildings, fit outs and communities, and a partnership with the Green Building Council of Australia.

Progress to date

A large number of energy efficient and renewable energy measures have already been completed by Wollongong City Council for its own operations:



- Council's Administration Building was the first 5 Star Green Star Performance rated building
 in the Country and was recertified as a 6 Star building in 2018. This was a significant
 achievement as the building was 32 years old when it received the rating. This achievement
 was again a first for the rating tool as the building is the only building to have been recertified
 under the new tool. Some of the key things Council achieved within the building include:
 - reducing the energy consumption by 64%, due to building tuning, smart lighting and efficient systems to heat and cool the building
 - reducing water use by 75% through a mix of improvements like low flow taps and toilet flushing, rain water storage tanks, and reusing clean water
 - diverting more than 60% of our waste generated within the building from landfill through recycling, composting organics and reducing the amount of waste staff generate in the first place.
- Installation of 327kW Photovoltaic systems has already occurred on a number of Council buildings. This includes the:
 - Beaton Park Ted Tobin Hall
 - Corrimal Tourist Park
 - Bulli Tourist Park
 - Windang Tourist Park
 - Dapto Pool
 - Ribbonwood Community Centre.

Future actions

Table 9 details the actions Council will undertake in the next two years to reduce greenhouse emissions through energy efficiency improvements in our buildings and facilities and renewable energy projects.

Table 9: Energy efficiency and renewable energy actions

Strategies	Timeframe	Actions
Implement sustainable building design and performance standards	2020-22	E1 Commence review of sustainable building design an performance standards to apply to all new an refurbished Council buildings and facilities
	Ongoing	E2 Incorporate the adopted sustainable building designand performance standards in all new and refurbishe Council buildings and facilities
	Ongoing	E3 Investigate opportunities for Council to participate is the 'Sustainable Advantage' program for its facilities
Continue energy efficiency program for Council	2020-25	E4 HVAC upgrade for Town Hall and Art Gallery wit combined plant
buildings and facilities	2020-25	E5 HVAC upgrade for Corrimal Library, Ribbonwoo Community Centre, IPAC and Integral Energy buildings
	2020-25	E6 Complete roll-out of the Administration buildin lighting upgrade program to the Library



	2020-21 2020-22 2020-22	>	F7 Warrawong Community Centre & Library and Helensburgh Community Centre & Library new builds will aim to be designed, constructed and maintained to sustainable building design and performance principles E8 Beaton Park Leisure Centre Master Plan developed including Stage One Aquatics Design with sustainable building design and performance principles E9 Upgrade of treated pool filtration systems to reduce energy and water use
Renewable energy program for Council buildings and facilities	2020-21 2020-25	>	E10 Implementation of Solar on Council Buildings project E11 Pursue the feasibility of a Whytes Gully Renewable Energy Facility with a 1MW Power station
Pursue Power Purchase Agreement (PPA)	2020-22	>	E12 Pursue the potential to establish a PPA utilising the energy generated from Whyte's gully landfill gas to offset Council's highest energy consuming buildings E13 Pursue the potential for opportunity to establish a regional PPA
Monitoring performance of solar systems	Ongoing	>	E14 Continual monitoring of the efficiency of solar systems allows to track the performance of the systems and undertake further cost-benefit analysis for other buildings

5.2.3.2 Street and sports field lighting

Streetlighting has three main purposes - improved pedestrian and vehicle safety, reduced street crime, and providing night amenity in community spaces. Approximately 19,191 streetlights are owned, operated and maintained by the electricity distributor Endeavour Energy within the Wollongong LGA. Council pays the electricity costs, as well as the maintenance and replacement costs for these lights and therefore has a stake in and can indirectly influence street light replacements. At this stage Council is including the emissions from streetlights within the Council emissions profile in this Plan due to this considerable level of influence.

As such, with streetlights included in Council's emission profile, it is the second largest greenhouse gas emission contributor for Council, generating 8921 tCO₂-e, which accounted for 6% of Council's emissions in 2017-18 through the use of electricity (Figure 7). The challenge to reduce energy consumption and emissions associated with it can require large upfront costs.

Current streetlights vary in type, age, intensity and energy efficiency depending on the historical time of installation and the site location throughout the LGA. Standard residential streetlights are commonly 80-watt (W) mercury luminaries. Other types of lighting are termed larger main street lighting, which consists of streetlights for main roads, highways and sport fields, which can range from 150-400W.



It is important to note that the number of streetlights will increase for the Wollongong LGA, largely as a result of the West Dapto development, new subdivisions and the creation of new sports fields.

Progress to date

- Council entered into an agreement with Endeavour Energy in 2019 to change all available
 mercury vapour residential class streetlights to energy efficient LED technology. The proposal
 offers Council a fixed price subsidy and has a significant environmental benefit.
- Council has already installed 7,089 LED lights when globes reached the end of their life or in new subdivisions.
- Sport field lighting has been progressively replaced with LED technology, for example the synthetic turf field, the natural turf field, and the junior natural turf field at Ian McLennan Park. All future installations are required to utilise LED fittings.

Future actions

Table 10 details the actions Council will undertake in the next two years to reduce greenhouse emissions from street and sports field lighting.

Table 10: Energy efficiency actions for street and sports field lighting

Strategies	Timeframe	Actions
Energy efficient lighting	2020-22	E15 Continue the upgrade program of residential streetlights (80W mercury vapour) to LED
	2020-22	E16 Pursue investigation into installation of converting higher wattage main streetlights to LED, once the technology becomes feasible
	Ongoing	E17 All new and replacement sport field lighting installations will utilise LED fittings



5.3 Theme 3: Transport

This theme is related to achieving Sustainable Wollongong: A Climate Healthy City Strategy Goal:

 We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city

Council will reduce greenhouse gas emissions from its fleet and support the community to reduce emissions through their transport choices. The transport systems for Wollongong have been defined as the management of journeys for business, freight and commuters and of the region's road networks (OEH 2019). Wollongong City Centre is the hub of the Illawarra Region, providing higher order regional services and facilities such as medical, education, commercial services as well as cultural and entertainment facilities.

The transport system in Wollongong is under pressure from a growing population, and the fact it is reliant on north-south connectivity due to the area's geographical features. The area is also characterised by a large number of small suburbs that are not focused around a central city centre. Residents largely use private cars as the primary form of transport for commuting for work within the areas and for services, with 72.5% of people in Wollongong saying they travel to work in a motor vehicle (ABS Census Data 2016). A significant proportion of residents commute by rail or private car to Sydney for employment, and there is growing pressure for more passenger services due to limited seating capacity (too few carriages per set) and large sections of single line south of Unanderra. In terms of freight capacity there is sufficient rail capacity in the short to medium term, but the freight rail access to Port Kembla is expected to grow, placing further pressure on the rail line (OEH 2019).

Reducing emissions from transport is therefore a high priority and presents one of the biggest challenges in achieving net zero emissions in the longer term. For the Wollongong local government area, transport emissions represent 19% of the City of Wollongong emissions profile (Figure 5). Responding to this challenge will require fundamental changes in how we plan and deliver transport networks and how people in Wollongong choose to travel. There will be a continued need in Wollongong to develop 'live-work-play' places through improved land use planning and companies/state agencies developing regional offices and 'work at home' policies to reduce the need for long distance commuting.

5.3.1 Sustainable transport

Sustainable and integrated transport planning aims to ensure there is a suitable, safe and interconnected transport infrastructure for different modes such as private vehicles, public transport, walking and cycling. The NSW State Government is responsible for planning and delivering public transport in our local area, supported by private operators. It plans and delivers metropolitan road projects that impact traffic and has responsibility for many roads in our LGA. Within a local government context, transport services and responsibilities extend mainly to the consideration of roads, road safety, improved and interconnected public transport, and increasing active transport options through walking and cycling path networks. The delivery of these services and responsibilities is also shared with external stakeholders such as Transport for NSW, and Council will continue to work these agencies to deliver sustainable transport options for the city. Council also contributes to the free shuttle bus and provides a number of community transport programs.



5.3.2 Electric, hybrid and hydrogen vehicles

It is important for Council to stay up-to-date with electric, hybrid and hydrogen vehicle technology, infrastructure needs, and opportunities to support the transition from non-renewable fossil fuels. Alternative fuels will benefit the environment, improve energy security and lower costs. This would have several benefits including lower running costs for users, reduced air pollution and lower greenhouse gas emissions, health benefits from air quality improvements, and reduced noise which will improve liveability. It will also contribute to improved energy security through reduced reliance on imported, non-renewable fuels.

Unlike petrol and diesel vehicles, fully electric vehicles (EV) produce no dangerous pollutants such as carbon monoxide and nitrous oxide. Their emissions are primarily determined by the upstream emissions; that is, from the production and distribution of the energy to charge them. Australia has a low uptake of EV in comparison with other developed nations. This reflects current challenges with limited model choice, lack of affordable models (with no current government subsidies or benefit) and limited public charging infrastructure in the Australian market. This is expected to change as the range of EV models increases and prices continue to trend downwards, along with the development of supportive infrastructure such as charging stations and battery technology. In Australia, electric vehicle charging stations have been primarily located in capital cities, however there have been various initiatives that have seen the number of EV chargers in regional areas grow and these are now comparable in numbers to those located within cities.

Fuel Cell Electric Vehicles (FCEVs) powered by renewable hydrogen have high range and quick refuelling times. Combining the use of EVs and FCEVs across all motorised vehicles could present an emissions-free solution at point of vehicle use. Hydrogen refuelling infrastructure, not currently available, is necessary though to support commercialisation of this potential market.

5.3.3 Council fleet

Transport emissions represent 2% of Council's own emissions profile through the use of fuels such as diesel, LPG and petrol in Council's owned and operated car and plant fleet (Figure 7). Council's fleet consists of a variety of vehicles from passenger vehicles, light commercial vehicles, trailers, loaders, utes, ride-on mowers, 4WDs and a variety of trucks. Road travel is essential for undertaking many Council duties, and a number of actions will be taken in order to ensure the efficient selection and operation of Council's fleet. Wollongong City Council has a 'Vehicle Acquisition Strategy Management Policy' that states Council will address environmental considerations in the performance of the fleet, and will consider alternatively powered vehicles, including those that are petrol hybrid powered, electric vehicles, and alternate fuel powered as markets mature.

Progress to date

Integrated transport planning and sustainable transport options have been the subject of key Council Strategies and Plans, each containing a series of actions that are complementary to the aim of reducing emissions. These include:

- The City of Wollongong Bike Plan 2014-18 outlines a multifaceted approach for sustainable, affordable and accessible transport that consists of a range of elements comprising infrastructure provision and renewal, promotion, education and advocacy.
- The City of Wollongong Pedestrian Plan 2017-21 sets out a vision and goals to support a more walkable and connected Wollongong.



- West Dapto Vision 2018 and West Dapto Integrated Transport Plan aim to create sustainable and resilient communities with active and passive open space accessible by walkways, cycleways and public transport.
- Wollongong City Centre Access and Movement Strategy 2013 is a multi-modal strategy that
 addresses the city centre road network, in addition to a wide range of complementary
 measures to reduce the impacts of travel demand on the city centre. This includes walking
 and cycling actions and strategies, public transport improvements, car parking strategies, and
 policies and consideration of land use policies which will affect demand for travel and parking.
- Grand Pacific Walk Vision and Master Plan, this major project will create a walking and cycling pathway along the coastline from the Royal National Park to Lake Illawarra.
- Port Kembla 2505 Revitalisation Plan 2018-43, a part of this Plan is to improve active transport infrastructure and opportunities, and the public transport network to and within the suburb.
- Wollongong City Council DCP contains objectives and controls designed to provide suitable
 bicycle parking facilities and for commercial office/business premises and retail centres,
 suitable bicycle parking facilities should be provided for both tenants/workers as well as
 bicycle couriers. The DCP also states that showers, change facilities and personal lockers shall
 also be provided.
- Council will continue to implement our Town Centre and Village Plans to improve the existing pedestrian and cyclists access and mobility facilities, such as:
 - Warrawong Town Centre and Master Plan
 - Corrimal Town Centre and Master Plan 2015-25
 - Unanderra Town Centre and Master Plan
 - Dapto Town Centre Plan 2017-27
 - West Dapto Integrated Transport Plan
 - Port Kembla Revitalisation Plan 2018-43.

Future actions

Table 11 details actions Council will undertake in the next two years to reduce Councils emissions from its fleet and actions to support the community's transport choices.

Table 11: Sustainable transport actions

Strategies	Timeframe	Actions
Council Fleet	2020-22	T1 Council will prioritise low emissions and fuel-efficiency when purchasing vehicles, and will include hybrid and/or electric vehicles as part of their fleet
	2020-22	> T2 Investigate feasibility of low-emissions vehicle standards for plant fleet
Electric vehicles	2020-22	> T3 Develop and adopt an Electric Vehicle Charging Stations on Public Land Council Policy, addressing public
	2020-22	 access and range anxiety T4 Pursue the installation of public EV charging stations at a number of accessible locations across the City. This



charging companies, car companies or other sponsors t establish electric vehicle charging stations	
establish electric vehicle charging stations	

			establish electric vehicle charging stations
Council supported public transport	2020-23 2020-23	>	T5 Continue the Wollongong Free Shuttle Bus T6 Work with Transport NSW to explore opportunities to enhance the free shuttle bus route to other areas
Active transport	2020-22	>	T7 Finalisation and adoption of the Wollongong Cycling Strategy 2030, to increase cycling participation at all levels across the city through improved planning, convenient, safe and connected cycling infrastructure and
	2020-22	>	T8 Review Wollongong City Centre Access and Movement Strategy 2013 to deliver a new integrated traffic and transport strategy, with a priority on an efficient road network, better traffic management, reliable bus services
	2021-22	>	and pedestrian and cycle networks T9 Commence the review of the City of Wollongong Pedestrian Plan 2017-2021
NSW Government managed public transport	Ongoing	>	 T10 Continue to pursue State Government investment in improved public transport services, in particular: Improved efficiency of current train system and commute to Sydney Increase number of trains, commuter parking and faster rail Improved accessibility of all public transport services, for people of all abilities Better connectivity between different modes of public transport Increase funding provided to local Councils for active transport and public transport projects T11 Lobby NSW Government to implement actions from Future Transport Strategy 2056 and NSW Transport Master Plan to guide investment, policy and reform and service provision. It provides a framework for planning and investment aimed at harnessing rapid change and innovation to support a modern, innovative transport network, including electric and hybrid vehicles, autonomous and connected vehicles and planning for freight and ports



5.4 Theme 4: Waste

This theme is related to achieving Sustainable Wollongong: A Climate Healthy City Strategy Goals:

- We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city
- Our community only take what they need, reuse and recycle what they can and are aware
 of the resources that they consume

Council will reduce greenhouse gas emissions from waste in landfill through waste minimisation, diversion and gas capture/flaring. Council manages the household waste collection service within the LGA, with the waste going to the Wollongong Waste and Recovery Park at Whytes Gully. Businesses can also request commercial recycling and waste collection. The Recovery Park is also home to the Community Recycling Centre where problem household waste can be recycled, and the Revolve Centre where unwanted items that are in good shape, like homewares, sporting goods, tools, furniture, toys and building materials can be dropped off to be re-sold.

Waste management is a significant issue for the city, with almost 40,000 tonnes of residential waste going to landfill each year.

The methane emissions associated with the breakdown of organic materials (garden and food waste) in landfill sites are a significant contribution to the Council's GHG emissions profile. Methane is 25 times more powerful as a greenhouse gas than carbon dioxide as it has a higher heat trapping ability, and levels are growing with increased methane emissions from landfill and other forms of waste.

As shown in Figure 7, 85% of Council's GHG emissions in 2017-18 were from the waste in the landfill at Wollongong Waste and Recovery Park. Whilst Council is responsible for the management of the landfill, the overwhelming majority of materials contained therein, are sourced from the community. Actions to reduce the amount of waste, primarily organic waste, going to landfill will reduce Council's emissions profile significantly.

Council will work with the city's residents and businesses to encourage waste re-use, recycling, composting and recovery of energy from the waste we generate, and Council will continue to focus on improved management of waste within its own operations.

Progress to date

- The Wollongong Waste and Resource Recovery Strategy 2022 and associated Action Plan
 outlines the actions for Council and the community to work towards sustainable waste
 management. The plan includes actions relating to management of the landfill, including
 landfill gas extraction, and actions to encourage residents and businesses to reduce waste to
 landfill.
- A landfill gas (methane) capture system is currently operating at Whytes Gully. An expansion
 of this system will be dependent on further testing and analysis.
- A trial of a Food Organics Garden Organics (FOGO) program to explore ways of keeping organic
 matter out of landfill was implemented in 1,600 homes throughout Austinmer, Cordeaux
 Heights and Warrawong. During the trial residents were asked to collect their food scraps such
 as raw and cooked meat, fruit and vegetable scraps and bread into the provided kitchen caddy
 and empty into their green-lidded bin for normal organics collection. Following a



comprehensive engagement program, the trial is seeing high levels of participation and low levels of contamination. Results are being used to inform potential expansion of the program.

- Council runs educational programs to encourage the community to reduce the amount of
 organic waste going to landfill. Composting, worm farming, bokashi, keeping chickens and
 programs to reduce household food waste are encouraged through workshops, events,
 promotions and marketing messaging.
- Council has a 'Waste Wise Events' program that encourages Event Organisers to increase resource recovery (recycling and organics) and promote waste minimisation at public events.
- Implementation of the Illawarra Regional Food Strategy 2013-18 has resulted in linking food
 waste education with food aid provision with dual benefits of reducing food waste to landfill
 and assisting vulnerable communities.
- Wollongong City Council has an internal organics collection of kitchen waste in the central administration building that is taken to Greenhouse Park for composting, thereby reducing GHG emissions from staff waste.

Future actions

Table 12 details actions Council will undertake in the next two years to reduce emissions from waste in landfill. There are further actions within Theme 6: Working with our Community that encourage reduced consumption which will have waste minimisation benefits.

Table 12: Waste actions

Strategies	Timeframe		Actions
Wollongong Waste and Resource Recovery Strategy 2022	Ongoing		Continue to implement the Wollongong Waste and cource Recovery Strategy 2022 and associated Action
	2020-22		Review of the Wollongong Waste and Resource covery Strategy 2022
Landfill gas capture & energy generation	2020-22	> W3 Gul	Expand current landfill gas capture system at Whytes ly
Food Organics Garden Organics (FOGO) program	2020-22	Wo edu	Implementation of the FOGO program across the illongong LGA, accompanied by an extensive acational program, to divert household organic wastem landfill and reduce emissions from Council's landfill
Green waste removal and services	2020-22		i Increase green waste removal from fortnightly to ekly collection to divert more green waste to landfill
	2020-22	pre	Implement a free drop off service for garden waste in paration for or following natural disasters (including ents such as storms, floods and bushfire preparation)



Waste education programs	Ongoing	>	W7 Continue to design and deliver community education and behaviour change initiatives to maximise diversion of food, other organics, general household waste and nappies from landfill and to educate the broader community in waste avoidance, raise awareness of alternatives and work towards a litter free Wollongong
	2020-22	>	W8 Design and deliver a 'War Against Food Waste' campaign that focuses on known behaviours and limited knowledge on food waste. The program will focus on how best to reduce the amount of food waste households generate using an array of activities and tools to engage with the key target audiences such as families, 18–34 years, and culturally and linguistically diverse communities
Waste wise events	2020-22	>	W9 Continue the 'Waste Wise Events' program to increase resource recovery and waste minimisation at public events
Recycling services	2020-22	>	W10 Develop a waste management plan for each of the four major charities to assist separation of waste
	2020-22	>	W11 Enhance kerbside collection service to concession holders to assist with increased separation of waste
	2020-22	>	W12 Pursue the feasibility of a timber separation and recycling program
Council operations	2020-22	>	W13 Ensuring Council events and facilities are 'wastewise'
	2020-22	>	W14 Increasing use of local and environmentally friendly caterers for Council meetings and events, avoiding packaging waste and prioritising seasonal and vegetarian selections
	2020-22	>	W15 Continue the organic waste composting program within Council administration building and expand to other Council facilities where feasible
Monitoring performance	2020-22	>	W16 Develop a central reporting framework for waste from the city's operations and properties to improve our confidence in waste data, and identify and implement opportunities to reduce waste to landfill



5.5 Theme 5: Trees and vegetation

This theme is related to achieving Sustainable Wollongong: A Climate Healthy City Strategy Goal:

 Our ecosystems and waterways are enhanced, our urban areas are cooler and greener and our community is connected to our natural environment

Council will protect and enhance vegetation to cool our city and increase absorption of greenhouse gases. By retaining and increasing our natural vegetation, green space and tree canopy, carbon can be drawn out of the atmosphere and into plants and soil. Research has shown that coastal wetlands (mangrove, tidal marsh and seagrass) have the highest rates of carbon sequestration per unit area of all-natural systems primarily because of their comparatively high productivity and preservation of organic carbon within their sediments. Preservation of coastal wetlands is critical if they are to play a role in sequestering carbon and mitigating climate change (Rogers et al, 2019).

There are also benefits of vegetation in reducing energy consumption, for example cooling of our streets and city and town centres, leading to less energy being used for cooling cars and buildings. Shady areas also encourage more active communities, providing shelter, amenity and increasing comfort outdoors.

Vegetation also has a key role in helping our community adapt to the predicted changes in climate through reducing flooding impacts and reducing heat stress in urban areas, as well as providing biodiversity benefits. This will be explored further in the Climate Change Adaptation Plan.

Council is committed to protecting, managing and improving our natural environment, through biodiversity conservation projects on public land and urban greening across the city. There are further actions within Theme 6: Working with our Community, that encourage the protection and planting of trees and vegetation on private land.

Progress to date

Increasing vegetation cover and encouraging sustainable food management have been the subjects of key strategic documents, each containing a series of actions that are complementary to the aim of reducing emissions.

- The Natural Area Management Program involves active management of approximately 150 Council-owned and Council-managed sites including remnant bushland, wetlands, creek lines, dunes and urban reserves. These areas are often connected to other open space such as parks or sportsgrounds. Specialist bush regeneration contractors and over 60 Bushcare/Dunecare groups work to conserve biodiversity through removing weeds, encouraging natural regeneration and planting appropriate native vegetation. Specific activities to protect wetlands include maintaining designated walking paths and reducing foot and vehicle traffic and fencing of sensitive areas.
- The Illawarra Biodiversity Strategy was prepared in 2011 to assist in developing policy, inform strategic planning and to define a program of 'on-ground' actions for the Illawarra Councils to work towards to protect biodiversity. This strategy recognised the pressures that climate change will have on biodiversity and included actions relating to managing natural areas, land use planning, knowledge, data and monitoring and community participation. The achievements of this Strategy are currently being reviewed, and a new Strategy for Wollongong City Council will be prepared in 2021.



- The Urban Greening Strategy was adopted in 2017 and sets out goals to strategically increase
 the quality and quantity of all vegetation and open green space on all land types in an urban
 setting. Climate change was a key driver for the Strategy, for both mitigation and adaptation
 purposes. Key achievements to date include:
 - online inventory of tree assessment data to better understand the condition of our existing trees
 - development of the draft Tree Management Technical Guidelines
 - upskilling of staff for improved tree installation and establishment
 - planting of more than 2,553 advanced trees in high priority urban areas with identified low canopy cover across the LGA, replacing those removed at a ratio of 2:1
 - implementation of tree planting aligned with Council's capital works program in projects such as car parks, footpath renewals, and accessible pathways providing shaded accessible pathways to parks infrastructure including BBQ's and picnic shelters.
- The draft Lake Illawarra Coastal Management Program recognises the importance of estuarine vegetation such as saltmarsh, seagrass and mangroves and sets out specific actions to conserve these wetlands around Lake Illawarra.
- The Illawarra Regional Food Strategy 2013-18 outlined actions that encouraged production and consumption of locally grown food that will have emissions reduction benefits through reducing food miles (Kiama Municipal Council, Shellharbour City Council and Wollongong City Council, 2013).

Future actions

Table 13 details actions Council will undertake in the next two years to protect and increase cover of trees and vegetation on public land.

Table 13: Trees and vegetation actions

Strategies	Timeframe	Actions
Natural area management	Ongoing	➤ V1 Continue to implement and plan to expand the Natural Area Management Program to ensure conservation of remnant bushland, wetlands and riparian areas, in accordance with the Illawarra Biodiversity Strategy, Lake Illawarra Coastal Management Program and relevant vegetation management plans
	Ongoing	V2 Continue to actively protect and enhance wetlands including reducing unauthorised access and mowing
	2020-22	V3 At appropriate locations, undertaken pilot projects to improve the interface between natural areas and open space, through planting of native grasses and meadows, and open specimen trees to reduce mowing and increase biodiversity



Urban Greening	Ongoing 2020-22	>	V4 Continue to implement the Urban Greening Strategy 2017-37 across the LGA, particularly actions around promoting an increase in canopy cover, managing, protecting and maintaining urban vegetation, and development of guidelines for green roofs, green walls and facades, rain gardens and other structural vegetation V5 Develop a Tree Selector tool that ensures physical, environmental, and predicted climate constraints are determined to ensure the largest possible trees species in the right places are selected for Council plantings
Biodiversity management and planning	2020-21	>	V6 Prepare an update of the Illawarra Biodiversity Strategy for the Wollongong LGA and use it to guide future programs and works



5.6 Theme 6: Working with our community

This theme is related to achieving Sustainable Wollongong: A Climate Healthy City Strategy Goals:

- Together we protect our environment, reduce emissions and increase our resilience to climate change
- We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city
- Our ecosystems and waterways are enhanced, our urban areas are cooler and greener and our community is connected to our natural environment
- Our community only take what they need, reuse and recycle what they can and are aware
 of the resources that they consume

Council has a role in facilitating the community of Wollongong to reduce their emissions. Council is well-placed to advocate for its community, share information and foster collective solutions for emissions reduction. Council will work to raise awareness and work in collaboration with the residential, business and industrial sectors to all move towards the target of net zero emissions by 2050, taking in account social, economic and environmental considerations.

Council has listened to the feedback from our community and has a range of focus areas that will be pursued - partnerships, engagement and education. In addition to this, some pilot projects targeting particular communities will be initiated.

This initial two-year Plan has vital and necessary actions relating to establishing partnerships and engaging with our communities on climate change and support each other to reduce emissions. Implementation of these actions will result in a strong foundation for Council and the community to work together to formulate actions that will be included in future plans.

Progress to date

Council has implemented a range of programs to promote sustainable living practices:

- Workshops and community events to help residents learn more about topics like reducing waste, keeping chickens, cooking, exploring natural areas and cleaning up our local environment.
- Local schools can participate in activities at the Botanic Garden Discovery Centre, Greenhouse Park and from the Green Team about composting, waste education, no-dig gardening and natural areas
- Our community is invited to become involved in programs such as Bushcare, Dunecare, Clean
 Up Australia Day and National Tree Day.
- The Green Plan Nursery at the Botanic Garden sells indigenous plants to the public and plants are donated to local schools and community centres each year.
- The Sustainable Wollongong Newsletter shares information about issues, events and projects on a range of sustainability matters.

Council also has a number of established networks effective at collaborating with the community, for example the Lake Illawarra Estuary Management Committee and the Aboriginal Reference Group, and with the business community, such as BlueScope Consultative Committee, Port Kembla Environment Group, i3 Net, Illawarra Business Chamber, Urban Development Institute of Australia (UDIA), and the



Property Council of Australia, and we will continue to work with these groups on climate change mitigation action.

Future actions

Table 14 details actions Council will undertake in the next two years to support our community to reduce GHG emissions.

Table 14: Working with our community actions

Strategies	Timeframe		Actions
Partnerships with business and industry	2020-21	>	C1 Partner with BlueScope to support the positive environmental actions being implemented to reduce
	2020-21	>	emissions of their operations C2 Work collaboratively with i3 Net to assist their members to adopt more sustainable practices and promote positives outcomes
	2020-21	>	C3 Work collaboratively with Illawarra Business Chamber to assist their members to adopt more sustainable practices and promote positive environmental and financial outcomes
	2020-21	>	C4 Work collaboratively with NSW Government's Sustainability Advantage Program to support small businesses
	Ongoing	>	C5 Encourage business and manufacturing to apply for funding through the NSW Energy Savings Scheme and NSW Manufacturing efficiency program to upgrade energy monitoring systems, replace or retrofit old and inefficient systems, install new energy efficient equipment and improve manufacturing processes
	2020-21	>	C6 Design and implement a business engagement program to determine how to best assist them in emissions reduction, including determining needs, barriers and knowledge gaps
Engagement with community organisations/groups	2020-21	>	C7 Design and implement a community engagement program to determine how to best assist them in emissions reduction, including determining needs, barriers and knowledge gaps
	Ongoing	>	C8 Continue to engage with members of Aboriginal communities to learn from their sustainable living practices and integrate these stories into our community sustainable living programs
	2020-21 then ongoing	>	C9 Establish connections with community groups and help support connections of those within our community with shared values about climate change action. Facilitate a network to share information and work together



	2021-22	>	C10 Consider the establishment of a climate action community reference group following the 2021 Local Government elections, to provide input, feedback and community perspective on Council's climate action activities and programs
Community education programs	Ongoing	>	C11 Continue to deliver sustainable living education and engagement activities (e.g. Green Team, Discovery Centre, Bushcare, Dunecare, Clean Up Australia Day, National Tree
	2021-22 then ongoing	>	Day, Green Plan, and Sustainable Wollongong Newsletter) C12 Design and deliver a sustainability and environmental education plan to expand the existing education programs. Increase the focus on increasing the capacity of adults to take practical action. Provide guidance to households about how to reduce emissions, including accessing renewable energy, becoming more energy efficient, alternative transport options, waste minimisation, growing food, reducing consumption and sustainable purchasing
Urban greening	2020-22	>	C13 Investigate the feasibility of expanding the Green Plan program to specifically assist homeowners in Urban Release Areas through provision of guidance and appropriate indigenous species
Encourage community gardens	Ongoing	>	C14 Continue to support the establishment and operation of community gardens on public land
9	2021-22	>	C15 Review the Community Gardens Policy and procedures
Implement pilot projects	2021-22	>	C16 Partner with the NSW Department of Education to pilot an Eco Schools program in the Warrawong Precinct to reduce their environmental impact by reducing waste to landfill, improving energy efficiency and investigating opportunities to install solar panels
	2021-22	>	C17 Pursue the feasibility of piloting innovative energy efficiency programs in the community to improve the energy efficiency of homes, reduce peak demand from the grid, reduce emissions and increase the uptake of renewable energy generation in the community
	2021-22	>	C18 Partner with state agencies to ensure that vulnerable communities have access to services and programs to reduce their energy consumption and adapt their homes to increasing temperatures and weather extremes



Monitoring performance	Ongoing	>	C19 Continue to monitor the emissions of the
and information sharing			Wollongong LGA and share it with the community, including the data used to develop the emissions profile



6 Implementation

Achieving real emissions reduction will require commitment from Council and the community of Wollongong. Implementation of the actions in this Plan will place Council in a strong position to continue to reduce its own emissions and to better influence and advocate for climate action across the city.

It is important to acknowledge that this is a two-year plan 2020-22 only. Actions will be prioritised and will inform Council's Delivery Program each year, flowing on to Divisional Business Plans.

The actions in this Plan aim to either directly reduce emissions (e.g. installing solar panels, diverting organic waste from landfill) or are enabling actions for Council and the community to reduce emissions (e.g. implement a strategy, policy change, collaboration or education). Where adequate information was available, actions aimed at directly reducing emissions from Council buildings, facilities and landfill were subject to a calculation of the expected emissions reduction.

From these actions detailed in this Plan alone, it is expected that the annual emissions of Council operations will be reduced by 25% (35,200 tonnes CO₂-e). In addition to these actions, there are other direct emissions reduction actions that were not able to be calculated at this time, and a vast array of enabling actions, both of which will contribute to Council's and the Wollongong LGA emissions reduction targets. Actions in subsequent plans will further reduce the annual emissions.

Effective and coordinated implementation of the Plan is critical to achieving its objectives. Implementation of the Plan will be coordinated by setting up processes for monitoring and review, improving knowledge and understanding, and relevant training and development for staff. This plan does not allocate actions to external organisations, groups or individuals, however future plans may include a more holistic range of actions, developed collaboratively, for the whole local government area.

Funding for new actions are either within Council's existing budget over the duration of the Plan or will require further analysis and consideration through Council's annual budgeting process, where project funding is competitively sought via business proposals. Some future actions may require additional feasibility assessments, or attract external funding, particularly where community benefits or partnerships can be established.



7 Monitoring and reporting

Meaningful monitoring of both emissions and performance in implementing emissions reduction projects is required to effectively inform future planning for climate change mitigation. Technology and policy are constantly changing and will be drivers for future opportunities and barriers to which Council must respond.

As part of Council's Integrated Monitoring and Reporting Framework, Council will report to the community against the actions within its Quarterly and Annual Reports.

Council will be preparing a new inventory of emissions for the Wollongong LGA every two years, to compile up to date information on the GHG emissions from energy use, transport, waste and wastewater from all sources. Council will also continue to compile its own emissions data for its electricity and gas consumption for Council buildings and facilities, fuel consumption from its fleet and emissions from waste to landfill. These emissions profiles will be re-calculated next in 2021 to track how the City of Wollongong and Council's own profiles are changing and show progress towards the emissions reduction targets.

A new plan will be prepared for the period 2022-26 and will be informed by the updated emissions profiles, project success stories, the availability and feasibility of new technologies, any new opportunities or threats, and ongoing collaboration with the community of Wollongong.



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Appendix 1: Implementation Plan

The Implementation Plan provides more detail for each action including in Section 5, including responsible Council Divisions, funding arrangements and expected greenhouse gas emission reductions

Responsibilities

- CCED Community Cultural and Economic Development (including Economic Development, Community and Cultural Development, and Public Relations teams)
- CST City Strategy (including Environmental Planning, Land Use Planning, and Urban Release)
- CW City Works (including Building, Facilities and Workshop team)
- ED Economic Development
- GCS Governance and Customer Service (including Supply Chain and Logistics team)
- FI Finance
- INI Information and Improvement (including Executive Strategy team)
- ISP Infrastructure Strategy and Planning (including Building and Facilities Planning and Transport and Stormwater Services teams)
- OSES Open Space and Environmental Services (including Environment and Conservation Services, Parks and Open Space and Waste Services teams)
- PD Project Delivery (including Major Projects team)

Resourcing

Actions have been categorised as being implemented through staff time only or as needing operational or capital funding. Where funding is required for implementation, it has been identified as existing operational or capital budgets or that it requires new funding to be sought through Council's annual budgeting processes.

Expected GHG emissions reduced

Where actions are able to be quantified, an expected reduction is emissions figure is included. Many actions are not able to be readily quantified at this time and more technical investigations and data are required. A large proportion of actions are strategies, education, monitoring and reporting which are considered enabling actions, meaning they will indirectly influence emissions.



Strategies	Timeframe	Action No.	Actions	Division/s	Resourcing	Resourcing timeframe	Resourcing type	Expected GHG emissions reduced
			Climate Change Leadership and Planning					
	2019	L1	Set emissions reduction targets for the City of Wollongong and Council operations (completed December 2019)	All			N/A	Enabling action
	2020-21	L2	Establish a Steering Committee with representation from senior management across all divisions of Council to have responsibility for the implementation of the climate change actions	All			Staff time	Enabling action
	Ongoing	L3	Ensure adequate resourcing for implementation of climate change mitigation actions	All			Staff time	Enabling action
	Ongoing	L4	Initiate an organisational review of Council decision making processes, policies and operational practices to ensure alignment with the Climate Emergency Declaration and net zero emissions targets	CST, INI			Staff time	Enabling action
	Ongoing	L5	Continue commitments and actions for the Global Covenant of Mayors for Climate and Energy	CST			Staff time	Enabling action
	Ongoing	L6	Implement pledges from Cities Power Partnership Program	CST			See individual pledge actions	Enabling action
Demonstrate leadership	Ongoing	L7	Council will share key emissions reduction projects and achievements to our community	CCED			Staff time	Enabling action
	2020-21	L8	Develop a Sustainable Events Guideline for event managers and stallholders to improve the sustainability of events such as minimisation of waste and reducing water and energy consumption	CST			Staff time	Enabling action
	2020-21	L9	Strengthen the sustainability provisions and procedures in the Sustainable Procurement Policy, such as utilising low emissions products	GCS			Staff time	Enabling action
	Ongoing	L10	Continue to innovate and trial all viable road maintenance and construction options to reduce emissions and waste to landfill while providing the best outcomes for roads performance, including: Continue to research ways to in-situ recycle old road pavements to eliminate landfill Minimise waste to landfill during full road reconstruction by exploring materials requiring least excavation and ways to recycle excavated materials Work with local suppliers to move towards provision of asphalt, road base and concrete that complies with Council specifications to permit appropriate use of recycled materials	PD			Staff time	Enabling action
	2020-22	L11	Review the Wollongong Development Control Plan Chapter A2 – Ecologically Sustainable Development to ensure alignment with the Climate Emergency Declaration and net zero emissions targets	CST			Staff time	Enabling action



Strategies	Timeframe	Action No.	Actions	Division/s	Resourcing	Resourcing timeframe	Resourcing type	Expected GHG emissions reduced
	2021-22	L12	Amend the Wollongong Development Control Plan to ensure it supports any future updates to the energy efficiency requirements within the National Construction Code, and the outcomes of the Energy efficiency and emissions standards for new commercial buildings' survey being undertaken by the Department of Industry, Science, Energy and Resources	CST			Staff time	Enabling action
	2020-22	L13	Commence an investigation into how to encourage sustainable development outcomes, including but not limited to community education, broad ranging incentives, and property marketing tools	CST			Staff time	Enabling action
	2020-2022	L14	Prepare subsequent Climate Change Mitigation Plan 2022-2026	CST	\$100,000		New funding required	Enabling action
	Ongoing	L15	Undertake and collaborate on strong advocacy programs to State and Federal Governments to declare and act on the climate emergency	CST			Staff time	Enabling action
	Ongoing	L16	Advocate to the State and Federal Governments to consider climate change impacts when developing new and revised planning instruments, guidelines and legislation, including increased thresholds and standards in NSW BASIX and National Construction Code	CST			Staff time	Enabling action
Advocacy	Ongoing	L17	Advocate to the Federal government to expand and improve the Commercial Building Disclosure program	CST			Staff time	Enabling action
	Ongoing	L18	Advocate to the Federal Government to expand and improve the Australian Government Equipment Energy Efficiency program, which determines the minimum energy performance standards of appliances	CST			Staff time	Enabling action
	Ongoing	L19	Council will advocate and investigate opportunities to attract green industries to the Wollongong Local Government Area	ED			Staff time	Enabling action
Foster innovation	2020-22	L20	Investigate opportunities to work with the University of Wollongong to showcase sustainable building design	CST, ISP			Staff time	Enabling action
	2020-22	L21	Pursue the development of a virtual sustainable home to promote sustainable urban residential building options	CST			Staff time	Enabling action
Regional	Ongoing	L22	Continue to work with Illawarra Shoalhaven Joint Organisation on regional collaborative grants and projects, including the Cities Powers Partnership Program	CST			Staff time	Enabling action
collaboration	Ongoing	L23	Continue to work with other agencies including local and State Government, universities, industry and community organisations to network, learn and share information on low carbon strategies	CST			Staff time	Enabling action
Grant funding opportunities	Ongoing	L24	Continue to apply for external grant funding for climate change mitigation projects through NSW State Government and Commonwealth funding programs	CST			Staff time	Enabling action
Internal capacity building	2020-22	L25	Raise awareness to ensure that climate change mitigation actions can be embedded into policies, strategies and service delivery	CST			Staff time	Enabling action



Strategies	Timeframe	Action No.	Actions	Division/s	Resourcing	Resourcing timeframe	Resourcing type	Expected GHG emissions reduced
	2020-22	L26	Educate Council staff on waste reduction, resource recovery and energy savings behaviours within the workplace	CST			Staff time	Enabling action
	2020-22	L27	Support Council facility managers to understand and implement sustainability practices, such as reduced energy and water use, and waste	CST			Staff time	Enabling action
Monitoring	Ongoing	L28	Maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions. This data will inform decision making, help track individual projects and Council's journey towards corporate goals, and will be shared with the community	CST, ISP, OSES, GCS, FI			TBD	Enabling action
	2020-2022	L29	Monitor and report on the implementation of the Climate Change Mitigation Plan 2020	CST			Staff time	Enabling action
			Energy Efficiency and Renewable Energy					
Implement	2020-22	E1	Commence review of sustainable building design and performance standards to apply to all new and refurbished Council buildings and facilities	ISP			Staff time	Enabling action
sustainable building design and performance standards	Ongoing	E2	Incorporate the adopted sustainable building design and performance standards in all new and refurbished Council buildings and facilities	ISP			Staff time	Enabling action
	Ongoing	E3	Investigate opportunities for Council to participate in the 'Sustainable Advantage' program for its facilities	ISP			Staff time	Enabling action
	2020-25	E4	HVAC upgrade for Town Hall and Art Gallery with combined plant	ISP	\$6,250,000	project cost	Existing funding - in IDP	TBD
	2020-23	E5	HVAC upgrade for Corrimal Library, Ribbonwood Community Centre, IPAC and Integral Energy buildings	ISP	\$7,200,000	project cost	Existing funding- in IDP	TBD
Continue energy efficiency program	2020-22	E6	Complete roll-out of the Administration building lighting upgrade program to the Library	ISP	\$478,000	project cost	Existing funding- in IDP	TBD
for Council buildings and facilities	2020-25	E7	Warrawong Community Centre & Library and Helensburgh Community Centre & Library new builds will aim to be designed, constructed and maintained to sustainable building design and performance principles	ISP			TBD- in planning stage	TBD
	2020-22	E8	Beaton Park Leisure Centre Master Plan developed including Stage One Aquatics Design with sustainable building design and performance principles	ISP			Staff time	TBD
	2020-22	E9	Upgrade of treated pool filtration systems to reduce energy use	ISP	\$4,500,000	project cost	Existing funding- in IDP	TBD
Renewable energy program for Council	2020-21	E10	Implementation of Solar on Council Buildings project	ISP	\$1,000,000	project cost	Existing funding - in IDP	TBD
buildings and facilities	2020-25	E11	Pursue the feasibility of the construction of a Whytes Gully Renewable Energy Facility with a 1MW Power station	OSES			Staff time	Enabling action



Strategies	Timeframe	Action No.	Actions	Division/s	Resourcing	Resourcing timeframe	Resourcing type	Expected GHG emissions reduced
Pursue Power Purchase Agreement	2020-22	E12	Pursue the potential to establish a PPA utilising the energy generated from Whyte's gully landfill gas to offset Council's highest energy consuming buildings	CST, GCS, OSES			Staff time	Enabling action
(PPA)	2020-22	E13	Pursue the potential for opportunity to establish a regional PPA	CST, GCS, ISP			Staff time	Enabling action
Monitoring performance of solar systems	2020-22	E14	Continual monitoring of the efficiency of solar systems allows to track the performance of the systems and undertake further cost-benefit analysis for other buildings	ISP			Staff time	Enabling action
	2020-22	E15	Continue the upgrade of residential streetlights (80 W mercury vapour) to LED	PD	\$1,554,836	project cost	Existing funding	1622 tonnes/annum CO2-e
Energy efficient lighting	2020-22	E16	Pursue investigation into installation of converting higher wattage main streetlights to LED, once the technology becomes feasible	PD			Staff time	Enabling action
	Ongoing	E17	All new and replacement sport field lighting installations will utilise LED fittings	ISP	\$3,000,000	project cost	Existing funding - in IDP, total cost of lighting upgrades	TBD - variable depending on site
			Transport					
Council Fleet	2020-22	T1	Council will prioritise low emissions and fuel-efficiency when purchasing vehicles, and will include hybrid, and/or electric vehicles or other low emission technology as part of their fleet	GCS			Staff time. Further investigation will be performed on all low emission alternatives to identify budget implications	TBD
	2020-22	T2	Investigate feasibility of low-emissions vehicle standards for plant fleet	CW			Staff time	TBD
Electric Vehicles	2020-22	Т3	Develop and adopt an Electric Vehicle Charging Stations on Public Land Council Policy, addressing public access and range anxiety	CST, GCS, ISP			Staff time	Enabling action
Electric Venicles	2020-22	T4	Pursue the installation of public EV charging stations at a number of accessible locations across the City. This will consider partnerships with State government, charging companies, car companies or other sponsors to establish electric vehicle charging stations	CST, GCS, ISP			Staff time	Enabling action
Council supported public transport	2020-22	T5	Continue the Wollongong Free Shuttle Bus	ISP	To be determined in negotiation with Transport for NSW		Existing budget	TBD
	2020-22	Т6	Work with Transport NSW to explore opportunities to enhance the free shuttle bus route to other areas	ISP			Staff time	Enabling action



Strategies	Timeframe	Action No.	Actions	Division/s	Resourcing	Resourcing timeframe	Resourcing type	Expected GHG emissions reduced
	2020-22	Т7	Finalisation and adoption of the Wollongong Cycling Strategy 2030, to increase cycling participation at all levels across the city through improved planning, convenient, safe and connected cycling infrastructure and encouragement through improved education and events	ISP			Staff time	Enabling action
Active Transport	2020-22	Т8	Review Wollongong City Centre Access and Movement Strategy 2013 to deliver a new integrated traffic and transport strategy, with a priority on an efficient road network, better traffic management, reliable bus services and pedestrian and cycle networks	ISP			Staff time	Enabling action
	2021-22	Т9	Commence the review of the City of Wollongong Pedestrian Plan 2017-2021	ISP			Staff time	Enabling action
NSW Government managed public transport	Ongoing	T10	Continue to pursue State government investment in improved public transport services, in particular: Improved efficiency of current train system and commute to Sydney Increase number of trains, commuter parking and faster rail Improved accessibility of all public transport services, for people of all abilities Better connectivity between different modes of public transport Increase funding provided to local councils for active transport and public transport projects	ISP			Staff time	Enabling action
il il il il il il il il il il il il il i	Ongoing	T11	Lobby NSW Government to implement actions from Future Transport Strategy 2056 and NSW Transport Master Plan to guide investment, policy and reform and service provision. It provides a framework for planning and investment aimed at harnessing rapid change and innovation to support a modern, innovative transport network, including electric and hybrid vehicles, autonomous and connected vehicles and planning for freight and ports	ISP			Staff time	Enabling action
			Waste					
Wollongong Waste	Ongoing	W1	Continue to implement the Wollongong Waste and Resource Recovery Strategy 2022 and associated Action Plan	OSES	See specific relevant actions below			Enabling action
Recovery Strategy 2022	2020-22	W2	Review of the Wollongong Waste and Resource Recovery Strategy 2022	OSES			Staff time	Enabling action
Landfill Gas Capture & Energy Generation	2020-22	W3	Expand current landfill gas capture system at Whytes Gully	OSES			Build Own Operate Transfer (BOOT) Venture	17,000 tonnes/annum CO2-e
Food Organics Garden Organics (FOGO) program	2020-22	W4	Implementation of the FOGO program across the Wollongong LGA, accompanied by an extensive educational program, to divert household organic waste from landfill and reduce emissions from Council's landfill	OSES	\$2,400,000	pa over two years	Existing funding	12,750 tonnes/annum CO2-e
Green waste removal and services	2020-22	W5	Increase green waste removal from fortnightly to weekly collection to divert more green waste to landfill	OSES		Included in FOGO project above	Existing funding	Included in FOGO project above



Strategies	Timeframe	Action No.	Actions	Division/s	Resourcing	Resourcing timeframe	Resourcing type	Expected GHG emissions reduced
	Ongoing	W6	Implement a free drop off service for garden waste in preparation for or following natural disasters (including events such as storms, floods and bushfire preparation)	OSES	\$25,000	pa	Existing funding	75 tonnes/annum CO2-e
Waste education programs	Ongoing	W7	Continue to design and deliver community education and behaviour change initiatives to maximise diversion of food, other organics, general household waste and nappies from landfill and to educate the broader community in waste avoidance, raise awareness of alternatives and work towards a litter free Wollongong	OSES	\$20,000	pa	Existing funding	Enabling action
	2021-22	W8	Design and deliver a 'War Against Food Waste' campaign that focuses on known behaviours and limited knowledge on food waste. The program will focus on how best to reduce the amount of food waste households generate using an array of activities and tools to engage with the key target audiences such as families, 18–34 years, and culturally and linguistically diverse (CALD) communities	OSES	\$30,000	pa	New funding required	Enabling action
Waste Wise Events	Ongoing	W9	Continue the Waste Wise Events program to increase resource recovery and waste minimisation at public events	OSES	\$70,000	pa	Existing funding (Better Waste Recycling funding)	TBD
	2021-22	W10	Develop a waste management plan for each of the four major charities to assist separation of waste	OSES			Staff time	880 tonnes/annum CO2-e
Recycling Services	2020-22	W11	Enhance kerbside collection service to concession holders to assist with increased separation of waste	OSES			Staff time	223.3 tonnes/annum CO2-e
	2020-22	W12	Pursue the feasibility of a timber and MDF product separation and recycling program	OSES	\$209,000	project cost for six month trial	New funding required	2,650 tonnes/annum CO2-e
	Ongoing	W13	Ensure Council events and facilities are 'waste-wise'	OSES	Part of Action W9	ра	Existing funding	TBD
Council operations	Ongoing	W14	Increase use of local and environmentally friendly caterers for Council meetings and events, avoiding packaging waste and prioritising seasonal and vegetarian selections	ALL			Staff time	TBD
	Ongoing	W15	Continue the organic waste composting program within Council administration building and expand to other Council facilities where feasible	ALL			Staff time	TBD
Monitoring performance	2020-22	W16	Develop a central reporting framework for waste from the City's operations and properties to improve our confidence in waste data, and identify and implement opportunities to reduce waste to landfill	OSES			Staff time	Enabling action
			Trees and Vegetation					
Natural Area Management	Ongoing	V1	Continue to implement and plan to expand the Natural Area Management Program to ensure conservation of remnant bushland, wetlands and riparian areas, in accordance with the Illawarra Biodiversity Strategy, Lake Illawarra	OSES	\$600,000 + stormwater levy + grants additional each year - variable	pa	Existing funding	TBD



Strategies	Timeframe	Action No.	Actions	Division/s	Resourcing	Resourcing timeframe	Resourcing type	Expected GHG emissions reduced
	Ongoing	V2	Continue to actively protect and enhance wetlands including reducing unauthorised access and mowing	OSES	Part of Action V1	ра	Existing funding	part of above
	2020-22	V3	At appropriate locations, undertake pilot projects to improve the interface between natural areas and open space, through planting of native grasses and meadows, and open specimen trees to reduce mowing and increase biodiversity	OSES	\$10,000	pa	Existing funding	TBD
Urban Greening	Ongoing	V4	Continue to implement the Urban Greening Strategy 2017-37 across the LGA, particularly actions around promoting an increase in canopy cover managing, protecting and maintaining urban vegetation, and development of guidelines for green roofs, green walls and facades, rain gardens and other structural vegetation	OSES	\$512,000	pa	Existing funding	TBD
Urban Greening	2020-22	V5	Develop a Tree Selector tool that ensures physical, environmental, and predicted climate constraints are determined to ensure the largest possible trees species are selected for Council plantings	OSES	Part of Action V4	pa	Existing funding	Enabling action
Biodiversity Strategy	2020-21	V6	Prepare an update of the Illawarra Biodiversity Strategy for the Wollongong LGA and use it to guide future programs and works	CST	\$90,000	project cost	Existing funding	Enabling action
			Working with our Community					
	2020-21	C1	Partner with BlueScope to support the positive environmental actions being implemented to reduce emissions of their operations	CST, CCED			Staff time	Enabling action
	2020-21	C2	Pursue a partnership with i3 Net to assist their members to adopt more sustainable practices and promote positives outcomes	CST, CCED			Staff time	Enabling action
Partnerships with	2020-21	СЗ	Pursue a partnership with Illawarra Business Chamber to assist their members to adopt more sustainable practices and promote positive environmental and financial outcomes	CST, CCED			Staff time	Enabling action
business and industry	2020-21	C4	Pursue partnership with NSW Government's Sustainability Advantage Program to support small businesses	CST			Staff time	Enabling action
	Ongoing	C5	Encourage business and manufacturing to apply for funding through the NSW Energy Savings Scheme and NSW Manufacturing efficiency program to upgrade energy monitoring systems, replace or retrofit old and inefficient systems, install new energy efficient equipment and improve manufacturing processes	CST			Staff time	Enabling action
	2020-21	C6	Design and implement a business engagement program to determine how to best assist them in emissions reduction, including determining needs, barriers and knowledge gaps	CST			Staff time	Enabling action



Wollongong City Council Climate Change Mitigation Plan 2020

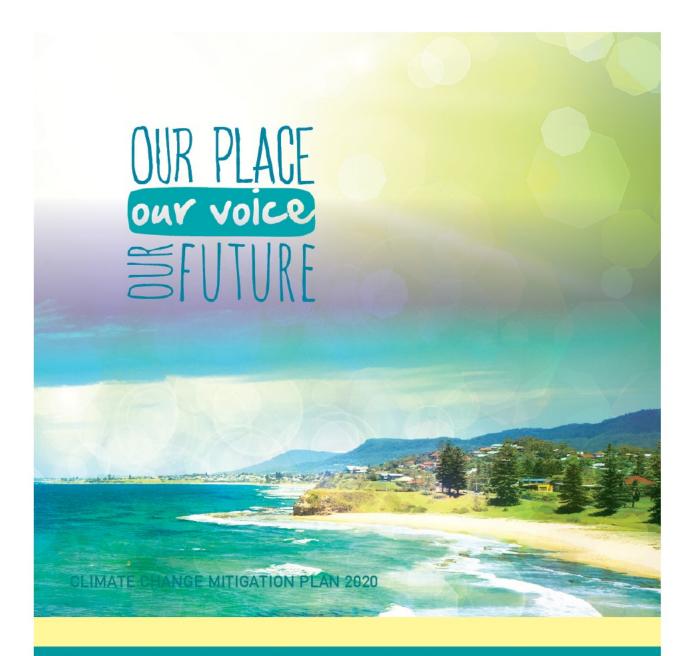
Strategies	Timeframe	Action No.	Actions	Division/s	Resourcing	Resourcing timeframe	Resourcing type	Expected GHG emissions reduced
	2020-21	C7	Design and implement a community engagement program to determine how to best assist them in emissions reduction, including determining needs, barriers and knowledge gaps	CST, CCED, OSES			Staff time	Enabling action
Engagement with	Ongoing	C8	Continue to engage with members of Aboriginal communities to learn from their sustainable living practices and integrate these stories into our community sustainable living programs	CST, CCED, OSES			Staff time	Enabling action
community organisations/groups	2020-21, then ongoing	C9	Establish connections with community groups and help support connections of those within our community with shared values about climate change action. Facilitate a network to share information and work together	CST, CCED			Staff time	Enabling action
	2021-22	C10	Consider the establishment of a climate action community reference group following the 2021 Local Government elections to provide input, feedback and community perspective on Council's climate action activities and programs	CST			Staff time	Enabling action
	Ongoing	C11	Continue to deliver sustainable living education and engagement activities (e.g. Green Team, Discovery Centre, Bushcare, Dunecare, Clean Up Australia Day, National Tree Day, Green Plan, and Sustainable Wollongong Newsletter)	OSES	\$70,000	pa	Existing funding	Enabling action
Community education	2020-22	C12	Design and deliver a sustainability and environmental education plan to expand the existing education programs. Increase the focus on increasing the capacity of adults to take practical action. Provide guidance to households about how to reduce emissions, including accessing renewable energy, becoming more energy efficient, alternative transport options, waste minimisation, growing food, reducing consumption and sustainable purchasing	CST, OSES	\$30,000	project cost	Existing funding	Enabling action
Urban greening	2020-22	C13	Investigate the feasibility of expanding the Green Plan program to specifically assist homeowners in Urban Release Areas through provision of guidance and appropriate indigenous species	OSES, CST			Staff time to investigate/trial	Enabling action
Encourage	Ongoing	C14	Continue to support the establishment and operation of community gardens on public land	CST			Staff time	Enabling action
community gardens	2021-22	C15	Review the Community Gardens Policy and procedures	CST			Staff time	Enabling action
	2021-22	C16	Partner with the NW Department of Education to pilot an Eco Schools program in the Warrawong Precinct to reduce their environmental impact by reducing waste to landfill, improving energy efficiency and investigating opport	CST	\$20,000	project cost	New funding, plus staff time	Enabling action
Implement pilot projects	2021-22	C17	Pursue the feasibility of piloting innovative energy efficiency programs in the community to improve the energy efficiency of homes, reduce peak demand from the grid, reduce emissions and increase the uptake of renewable energy generation in the community	CST	\$50,000	project cost	New funding, plus staff time	Enabling action
	2021-22	C18	Partner with state agencies to ensure that vulnerable communities have access to services and programs to reduce their energy consumption and adapt their homes to increasing temperatures and weather extremes	CST			Staff time	Enabling action



Wollongong City Council Climate Change Mitigation Plan 2020

Strategies	Timeframe	Action No.	Actions	Division/s	Resourcing	Resourcing timeframe	Resourcing type	Expected GHG emissions reduced
Monitoring performance and information sharing	Ongoing	C19	Continue to monitor the emissions Wollongong LGA and share it with the community, including the data used to develop the emissions profile	CST	\$10,000	pa	Existing funding	Enabling action
TOTALS				One-off Projects: \$24,481,836 Annual programs (per annum): \$3,747,000 Two year (2021-22) plan total: \$31,975,836			35,200.3 tonnes CO2-e (per annum)	





Submissions in Reply Report

October 2020





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The information in this report is based on data collected from community members who chose to be involved in engagement activities and therefore should not be considered representative.

This report is intended to provide a high-level analysis of the most prominent themes and ideas as expressed by those who participated. While it's not possible to include all the detailed feedback we received, feedback that was relevant to the project has been provided to the project manager for review and consideration.



Executive Summary

Council is a signatory to the Global Covenant of Mayors for Climate and Energy (GCoM) program. Under the auspice of the GCoM Council has adopted emissions reduction targets of net zero emissions by 2050 for the City of Wollongong and net zero emissions by 2030 for Council operations.

A draft Climate Change Mitigation Plan (CCMP) 2020 was prepared to guide delivery of actions for the next two years in achieving the emissions reduction targets, in accordance with the GCoM requirements. The draft CCMP was developed based on community and staff engagement undertaken in 2019, for the Sustainability Strategy review and Emissions Reduction Target.

The draft CCMP 2020 identified 92 actions for delivery over a two year period, across six themes.

At its meeting on 29 June 2020 Council endorsed the draft CCMP for public exhibition. Public exhibition was undertaken from 1 July to 12 August 2020. Submissions were also accepted up to two weeks past this date.

Information, including a copy of the draft CCMP, a Frequently Asked Questions sheet (Appendix A), an Online Feedback Form (Appendix B) and an open Q&A were placed on Council's engagement webpage and sent to Council's customer service. Social media promotion of the exhibition was posted on Council's Facebook page (Appendix C). A number of media stories promoting the exhibition and draft CCMP were published throughout July and August (Appendix D).

Due to COVID-19 restrictions no community sessions were able to be conducted and access to information through Council's libraries was not possible.

Response to the exhibition was as follows:

- 566 people visited the project page on Council's engagement website
- 367 learnt more about the project online by downloading the draft strategy and Frequently Asked Questions
- 155 submissions were received;
 - 69 were open submissions
 - 4 were group submissions
 - 82 were submitted via the online feedback form
- 97% of submissions were supportive of the draft CCMP, with 3% not supportive or undecided
- There was a significant level of support for the six themes in the draft CCMP
- Many submissions requested minor additions, amendments or put forward other potential considerations for the draft CCMP.

The top ten issues raised by the community through the exhibition process were:

- 1 Strong leadership from Council in climate change mitigation action
- 2 Implementation of energy efficiency measures
- 3 Re-calculation of the carbon budget based on a 1.5°C warming limit
- 4 Installation of additional electric vehicle charging stations
- 5 Council to enter into a Power Purchase Agreement
- 6 Better waste management
- 7 More trees and native habitat, strong support for the Urban Greening Strategy
- 8 Increased and broader community engagement and education on climate change
- 9 Procurement of low emission vehicles for Council plant and fleet
- 10 Emission tracking transparency and information sharing



The feedback received through the public exhibition process has been used to prepare an updated draft CCMP. The updated draft CCMP contains 98 actions which, upon implementation, aim to reduce Council's own emissions and to support the community and businesses to reduce theirs.

Background

Wollongong City Council is committed to reducing greenhouse gas emissions in the Wollongong Local Government Area. Council is a signatory to the international GCoM program and the national Cities Power Partnership (CPP) program, both of which support local government to transition to low emission communities. In 2019 Council declared that we are in a state of climate emergency that requires urgent action by all levels of government.

Under the GCoM program Council is required to undertake a series of actions to respond to the risks and opportunities presented by climate change. These actions include adoption of a science-derived emissions reduction target on behalf of the City of Wollongong and development of a CCMP.

Under the auspice of GCoM Council has adopted an emission reduction target of net zero emissions by 2050 for the City of Wollongong. In recognising the significance of its own contribution to the City's emissions and the need to demonstrate leadership, Council has also set a target of net zero emissions by 2030 for its own operations.

A draft CCMP was prepared to guide delivery of actions for the next two years in achieving the emissions reduction targets and CPP pledges. The draft CCMP was developed based on community and staff engagement undertaken in 2019 for the Sustainability Strategy review and Emissions Reduction Target.

The result was the proposal of 92 actions to include in the draft CCMP for delivery over a two year period, across six themes:

- 1 Climate change leadership and planning: actions for Council to demonstrate leadership in considering climate change in all areas of operations and service, advocate to other levels of Government for our community, foster innovation, collaborate regionally and monitor our performance.
- 2 Energy efficiency and renewable energy: including energy efficiency and renewable energy projects for buildings, facilities and streetlights.
- 3 **Transport:** addressing options for lowering emissions from Council fleet, supporting the uptake of electric vehicles and public and active transport.
- 4 Waste: including capture of landfill gas, rolling out Food Organics Garden Organics (FOGO) across the city, additional recycling services, waste wise events and expanding educational programs to further address food waste.
- 5 Trees and vegetation: covering biodiversity conservation projects and urban greening to cool our city.
- 6 Working with our community: actions to partner with business and industry to promote their emissions reduction successes and encourage and support more sustainable practices, engage with and educate our community to support emissions reduction.

Actions included establishing partnerships with government, business, industry and community groups, undertaking research and pilot projects within our community and the rolling out key projects to reduce Council's emissions.



The actions proposed were classified as either:

- Actions to directly reduce emissions (eg installing solar panels, diverting organic waste from landfill), or
- Enabling actions, such as implementing strategies, policy change, collaboration or education, to provide support and frameworks for Council and the community to reduce emissions.

The draft CCMP was submitted to Council on 29 June 2020 and was endorsed for public exhibition.

It is envisaged that this is the first of many CCMPs that will be prepared to assist in achieving the emission reduction targets. These CCMPs will be informed by regular re-inventories of Council and City emissions to track our progress and will benefit from previous success stories, learnings and new technological advances. The next emissions City-wide inventory will be undertaken in 2021 and a new CCMP will be developed for 2022-26.

How will the comments be considered?

Council is grateful for the invaluable insights, expert opinions and passionate contributions of our community. All submissions, both emailed and through the online feedback form have been carefully reviewed by Council staff and used to prepare an updated draft CCMP. Comments from both the online feedback form and open submissions have been summarised together due to similarities in comments from the community. Responses to community feedback and proposed changes to the updated draft CCMP are included in this report. Additional amendments to the updated draft CCMP are also proposed following internal feedback, mainly to refine actions, to provide clarity or to correct minor grammatical errors.

The updated draft CCMP will be submitted to Council for consideration along with this Submissions in Reply report. Should it be adopted, implementation of the CCMP will commence and be reported on through the Integrated Planning & Reporting framework.



Methodology

The draft CCMP was placed on public exhibition for a six week period from 1 July – 12 August 2020. Submissions were also accepted for a further two weeks beyond the closure date. Details on the communication and engagement activities undertaken are provided in Table 1 below.

Table 1: Exhibition methodologies

Methods	Details					
Communication	Communication Methods					
The Advertiser	Details about the engagement were made available in Council's Community Update pages.					
Media release	A media release was distributed.					
Frequently Asked Questions	A series of FAQs were developed which provided an overview of the project and how people could get involved.					
Email	An email was sent to 148 external stakeholders informing them of the exhibition and how they can provide feedback (a list of these stakeholders is provided in Appendix E).					
Register of Interest	An email was sent to all participants with registered interest in Environment.					
Social Media	Posts about the engagement were made on Facebook and Twitter.					
Engagement Me	ethods					
Engagement HQ Website	An online feedback tool was used to capture participants' ideas and allowed community members to comment. A Question and Answer page was also available for most of the exhibition period. The page also hosted background information and supporting documents and allowed visitors to pose questions to staff and receive a response within three days.					

Due to Covid-19 restrictions no face to face engagement activities were able to be undertaken and access to information through Council's libraries was not possible.



Results

This section provides details on the participation at engagement activities and the feedback received during the exhibition period. All identified stakeholders and the wider community were invited to provide feedback on the proposed draft CCMP. Statistics relating to the response to the exhibition are provided in Tables 2 and 3.

Table 2: Summary of exhibition participation

Measure and Explanation	Usage
Aware – visited at least one page	566
Informed – number of people who clicked a link, eg to download a document, view a photo or read the Frequently Asked Questions	367
Engaged – total number of participants who submitted the Online Feedback Form	82
Engaged – total number of emailed submissions • Individual • Group*	73 (69) (4)

^{*}Group submissions were received from Wilderness Society, Wollongong Climate Action Network (WCAN), Urban Biodiversity Illawarra and Renew Illawarra

Table 3: Informed visitor downloads and FAQ views

Туре	Engagement Tool / Document Name	Visitors	Downloads
Document	Draft Climate Change Mitigation Plan 2020	253	417
FAQ	Frequently Asked Questions	36	42
Q&A	Online Question and Answer	1	45

There was an overwhelming level of support for the implementation of the CCMP and the themes covered therein. 97% of submissions communicated support, compared to 3% who were either unsupportive or undecided.

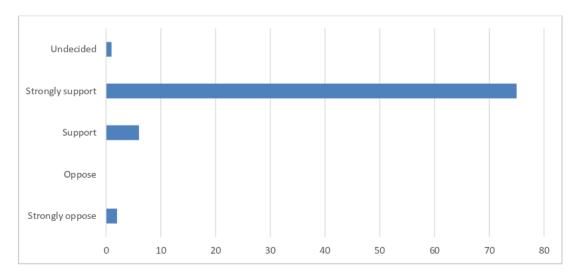
Online Feedback Form Results

As indicated above, webpage visitors were provided the option of completing the Online Feedback Form to communicate their thoughts on the CCMP, a copy of which is provided in Appendix B.

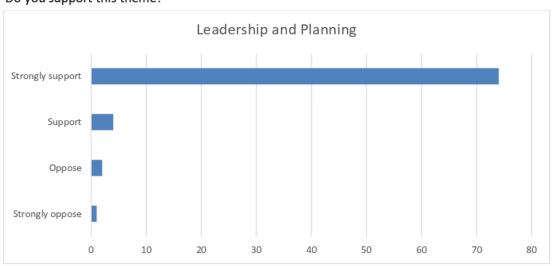
The level of support for the implementation of the CCMP and the six themes communicated through the online feedback process is shown below.



Question 1 – Do you support implementation of the draft Climate Change Mitigation Plan?



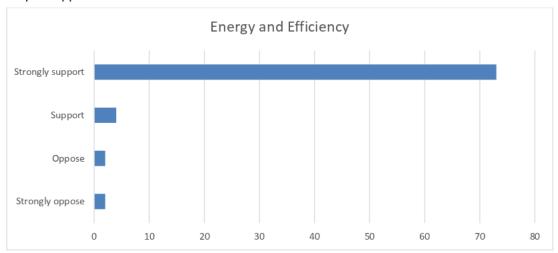
Question 2 – Climate Change Leadership and Planning. This theme relates to: Council will demonstrate leadership and improve planning processes to encourage reduction of greenhouse gas emissions.



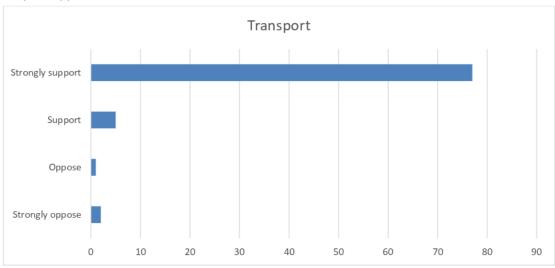


Question 3 – Energy and Efficiency. This theme relates to: Council will reduce greenhouse gas emissions by using renewable energy and improving energy efficiency of its buildings, facilities and streetlights.

Do you support this theme?



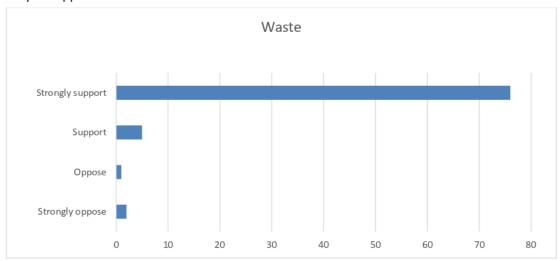
Question 4 – Transport. This theme relates to: Council will reduce greenhouse gas emissions from its fleet and support the community to reduce emissions through their transport choices.



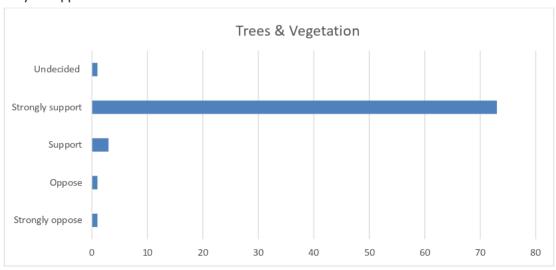


Question 5 – Waste. This theme relates to: Council will reduce greenhouse gas emissions from waste in landfill through waste avoidance, minimisation, diversion and gas capture.

Do you support this theme?

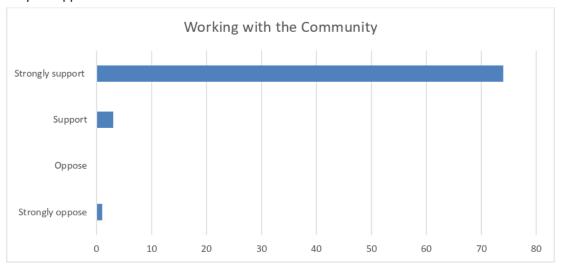


Question 6 – Trees and vegetation. This theme relates to: Council will protect and enhance vegetation to cool our city and increase absorption of greenhouse gases.





Question 7 – Working with our community. This theme relates to: Council will support the community of Wollongong to reduce emissions.





Comments from Submissions

The comments from all 155 submissions have been categorised into 28 different issues/themes. A description of these issues, key comments from the submissions and Council's proposed response and changes to the draft CCMP are detailed in Table 4.

Table 4: Summary of comments from community submissions and Council's response and proposed changes

Issue No.	Issue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
1	Strong leadership from Council	56	 We need strong leadership leading to action now. Leadership is critical to community change. All levels of government need to play leadership roles. Council should take an active role in supporting itself, businesses and the community by taking a strong stance on climate change and facilitating and encouraging changes for businesses and community. Combine with other councils to advocate to State Government. Council to imbed Climate Change Mitigation in all aspects of the organisation over the two years of the plan and beyond. 	Council has gone above and beyond the commitments required under the Global Covenant of Mayors, in adopting an emissions reduction target for its own operations as well as a target for the City. By committing to an aspirational target of net zero emissions by 2030 for Council operations, Council is demonstrating leadership for the City and supporting its recent declaration of a State of Climate Emergency. Leadership actions are covered by Theme 1 of the draft CCMP and there are 29 actions under this theme, including: • Action L4: Initiate an organisational review of Council decision making processes, policies and operational practices to ensure alignment with the Climate Emergency Declaration and net zero emission targets. • Action L2: Establish a steering committee with representation from senior management across all divisions of Council to have responsibility for the implementation of climate change actions. • Action L20 (L22): Continue to work with Illawarra Shoalhaven Joint Organisation on	Inclusion of two new leadership actions as follows: • Action L19: Council will advocate and investigate opportunities to attract green industries to the Wollongong Local Government Area. • Action L27: Support Council facility managers to understand and implement sustainability practices, such as reduced energy, water use and waste.



Issue No.	lssue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
				regional collaborative grants and projects, including the Cities Powers Partnership program. Despite these actions it was recognised that there was an opportunity to introduce new actions in response to the feedback (see next column).	
10	Energy Efficiency measures	56	 Implement energy efficiency measures such as LED lighting at sports fields. Council has the resources and opportunity to take meaningful action on reducing emissions of its own infrastructure but more resources need to be put into supporting residents to do the same including education and grants to encourage transitioning to solar panels, etc. Energy is where we can make the most impact now. This makes sense and should be as ambitious as possible. I think it will be a great step if the Council can demonstrate leadership in this area for other businesses and organisations. LED streetlight rollout should be accelerated and go beyond just the mercury lamps. At the end of the two year time frame the goal should be to have all streetlights replaced, including high wattage sodium vapour lamps. 	Council will continue to implement the energy efficiency program for Council buildings and facilities, and it is noted that this is regarded as a high priority for our community. • Actions E3 (E4) to E8 (E9): Energy efficiency actions that will be implemented from 2020-2022, as detailed in the Infrastructure Delivery Program. • Actions E1-E2: The development of sustainable building design and performance standards for Council buildings is currently being developed to guide new builds and refurbishments. • Actions E14 (E15) and E15 (E16): describe the streetlight upgrade program to LED. • Sports field lighting will progressively be replaced with LED technology. • Action E16 (E17): notes all new and replacement sport field lighting installations will utilise LED fittings and a substantial budget has been allocated to this. Despite these actions it was recognised that there was an opportunity to introduce a new	Inclusion of new action as follows: • Action E3: Investigate opportunities for Council to participate in the "Sustainability Advantage" program for its facilities.



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				action in response to the feedback (see next column).	
24	More trees and native habitat	55	Strengthen and accelerate the Urban Greening Strategy: This has to be done across the Illawarra. For example, it's very green in the northern suburbs (and maybe even overgrown given the fire danger risk) but quite barren around places like Fairy Meadow and in new housing estates. Every tree cools our city and contributes to biodiversity. Green space enhances the attractiveness and liveability of a city. Lower socio-economic areas who rely on public transport often lack air conditioning and shading and tree cover will help in assisting the pressure on struggling families. This added with mental health and wellbeing aspect of improved biodiversity will be great for the future of the Illawarra. A liveable city of the future will require cooling, shade and amenity of vegetation cover. Take up and storage of carbon is an important ecological service provided by trees and vegetation cover. Roof top gardens are another possible option, they reduce run off, provide insulation, reduce heat island effect and lead to creative public or commercial	Council is committed to implementing the Urban Greening Strategy (UGS). Feedback on actions relating to UGS has been passed on to the relevant department. As part of the UGS, more than 5,000 semimature trees have been planted in high need suburbs with low canopy and Council is currently committed to planting two trees on public land for every tree removed in an effort increase canopy. Council has worked with the community to focus on intensive tree planting campaigns in high need suburbs including Unanderra in 2018, Corrimal in 2019, Port Kembla in 2020 and are now preparing a major street tree installation in partnership with the Dapto community. The significance of remnant biodiversity, proactive management of existing vegetation and support for enhanced biodiversity outcomes is also included in Goals 2 and 3 of the UGS. The first 20 x Transitional Landscape sites are being scoped now for planting in Autumn 2021 (Action V3). This will create spaces that have increased canopy cover for shade, pedestrian access and native grass and groundcovers that promote safe use by the community.	No action required



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			spaces. I would add green building facades in general could be something promoted and thought about for Council buildings.	Council also undertakes protection and enhancement works through its Natural Areas Management Program.	
			 Make it mandatory for new developments (both at a suburban and single-building scale) to include design elements of urban greening (eg green roofs, green walls, onground vegetation). Mandate a minimum of 2 trees per block. Prioritise Illawarra natives. More detail on the tree selector tool and magnitude of impacts by 2030, 2040 and 2050. Don't plant trees that interfere with existing infrastructure such as footpaths, cycleway and roads. Biodiversity/Natural Resources Management. Illawarra Biodiversity Strategy - should be undertaken with Kiama and Shellharbour. A progress report against the 2011 strategy should be published. greater resources for natural resources management and urban greening, particularly Lake Illawarra wetlands. Revegetation and habitat protection. There are many public lands that don't have 	The following actions in the draft CCMP also seek to address these issues: • Actions V4 and V5: Delivery of the Urban Greening Strategy to increase canopy cover across suburbs of the Illawarra, including priority planting of areas of low canopy cover and social vulnerability; Developing Technical Guidelines and a Tree Selector Tool to inform tree selection and species, including native species. • Actions V1, V2, V3 and V6: relate to biodiversity and Natural Area Management. • Action C9 (C11): Delivering sustainable living education and engagement activities, such as Bushcare and Dunecare groups.	
			much vegetation and could be planted with		



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			native plants. This will increase animal habitat as well. Plant all the native trees we can!!! Invite the community to do tree planting, make more parks and places for flora and fauna to thrive in. Reforestation of unused lands on the coastal plain should be a priority. Community Bushcare groups should be cultivated and incentivised to reforests unused grassy spaces. This will make our city more beautiful, connect the community with the landscape and create habitat for wildlife and - in the long term - facilitate low cost carbon drawdown through the establishment of old growth timber.		
2	Carbon budget recalculation and emission profile questions	52	 The carbon budget should be re-calculated based on a 1.5°C warming by 2050 limit target every 2 years. The carbon budget is both overstated and is already substantially depleted, plus it does not adequately take into account growth in emissions not just from population increase but also from prospects like the LNG terminal, hydrogen hub, electrification of transport etc. Coal to be included in community emission profile. Emission profile doesn't take into account growth in emissions from prospects like LNG 	As Council is a signatory to the Global Covenant of Mayors for Climate and Energy, Council is required to develop an emissions profile compliant with the Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories (GPC). The profile that was conducted was in accordance with their requirements and on the best available scientific information at the time. Council uses the GPC compliant carbon accountants to undertake inventory and emissions profiles. Further information on the methodology used to determine Wollongong's carbon budget and emissions reduction target is available in the Ironbark report on Council's website.	Inclusion of new action as follows: • Action L14: Prepare subsequent Climate Change Mitigation Plan 2020-26. • Action C17 (C19): wording updated: Continue to monitor the emissions in Wollongong LGA and share it with the community including the data used to



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			terminal and hydrogen hub, and 50% population increase predicted by 2035. Explain what's in emissions profile and make it publicly available.	The next inventory is scheduled for 2021. The methodology will be modified to ensure that emissions from all industries are accounted for. Wollongong's carbon budget and emission reduction target will be recalculated based on this inventory and new scientific recommendations at the time. The carbon budget recalculation will be part of the next Climate Change Mitigation Plan 2022-26 (new Action L14). Projected growth or contraction of population and industry is taken into consideration in the development of the emissions reduction target. Further inventories will include more information on the emission profile. Despite these actions it was recognised that there was an opportunity to enhance a current action in response to the feedback (see next column).	develop the emissions profile.
20	Waste management	48	 Better waste management is an integral part of improving environmental sustainability and reducing our climate impact. Reducing waste entirely is important, as well as diverting waste from landfill through initiatives such as FOGO. it is by far the greatest contributor to emissions from council's operations. More could be done to educate residents on proper waste disposal 	Noted. Wollongong Waste and Resource Recovery Strategy addresses both infrastructure and education needs. An update of this Strategy will comply with current state targets on waste diversion from landfill. The organics stream (ie food waste) contributes to carbon emissions. The expansion of FOGO and the capture of methane from Whytes Gully will significantly reduce these emissions. Council does not have the ability to ban single use plastics, however we have and will continue to advocate for state and federal single use plastic bans. Council also implements the	No action required.



Issue		No. of		Response	
No.	Issue/Theme	Submissions	Key Comments	(Blue text represents the new action number in the final document)	Proposed changes
No.	Issue/Theme	No. of Submissions	 Key Comments We should also be aiming to become a zerowaste community, and a hub for the circular economy. Reduction is more important than recycling. Businesses should be supported to not use single use items Ban single use plastics in council's lease's, including the Friday Markets Remove single-use plastics from council's own operations More could be done to educate residents on proper waste disposal Require transparent disclosure from council waste contractors – where are the waste streams going, and what is it turning into? 	(Blue text represents the new action number in the final document) Plastics Free Wollongong program which encourages and incentives residents and businesses to avoid single use plastics. Council has a Single Use Plastics Management Policy for Council run events and will research ways to reduce single use plastics from Council operations. The following actions in the draft CCMP also seek to address these issues: • Action L8: Council will develop Sustainable Events Guidelines to assist event managers and stallholders to incorporate sustainability provisions, such as waste reduction and organics collection into events. • Action W9: Council will also continue to run the 'Waste Wise Events' program to increase resource recovery and waste minimisation at public events. • Action W7: Council will continue to design and deliver community education and behaviour change initiatives to maximise diversion of food, other organics, general household waste and nappies from landfill and to educate the broader community in waste avoidance, raise awareness of alternatives and work towards a litter free	Proposed changes
				 Wollongong. Action W8: Council will design and deliver a 'War Against Food Waste' campaign to reduce the amount of food waste households generate. 	



Issue No.	Issue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
				Action C10 (C12): Council will develop an Environmental Education Program focusing on the key environmental issues of waste management, urban greening and climate change Action W16: A central reporting framework is being developed for the waste from the city's operations and properties to improve our confidence in waste data and identify and implement opportunities to reduce waste to landfill.	
11	Power Purchase Agreement (PPA)	45	 Council to implement a Power Purchase Agreement. Establish a group Power Purchase Agreement for consumers in the region by December 2022, resulting in 100,000 tonnes CO₂ reduction. To assist the community implementing a Renewable Power Purchase Agreement would be a great opportunity for Council to lead the way for cheaper renewable energy throughout the LGA. 	Council recognised this is a high priority for the community. The following actions in the draft CCMP also seek to address these issues and have already commenced implementation: • Action E11 (E12): Pursue the potential to establish a PPA utilising the energy generated from Whyte's gully landfill gas to offset Council's highest energy consuming buildings. • Action E12) (E13): Council is also investigating the potential for opportunity to establish a regional PPA. Both actions have already commenced. Opportunities for community PPAs will be investigated in future mitigation plans.	No action required.



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16	Electric Vehicle (EV) Charging Stations	41	 Install EV charging stations Council should also invest in infrastructure and incentives to encourage EV uptake by residents such as charging stations and EV only parking spots Council should partner with energy providers, supermarkets or fuel companies and advocate for business to implement these for the city. Endeavour Energy should maintain them as Council is not an expert in this area. 	At its meeting on 31 August 2020 Council resolved to publicly exhibit the draft Electric Vehicle Charging Stations on Public Land Policy. The draft Policy details clear processes to guide prospective providers and Council for the establishment, operation and management of EV charging infrastructure on public land in the Wollongong Local Government Area. Council is also in negotiations with providers to install EV charging stations at key destination locations across the city, in accordance with the draft policy. These initiatives are also supported by the following actions in the draft CCMP to address these issues: • Actions T3: Developing a policy to allow charging stations on public lands • Action T4: Pursue the installation of charging stations across the City. This will consider partnerships with State Government, charging companies or other sponsors to establish electric vehicle charging stations.	No action required.
26	Community engagement	40	 The changes needed will not necessarily be easy. The community will need strong leadership and support if we are to move forward in this area. Appeals to only community members with shared values - needs to establish connections across the whole community and achieve that second more impactful 	Council recognises that working with our community is essential to reduce emissions and this initial two-year Draft CCMP has actions relating establishing partnerships and engaging with our community on climate change. The following actions in the draft CCMP also seek to address these issues:	No action required



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			form of leadership where people change their minds and adopt the plan through their own actions • More could be done here to educate and incentivise residents to take action. It's not just up to the council to reduce emissions, but a lot of people don't bother with even small changes to behaviour that could make a difference. Messaging needs to be more front of mind and clear easy ways to help reduce emissions should be pushed out to residents. • Reducing emissions hints and tips for the community and businesses would be a start, even an achievement or reward system may be worth considering too. • Engage local schools and UOW • Work collaboratively with expert community group who have identified 3 priority projects. • Peer educator programs are well established as a community capacity building approach and would work well in Council's work with communities on CCM. • I believe there is a need for more democratic processes of public participation in local decision making around climate action. This should not just be tokenistic consultation and placation of concerned citizens. All citizens should be considered partners in this process, with the power affect decision-	 Action C10 (C12): An Environmental Education Plan is currently being developed that aims to provide the long-term framework and rationale for designing effective education programs. It will include a particular focus on understanding contemporary behavioural change methodologies and staging of education, engagement and communications delivery to achieve Council's strategic and operational objectives. The plan will also investigate opportunities to engage with local schools. The feedback received will be passed on to the relevant staff to assist the development of the Environmental Education Plan. Actions C1-C10 (C12): involve creating partnerships, engagement and education of businesses and the community, and continuous engagement with our Aboriginal communities. Action C14 (C16): is a pilot project to partner with NSW Department of Education. Actions L18 (L20) and L20 (L22): details that Council will investigate ways to work with the University of Wollongong. 	



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			making. Whatever form this takes, every effort must be made to ensure that it is accessible to all citizens, especially underrepresented minorities, with multiple opportunities to contribute (i.e. not just one-off planning nights). Furthermore, there must be processes put in place to ensure that the decisions made in these spaces are acted on. There needs to be an iterative process of follow-up and follow-through.		
			 A greater respect for the First Nations People and making sure their voices are heard when it comes to what we are doing on Dharawal country. Greater promotion of Council's 'opt-in' environmental and climate change initiatives. 		
17	Council fleet	28	 Acquire lower emission Council vehicles Would be great for Council to take a leadership role in adopting EVs - it is not only a better environmental choice, it is likely to be cheaper in the longer term 	Wollongong City Council has a 'Vehicle Acquisition Strategy Management Policy' that states Council will address environmental considerations in the performance of the fleet, and will consider alternatively powered vehicles, including those that are petrol hybrid, electric vehicles, and alternative fuel powered as markets mature.	No action required.
				Council is considering the provision of EV charging infrastructure in key locations in Wollongong.	
				The following actions in the draft CCMP also seek to address these issues:	



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				 Action T1: aims for Council to prioritise low emissions and fuel-efficiency when purchasing vehicles and will include hybrid and electric vehicles as part of our fleet. Action T2: Council will also investigate the feasibility of low-emissions vehicle standards for plant fleet. 	
27	Emission tracking visible to residents	23	 Emissions tracking visible to residents. Ongoing emissions tracking. Clear and accessible reporting to the community. Publicise journey. Scoreboard, visual display in Crown St Mall, council website. Establish a mechanism that reports tracking of planned and actual CO2 reductions against the CO2 budget adopted in December 2019 for the LGA zero net emissions by 2050, and The Council, Zero Net emissions by 2030. Establish a waterfall chart for the major actions proposed in the CCMP. 	Council will continue to undertake an emissions inventory for the city every two years, consistent with our GCoM commitments, in order to track progress towards the 2050 target. It is important to note that community emissions will be recalculated every two years according to specific (and GCoM certified) methodology and thus this information will be unable to reported on in real time. Communication methods are likely to be through Council's website, Climate Emergency Updates that are currently produced every 3 months, Council's social media platforms and through community newsletters. The following actions in the draft CCMP also seek to address these issues: • Action C17 (C19): monitoring of emissions and sharing of information. Wording updated see next column. • Action L27: emissions data management system for Council's greenhouse gas emissions. Wording updated see next column.	Action wording updated: Action C19: Continue to monitor the emissions Wollongong LGA and share it with the community including the data used to develop the emissions profile Action L27: Continue to maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions. This data will inform decision making, help track individual projects and Council's journey towards corporate goals and will be shared with the community



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3	Council to advocate for Green jobs	19	 Advocacy for green jobs (renewable jobs). Port Kembla to become a hydrogen hub, green jobs. Conversion of Tallawarra power station to hydrogen. Council has the opportunity to invest in local jobs by that improve energy efficiency and reduce GHG emissions. Now is the time to support the community and improve the city's future. Clear plan for a just transition of coal workers into new jobs. 	The Economic Development Strategy 2019-29 has a target of creating 10,500 net new jobs for the Wollongong LGA by 2028. The strategy proposes a number of action items to support an innovative and sustainable economy for Wollongong. The focus of the strategy is to increase the number of high-quality jobs in Wollongong, which will have flow on benefits such as reducing the cost of commuting and increasing the work/life balance of commuters. The strategy identifies a number of key sectors for Wollongong, which includes advanced manufacturing and opportunities in emerging fields such as renewable energy. Council through its participation in the Invest Wollongong partnership (along with the NSW Government and University of Wollongong), has identified clean energy as a target investment sector. Wollongong is envisaged to play a key role in Australia's decarbonised energy future, with Port Kembla identified as a superior location for Australia's first large scale hydrogen facility. A key aim of the draft CCMP is to establish a strong foundation for how Council intends to move forward with meeting the emissions reduction target and supporting the city to meet its target. In doing this Council needs to understand opportunities to engage with businesses and industry and how council can support them to be more environmentally sustainable. The draft CCMP proposes actions to establish partnerships with government, business, industry and community groups and	Inclusion of new actions as follows: • Action L19: Council will advocate and investigate opportunities to attract green industries to the Wollongong Local Government Area. • Action C6: Design and implement a business engagement program to determine how to best assist them in emissions reduction, including determining needs, barriers and knowledge gaps.



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				undertake research and pilot projects within our community, all of which will help to reduce emissions and inform actions in subsequent CCMPs. This is anticipated to be achieved through delivery of actions C1-C6. Despite these actions it was recognised that there was an opportunity to introduce new actions in response to the feedback (see next column).	
18	Active transport	18	 Better active transport options are needed Implementation and further extension of Wollongong Bike Plan and Pedestrian Plan Cycling should be the focus, and improved public transport links and frequency. The better east-west cycling links are the better our transport will be. More shared paths. I do agree with this, but think this could be even stronger. I'd like to council implementing initiatives that make public transport and self-transport (cycling, walking etc) the preferred choice for more people. For example, a free public bike system like in Ljubljana (Slovenia), more efficient public transport to the suburbs, car sharing services. Pedestrianisation of the CBD. The amount of access to cycling is paltry and car users attitudes to cyclists are poor and dangerous. Cycle paths from train stations to central destinations. 	The following actions in the draft CCMP seek to address these issues: • Actions T7-T9: are aimed at improving active and sustainable transport options. In particular finalisation and adoption of the Wollongong Cycling Strategy 2030, review of the Wollongong City Centre Access and Movement Strategy 2013 and the review of the City of Wollongong Pedestrian Plan 2017-2021. These strategies will be used to inform future town centre and precinct planning and promote walkability and sustainable transport options. Noted. The Austroads' Guide to Traffic Management has been updated and addresses speed zones. In the updated guide there is a reference to lower speed limits as low as 10km/h. The advice from Transport for NSW hasn't lowered default speed limits and the subsequent guide for setting speed limits hasn't been updated. Council is managing speeds by	No action required



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			 Implementing 30km/h zones in residential streets and school zones will encourage walking and cycling and reduce community transport emissions 	way of traffic facilities that require drivers to slow down.	
4	Changes to Development Control Plan / Planning issues	17	 Review of DCP to align with emission reduction goals and strengthen DCP Chapter 2. Building development standards - advocate to State Government about building in zero emissions requirements into state planning law and regulations that underpin DCP. All new housing should be energy efficient and again council should lead by example, not only of their own buildings but also to make sure all new housing/ buildings use renewable energy and are self-sustainable (e.g. solar, battery storage, grey water tanks). Wollongong Council needs to push even harder on planning and development restrictions. The strategy should restrict the residential developments to smaller, more efficient residential buildings that use less concrete in construction, and use less energy in heating and cooling. Incorporate considerations of opportunity cost and carbon budget impact in LSPS and LEP. Council should more rigorously enforce the provisions of the LEP in regards to sensitive 	Council will consider housing density as part of the Housing Strategy. It should also be noted that the state government has a Low Rise Housing Diversity Code which allows for the development of medium density dwellings as complying development. In assessing development proposals Council considers their alignment with the Illawarra Escarpment Management Plan, Natural Resources Sensitivity Layer as well as compliance with relevant conservation and biodiversity protection legislation and policy. The following actions in the draft CCMP also seek to address these issues: • Action L11: Council will undertake a review of the Wollongong Development Control Plan Chapter A2 -Ecologically Sustainable development to ensure alignment with the Climate Emergency and net zero emissions targets. • Action L12: Council will also amend the Wollongong Development Control Plan to ensure it supports any future updates to the energy efficiency requirements within the National Constructions Code. • Action L13: Council will commence an investigation into how to encourage	Action wording updated: • Action L12: Amend the Wollongong Development Control Plan to ensure it supports any future updates to the energy efficiency requirements within the National Construction Code and the outcomes of the 'Energy efficiency and emissions standards for new commercial buildings' survey being undertaken by the Department of Industry, Science, Energy and Resources.



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			areas such as the Escarpment, and natural areas.	sustainable development outcomes, including but not limited to community education, broad ranging incentives and property marketing tools. • Action L15 (L16): Council will continue to advocate to State and Federal Governments to consider climate change impacts when developing new and revised planning instruments, guidelines and legislation, including thresholds and standards in NSW BASIX and the National Construction Code. Despite these actions it was recognised that there was an opportunity to enhance wording of a current action in response to the feedback (see next column).	
5	More ambitious targets	17	 Having targets set in place provides the baseline for reducing emissions. These targets can incentivise more private investment into climate change mitigating technologies, making it more likely that we meet our targets more quickly. Net zero by 2030 for the whole community. Not ambitious enough but I will support it as it goes in the right direction. Act sooner – time is running out. Numerical targets against actions e.g. how many hybrid cars will Council buy. 	This is the first of many CCMPs that will be prepared, and these will be informed by regular re-inventories of Council and City emissions to track our progress and will benefit from previous success stories, learnings and new technological advances. Emission profiles will be re-calculated in 2021/22 to track how the City of Wollongong is tracking and Council's own profiles are changing and thus determine new targets and actions. In adopting the Emissions Reduction Targets at its meeting on 9 December 2019, Council resolved (in part) that the community target is to be reviewed in five (5) years with a view to reduce the timeline from 2050 to 2030 in line with Council's target.	No action required.



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			 Plan too weak - no real and urgent priorities. Actions, objectives and CPP pledges too weak. 		
12	Community renewable battery	14	 Feasibility studies on community renewable battery installation. Localised grid system for neighbourhoods that facilitate rooftop solar and battery systems across street and suburb networks. Facilitate feasibility study for community battery project by July 2021. Facilitate options workshop, carry out request for Expression of Interest for the project RFEOI. 	This action is not feasible in the timeframe of this draft CCMP. This action will be included for consideration in the next CCMP 2022-2026. Promotion of the benefits of solar will be addressed through the Environmental Education Plan currently being developed. The NSW Government are also active in promoting the benefits of solar power through their 'Energy Saver' program.	No action required.
21	Support for Food Organics Garden Organics (FOGO)	13	Implement FOGO to all households Glad Fogo is finally being rolled out The new FOGO scheme should significantly reduce methane output at landfill and help residents responsibly deal with food waste. More could be done to educate residents on proper waste disposal Support Community initiatives and run Council programs that provide Community members with the skills to plan a menu, store and cook to minimise their potential food waste in the first place. FOGO is great, but still a sign of a malfunctioning food system when food that has been grown is not valued. Expand community information sessions and demonstrations on storing food and	The following actions in the draft CCMP seek to address these issues: • Action W4: Implementation of FOGO across Wollongong. This will be accompanied by an extensive Education program. • Action W8: Council will design and deliver a 'War Against Food Waste' campaign that focuses on known behaviours and limited knowledge on food waste. • Action C10) (C12): Council is currently developing an Environmental Education Program focusing on the key environmental issues of waste management, urban greening and climate change.	No action required.



Issue No.	Issue/Theme	No. of Submissions	Key Comments composting at home incl. rebates for households to purchase compost bins and worm farms.	Response (Blue text represents the new action number in the final document)	Proposed changes
13	Increased use of Renewable Energy	11	 The future is renewable. Investing in renewable energy will not only improve our climate change resilience outcomes but will also pay for itself in a short period, unlike fossil fuels which will only become more expensive and less reliable, going forward. Council should be powering its entire energy facilities from renewable energy. It's not just better environmentally but also would be a cheaper option!! Council should also support local businesses and residences to adopt renewable energy via bulk buys, facilitating local businesses through education and linking with renewable energy suppliers. Renewable energy is safer and will eventually be cheaper. 	Council has installed 327kW of solar PV systems on its facilities and is installing a solar system on the multi-story Stewart St carpark early 2021. The following actions in the draft CCMP also seek to address these issues: • Actions E9 (E10) and E10 (E11): Council has a "Solar on Council' buildings project and is also pursuing the feasibility of a Whytes Gully Renewable Energy facility with a 1MW Power station. • Action E12 (E13): Council is investigating accessing renewable energy for its electricity contract as part of a regional PPA • Actions C1-C6: Actions to support businesses and industry access renewable energy will be explored through future CCMPs as Council works to understand opportunities to engage with businesses and industry and how council can support them, through establishment of networks and partnerships proposed in this draft CCMP.	No action required.
22	Extend FOGO	11	 Extend FOGO to cafes and restaurants, and supermarket chains Require all leases to have a FOGO contract Install public place recycling/FOGO collection 	Private businesses do not pay the Council waste levy and hence the FOGO program for the Wollongong LGA is for residents only. Commercial businesses such as cafes and restaurants are responsible for their own waste management. There are several local	Inclusion of new action as follows: • Action C6: Design and implement a business engagement program to determine how to



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			Lead the adoption of food waste reduction targets in the commercial sector and support pilot programmes that help the commercial sector to improve their food waste avoidance practices and facilitate the transition to alternatives to landfill disposal.	contractors that can accept organic waste dependent on the waste stream. Notwithstanding this the following actions in the draft CCMP seek to address these issues: • Action C3: Council also intends to engage with businesses through the Illawarra Business Chamber to identify and understand how we can assist them to adopt more sustainable practices. • Actions C4 and C5: Explore opportunities for small businesses to use and participate in the NSW Government's Sustainability Advantage Program and NSW Energy Savings Scheme. Despite these actions it was recognised that there was an opportunity to introduce a new action in response to the feedback (see next column).	best assist them in emissions reduction, including determining needs, barriers and knowledge gaps
6	Sustainable Procurement	10	 Prioritise low emissions suppliers in council supply chains. Review of WCC procurement policy to encourage climate mitigation by its prospective suppliers. Supporting supply chains who are carbon neutral is a start. Require recycled content in procurement including post-consumer recycled paper. 	Council's Sustainable Procurement Policy supports sustainable practices and minimises environmental impact in the procurement of goods and services. Council also has a Procurement Procedure Management Policy which states Council staff must follow the waste hierarchy of avoid, reduce, reuse and recycle to endeavour to minimise the volumes of goods and services procured. When undertaking procurement activities environmental considerations should be part of the overall assessment including, but not limited to: only purchase goods or services when necessary, where available purchase	No action required.



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				goods with recycled content, are recyclable, have minimal and recyclable packaging, are energy and/or water efficient, minimise greenhouse gas emissions, are sustainably produced (for example food, timber, paper etc), and minimise transport impacts. Council's copy paper is Planet Ark 100% recycled content carbon neutral paper. The following action in the draft CCMP also seeks to address this issue: Action L9: Council will strengthen the sustainability provisions and procedures in its Sustainable Procurement Policy.	
19	Public transport	10	 Council has an important role in educating and advocating for better public transport in Wollongong What's missing from the transport statement is master planning a city to reduce the reliance on cars. Transport is important but a large emitter of greenhouse gases. Council could encourage Transport NSW to use Electric or biofuel buses, encourage Transport NSW to schedule more buses, more trains, even a metro style service, and campaign to encourage more public transport use Sydney has shown its ability to use electric buses. This is absolutely something we should at the very least trial. 	Council will continue to support efficient and effective public transport will continue, the following actions in the draft CCMP also seek to address this issue: • Action T10: Council to continue to pursue the State Government investment in improved public transport services, particularly the improved efficiency of current train system and commute to Sydney; increase number of trains, commuter parking and faster rail; improved accessibility of all public transport services for people of all abilities; better connectivity between different modes of public transport; and, increase funding provided to local councils for active transport and public transport options. • Action T11: Council will lobby the NSW Government to implement actions from	No action required.



Issue No.	Issue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
			 Public Transport options are inadequate and important for equity and the climate. Train from Wollongong to Campbelltown and Parramatta, better train services to Sydney Efficient clean affordable public transport is essential in providing an alternative to the private vehicle. I love and regularly use the free bus to Fairy Meadow. Extend the shuttle buses to southern areas Improvements in public transport go hand-in-hand with discouraging the use of private vehicles - not everyone will be able to cycle 	 Future Transport Strategy 2056, which is aimed at harnessing rapid change and innovation. Action T5: continuation of the Wollongong Free Shuttle Bus. Action T6: Council will work with Transport NSW to explore opportunities to enhance the free shuttle bus route to other areas. 	
7	Council staff initiatives	9	 Train Council staff in carbon accounting and ensure full staff climate change in-servicing. E-bike salary package for council staff. Add KPIs relating to climate change actions to Senior staff linked to salary. Increased resourcing for mitigation actions. WFH policy developed for Council and major city employers. 	Council is committed to building the internal capacity of staff on climate change mitigation, the is demonstrated by the following actions in the draft CCMP: Action L23 (L25): aims to raise awareness to ensure that climate change is embedded into policies, strategies and service delivery. • Action L24 (L26): aims to educate staff on waste education, resource recovery and energy savings behaviours within the workplace. • Action L4: Council will initiate an organisational review of Council decision making processes, policies and operational practices to ensure alignment with the	No action required.



Issue No.	lssue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
				Climate Emergency Declaration and net zero emissions targets.	
				 Action L2: Council will establish a steering committee with representation from senior management across all divisions of Council to have responsibility for the implementation of climate change actions. A Project Steering Committee, and three project control groups addressing climate action have already been formed and are working towards implementing actions from this Draft CCMP. 	
28	Community Forum / Summit	9	 Enhance community education by conducting regular community forums and workshops to share Council's vision for meeting its targets, provide information and strategies for individual, household, business and community climate change mitigation and to foster preparation around future climate change impacts. Host climate mitigation forum/summit for business and education institutions. Sponsor Business Renewables Centre to run a PPA boot camp for business in Wollongong. 	The following action in the draft CCMP seeks to address this issue: • Action C6 (C7): Council will design and implement a community engagement program to determine how best to assist them in emissions reduction, including determining needs, barriers and knowledge gaps. The comments on climate change mitigation forum/summit and information sessions for business, residents and education institutions will be passed on to the relevant staff to be considered as part of the engagement program.	No action required
8	Expert Reference Group	7	 Establish and fund an expert-led Climate Change taskforce. Expert reference group - council, groups, academics, community to review best practice. 	Council is committed to regional collaboration and working closely with our community and businesses. The following action in the draft CCMP also seeks to address this issue:	No action required.



Issue No.	Issue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
			Zero emissions task force that enables collaboration and information sharing between businesses and community organisations.	Action L21 (L23): Council will continue to work with other agencies including Local and State Government, universities, industry and community organisations to network, learn and share information on low carbon strategies. Where required, Council will seek recommendations from scientific and carbon mitigation experts.	
14	Solar on Council buildings	7	More solar on Council buildings.	As highlighted above, Council has already installed 327kW of solar PV systems on its facilities, further work in this area is supported by the following actions in the draft CCMP: • Action E9 (E10): Implementation of a 'Solar on Council Buildings' project. • Action E13 (E14): Council will monitor the performance of its solar PV systems. This will allow Council to undertake further costbenefit analysis for other buildings to ensure the best use of Council resources.	No action required.
23	Waste Infrastructure	6	 Council should advocate for a comprehensive modern facility for waste processing, recycling and alternative product manufacturing Support the set-up of a PV recycling industry in Wollongong Renovate the Whytes Gully Community Recycling Centre to be best practice. Currently range is very limited 	The Wollongong Waste and Resource Recovery Strategy addresses both infrastructure and education needs. Wollongong City Council's Economic Development Strategy (EDS) 2019-29 sets out a plan to grow 10,500 net new jobs within the Wollongong LGA by 2028. The EDS recognises Wollongong's fast changing and diversifying advanced manufacturing sector, with significant operations in industrial, chemicals,	Inclusion of new action as follows: • Action L19: Council will advocate and investigate opportunities to attract green industries to the Wollongong Local Government Area.



Issue No.	Issue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
			Support the expansion of an undercover storage at the Wollongong Revolve shop so that more furniture can be rescued and sold.	mining, defence, construction, textiles and food and beverage as well as exploring opportunities in emerging fields such as renewable energy. Despite these current Council activities, it was recognised that there was an opportunity to introduce a new action in response to the feedback (see next column).	
9	Partnership with University of Wollongong	5	 Partner with UOW to find innovative solutions to emissions reduction. Use their expertise, access data and research which otherwise might be costly to obtain. It would be great if these activities of council could be used to encourage similar actions from UOW. Establish a Climate Innovation program between Council and UOW to create mutually beneficial outcomes across all disciplines. 	The following action in the draft CCMP seeks to address this issue: • Action L21 (L23): Council will continue to work with other agencies including Local and State Government, universities, industry and community organisations to network, learn and share information on low carbon strategies.	No action required.
15	Solar program for residents	5	 Develop and deliver a community program to at least 2000 residents encouraging the installation of new solar panels by July 2022. More solar across residential, commercial and industrial. WCC should consider a loan facility to encourage this. 	The delivery of the suggested program is not considered feasible in the timeframe of the draft CCMP. This action will be included for consideration in the next CCMP 2022-2026. Awareness of the benefits of solar will be addressed through the environmental education plan currently being developed. The NSW Government are also active in promoting the benefits of solar power through their 'Energy Saver' program.	No action required.



Issue No.	Issue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
25	Community gardens / local food production	4	 Community gardens A focus on local and public food growing would reduce food miles and encourage productive greening of public and private spaces. Subsidising and encouraging local food production. Urgently update the Illawarra Regional food strategy 2013 – 2018 and resource the implementation of the many strategies in plan that are relevant to a reduction of greenhouse gas emissions. Adequately support and resource regional food collaborations 	Council's Environmental Sustainability Strategy is currently under review and will examine actions that Council can take to promote food security, within Council's sphere of influence and area of responsibility. The following actions in the draft CCMP also seek to address these issues: • Actions C12 (C14) and C13 (C15): Continued support for establishment and operation of community gardens on public lands and review of Community Gardens Policy and procedures. • Action C10 (C12): The Urban Greening Strategy is investigating the establishment of food trees on verges. • Action C10 (C12): The Environmental Education Plan will consider food security awareness.	No action required.
29	Adaptation	3	 Fire, coastal inundation. Lobby to State Government and make public on the legal cost of climate change and adaptation costs and risks. I really strongly believe that climate justice should feature in this plan - it is not enough to act on climate change if those actions reinforce the injustices that already exist in our society. Frontline communities are feeling the impacts of climate change first and worst - their voices must be at the centre of climate action, and we must work 	A contemporary Climate Change Adaptation Plan is currently being developed that is envisaged will address these issues. The following actions in the draft CCMP also seek to address these issues: • Action L14 (L15): Council will advocate to the State and Federal Governments to declare and act on the climate emergency. • Actions C6 (C7): Council will design and implement a community engagement program to assist them with emissions	Inclusion of new action: • Action C10: Consider the establishment of a climate action community reference group following the 2021 Local Government elections, to provide input, feedback and community perspective on



Issue No.	Issue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
			towards environmental and climate justice so we can all enjoy a green future.	reduction, including determining needs, barriers and knowledge gaps. • Action C7 (C8): Continue to engage with the Aboriginal communities to learn from their practices and incorporate into sustainable living programs. • Action C8 (C9): Connect with community groups to share information and work together. Despite these actions it was recognised that there was an opportunity to introduce a new action in response to the feedback (see next column).	Council's climate action activities and programs
	Other Comments		 Electric vehicles get power from burning coal. When you consider the cost to the environment of producing the vehicle and getting rid of it at the end of its life, petrol cars are more environmentally friendly than hybrid or electric. Stop using concrete in footpaths and buildings 	Council understands that the environmental benefit of electric vehicles is somewhat dependent on the source of energy. The electricity grid continues to increase its access to renewable and green electricity, consequently the emissions produced by electric vehicles will reduce over time. Council is being proactive in this regard and facilitating the provision of infrastructure in order to support this evolution. In addition, research has identified that EVs produce less emissions than standard internal combustion engine (ICE) vehicles in their operation due to their efficiency in converting fuel energy into power.	No action required
				Noted. Council staff continue to monitor and research initiatives that have the potential to	No action required



Issue No.	Issue/Theme	No. of Submissions	Key Comments	Response (Blue text represents the new action number in the final document)	Proposed changes
			and be informed by NSW Decarbonisation Innovation study	improve council operations and reduce emissions for Council and the city.	
			Renew Illawarra has two websites developed- The MOST EFFECTIVE pathways to zero emissions; Wollongong Community Power	Noted.	No action required
			Council has poor sustainability record	Council has gone above and beyond the commitments required under the Global Covenant of Mayors, in adopting an emissions reduction target for its own operations as well as a target for the city. By committing to an aspirational target of net zero emissions by 2030 for Council operations, Council is demonstrating leadership for the city and supporting its recent declaration of a State of Climate Emergency.	No action required
				In developing and delivering on the CCMP Council is aiming to reduce emissions for its operations and city. Moreover, Council has reviewed its Environmental Sustainability Strategy with the view of providing contemporary strategic guidance for Council's operations and services.	



Summary of proposed changes to draft CCMP

As identified above, a number of changes to the draft CCMP are proposed in response to the feedback from public exhibition. These changes include both wording modifications to actions and the addition of new actions and are detailed in Tables 5 and 6 below.

Table 5: Proposed wording changes to draft CCMP

Original action wording	New action wording
L12 Amend the Wollongong Development Control Plan to ensure it supports any future updates to the energy efficiency requirements within the National Construction Code.	L12 Amend the Wollongong Development Control Plan to ensure it supports any future updates to the energy efficiency requirements within the National Construction Code and the outcomes of the 'Energy efficiency and emissions standards for new commercial buildings' survey being undertaken by the Department of Industry, Science, Energy and Resources.
L20 Pursue the inclusion of a sustainable home in an urban release display village.	L20 Pursue the development of a virtual sustainable home to promote sustainable urban residential building options.
L25 Maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions. This data will inform decision making and help track on individual projects and towards corporate goals.	L27 Continue to maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions. This data will inform decision making, help track individual projects and Council's journey towards corporate goals and will be shared with the community.
C3 Work collaboratively with Illawarra Business Chamber to assist their members to adopt more sustainable practices and promote positive outcomes.	C3 Work collaboratively with Illawarra Business Chamber to assist their members to adopt more sustainable practices and promote positive environmental and financial outcomes.
C17 Continue to monitor the emissions Wollongong LGA and share it with the community.	C19 Continue to monitor the emissions Wollongong LGA and share it with the community including the data used to develop the emissions profile.
energy consumption data from energy providers to track growth and energy use over time. removed and incorporated into: L25 (now L27) Maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions. This data will inform decision making and help track on individual projects and towards corporate goals.	L27 Continue to maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions. This data will inform decision making, help track individual projects and Council's journey towards corporate goals and will be shared with the community.



Table 6: Proposed new actions for inclusion in draft CCMP

New Actions

- L14 Prepare subsequent Climate Change Mitigation Plan 2022-26.
- L19 Council will advocate and investigate opportunities to attract green industries to the Wollongong Local Government Area.
- L29 Monitor and report on the implementation of the Climate Change Mitigation Plan 2020.
- **L27** Support Council facility managers to understand and implement sustainability practices such as reduced energy, water use and waste.
- **E3** Investigate opportunities for Council to participate in the 'Sustainability Advantage' program for its facilities.
- **C6** Design and implement a business engagement program to determine how to best assist them in emissions reduction, including determining needs, barriers and knowledge gaps.
- **C10** Consider the establishment of a climate action community reference group following the 2021 Local Government elections, to provide input, feedback and community perspective on Council's climate action activities and programs.



Recommendation

An updated draft CCMP has been prepared based on the outcomes of the public exhibition process (Attachment 2). The updated draft CCMP identifies 98 actions for Council to deliver over the next two years to reduce its emissions and to support the community to reduce their emissions. It includes actions to establish partnerships with government, business, industry and community groups, undertake required research and pilot projects within our community and to roll out some key projects to reduce Council's emissions.

Actions are classified as either:

- Direct actions to reduce emissions (eg installing solar panels, diverting organic waste from landfill, landfill gas capture), or
- Enabling actions to provide support and frameworks for Council and the community to reduce emissions (eg implementing strategies, policy change, collaboration and education).

Emission reduction projections remain the same in the updated draft CCMP. Delivery of direct actions alone, is expected to reduce the annual emissions of Council operations by 25% (~35,200 tonnes CO2-e pa). In addition, there is a significant number of direct actions where projected emissions reductions are unable to be calculated at present but once implemented and operating, savings will be more easily calculated. There is a vast array of enabling actions, all of which will contribute to achieving Council and the Wollongong LGA's emissions reduction targets.

A subsequent CCMP will be prepared for 2022 and beyond, informed by the updated emissions profiles, project status, the availability and feasibility of new technologies, any new opportunities or threats and ongoing collaboration with the community of Wollongong.



Appendix A: Frequently Asked Questions

FAQs

What is Climate Change Mitigation?

Climate change mitigation refers to efforts to reduce or prevent emission of greenhouse gases. There are several different pathways that we as a community can take to reduce emissions. This includes renewable energy sources, energy efficiency programs, reducing waste, reducing transport emissions and carbon capture technologies.

What does our emissions inventory look like?

An emissions inventory is essentially a stocktake of our city's current greenhouse gas generations by source and sector, which shows how and where emissions are being generated. Across our Local Government Area our largest source of emissions is electricity and gas generation, which is also known as stationary energy. Given our strong industry base, up to 72% of our community emissions total emissions are from industry related activities. Council operations are responsible for only 5% of our city-wide emissions but Council is committed to demonstrating leadership on climate change.

What types of actions are in the Plan?

This Plan is for the period 2020-2022 and there are 92 actions for Council to reduce its own emissions and to support the community and businesses to reduce theirs. The actions are separated into 6 themes - Climate Change Leadership and Planning, Energy efficiency and Renewable energy, Transport, Waste, Trees and Vegetation and Working with our Community. This Plan prescribes actions for delivery for the next two years and includes actions to establish partnerships with government, business, industry and community groups, undertake required research and pilot projects within our community, and to roll out some key projects to reduce Council's emissions.



Who is responsible for implementing the actions in the Plan?

This Plan is a Council focused action plan to reduce greenhouse gas generation in line with the emission reduction target of net zero emissions by 2030 for Council operations. We will lead by example and implement actions to reduce our environmental impact and emissions from Council operations.



No actions have allocated to other organisations or groups but there are many actions involving creating partnerships, collaboration and engagement with all sectors. Council will also fill a stewardship and advocacy role to assist the community, business and industry to reduce their emissions to move towards the net zero emissions by 2050 for the City of Wollongong.

Why is it only two-year Plan?

It is an initial two-year Plan (2020-2022) to focus on important actions and projects happening right now, and the development of important collaborations, partnerships, research and strategies that will be required for us all to move towards net zero emissions. We know this is a short timeframe, but the Plan aims to set the scene for how Council intends to move forward with meeting the emissions reduction targets and supporting the city to meet its targets.

It is the first of many plans to strive to meet the targets, with each new plan being informed by regular re-inventories of Council and City of Wollongong emissions. The next inventory of emissions is set to be conducted in 2022. A new Climate Change Mitigation Plan for 2022-2026 will then be developed based on these new inventories, progress from this current plan, success stories, and research. As new technology evolves, we will be seeking opportunities to use it to assist in achieving our target.



What impact will implementation of this Plan have on our emissions?

Where adequate information was available, actions aimed at directly reducing emissions from Council's operations were subject to a calculation of the expected emissions reduction. From these actions alone, it is expected that the annual emissions of Council operations will be reduced by 25% in the next two years, many attributed to management of waste.

The Plan also includes a vast array of enabling actions, which will indirectly contribute to Council's and the City of Wollongong emissions reduction targets through supporting strategies, education, monitoring and reporting. While the impact of these actions is not currently able to be quantified, future plans will further investigate expected emissions reductions as monitoring tools and data become more readily available.



What engagement have we done to date?

Community engagement on climate change mitigation was undertaken through the engagement activities for the draft Sustainable Wollongong 2030: A Climate Healthy City Strategy and for the emissions reduction targets. The community told us their priorities are renewable energy used in Council operations, businesses and the community, sustainable transport options, less waste to landfill including FOGO, landfill gas capture, more trees planted and for Council to demonstrate leadership in relation to climate change. We have used this feedback and priorities to develop the 6 themes and actions for this Plan. A refining workshop was also held to further review community ideas and strategies to shape the draft Plan. We now want to hear your thoughts and check that we got it right.

What happens after the public exhibition period ends?

All feedback received will used to make amendments to the draft Plan, which will then be submitted to Council for endorsement later in the year.

What about climate adaptation?

This Plan focuses on climate change mitigation only i.e. reducing greenhouse gas emissions. A separate 'Adaptation' plan will be prepared to address adapting to any unavoidable impacts of climate change as they occur.

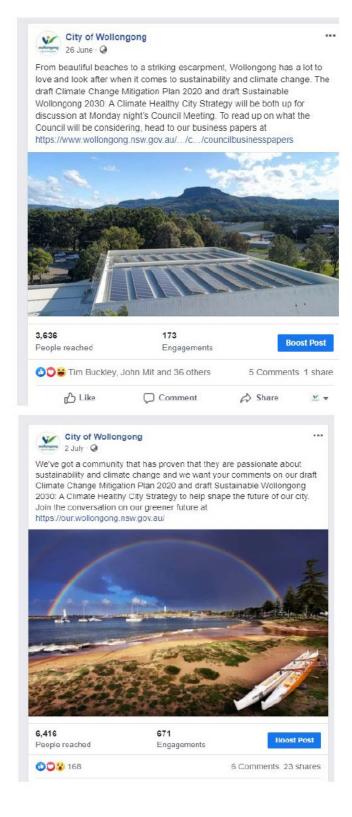


Appendix B: Online Feedback Form

1. Do you support the implementation of the draft Climate Change Mitigation Plan? 2. Please tell us why? 3. Climate Change Leadership and Planning This theme relates to: Council will demonstrate leadership and improve planning processes to encourage reduction of greenhouse gas emissions Do you support this theme? 4. Please tell us why? 5. Energy and Efficiency This theme relates to: Council will reduce greenhouse gas emissions by using renewable energy and improving energy efficiency of its buildings, facilities and streetlights Do you support this theme? 6. Please tell us why? 7. Transport This theme relates to: Council will reduce greenhouse gas emissions from its fleet and support the community to reduce emissions through their transport choices Do you support this theme? 8. Please tell us why? 9. Waste This theme relates to: Council will reduce greenhouse gas emissions from waste in landfill through waste avoidance, minimisation, diversion and gas capture 10. Please tell us why? 11. Trees and vegetation This theme relates to: Council will protect and enhance vegetation to cool our city and increase absorption of greenhouse gases Do you support this theme? 12. Please tell us why? 13. Working with our community This theme relates to: Council will support the community of Wollongong to reduce emissions. Do you support this Do you support this theme? 14. Please tell us why? 15. Do you have any other comments on the draft Action Plan that are relevant to the two year time frame?



Appendix C: Social Media









Appendix D: Media Coverage

Media promotions are related to the exhibition of the Sustainable Wollongong 2030: A Climate Healthy City Strategy and the Climate Change Mitigation Plan, through various forums, as outlined in Table 7.

Table 7: Media promotion links

Media Forum	Link	
Bang the Table website mention	https://www.bangthetable.com/blog/how-community-is-shaping-wollongong-city-councils-net-zero-future/	
National Tribune	https://www.nationaltribune.com.au/fired-up-for-fogo-this-november-wollongong/	
Mirage	https://www.miragenews.com/fired-up-for-fogo-this-november-wollongong/	
Illawarra Mercury	https://www.illawarramercury.com.au/story/6006925/learn-about-sustainable-living-at-wollongong-forum/	
Global Covenant of Mayors Blog	https://www.gcom-oceania.org/news-blog/2020/8/25/community-the-heart-of-wollongongs-sustainability-future	
Illawarra Mercury	https://www.illawarramercury.com.au/story/6802624/how-wollongong-will-change-over-next-2yrs-to-tackle-climate-emergency/	
ABC news	https://www.abc.net.au/news/2019-12-11/wollongong-steel-city-commits-to-become-carbon-neutral/11785378	
CPP website mention	https://citiespowerpartnership.org.au/partners/wollongong-city-council/	
The Greens website mention	https://www.illawarragreens.org.au/our_successes	
GCoM website mention	https://www.globalcovenantofmayors.org/cities/wollongong/	
Why Not Wollongong	https://whynotwollongong.wixsite.com/climateplan/our-story	
Wollongong Power	https://www.wollongongpower.org/	
Wollongong Council	https://www.wollongong.nsw.gov.au/whats-on/news-and-alerts/news/news/august-2020/solar-panels-to-be-installed-on-council-carpark	
Wollongong Council	https://www.wollongong.nsw.gov.au/whats-on/news-and-alerts/news/news/june-2020/boosting-wollongongs-liveability	



Appendix E: List of external stakeholders emailed regarding the exhibition

Landcare Illawarra

Helensburgh & District Landcare Group

Tullimbah Land Care Stop CSG Illawarra

AYCC

Wollongong Climate Action Network Illawarra National Parks Association

Surfrider Foundation Illawarra First members Peabody Metropolitan Mine Illawarra Coal - South 32 Wollongong Coal

UOW

Port Authority of NSW

Bluescope

Illawarra Business Chamber

i3net UDIA

Property Council

RDA

Renew Wollongong

Wilderness Society Illawarra

Wollongong Climate Action Network (WCAN) Bella and the Break Free Illawarra Climate

Coalition

Sustainable Illawarra Julia Barnes

Food Fairness Illawarra

Lee Evans MP
Stephen Jones MP
Ryan Park MP
Paul Scully MP
Gareth Ward MP
Hon Sharon Bird MP
Anna Watson MP

Wollongong City Lord Mayor and councillors

ALESCO Illawarra

Aspect South Coast School Austinmer Public School Balgownie Public School Bellambi Public School Berkeley Public School Berkeley West Public School

Berkeley West Public School
Bulli High School
Bulli Public School
Cedars Christian College
Coledale Public School
Coniston Public School
Corrimal East Public School

Corrimal High School
Corrimal Public School
Craig Davis College
Cringilla Public School
Dapto High School
Dapto Public School

Edmund Rice College (Boys)
Elonera Montessori School
Fairy Meadow Public School
Farmborough Road Public School
Figtree Heights Public School

Figtree High School Figtree Public School

Five Islands Secondary College

Good Samaritan Catholic Primary School

Gwynneville Public School Hayes Park Public School Helensburgh Public School

Holy Cross Catholic Parish Primary School

Holy Spirit College Illawarra Christian School Illawarra Hospital School Illawarra Sports High School Kanahooka High School Keira High School Keiraville Public School Kemblawarra Public School Koonawarra Public School Lake Heights Public School Lakelands Public School

Lindsay Park Public School

M.E.T. School

Mount Brown Public School Mount Keira Public School Mount Kembla Public School Mount Ousley Public School Mount St Thomas Public School Nareena Hills Public School Otford Public School Para Meadows School

Pleasant Heights Public School Port Kembla Public School Primbee Public School Russell Vale Public School Scarborough Public School Smiths Hill High School

St Brigid's Catholic Parish Primary School St Columbkille's Catholic Parish Primary School



St Francis of Assisi Catholic Parish Primary School St John's Catholic Parish Primary School St Joseph's Catholic Parish Primary School St Mary Star of the Sea College St Mary Star of the Sea College (Girls) St Michael's Catholic Parish Primary School

St Patrick's Catholic Parish Primary School St Pius X Catholic Parish Primary School St Therese Catholic Parish Primary School Stanwell Park Public School

Tarrawanna Public School The Illawarra Grammar School Thirroul Public School Towradgi Public School Unanderra Public School Waniora Public School Warrawong High School Warrawong Public School Windang Public School

Wollongong Flexible Learning Centre

Wollongong High School of the Performing Arts

Wollongong Public School
Wollongong West Public School
Woonona East Public School
Woonona High School
Woonona Public School
Woonona East Public School

11 individuals that have provided previous

submissions or correspondence

Email

Good afternoon

I am writing to let you know that Council has two documents on public exhibition that may be of interest to you.

• Draft Climate Mitigation Action Plan

We've developed a Draft Climate Change Mitigation Plan 2020-2022 in a commitment to reduce emissions from Council operations and for the City of Wollongong to move towards becoming a low emissions City. <u>Let us know whether you support the Plan</u> and six themes for action by **12 August 2020.**

• Draft Sustainable Wollongong: A Climate Healthy City Strategy

With ideas from the community, we've developed a strategy to focus our environmental sustainability priorities and provide direction for Council's operations. We'd like to find out whether you support the vision and priority areas. Read the draft Strategy, then complete the survey by 12 August 2020.

We look forward to receiving any feedback you may have.



File: CST-080.012 Doc: IC20/503

ITEM 5

POST EXHIBITION - SUSTAINABLE WOLLONGONG 2030: A CLIMATE HEALTHY CITY STRATEGY

The inaugural Environmental Sustainability Strategy was adopted by Council in 2014 and to date has guided the development and delivery of various plans, strategies and programs.

More recently Council has undertaken a number of initiatives to promote the long-term environmental sustainability of the city, including membership of the Global Covenant of Mayors and Cities Power Partnership Program, declaration of a Climate Emergency and adoption of emissions reduction targets for the city and Council's operations.

Given Council is committed to creating a sustainable and climate resilient city, a review of its Environmental Sustainability Strategy 2014-2022 was undertaken. The result was the development of the draft Sustainable Wollongong 2030: A Climate Healthy City Strategy (draft Strategy) which aimed to provide high-level strategic direction for Council's activities and programs.

At its meeting of 29 June 2020, Council endorsed the draft Strategy for public exhibition. The draft document was exhibited from 1 July to 12 August 2020. The exhibition resulted in 41 submissions from the community, which included 33 online feedback forms and 8 written submissions.

In response to the submissions, an updated draft Strategy has been prepared, which includes the addition of one new sustainability outcome, four new actions to address issues such as vertebrate pest and weed management, food security and content additions to several priority areas. Minor wording and formatting changes have also been made throughout the document.

This report recommends that the updated draft Sustainable Wollongong 2030: A Climate Healthy City Strategy be adopted by Council to supersede the Environmental Sustainability Strategy 2014-2022 and that the Environmental Sustainability Policy be repealed.

RECOMMENDATION

- 1 The updated draft Sustainable Wollongong 2030: A Climate Healthy City Strategy, as attached in this report, be adopted by Council.
- 2 The existing Environmental Sustainability Policy be repealed.

REPORT AUTHORISATIONS

Report of: Chris Stewart, Manager City Strategy

Authorised by: Linda Davis, Director Planning + Environment - Future City + Neighbourhoods

ATTACHMENTS

- 1 Sustainable Wollongong 2030: Submissions in Reply Report
- 2 Updated draft Sustainable Wollongong 2030: A Climate Healthy City Strategy

BACKGROUND

Development of the draft Strategy

Council's inaugural Environmental Sustainability Strategy 2014-2022 (2014 Strategy) has guided the development and delivery of various plans, strategies and programs, to promote the environmental sustainability of Council's operations and the city since its adoption.

In August 2017, Council became a signatory to the Global Covenant of Mayors for Climate and Energy (GCoM), which commits Council to a series of activities to achieve a resilient and low-emission society.

Subsequently, Council has completed an inventory of the city's emissions sources and set emissions reduction targets for the community and Council's own operations. Council has also declared that we are in a state of climate emergency which requires urgent action from all levels of government. To support this and our GCoM commitments Council has also joined the Cities Power Partnership (CPP).



At its meeting on 25 June 2018, Council considered a report on the Environmental Sustainability Policy review and resolved -

That the item stand deferred until it can be reviewed in conjunction with the Environmental Sustainability Strategy.

In completing a review of the 2014 Strategy and associated policy, Council staff undertook a comprehensive engagement process throughout 2019 and in early 2020, further information on this process is provided in the consultation and communication section of this report. Based on the outcomes of this process the draft Strategy was prepared, which aimed to address and respond to community issues, priorities and sentiment.

The draft Strategy provided a high-level strategic direction for Council's activities and programs. It prescribed a suite of high-level actions to be delivered through the supporting documents, plans and programs across six priority areas and associated goals, in addition to actions to address gaps in Council's current programs.

Public Exhibition

At its meeting on 29 June 2020, Council considered a report on the draft Strategy and resolved -

- 1 The draft Sustainable Wollongong 2030: A Climate Healthy City Strategy be placed on public exhibition for a period of 42 days.
- 2 Following public exhibition, a further report be provided to Council on the submissions received and any amendments proposed, seeking adoption of the Strategy.

Engagement and promotion of the Strategy through the public exhibition process included the following -

- A community engagement webpage and information sent to customer service -
 - Copy of draft Strategy
 - Frequently Asked Questions (FAQs)
 - Online feedback form
 - Open Q&A which allowed participants to ask questions and receive a response.
- Media promotion -
 - Facebook
 - Media releases
- Email to 178 external stakeholders
- Email to persons on the register of interest
- Internal consultation through the Climate Action Working Groups and specific technical staff.

Due to COVID-19 restrictions no community sessions were able to be conducted and access to information through Council's libraries was not possible.

Outcomes of the exhibition

The response to the exhibition was as follows -

- 283 people visited the project page on Council's engagement website
- 156 people downloaded the draft Strategy or FAQ sheet
- A total of 41 submissions were received -
 - 33 submissions through the online feedback form
 - 4 group written submissions; Citizen Climate Lobby, Food Fairness Illawarra and Neighbourhood Forum 5 (x2)
 - 4 individual written submissions
- 98% of submissions were supportive of the draft Strategy, which equates to 40 out of 41 submissions. The unsupportive submission did not believe in climate change but was supportive of the priority areas to reduce water consumption and waste



- There was significant support for the Vision and the six priority areas
- Many submissions requested minor additions, amendments or suggested other potential considerations for inclusion in the Strategy.

A summary of the top ten issues and response is provided in Table 2 under the Consultation and Communication heading. A detailed Submissions in Reply Report is also provided (see Attachment 1).

Many of the issues raised were already actions or information included in the Strategy or in associated strategies and plans. This includes:

- climate change mitigation and resilience
- FOGO
- environmental education
- · working with our community
- natural disasters
- water conservation
- advocacy.

Notwithstanding this, Council staff determined some changes to the Strategy were warranted, being wording amendments, the addition of new actions and a new sustainability outcome.

PROPOSAL

As identified above a number of changes to the draft Strategy are proposed in response to the feedback from public exhibition, these changes include both wording modifications to actions and the addition of new actions/ sustainability outcomes, summarised as follows -

- Simplifying wording in the vision
- Minor wording changes to some of the priority area and associated goals
- Changes to the ESD commentary and the addition of SDG 6 Clean Water and Sanitation
- Addition of information about the transition to a renewable economy
- Changes to the wording of action T6 working with the Aboriginal community
- Changes to actions C4 and C5 as they were duplicate actions
- Addition of equitable access to energy to action E6
- Addition of information about vertebrate pest management and more detail about food security
- Addition of actions about weeds and vertebrate pest management and food security
- Addition of a pest species sustainability outcome
- Addition of relevant SDGs and numbers to each of the priority areas
- Addition of numbers to actions in each Priority Area.

There are now 34 sustainability outcomes (previously 33) and 42 high level actions in the strategy (previously 40). Other minor wording changes throughout the document have been made to clarify statements and simplify wording. The revised vision for the Strategy is -

Together, we're creating a healthy and sustainable future for all. Wollongong is a thriving, low waste, low emissions city in harmony with its environment.

The draft Strategy documents the global, national, state and local context for sustainability action, the role of Council and identifies the six (6) priority areas for action (see Table 1 below). Each of the priority areas has a goal that depicts what a sustainable Wollongong will look like and a series of sustainability outcomes for us to strive toward.



Table 1: Priority Areas in the draft Sustainable Wollongong 2030: A Climate Healthy City Strategy

Priority Area	Goal
A city whose council shows leadership	Environmental and climate leadership underpins Council decision-making and service delivery which inspires the same in others
A city that works together	Together we protect our environment, reduce emissions and increase our resilience to climate change
A low emissions city	We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city
A city in harmony with our environment	Our ecosystems and waterways are enhanced, our urban areas are cooler and greener and our community is connected to our natural environment
A low waste city	Our community only take what they need, reuse and recycle what they can and are aware of the resources that they consume
A climate and water resilient city	Our infrastructure and community can adapt to a changing climate and water is valued as a vital natural resource

Strategy Delivery

A suite of high-level actions have been developed for each of the priority areas in the draft Strategy. It is envisaged that the implementation of these actions will contribute to achieving the goals and sustainability outcomes in the draft Strategy and will result in measurable improvements for our environment and the resilience of our city.

Council's Integrated Planning and Reporting Framework will provide accountability to the community and other key Council stakeholders, through the Quarterly and Annual Reports which document our progress in implementing the Delivery Program and Operational Plan.

It is also intended to develop a 'Sustainability Dashboard' to measure the outcomes of the programs/actions that we implement and measure our progress towards the targets identified in the draft Strategy and ultimately achieving the goals. By using an outcomes framework, we can regularly monitor and report on the impact that we are having.

Environmental Sustainability Policy

In 2014, Council adopted an Environmental Sustainability Policy ('Policy') to complement the 2014 Strategy. The Policy is high level and does not directly influence operations or projects. Given the lack of direct relationship or applicability of the Policy to specific works or operations its effectiveness is questioned.

Climate change and broader sustainability considerations have been included in the draft Strategy. Additionally, both the draft Strategy and draft Climate Change Mitigation Plan include actions to undertake a wider policy and supporting document review to incorporate sustainability and climate provisions into all Council decision making. It is considered that this bespoke approach will be much more effective in integrating environmental sustainability into Council's operations and services.

It is therefore recommended that the existing Policy be repealed.

CONSULTATION AND COMMUNICATION

The Submissions in Reply Report (Attachment 1) includes detailed analysis of the online feedback and written submissions received and the proposed responses. Comments from the submissions were categorised into 51 unique themes or issues.

A summary of the top ten issues and a proposed response is provided in Table 2 below:



Table 2: Summary of the top comments from the online feedback and written submissions and proposed response

Issue Category	Summary	Proposed Response
Strong support for the vision, each of the priority areas and for Council demonstrating leadership and working with the community	 Climate and environmental considerations should underpin all decision making at all levels of government, as they underpin everything we do - our lives literally depend on it. Climate change is the biggest threat to mankind and we need strong political leadership and action. We as a community need to protect our environment, reduce emissions and increase resilience to climate change in order to have a healthy environment for our children and grandchildren, and the rest of the world. 	Council is committed to showing leadership and working with our community, businesses and government agencies to create a climate healthy and sustainable Wollongong. Leadership and working with the community actions are covered by Priority Areas 1 and 2 and are addressed by seven actions in each priority area as well as the implementation of existing plans and strategies. Changes: Some wording clarifications were made to the vision and priority areas. Information was added in relation to support for businesses and transitioning
Recycling and FOGO	 Stronger targets in relation to recycling. Roll out FOGO across the LGA. Stronger commitment by Council to include recycled content materials in procurement. Develop comprehensive recycling and reprocessing facilities in the LGA (Green industry). 	Council is committed to reducing waste to landfill and increasing resource recovery. The Wollongong Waste and Resource Recovery Strategy includes actions to promote recycling associated with both infrastructure and education. Council continues to plan for and deliver this strategy. The rollout of FOGO has been endorsed by Council and will be undertaken across the LGA during 2020. Commercial businesses such as cafes and restaurants do not pay the Council waste levy and are responsible for their own waste management. There are several local contractors that can accept organic waste dependent on the waste stream. Priority Area 5: A low waste city assists in addressing these issues, specifically the following actions: W1 Deliver the Waste Wise Events program for Council events, in alignment with the Single-Use Plastics Management Policy. W2 Develop a Sustainable Events Guideline for event managers and stallholders to avoid and reduce waste, and reduce water and energy consumption of events. W3 Continue to roll out the Food Organics and Garden Organics (FOGO) program across the City.



Issue Category	Summary	Proposed Response
		W4 Coordinate community environmental programs, such as Rise and Shine, Community Service Order Scheme, Clean Up Australia Day, World Environment Day, Schools Enviro Day, National Recycling Week, International Composting Week and other sustainability/ waste education activities.
		No change required.
Urgent action to reduce emission	 Urgently reducing GHG emissions is the most important thing to keep our planet thriving for future generations. I support low emissions targets, but 2050 is not soon enough. This is not good enough 2050!!!! It should be much sooner with drastic change this could be done by 2030. 	The draft Strategy and the draft Climate Change Mitigation Plan (CCMP) both include priority areas that focus on Council demonstrating climate leadership. The draft CCMP is intended to be the first of many plans which will aim to reduce emissions in our city. There are a number of actions in the draft Strategy and CCMP that detail Council's commitment to climate change
		mitigation leadership. Council has also exceeded requirement of the Global Covenant of Mayors, in adopting an emissions reduction target for its own operations as well as a target for the city. By committing to an aspirational target of net zero emissions by 2030 for Council operations, Council is demonstrating leadership for the city and supporting its recent declaration of a State of Climate Emergency.
		Changes: No change to the Council endorsed target however the draft CCMP has been updated to further address this issue.
Climate Justice and Equity	 Climate justice should feature in this plan - it is not enough to act on climate change if those actions reinforce the injustices that already exist in our society. There is no consideration of equity in this strategy. It should be included in every priority area. 	Equity is included in the strategic context and throughout the strategy. Vulnerable communities are considered in the draft Strategy and specific actions are included in the draft CCMP. Both the draft Strategy and the CCMP strive to ensure that vulnerable communities are not left behind.
	in every priority area.	Changes: Amendment to action E3 - Continue to pursue commitments and actions under the Global Covenant of Mayors for Climate and Energy, including equitable access to energy.
		Update to Priority Area 4 and addition of actions (below) relating to food security –
		 H8 increase the community's knowledge of locations and availability of low cost and free meals.



Issue Category	Summary	Proposed Response
		 H9 Increase local food system resilience through supporting local agencies in their response to food security. H10 Continue to support the establishment of community gardens on appropriate public spaces through the Community Gardens Policy.
Litter	 Enforce litter act and pollution controls on building sites. Install and maintain gross pollutant traps on all stormwater outlets. Create a "fisherman for healthy seas" anti-littering campaign. Facilitate Ocean friendly accreditation program. 	Council's Development Compliance branch undertake site inspections in response to pollution offences, poor sediment controls and other poor environmental measures. Targeted audits are also undertaken in high risk areas such as new subdivisions. These audits provide the ability to provide education to the builders on minor breaches however penalties and/or legal documentation are issued if severe breaches are identified.
		Stormwater quality improvement devices are installed and maintained throughout the city as part of our stormwater management program. This program is reviewed and new devices are added as resourcing allows and according to strategic priorities.
		Council also runs a number of programs to remove litter from our environment where volunteers remove litter from public spaces and record what they collect. This helps us understand sources and volumes of litter in order to target our programs and infrastructure.
		We've installed Fishing Tackle bins at 12 popular fishing locations in our area, thanks to help from Australian Sea Bird Rescue South Coast and West Wollongong Rotary.
		Council is supportive of the Ocean Friendly accreditation program and the work being undertaken by the Surfrider Foundation to reduce litter and the use of single use plastics.
		No changes required.
Single Use Plastics	 Ban Single Use Plastics. Use DA to enforce that shops and shopping centres need to be plastic free. 	Council does not have the ability to ban single use plastics across the LGA. Council is a partner in the Plastic Free Wollongong program, which encourages and provides incentives for residents and businesses to avoid single use plastics.



Issue Category	Summary	Proposed Response
	 Plastic Free Wollongong ran out of grant funding and now seems to be disbanded/occasionally run by volunteers at events. Council should fund it. The single use plastics paragraph could include "working with council leased venues to phase out single use plastics." These venues will not change unless its a condition of their lease 	In addition, Council has a Single Use Plastics Management Policy that aims to ensure that all council run events are delivered without the use of single use plastics. Council continues to investigate to reduce single use plastics from Council operations and will investigate opportunities to included stronger waste and sustainability provisions in leases upon renewal. Council has and will continue to advocate to corporations, state and federal governments regarding the banning of single use plastics.
		The Wollongong Waste and Resource Recovery Strategy includes actions to promote recycling associated with both infrastructure and education. Council continues to plan for and deliver this strategy.
		Priority Area 5: A low waste city also seeks to address these issues, specifically the following actions:
		W1 Deliver the Waste Wise Events program for Council events, in alignment with the Single-Use Plastics Management Policy.
		W2 Develop a Sustainable Events Guideline for event managers and stallholders to avoid and reduce waste, and reduce water and energy consumption of events.
		No changes required.
Water resilience	There is still so much ignorance around reducing water use I see it regularly we need more education and better infrastructure ASAP.	Council will continue to promote water conservation programs within the community and ensure that community facilities and assets are both water and energy efficient.
	 advocate for a desalination plant at Port Kembla, powered by renewable energy. Our current community and infrastructure may not be able to adapt, but it's something to work towards. We need greater investment in water conservation and recycling, but also education and increasing community awareness is a big part of this. 	Investment in water conservation and recycling infrastructure is the primary responsibility of Sydney Water, however, Council has an advocacy role.
		Council advocates to the State and Federal governments on a number of environmental issues, including those raised in the submission. An environmental education plan is
	I want Council to be more active in working to stop all mining under dams, and the general pollution of our water catchment by mine subsidence, and other activities.	currently being developed which will look at sustainable behaviours and how council can educate, engage with and support the community to become more environmentally sustainable.



Issue Category	Summary	Proposed Response
		Water resilience is discussed throughout the Strategy and specifically in Priority Area 6 and the following actions -
		C3 Update the Water Sensitive Urban Design chapter in the DCP.
		C4 Review, adopt and incorporate sustainable building design and performance standards for all new and refurbished Council buildings and facilities.
		C5 Review the Wollongong DCP to identify and incorporate opportunities to promote sustainable development across the city.
		C6 Plan for the provision of effective blue and green infrastructure through strategic urban planning processes.
		E1 Review, adopt and incorporate sustainable building design and performance standards for all new and refurbished Council buildings and facilities
		No changes required.
Food Security	 More information regarding native plants and aboriginal techniques, as they have lived on this land for so long needs to be provided. Consider promoting plant-based food as opposed to animal products and 	Council has a number of strategies plans and programs included in the Delivery Plan and Operational Plan focussed on improving community connection, volunteering opportunities and access to food.
	remove them from Council meetings.	The Urban Greening Strategy is currently being implemented, including consideration of food trees
		Sustainability workshops are regularly held at the Wollongong Botanic Garden Discovery Centre. Council has also produced 2 Grow Local Guides (Native Plant and Edible Plants) that are available to residents.
		Aboriginal connection to Country and traditional sustainable living practices is something that needs further exploration.
		Catering for Council functions is reviewed regularly. This has been passed on to the relevant division for consideration.
		Under the Strategy Priority Area 4 – A City in Harmony with our Environment outlines our commitments in relation to food system resilience and food security.



Issue Category	Summary	Proposed Response		
		Changes: Additional commentary has been added to Priority Area 4, along with the addition of actions -		
		H8 increase the community's knowledge of locations and availability of low cost and free meals.		
		H9 Increase local food system resilience through supporting local agencies in their response to food security.		
		H10 Continue to support the establishment of community gardens on appropriate public spaces through the Community Gardens Policy.		
Development	 Better waste management in CBD apartment areas. Expand development controls to include energy/water efficient buildings, waste (including bins, food and 	Council's Development Control Plan (DCP) outlines provisions for waste storage facilities for multi-unit dwellings to minimise the number of bins required to be on site.		
	 cleanup). Council's planning regime should no longer promote medium density development in areas remote from services and public transport. 	Council will consider housing density as part of its consideration of the Local Strategic Planning Statement, development of a Housing Strategy and any updates to the Local Environment Plan and Development Control Plan.		
	 Its planning regime should no longer promote fragmentation of urban vegetation at the rear of new development but require it to be integrated into street connectivity. 	The state government also has a range of policies which allow for medium density development without the consent of Council.		
	Council should push back on and not allow population growth.	The implementation Urban Greening Strategy aims to reduce urban vegetation fragmentation and promote the planting of large trees in public open space.		
		Council has and continues to develop policies and strategies to ensure that growth and associated urban development is balanced with social and environmental issues, including Development Control Plans, Neighbourhood Plans and Town Centre Plans.		
		No changes required.		
Water Refill Stations	 Improved access to water refill stations. Plastic water bottle free city. More water refilling stations. Opt in for businesses to be plastic water bottle free. 	Council does not have the ability to ban plastic water bottles across the LGA. Council is a partner in the Plastic Free Wollongong program, which encourages and provides incentives for residents and businesses to avoid single use plastics.		



Issue Category	Summary	Proposed Response		
		In addition Council has a Single Use Plastics Management Policy that aims to promote council run events delivered without the use of single use plastics.		
		In addition, water refill stations are being installed around the City, in an effort to promote the use of reusable water bottles. Opportunities for businesses to take a stance on this issue will be passed on to the appropriate division for consideration.		
		Priority Area 5: A low waste city also addresses these issues, specifically the following actions:		
		W1 Deliver the Waste Wise Events program for Council events, in alignment with the Single-Use Plastics Management Policy.		
		W2 Develop a Sustainable Events Guideline for event managers and stallholders to avoid and reduce waste and reduce water and energy consumption of events.		
		No changes required.		

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2028:

- Goal 1 We value and protect our natural environment
- Goal 2 We have an innovative and sustainable economy
- Goal 5 We have a healthy community in a liveable city
- Goal 6 We have affordable and accessible transport.

Under these goals the draft plan delivers on the following objectives -

- Objective 1.1 Our natural environment, waterways and terrestrial areas are protected, managed and improved.
- Objective 1.2 We practice sustainable living and reduce our ecological footprint.
- Objective 1.3 The sustainability of our urban environment is improved.
- Objective 1.5 Set targets and reduce our greenhouse gas emissions through our participation in the Global Covenant of Mayors for Climate and Energy.
- Objective 2.2 The regions industry base is diversified.
- Objective 5.1 There is an increase in the health and wellbeing of our community.
- Objective 6.1 Wollongong is supported by an integrated transport system.
- Objective 6.2 Connections between our city and Sydney are strengthened.
- Objective 6.3 Provide connected and accessible places and spaces.



The adoption of the Sustainable Wollongong 2030: A Climate Healthy City will support the achievement of the following United Nations Sustainable Development Goals –



SUSTAINABILITY IMPLICATIONS

Adoption of the updated draft Strategy will provide an overarching framework that consolidates all of Council's environmental strategies, plans and programs to better integrate environmental considerations into all Council decision making. It will guide our organisational in terms of environmental sustainability, protecting our environment and creating a city that is resilient to climate change.

In addition, adoption of the updated draft Strategy will support Council's Climate Emergency Declaration, emissions reduction targets and our commitments to the GCoM and CPP programs.

RISK MANAGEMENT

Goal 1 of the Community Strategic Plan: Wollongong 2028 seeks to protect our natural environment and promote an environmentally sustainable community. There are significant environmental and reputational risks if action is not taken to protect our environment. There are also financial risk if we fail to address climate change and the need for sustainable living.

This Strategy provides the necessary guidance to address and minimise these risks.

FINANCIAL IMPLICATIONS

Achieving the goals and delivering on the sustainability outcomes of the updated Strategy will largely occur through the implementation of existing plans, strategies and programs. These actions are programmed through the existing Delivery Program.

Where gaps have been identified new strategic actions have been proposed. The implementation of these actions will be subject to the Integrated Planning & Reporting processes and are likely to be the subject of grant applications.

Actions may be eligible for funding from a range of NSW and Federal Government grant programs. Implementation of a number of actions is likely to result in cost savings for the organisation, such as costs associated with utilities consumption and other associated running costs of facilities.

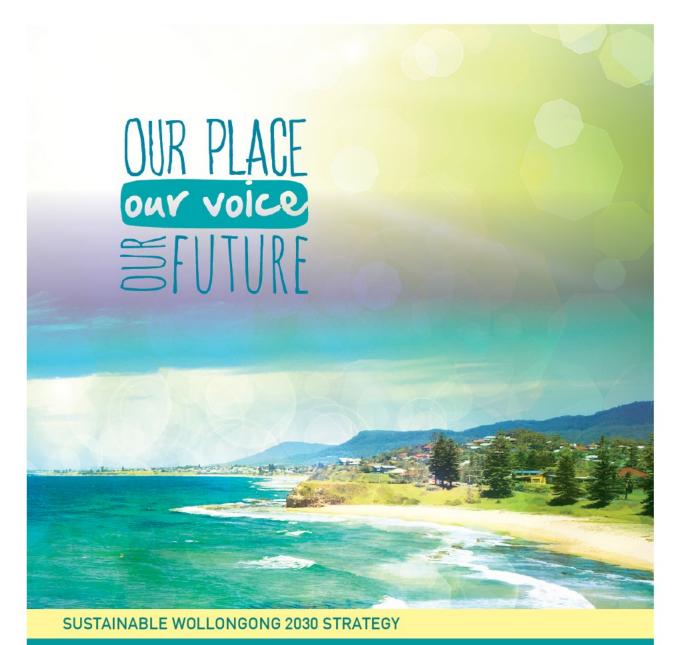
CONCLUSION

The draft Sustainable Wollongong 2030: A Climate Healthy City Strategy been prepared to provide high-level strategic direction for Council's activities and programs.

Based on feedback from a six-week community engagement process, the draft Strategy has been updated. The updated draft Strategy supports Council's recent Climate Emergency declaration, adoption of emissions reduction targets for Council and the city and other works under the GCoM and CPP programs. Should the updated draft Strategy be adopted it will be reviewed on a four-year cycle with a major review undertaken in 2030.

This report recommends that the draft Sustainable Wollongong 2030: A Climate Healthy City Strategy be adopted by Council for implementation and that the Environmental Sustainability Policy be repealed.





Submissions in Reply Report

October 2020



Report

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Item 5 - Attachment 1 - Sustainable Wollongong 2030: Submissions in Reply

The information in this report is based on data collected from community members who chose to be involved in engagement activities and therefore should not be considered representative.

This report is intended to provide a high-level analysis of the most prominent themes and ideas as expressed by those who participated. While it's not possible to include all the detailed feedback we received, feedback that was relevant to the project has been provided to the project manager for review and consideration.



Executive Summary

The draft Sustainable Wollongong 2030: A Climate Healthy City Strategy (Strategy) is the product of a review of the Wollongong City Council Environmental Sustainability 2013-2022. The Strategy sets a high-level direction to guide Council activities to integrate sustainability and climate change considerations into all decision making, to meet legislative requirements, community expectations and demonstrate leadership.

Council staff undertook a comprehensive community engagement process to inform the development of the revised Strategy. The input received during this process has been used to produce the draft Strategy.

At its meeting on 29 June 2020 Council endorsed the draft Strategy for public exhibition. Public exhibition was undertaken from 1 July to 12 August 2020, for a period of six weeks.

Information, including a copy of the draft Strategy, a series of Frequently Asked Questions (FAQ) (Appendix A), an Online Feedback Form (Appendix B) and an open Question & Answer board were placed on Council's engagement webpage and sent to Council' customer service section.

Social media promotion of the public exhibition of the draft Strategy and Climate Change Mitigation Plan (CCMP) was posted on Council's Facebook page (Appendix C). A number of media stories also promoting the draft Strategy and CCMP were published throughout July and August 2020 (Appendix D).

Due to COVID-19 restrictions no community sessions were able to be conducted and access to information through Council's libraries was not possible.

The response to the exhibition was as follows:

- 283 people visited the project page on Council's engagement website.
- 156 people downloaded the draft Strategy or FAQ sheet.

A total of 41 submissions were received, comprised of:

- 33 submissions through the online feedback form.
- 4 group written submissions.
- 4 individual written submissions.
- 98% of submissions were supportive of the draft Strategy.
- There was significant support for the Strategy's vision and the six priority areas.
- Many submissions requested minor additions, wording amendments or suggested other potential considerations for inclusion in the Strategy.

The top ten issues raised by the community were:

- Strong support for the vision and for each of the priority areas, especially Council demonstrating leadership and working with our community to create a sustainable Wollongong.
- 2 The roll out of FOGO across the City and improved recycling education and infrastructure.
- 3 Council implementing urgent action to reduce emissions.
- 4 Greater consideration of climate justice and equity.
- 5 Better management of and education about litter in the ocean and from building sites.
- 6 Banning single-use plastics and using development controls, leases and education to eliminate their use in the City.
- 7 Improving water conservation and recycling infrastructure and education programs and advocating for no mining under water catchments.

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- Improving food security and access to food, more information about Aboriginal practices and increased plant-based food at Council functions
- Achieving better environmental outcomes through the development application process and maintaining population levels rather than increasing.
- 10 Improved access to water refill stations and banning single-use water bottles.

The feedback received through the public exhibition process has been used to prepare an updated draft Strategy which has included wording changes and the introduction of new actions and a sustainability outcome. The updated draft Strategy will be presented to Council for consideration.

Background

Council's inaugural Environmental Sustainability Strategy 2014-2022 was adopted in 2014 and to date has guided the development and delivery of various plans, strategies and programs.

More recently Council has embarked on a number of initiatives to promote the long-term environmental sustainability of the City, including membership of the Global Covenant of Mayors and Cities Power Partnership program, declaration of a Climate Emergency and adoption of emissions reduction targets for the City and Council's operations.

Given the significance of these initiatives and the increasing community advocacy for environment and climate action, Council undertook a review of its Sustainability Strategy 2014-2022.

Pre-strategy development engagement was undertaken from May 2019 – January 2020. Through this process the community was asked to provide input into the review to inform the development of a draft Strategy. This rigorous engagement process included:

- 1 x community workshop.
- 5 x school workshops.
- 1 x presentation to the Aboriginal Reference Group.
- 1 x presentation to the Cycling, Walking & Mobility Reference Group.
- Online engagement HQ ideas board.
- ~15 x individual and group sessions.

The result of this consultation was the development of the draft Sustainable Wollongong 2030: A Climate Healthy City.

The draft Strategy consisted of six priority areas and associated goals as shown in Table 1.

Table 1: Draft Sustainable Wollongong priority areas and goals

Priority Area	Goal		
A city whose council shows leadership	Environmental and climate leadership underpins Council decision-making and service delivery and inspires the same in others.		
A city that works together	Together we protect our environment, reduce emissions and increase resilience to climate change.		
A low emissions city	We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city.		



	-									
Item	5 -	Attachment	1 -	Sustainable	Wollongong	2030:	Submissions	in	Reply	
Repo	rt									

A city in harmony with our environment	Our ecosystems and waterways are enhanced, our urban areas are cooler and greener and our community is connected to our natural environment.		
A low waste city	Our community only take what they need, reuse and recycle what they can and are aware of the resources that they consume.		
A climate and water resilient city	Our infrastructure and community can adapt to the impacts of a changing climate and water is valued as a vital natural resource.		

The draft Strategy aimed to provide a high-level strategic direction for Council's activities and programs. It prescribed high-level actions to be delivered through the supporting documents, plans and programs.

The draft Strategy consolidated all of Council's environmental priorities, goals and targets into one document to enable Council to build on its commitment to a sustainable future, embed environmental sustainability into the core business of Council and influence the quality of life, prosperity and liveability of our City.

On 29 June 2020, Council considered a report on the draft Strategy and resolved to place it on public exhibition.

Feedback was sought on the draft Strategy through the exhibition process and this report summarises this feedback and proposed response from Council.

How will the comments be considered?

Council is grateful for the enthusiasm, excitement and invaluable insights that our community has provided during the initial community engagement process prior to the development of the Strategy and then through the exhibition process. All submissions, both emailed and through the online feedback form, have been carefully reviewed by Council staff and used to prepare an updated draft Strategy.

Responses and proposed changes to the draft Strategy are included in this report. Additional amendments to the updated draft Strategy are also proposed following internal feedback, mainly to refine actions, to provide clarity, or to correct minor grammatical errors.

The updated draft Strategy will be submitted to Council for consideration along with this Submissions in Reply report. Should it be adopted, implementation of the Strategy will commence and be reported on through the Integrated Planning & Reporting framework.



Item 5 - Attachment 1 - Sustainable Wollongong 2030: Submissions in Reply Report

Methodology

The draft Strategy was placed on public exhibition for a period of 43 days from 1 July – 12 August 2020. Details on the communication and engagement activities undertaken through this exhibition process are outlined in Table 2 below.

Table 2: Exhibition Methodologies

Methods	Details			
Communication Methods				
The Advertiser	vertiser Details about the engagement were made available in Council's Community Update pages.			
Media release	A media release was distributed.			
Frequently Asked Questions	A FAQ was developed which provided an overview of the project and how people could get involved.			
Email	An email was sent to 148 external stakeholders informing them of the exhibition and how they can provide feedback (a list of these stakeholders is provided in Appendix E).			
Register of Interest	An email was sent to all participants with registered interest in Environment.			
Social Media	Posts about the engagement were made to Facebook.			
Engagement Mo	Engagement Methods			
Engagement HQ Website	An online feedback tool was used to capture participants' ideas and allowed community members to comment. A Question & Answer (Q&A) page was also available for most of the exhibition period. The page also hosted background information and supporting documents and allowed visitors to pose questions to staff and receive a response within three days.			

Due to COVID-19 restrictions no face to face engagement activities were able to be undertaken and access to information through Council's libraries was not possible.

Results

This section provides details on the participation at engagement activities and the feedback received during the exhibition period. All identified stakeholders and the wider community were invited to provide feedback on the draft Strategy.

Engagement Participation

Details of the number of participants for each engagement activity are presented in Tables 3 and 4.

Table 3: Summary of exhibition participation

Measure and Explanation	Usage
Aware – visited at least one page.	283
Informed – number of people who clicked a link, eg to download a document, view a photo or read the Frequently Asked Questions.	156
Engaged – total number of participants who submitted the Online Feedback Form.	33
Engaged – total number of emailed submissions.	8
IndividualGroup*	(4) (4)

^{*}Group submissions were received from Citizen Climate Lobby, Food Fairness Illawarra and Neighbourhood Forum 5 (x2).

Table 4: Informed Visitor downloads and FAQ views

Туре	Engagement Tool / Document Name	Visitors	Downloads/Views
Document	Draft Sustainable Wollongong 2030 Strategy	115	148
FAQs	Frequently Asked Questions	26	17
Q&A	Online Question and Answer	0	19



The submissions reflected a high level of support for the development and implementation of the Strategy and for each of the priority areas. 98% of submissions were supportive of the draft Strategy, (being 40 out of 41 submissions). The unsupportive submission did not believe in climate change but was supportive of the priority areas to reduce water consumption and waste.

The top ten issues raised by the community through the exhibition process were:

- Strong support for the vision and for each of the priority areas, especially Council demonstrating leadership and working with our community to create a sustainable Wollongong.
- 2 The roll out of FOGO across the City and improved recycling education and infrastructure.
- 3 Council undertaking urgent action to reduce emissions.
- 4 Greater consideration of climate justice and equity.
- 5 Better management of and education about litter in the ocean and from building sites.
- 6 Banning single use plastics and using development controls, leases and education to eliminate their use in the City.
- 7 Improving water conservation and recycling infrastructure and education programs and advocating for no mining under water catchments.
- 8 Improving food security and access to food, more information about Aboriginal practices and increased plant-based food at Council functions.
- 9 Achieving better environmental outcomes through the development application process and maintaining population levels rather than increasing.
- 10 Improved access to water refill stations and banning single use water bottles.

There were also number of comments in relation to wording suggestions throughout the document to clarify statements and simplify wording.

The following sections of the report provide a specific analysis of submissions received, their rating of issues, key comments and proposed response from Council in response to the feedback from the exhibition.

Online Feedback Results

Question 1 – Do you support the vision statement?

Together, we're creating a healthy and sustainable future for all. Wollongong is a thriving low waste, low emissions city which is resilient, liveable and has high biodiversity values.

Respondents were firstly asked to rate their support and then provide comment. The results are provided in Figure 1 and Table 5 below.

Figure 1: Rating of support for vision statement

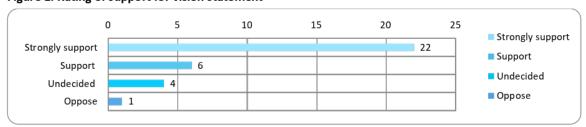


Table 5: Summary of comments and proposed response for Question 1

Item 5 - Attachment 1 - Sustainable Wollongong 2030: Submissions in Reply Report

Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
1-1	Support for aspirational vision	13	 A worthy aspirational statement. Making Wollongong more environmentally sustainable. High aspirations are necessary. I like that sustainability in centre to the vision statement. Focus on low emissions is also appreciated. By becoming more efficient, sustainable and choose local products we can have community which supports life. This would be a place to live, not just to survive in. 	Council will strive to achieve the vision and create a sustainable Wollongong.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
1-2	Wording Suggestion	2	 Wording is clunky. Could just talk about low carbon. 	The vision wording has been simplified. We have tried to use simple language throughout the draft Strategy in order to communicate with a broad cross section of the community. 'Low carbon' is a more technical term that many in the community may not engage with. Changes: Wording simplified in the vision statement
1-3	More needs to be done to create a sustainable city	2	 An education plan needs to be developed. More needs to be done. More urgent action is required. 	Noted. An environmental education plan is currently being developed that aims to provide the long-term framework and rationale for designing effective education programs. It will include a focus on understanding contemporary behavioural change methodologies and staging of education, engagement and communications delivery to achieve Council's strategic and operational objectives. The development of this plan is also an action in the draft Climate Change Mitigation Plan 2020-22.
1-4	Not relevant	2	 Too far removed situation from current. Has been done previously, doesn't need to be repeated. Not relevant. Climate Change is being questioned by many scientists. 	The draft Strategy is proposed to provide overarching direction and guidance for all of Councils operations and has been updated to include international and national climate change considerations. The legislative, policy and program references in the previous Strategy were outdated and the content needed to be updated to reflect contemporary community views and Council initiatives such as; membership of GCoM, CPP, the climate emergency declaration and the setting of emissions reduction targets for both Council operations and community emissions.

Question 2 - Do you support the priority area and goal?

Priority Area: A city whose Council shows leadership

Goal: Environmental and climate leaderships underpins Council decision making and service delivery, and inspire the same in others

Respondents were firstly asked to rate their support and then provide comment. The results are provided in Figure 2 and Table 6 below.

Figure 2: Rating of support for Priority Area 1 and associated goal

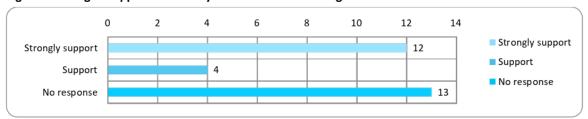


Table 6: Summary of comments and proposed response for Priority Area 1

Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
1-4	Not relevant	2	 Too far removed situation from current. Has been done previously, doesn't need to be repeated. Not relevant. Climate Change is being questioned by many scientists. 	The draft Strategy is proposed to provide overarching direction and guidance for all of Councils operations and has been updated to include international and national climate change considerations. The legislative, policy and program references in the previous Strategy were outdated and the content needed to be updated to reflect contemporary community views and Council initiatives such as; membership of GCoM, CPP, the climate emergency declaration and the setting of emissions reduction targets for both Council operations and community emissions.
2-1	Support for Council as a leader	7	Climate and environmental considerations should underpin all decision making at all levels of government, as they underpin everything we do - our lives literally depend on it.	Council is striving to reduce its environmental impact and emissions and improve our resilience in a changing climate, whilst supporting the community to do the same.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
			If leaders model behaviours supporting environmental and climate goals then people will take notice and more likely to support it. Climate change is the biggest threat to mankind and we need strong political leadership and act.	
2-2	Need greater commitment from Council	2	 Environmental and climate leadership must be key factors in all Council decision making and service delivery. More effective use of our many experienced (often retired) professionals who are willing and able to contribute expertise. Use of bicycles, electric bikes and hybrid vehicles by Council is another area that would inspire the community. Council is yet to "inspire climate leadership in others", as witnessed by the underwhelming CPP pledges on p30 and the claim on p29 that the 2030 and 2050 targets are ambitious. 	The Climate Change Mitigation Plan (CCMP) and this Strategy both include priority areas that focus on Council as a leader. The CCMP is the first of many plans which will aim to reduce emissions in our City. There are a number of actions in the CCMP that detail Council's commitment to climate change mitigation leadership. Council has also exceeded requirement of the Global Covenant of Mayors, in adopting an emissions reduction target for its own operations as well as a target for the City. By committing to an aspirational target of net zero emissions by 2030 for Council operations, Council is demonstrating leadership for the City and supporting its recent declaration of a State of Climate Emergency.
2-3	Wording suggestions	1	The phrasing is awkward.	Noted. Changes: Wording in the goal has been clarified



Question 3 – Do you support the priority area and goal?

Priority Area: A city that works together

Goal: Together we protect our environment, reduce emissions and increase resilience to cli-mate change

Respondents were firstly asked to rate their support and then provide comment. The results are provided in Figure 3 and Table 7 below.

Figure 3: Rating of support for Priority Area 2 and associated goal

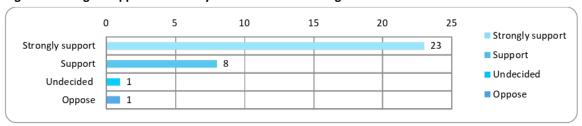


Table 7: Summary of comments and proposed response for Priority Area 2

Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
3-1	Support for working together as a community	12	 It is EVERYONE'S responsibility to act in this space. Government, business and individuals. We can have community which supports life. This is the most important challenge for this generation. It should have been addressed much earlier but we need to act now. If everyone makes an effort we will make a bigger impact in a shorter amount of time. We all live on the same earth, we should all help each other. We all live here, so we ALL need to protect our environment, reduce emissions and increase resilience to climate change in order to have a healthy environment for our children and grandchildren, and the rest of the world. 	Council is committed to work with our community, businesses and government agencies to create a climate healthy and sustainable Wollongong.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
3-2	Wording suggestion	3	What does resilience to climate change actually look like. Climate change is too specific. I am not sure what this really means.	It is explained in the Strategy that all priority areas are interrelated and all impact on or influence each other. Climate resilience is discussed throughout the Strategy and specifically in Priority Area 6 and the following actions: C1 Continue to implement the Asset Protection Zone (Bushfire) Management Program. C2 Continue to implement the Natural Areas Management Program. C3 Update the Water Sensitive Urban Design chapter in the DCP. C4 Review, adopt and incorporate sustainable building design and performance standards for all new and refurbished Council buildings and facilities. C5 Review the Wollongong DCP to identify and incorporate opportunities to promote sustainable development across the city. C6 Plan for the provision of effective blue and green infrastructure through strategic urban planning processes. Climate resilience is also common terminology at all levels of government and in the media. Changes: some wording has been changed to clarify the meaning.
3-3	More needs to be done to support our community and	2	 We need mitigation and adaptation plans in place to ensure our resilience. We need to act now on CC. Getting there will be difficult and we need to do this together because we won't get there by all going it alone. 	Council is committed to work with our community, businesses and government agencies to create a climate healthy and sustainable Wollongong. Council recognises that the community, businesses and industry will require additional support to reduce their environmental impacts.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
	work with businesses			Council is committed to acting on climate change and is considering adoption of its inaugural CCMP and is in the process of developing a Climate Change Adaptation Plan.
				An environmental education plan is currently being developed that aims to provide the long-term framework and rationale for designing effective education programs. It will include a focus on understanding contemporary behavioural change methodologies and staging of education, engagement and communications delivery to achieve Council's strategic and operational objectives. The development of this plan is also an action in the draft Climate Change Mitigation Plan 2020-22.
				There are also a number of actions in the CCMP which address support for businesses and industry.
3-4	Engagement	1	There is a need for more democratic processes of public participation in local decision making around climate action and environmental conservation. This should not just be tokenistic consultation and placation of concerned citizens.	The development of this draft Strategy was undertaken through comprehensive engagement process that included a community workshop, 5 school workshops, an online discussion board and consultation with various reference groups. The opportunity to provide feedback was also advertised in a number of newsletters, social media and Council publications so that the reach within the community was greater. Specific engagement was also undertaken with the Aboriginal community as they were under-represented. All of this was done prior to the Strategy being written.
3-5	Monitoring and implementation	1	There must be processes put in place to ensure that the decisions made in these spaces are acted on. There needs to be an iterative process of follow-up and follow-through.	This strategy is one of Council's supporting documents and will be reported regularly through Council's reporting framework. A Sustainability Dashboard is planned to be developed to monitor and display our progress toward our goals. This dashboard will be made available on our website, Administration Building foyer, community facilities and we will keep the community updated through our regular sustainability and community newsletters.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
				Changes: further information has been added to the Strategy outlining where the information will be displayed as outlined above.
3-6	Catering	1	 Councils needs to use less packaging. Council functions and events should be vegan. 	Noted. Catering at Council functions and events will be looked at in line with the review of the Single Use Plastics Management Policy and development of Sustainable Events Guidelines under the Action W2 and the CCMP.



Question 4 – Do you support the priority area and goal?

Priority Area: A low emissions city

Goal: We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city

Respondents were firstly asked to rate their support and then provide comment. The results are provided in Figure 4 and Table 8 below.

Figure 4: Rating of support for Priority Area 3 and associated goal

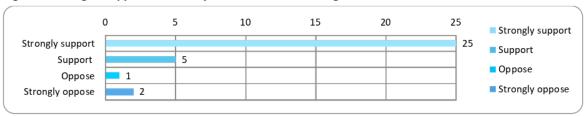


Table 8: Summary of comments and proposed response for Priority Area 3

Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
4-1	Support for emissions reductions	13	 Committing to zero net emissions by 2050 is huge- well done! 30 years is not long- let's get to work. These are great realistic goals to have. Once we are firmly on the road we should look at ways of shortening the transition. We all live here, so we ALL need to protect our environment, reduce emissions and increase resilience to climate change in order to have a healthy environment for our children and grandchildren, and the rest of the world. Zero emissions is achievable and we should take actions towards it. The goal is clear and surely achievable. Reasonable and achievable goal, I think we will get there much sooner. 	Council is committed to reducing emissions from its own operations and assisting the community in reducing City-wide emissions and achieving our emissions reduction targets.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
			We need to curb our impact on the environment.	
4-2	More urgent action is required to reduce emissions	11	 Urgently reducing GHG emissions is the most important thing to keep our planet thriving for future generations. I support low emissions targets, but 2050 is not soon enough. I support this goal but think it needs to also include a goal on how to reduce reliance on car travel to work. I do support zero emissions by 2030, but I don't think we no infrastructure to support this plan or tech for this plan. This is not good enough 2050!!!! It should be much sooner with drastic change this could be done by 2030. It's important to set a goal although it may be a little ambitious. I think more needs to be done regarding education and being proactive around reducing waste, particularly single use plastic bags. Wollongong needs to more actively encourage reusable, sustainable options. 	Council will continue to undertake an emissions inventory for the City every two years, consistent with our GCoM commitments, in order to track progress towards the 2050 target. Opportunities to reduce emissions will be assessed with the development of each CCMP to reduce emissions earlier than 2050. The draft CCMP and this Strategy both include priority areas that focus on Council as a leader. Priority area 3 addresses reducing emissions and includes the following actions: • E1 Review, adopt and incorporate sustainable building design and performance standards for all new and refurbished Council buildings and facilities. • E2 Continue to work towards the emissions reduction targets through ongoing climate change mitigation planning, informed by regular inventories of Council and community emissions, success stories, learnings and technological advances. • E3 Continue to pursue commitments and actions under the Global Covenant of Mayors for Climate and Energy, including equitable access to energy. • E4 Progressively install additional landfill gas capture infrastructure at Whytes Gully Landfill. • E5 Work towards the achievement of pledges under Council's Cities Power Partnership membership. The current draft CCMP is the first of many plans which will aim to reduce emissions in our City. There are a number of actions in the CCMP that detail Council's commitment to climate change mitigation leadership. Council has also exceeded requirement of the Global Covenant of Mayors, in adopting an emissions reduction target for its own operations as well as a target for the City. By committing to an aspirational target of net zero emissions by 2030 for Council operations, Council is demonstrating



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
				leadership for the City and supporting its recent declaration of a State of Climate Emergency.
4-3	Co- benefits of emissions reduction	1	 Zero emissions is not just important in its own right, but achieving it will also lead to many co-benefits, such as reduced air and noise pollution, greater social inclusion through improved active and public transport, etc. 	This issue has been strengthened in the Strategy in the strategic context and Priority areas 1 (Leadership) and 2 (Working Together) and includes more information about green jobs and support for businesses. Changes: additional information added to Strategy
4-4	Conflict between emissions reduction targets and Strategy timeframe	1	The Title Sustainable Wollongong 2030: A Climate Healthy City is clearly in conflict with zero emissions by 2050!? Ideally the 2030 ought to be correct and should be retained, because we certainly need to do as much as possible for the overall LGA by 2030.	Noted. The draft Strategy is for a 10 year term and is aiming to look at improving the sustainability of our City over the next 10 years. The emissions reduction target for the community is a science derived target. In saying that our emissions profile and carbon budget will be regularly monitored and opportunities will be assessed with each CCMP to reduce emissions earlier than 2050.
4-5	Reduced speed in residential areas	1	Transport is tone of the largest source of greenhouse emissions in Australia. I believe walking and cycling can become the best alternatives for short travel distances in Wollongong. There is one measure that is basically free that is proven to make walking and cycling safer and more attractive: 30km/h in residential areas.	The Austroads' Guide to Traffic Management has been updated and addresses speed zones. In the updated guide there is a reference to lower speed limits as low as 10km/h. The advice from Transport for NSW hasn't lowered default speed limits and the subsequent guide for setting speed limits hasn't been updated. Council is managing speeds by way of traffic facilities that require drivers to slow down.
4-6	Strategy not relevant	1	Climate Change is being questioned by many scientists.	Noted. The issue of anthropogenic-induced climate change is recognised by 97% of scientists, in response Council is taking action to address the issue and support the community to do the same.



Question 5 – Do you support the priority area and goal?

Priority Area: A city harmony with our environment

Goal: Our ecosystem and waterways are enhanced and our urban areas are cooler and greener and our community is connected to our natural environment

Respondents were firstly asked to rate their support and then provide comment. The results are provided in Figure 5 and Table 9 below.

Figure 5: Rating of support for Priority Area 4 and associated goal

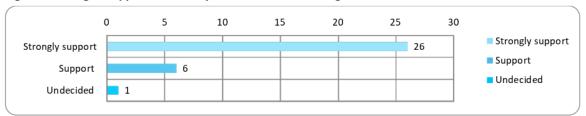


Table 9: Summary of comments and proposed response for Question 5

Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
5-1	Support for creating a city in harmony with our environment	19	 We are a part of the ecosystem and need to fit into it rather than obliterate it. Need more connection to earth and areas we can do so Wollongong is running out of this space quickly. We are part of the living world and as such, depend on it for our survival. Cooler and greener is good for my physical and mental health. I think the bushfires are the clearer sign of the climate change in Australia. We need to take care of the environment around us, plant trees and keep it clean. It is very important for our future. The community needs to be more integrated with our environment as its protection and our sustainable future go 	Noted. Council is committed to enhancing biodiversity values in our City, improving waterways and increasing urban greening, whilst fostering connection to country and our environment. Council has adopted a number of plans and strategies to address these including; Urban Greening Strategy (UGS) and the Illawarra Biodiversity Strategy. As part of the UGS, more than 5,000 semi-mature trees have been planted in high need suburbs with low canopy, and Council is currently committed to planting two trees on public land for every tree removed in an effort increase canopy. Council has worked with the community to focus on intensive tree planting campaigns in high need suburbs including Unanderra in 2018, Corrimal in 2019, Port Kembla in 2020, and are now preparing a



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
			 hand in hand. These areas also help to increase community positivity, which in turn helps to increase community interest and active engagement. We need to reverse the decades long decline in connectedness to and awareness of the natural world. 100% priority - protect our waterways and arable productive lands. Learn from the original owners how to care for country. Understanding that the "human" and "natural" environments are not separate, but interconnected systems is so important! We must do everything we can to ensure our built environment does not harm natural environments, and foster healthy, green community spaces. 	major street tree installation in partnership with the Dapto community. The significance of remnant biodiversity, proactive management of existing vegetation and support for enhanced biodiversity outcomes is also included in Goals 2 and 3 of the Urban Greening Strategy. The first 20 x Transitional Landscape sites are being scoped now for planting in Autumn 2021 (Action V3). This will create spaces that have increased canopy cover for shade, pedestrian access, and native grass and groundcovers that promote safe use by the community. Council also undertakes protection and enhancement works through its Natural Areas Management Program.
5-2	More needs to be done to create a city in harmony with our environment	5	 Specific targets need to be included. More detail is required on what Council is going to do in terms of food production and food equity. There needs to be more tree planting and increased vegetation in creeks instead of open channels. Promote connection between people and nature. Stronger advocacy against mining under water catchments. 	Council has a number of strategies plans and programs included in the delivery plan and operational plan focussed on improving community connection, volunteering opportunities and access to food. Specifically Priority Area 4 – A City in Harmony with our Environment outlines our commitments in relation to food system resilience and food security and includes the actions: • H8 increase the community's knowledge of locations and availability of low cost and free meals. • H9 Increase local food system resilience through supporting local agencies in their response to food security. • H10 Continue to support the establishment of community gardens on appropriate public spaces through the Community Gardens Policy. An environmental education plan is currently being developed to improve outcomes and address gaps in current education programs.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
				Council is committed to implementing the Urban Greening Strategy which has actions related to addressing the differences in canopy cover across suburbs of the Illawarra, including priority planting of areas of low canopy cover and social vulnerability; Developing Technical Guidelines and a Tree Selector Tool to inform tree selection and species, including native species; Developing design guidelines for green roofs, green walls and facades, rain gardens and other structural vegetation; and, is investigating opportunities to implement improved Development Control Plan (DCP) controls to protect and maintain vegetation in the private realm. Feedback on actions relating to Urban Greening Strategy has also been passed on to the relevant department. Council's stormwater management plans are regularly reviewed
				and include provisions for channel vegetation. Council advocates to the State and Federal governments on a number of environmental issues, including mining under water catchments and will continue to do so, this is recognised through a variety of actions in the draft Strategy and the draft CCMP.
5-3	Wording suggestion	1	 The statement uses a lot of relative terms that don't refer to a base case. This shouldn't be a priority area on its own. It is a biproduct of other priority areas. 	It is explained in the Strategy that all priority areas are interrelated and all impact on or influence each other. Whilst it may be considered a biproduct of other areas, Council feels that specific actions addressing this priority area are important to improve the sustainability and climate resilience of our City.

Question 6 – Do you support the priority area and goal?

Priority Area: A low waste city

Goal: Our community only take what they need, reuse and recycle what they can and are aware of the resources they consume

Respondents were firstly asked to rate their support and then provide comment. The results are provided in Figure 6 and Table 10 below.

Figure 3: Rating of support for Priority Area 5 and associated goal

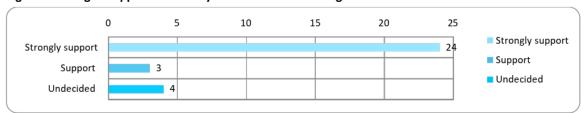


Table 10: Summary of comments and proposed response for Question 6

Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
6-1	Support for conservation of resources and waste reduction	14	 Excellent goal: a tricky one to achieve! I look forward to how to address this for the thousands of over consumers in our city. You cannot keep plundering resources without consequences. No waste. Circular economy. I am very aware of the situation in the oceans and we need to be looking after that area. Way more important than climate which at my age cannot see any changes since moving here some 40 years ago. I am very impressed with it and very happy to be part of it. We are all in this, together and so having Council lead the way it great. 	Noted. Council is committed to reducing waste to landfill and improving resource recovery in our City.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
			 Better waste management is an integral part of improving environmental sustainability and reducing our climate impact. Reducing waste entirely is important, as well as diverting waste from landfill through initiatives such as FOGO. 	
6-2	More needs to be done to reduce waste	6	 Stronger targets. Stronger waste education programs are required. Roll out FOGO across the LGA. Stronger commitment by Council to include recycled content materials in procurement. It is essential council provide facilities and information so this can occur effectively. develop comprehensive recycling and reprocessing facilities in the LGA (Green industry). 	Council is committed to reducing waste to landfill and increasing resource recovery. Priority Area 5: A low waste city addresses these issues, specifically the following actions. • W1 Deliver the Waste Wise Events program for Council events, in alignment with the Single-Use Plastics Management Policy. • W2 Develop a Sustainable Events Guideline for event managers and stallholders to avoid and reduce waste, and reduce water and energy consumption of events. • W3 Continue to roll out the Food Organics and Garden Organics (FOGO) program across the city. • W4 Coordinate community environmental programs, such as Rise and Shine, Community Service Order Scheme, Clean Up Australia Day, World Environment Day, Schools Enviro Day, National Recycling Week, International Composting Week and other sustainability/ waste education activities. The Wollongong Waste and Resource Recovery Strategy includes actions to promote recycling associated with both infrastructure and education. Council continues to plan for and deliver this strategy. An environmental education plan is currently being developed that aims to provide the long-term framework and rationale for designing effective education programs. It will include a particular focus on understanding contemporary behavioural change methodologies and staging of education, engagement and communications delivery to achieve Council's strategic and



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
				operational objectives. The development of this plan is also an action in the draft Climate Change Mitigation Plan 2020-22.
				The Economic Development Strategy (EDS) 2019-29 was endorsed by Council in September 2019. The EDS proposes a number of action items to support an innovative and sustainable economy for Wollongong. The focus of the EDS is to increase the number of high quality jobs in Wollongong, which will have flow on benefits such as reducing the cost of commuting and increasing the work/life balance of commuters. The EDS identifies a number of key sectors for Wollongong, which includes advanced manufacturing and opportunities in emerging fields such as renewable energy.



Question 7 – Do you support the priority area and goal?

Priority Area: A climate and water resilient city

Goal: Our infrastructure and community can adapt to the impacts of a changing climate and water is valued as a vital natural resource

Respondents were firstly asked to rate their support and then provide comment. The results are provided in Figure 7 and Table 11 below.

Figure 4: Rating of support for Priority Area 6 and associated goal



Table 10: Summary of comments and proposed response for Priority Area 6

Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
7-1	Support for water conservation and climate change action	13	 Great! The climate crisis will be the largest issue my generation will face. I appreciate direct addressing of this. Water is vital for us to survive. Who could even consider contaminating or wasting such a precious resource? As a coastal community, we will have to contend with rising sea levels and changes in weather patterns. We need to be proactive in this. Water is a vital resource, we should be very wise about the amount of water we used and make sure there are enough trees and green areas to facilitate rainfalls. 	Council will continue to promote water conservation programs within the community in addition to reducing water consumption from its own operations.
7-2	More needs to be done to increase climate and	6	 There is still so much ignorance around reducing water use I see it regularly we need more education and better infrastructure ASAP. Rebates for water saving devices and rainwater tanks? 	Climate resilience is discussed throughout the Strategy and specifically in Priority Area 6 and the following actions: • C1 Continue to implement the Asset Protection Zone (Bushfire) Management Program.

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Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
	water resilience		 I want Council to be more active in working to stop all mining under dams, and the general pollution of our water catchment by mine subsidence, and other activities. I'm unsure our current community and infrastructure can adapt, but it's something to work towards. We need greater investment in water conservation and recycling, but also education and increasing community awareness is a big part of this. 	 C2 Continue to implement the Natural Areas Management Program. C3 Update the Water Sensitive Urban Design chapter in the DCP. C4 Review, adopt and incorporate sustainable building design and performance standards for all new and refurbished Council buildings and facilities. C5 Review the Wollongong DCP to identify and incorporate opportunities to promote sustainable development across the city. C6 Plan for the provision of effective blue and green infrastructure through strategic urban planning processes. Council will continue to advocate to the State and Federal governments on environmental issues, including mining under water catchments. An environmental education plan is currently being developed that aims to provide the long-term framework and rationale for designing effective education programs. It will include a particular focus on understanding contemporary behavioural change methodologies and staging of education, engagement and communications delivery to achieve Council's strategic and operational objectives. The development of this plan is also an action in the draft Climate Change Mitigation Plan 2020-22.
7-3	Wording Suggestion	2	 Doesn't really make sense - remove impacts, you are saying you can adapt to the impact of changing climate with a follow up about water. The sentiment is okay as far as it goes, but why single out climate and water? What about natural disasters, other kinds of resources, etc? 	Changes have been made to simplify the wording in the goal. Climate resilience, including natural disasters, is discussed throughout the Strategy and specifically in Priority Area 6 and the following actions: • C1 Continue to implement the Asset Protection Zone (Bushfire) Management Program.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
			The wording is also very clumsy. Does 'water resilient' mean that the city will be resilient to a lack of water? Or that the city will take action to secure its water supply? By whom is water going to be valued, and what action is that person going to take?	 C2 Continue to implement the Natural Areas Management Program. C3 Update the Water Sensitive Urban Design chapter in the DCP. C4 Review, adopt and incorporate sustainable building design and performance standards for all new and refurbished Council buildings and facilities. C5 Review the Wollongong DCP to identify and incorporate opportunities to promote sustainable development across the city. C6 Plan for the provision of effective blue and green infrastructure through strategic urban planning processes. Council will continue to promote water conservation programs within the community and will ensure that community facilities and assets are both water and energy efficient. Investment in water conservation and recycling infrastructure is the primary responsibility of Sydney Water, however, Council has an advocacy role.
7-4	Advocacy	3	 Council could advocate for a desalination plant at Port Kembla, powered by renewable energy. I want Council to be more active in working to stop all mining under dams, and the general pollution of our water catchment by mine subsidence, and other activities. Mining in the water catchment should be treated as a direct threat to us as a community. 	Noted. Council advocates for a number of environmental issues and will continue to advocate for our community, including both coal and coal seam gas mining.
7-5	Education	2	We need greater investment in water conservation and recycling, but also education and increasing community awareness is a big part of this.	Investment in water conservation and recycling infrastructure is the primary responsibility of Sydney Water, however, Council has an advocacy role.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
			There is still so much ignorance around reducing water use I see it regularly we need more education and better infrastructure ASAP. Rebates for water saving devices and rainwater tanks?	An environmental education plan is currently being developed that aims to provide the long term framework and rationale for designing effective education programs. It will include a particular focus on understanding contemporary behavioural change methodologies and staging of education, engagement and communications delivery to achieve Council's strategic and operational objectives. The development of this plan is also an action in the draft CCMP 2020-22.



General Comments and Written Submissions

The final question (Question 8) provided the opportunity for respondents to provide general comments about the draft Strategy. These comments have been combined with the comments from the written submissions, as there were extensive similarities in the issues raised, and are analysed in Table 11.

Table 11: Summary of overall online comments and written submissions and proposed response

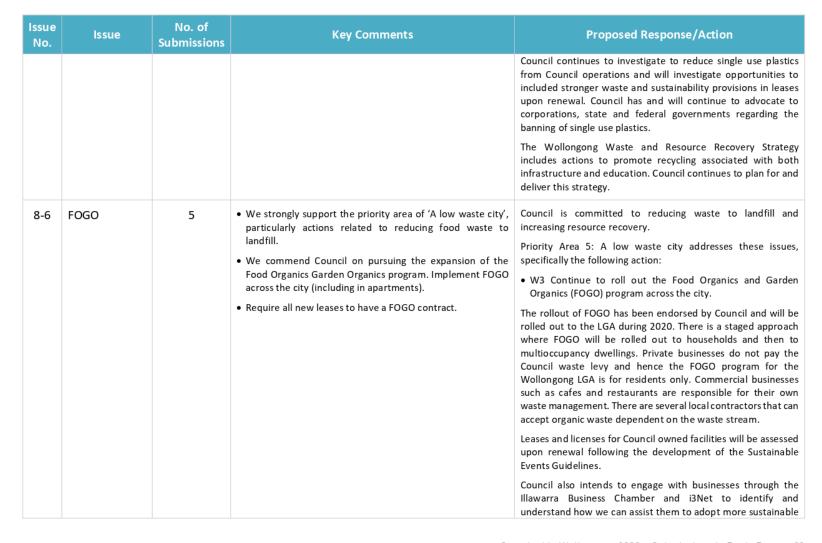
Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
8-1	Wording Suggestions	17	 In the strategic comments you should refer to the economic benefits of sustainability. All of the SD goals are applicable and should be included in every priority area. Biodiversity programs (p 43) should make commitments to reduce vertebrate pests esp deer and feral cats. It is a good attempt at a difficult task. But there is a lot of overlap among the priority areas and a lot of "motherhood" statements among the contents of most of these areas. Should include a focus on the development of a circular economy and a bigger focus on local food. Change wording to include 'ensure that public spaces are available for food production, such as community gardens, and that our community is aware of where they can access low cost and free meals'. The role of Council and that the community can help with this and mention also that the community is advocating stronger than government is a good thing. Improve energy efficiency, add or business after home. Increased access to sustainable locally produced fresh food as a sustainability outcome. Add invest ethically, use less packaging, install solar hot water, replace gas with reverse cycle heating, don't buy 	The draft Strategy has been updated to include the economic benefits of sustainability and support for businesses to transition to a renewable economy. The Sustainable Development Goals (SDGs) that are included are those that are directly related to the Strategy rather than those that are indirectly related. The SDGs have been better integrated throughout the strategy in each of the priority areas. It is explained in the Strategy that all priority areas are interrelated and all impact on or influence each other. The Delivery Program and Operational Plan will be reviewed next year in conjunction with the appointment of the new Council. The priority areas, goals and sustainability outcomes will be included in this review process. Vertebrate pest management is now included more explicitly in the Strategy. Some of the wording suggestions are already included in the Strategy. Many of the suggested changes have been made to the Strategy. Changes: A number of wording changes have been made throughout the Strategy.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
			single use plastic water bottles, use less packaging, buy solar hot water, reverse cycle heating, home insulation, tag all cats and keep them inside. • Do not ride mountain bikes in protected areas or near sensitive habitats.	
8-2	General Support	13	 Good intentions and great sentiments. Great intentions. I hope to see it operating in practice. When the tough decisions have to be made, I hope they are the right ones. Congratulate Wollongong City Council. Commend Council on extensive engagement. 	Noted. Council is committed to creating a sustainable, climate healthy City.
8-3	Climate Justice and Equity	11	 Climate justice should feature in this plan - it is not enough to act on climate change if those actions reinforce the injustices that already exist in our society. There is no consideration of equity in this strategy. It should be included in every priority area. 	Vulnerable communities are considered in this Strategy and specific actions are included in the CCMP. Both this strategy and the CCMP are aimed at addressing equity and ensuring that vulnerable communities are not left behind. Council is also in the process of developing a contemporary Climate Change Adaptation Plan that is envisaged will consider impacts to vulnerable communities arising from climate change. Changes: Some wording changes have been made to include equity where required.
8-4	Upgraded Revolve/Reuse Centre	9	 Support the expansion of an undercover storage at the Wollongong Revolve shop. Create a repair centre (similar to the Tinkerage at Shellharbour). Support the Make-Do Library of Things to be integrated into a Council library or other secure community space. Renovate the Whytes Gully Community Recycling Centre to be best practice. 	Council is committed to reducing waste to landfill and increasing resource recovery. Priority Area 5: A low waste city addresses these issues, specifically the following actions. • W1 Deliver the Waste Wise Events program for Council events, in alignment with the Single-Use Plastics Management Policy



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
				 W2 Develop a Sustainable Events Guideline for event managers and stallholders to avoid and reduce waste, and reduce water and energy consumption of events W3 Continue to roll out the Food Organics and Garden Organics (FOGO) program across the City W4 Coordinate community environmental programs, such as Rise and Shine, Community Service Order Scheme, Clean Up Australia Day, World Environment Day, Schools Enviro Day, National Recycling Week, International Composting Week and other sustainability/ waste education activities. The Wollongong Waste and Resource Recovery Strategy includes actions to promote recycling associated with both infrastructure and education. Council continues to plan for and
8-5	Single Use Plastics and Recycling	7	 Use DA to enforce that shops and shopping centres need to be plastic free. Ban Single Use Plastics. Plastic Free Wollongong ran out of grant funding and now seems to be disbanded/occasionally run by volunteers at events. Council should fund it. The single use plastics paragraph could include "working with council leased venues to phase out single use plastics." These venues will not change unless its a condition of their lease. 	Council is committed to reducing waste to landfill and increasing resource recovery. Priority Area 5: A low waste city addresses these issues, specifically the following actions. • W1 Deliver the Waste Wise Events program for Council events, in alignment with the Single-Use Plastics Management Policy • W2 Develop a Sustainable Events Guideline for event managers and stallholders to avoid and reduce waste, and reduce water and energy consumption of events. Council does not have the ability to ban single use plastics across the LGA. Council is a partner in the Plastic Free Wollongong program, which encourages and provides incentives for residents and businesses to avoid single use plastics. In addition, Council has a Single Use Plastics Management Policy that aims to ensure that all council run events are delivered without the use of single use plastics.





Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
				practices There are a number of actions focussing on businesses in the CCMP.
8-7	Food and Grow Local	5	 We would welcome the inclusion of further details regarding how outcomes and actions relating to increasing the food systems resilience and increasing access to sustainable locally produced fresh food, will be achieved. Although I see these priority areas and goals were based on the consultation you received I think the strategy should include a 7th priority area on supporting local food and associated goals. What is being done to encourage sustainable local food production and local food system resilience. Ensure the implementation of the Urban Greening Strategy focuses on local natives and food producing trees. Permaculture workshops would be very useful to everyone. It will bring the community together and it makes you feel so much more connected to the land. Another thing that I found quite hard to find is information regarding native plants and aboriginal techniques, as they have lived on this land for so long. Consider promoting plant-based food as opposed to animal products and remove them from Council meetings. Animal agriculture is a leading cause of deforestation and climate change but rarely gets addressed. 	Council has a number of strategies plans and programs included in the delivery plan and operational plan focussed on improving community connection, volunteering opportunities and access to food. Specifically, Priority Area 4 – A City in Harmony with our Environment outlines our commitments in relation to food system resilience and food security and includes the actions: • H8 increase the community's knowledge of locations and availability of low cost and free meals • H9 Increase local food system resilience through supporting local agencies in their response to food security • H10 Continue to support the establishment of community gardens on appropriate public spaces through the Community Gardens Policy. The Urban Greening Strategy is currently being implemented, including consideration of food trees. Sustainability workshops are regularly held at the Wollongong Botanic Garden Discovery Centre. Council has also produced 2 Grow Local Guides (Native Plant and Edible Plants) that are available to residents. Aboriginal connection to Country and traditional sustainable living practices is something that needs further exploration. Catering for Council functions is reviewed regularly. This has been passed on to the relevant division for consideration. Changes: A section on food system resilience has been included in this priority area and an additional action to address the issue has been included in the draft Strategy.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
8-8	Water Refill Stations,	5	Plastic water bottle free city. More water refilling stations. Opt in for businesses to be plastic water bottle free	Council is committed to reducing waste to landfill and increasing resource recovery.
	Plastic Water Bottle Free			Priority Area 5: A low waste city addresses these issues, specifically the following actions:
				W1 Deliver the Waste Wise Events program for Council events, in alignment with the Single-Use Plastics Management Policy
				W2 Develop a Sustainable Events Guideline for event managers and stallholders to avoid and reduce waste, and reduce water and energy consumption of events.
				Council does not have the ability to ban single use plastics across the LGA. Council is a partner in the Plastic Free Wollongong program, which encourages and provides incentives for residents and businesses to avoid single use plastics. In addition Council has a Single Use Plastics Management Policy that aims to ensure that all council run events are delivered without the use of single use plastics. Council continues to investigate to reduce single use plastics from Council operations and will investigate opportunities to included stringer waste and sustainability provisions in leases upon renewal. Council has and will continue to advocate to corporations, state and federal governments regarding the banning of single use plastics.
				In addition, water refill stations are being installed around the City, in an effort to promote the use of reusable water bottles. Opportunities for businesses to take a stance on this issue will be passed on to the appropriate division for consideration.
8-9	Development	6	Better waste management in CBD apartment areas (remove "wheelie" bins for centralised street bin systems and encourage better compliance with waste sorting).	Councils DCP outlines provisions for waste storage facilities for multi-unit dwellings to minimise the number of bins required to be on site. Bins are usually kept in the common areas of a unit development.

Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
			• In Development controls pg37 - don't just limit it to energy/water efficient buildings, many councils have Waste DCPs and guidelines for DAs to ensure adequate planning/space/servicing/ is included in designs to ensure that MUDs have the needed space not just for the current 3 bin system but for problem wastes, bulky wastes and food collection. The Strategy fails to recognise two basic and remediable actions which Council should now implement. Firstly, Council's planning regime should no longer promote medium density development in areas remote from services and public transport as this is quite unsustainable in social (it is ruining the integrity of many streetscapes), economic (it requires residents to travel much further, and sometimes more often, than they need) and environmental (extra travel generates extra greenhouse gasses) terms. Secondly, its planning regime should no longer promote fragmentation of urban vegetation at the rear of new development but require it to be integrated into street connectivity.	Council will consider housing density as part of the Housin Strategy and LSPS and will give consideration in any updates it the LEP and DCP. It should also be noted that the state government has a Low Ris Housing Diversity Code which allows for the development of medium density dwellings as complying development, without the consent of Council. The implementation of actions in Urba Greening Strategy aims to improve the deep soil zones arount the City and reduce urban vegetation fragmentation. I addition, new urban release areas have improvements in urba vegetation and deep soil zones, including the provision of larg trees in public open space. It is much harder to retrofit thes conditions in existing urban areas, however this is bein considered with new development applications.
8-10	Emissions calculations	4	 Low emission city (p 37) should state that emissions budgets should be based on a target of global warming less than 1.5 deg above pre-industrial levels (noted on p 8), with regular reviews based on the latest science. Discrepancy between the carbon budget calculations in the strategy and the mitigation plan. They should be consistent. 	As Council is a signatory to the Global Covenant of Mayors for Climate and Energy, Council is required to develop an emission profile compliant with the Global Protocol for Community-Scal Greenhouse Gas Emissions Inventories (GPC). The profile that was conducted was in accordance with their requirements an on the best available scientific information at the time. Further information on the methodology used to determin Wollongong's carbon budget and emissions reduction target available in the Ironbark report on Council's website. When we re-inventory in two years the methodology for the inventory will be modified to ensure that emissions from a industries are accounted for appropriately. Our carbon budge and emission reduction target will be recalculated based on the

inventory and new scientific recommendations.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
8-11	Green jobs	4	Support the set-up of a PV recycling industry in Wollongong.	The Economic Development Strategy (EDS) 2019-29 was endorsed by Council in September 2019. The EDS proposes a number of action items to support an innovative and sustainable economy for Wollongong. The focus of the EDS is to increase the number of high quality jobs in Wollongong, which will have flow on benefits such as reducing the cost of commuting and increasing the work/life balance of commuters. The strategy identifies a number of key sectors for Wollongong, which includes advanced manufacturing and opportunities in emerging fields such as renewable energy.
8-12	Litter	4	 Enforce litter act and pollution controls on building sites. Install and maintain gross pollutant traps on all stormwater outlets. Create a "fisherman for healthy seas" anti-littering campaign. Facilitate Ocean friendly accreditation program. 	Council's Development Compliance branch undertake site inspections in response to pollution offences, poor sediment controls and other poor environmental measures. These are usually responding to complaints lodged however should these complaints identify particular areas that need addressing Development Compliance Officer's will conduct targeted audits within these areas which are usually areas of high development such as new subdivisions. These audits provide the ability to provide education to the builders on minor breaches however penalties and/or legal documentation are issued if severe breaches are identified. Council officers also clean-up sites where breaches or pollution incidents have occurred. Stormwater quality improvement devices are installed and maintained throughout the City as part of our stormwater management program. This program is reviewed and new devices are added as resourcing allows and according to strategic priorities. Council also runs a number of programs to remove litter from our environment, including Rise and Shine and Picitup, where community members remove litter from public spaces and record with they collect. This helps us understand where litter



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
				is coming from, and which places have the most litter. We can use this information to try and reduce littering from happening in the first place. We've installed Fishing Tackle bins at 12 popular fishing locations in our area, thanks to help from Australian Sea Bird Rescue South Coast and West Wollongong Rotary. Noted. Council is supportive of the Ocean Friendly accreditation program and the work being undertaken by the Surfrider Foundation to reduce litter and the use of single use plastics.
				Council is currently developing an Environmental Education Program focusing on the key environmental issues of waste management, urban greening and climate change. Climate Change Mitigation Plan - Opportunities to engage with businesses and understand how council can support them to be more environmentally sustainable will be devised through the development and delivery of these plans.
8-13	Waste and Environmental education	3	 Education needs to underpin all the priority areas and needs to be resourced more than existing workshops and events. More education on difficult to recycle products, things that don't break down in landfill and are toxic to the environment and wildlife. 	Waste education programs are part of the CCMP, with Council continuing to design and deliver community education and behaviour change initiatives to maximise diversion of food, other organics, general household waste and nappies from landfill and to educate the broader community in waste avoidance, raise awareness of alternatives and work towards a litter free Wollongong and campaigns to reduce the amount of food waste households generate.
8-14	Register of useful information	3	 Develop a register of environmental interest groups in the region, not just Council managed ones. Create a webpage of State and Federal Government powers to clarify community input. 	Whilst this is an excellent and suggestion, it is difficult for Council to understand and continue to monitor groups outside of its direct control. New groups continue to establish constantly, and vary in terms of their formality, focus and function. It is challenging and resource intensive to develop this and keep all of the relevant information current and succinct.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
				Council considers development of a webpage regarding state and federal government powers to be the responsibility of the relevant government authorities.
8-15	Inclusion of Aboriginal stories and artwork	3	 Great to see the aboriginal artwork - indigenous people are great stewards of land and we must learn from them. Love the collaboration with the Coomaditchie artists reflected through the document. 	Noted, Council considered it important to include Aboriginal artwork and sentiment in this Strategy, particularly in respect of the Traditional Custodians of the Illawarra region and Dharawal lands.
8-16	Population Growth	2	Council should push back on and not allow population growth.	The NSW Government has targets related to housing development articulated in the Illawarra Shoalhaven Regional Plan. Council recognises that population growth and associated urban development can have detrimental impact on the environment if not managed appropriately. In order to ensure that growth and associated urban development is balanced with social and environmental issues and ecologically sustainable development is achieved, Council has and continues to develop policies and strategies to inform development assessment and decision making, including Development Control Plans, Neighbourhood Plans and Town Centre Plans.
8-17	Sustainability Dashboard	2	Sustainability Dashboard should be available on more than the website.	Noted. This strategy is one of Council's supporting documents and will be reported regularly through Council's reporting framework. A Sustainability Dashboard is also being developed to show our progress toward our goals. This dashboard will be made available on our website, Administration Building foyer, community facilities and we will keep the community updated through our regular sustainability and community newsletters. Changes: Further information has been added to the Strategy outlining where the information will be displayed as outlined above.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
8-18	Road Speed Limits	2	 Suburban street speed limits reduced to 30km/hr. This is to reduce emissions about also increase community connectivity to green and built spaces as people will feel more safe letting kids out to play, riding their bikes and walking the streets. 	The Austroads' Guide to Traffic Management has been updated and addresses speed zones. In the updated guide there is a reference to lower speed limits as low as 10km/h. The advice from Transport for NSW hasn't lowered default speed limits and the subsequent guide for setting speed limits hasn't been updated. Council is managing speeds by way of traffic facilities that require drivers to slow down.
8-19	Sustainable Council Buildings	1	 The Sustainability Strategy should inform the Delivery and Operational Plans and should have been completed first. Think overall there is lot of good content but it could be improved by stronger commitments from Council. Ensure the construction of new council buildings are done with minimal waste and maximum recycling and reuse. 	The Sustainable Wollongong 2030: A Climate Healthy City, is a revised strategy which when adopted aims to inform all of Council's policies, programs and plans. It is based on a review of the current Sustainability Strategy, informed by contemporary feedback from the community and prompted by evolving environmental issues, community concern, political focus and policy and legislative changes. The review is timely as a new Delivery Program will be prepared once the new Council is elected, following LG elections in September 2021. The development of sustainable building design and performance standards to apply to all new and refurbished Council buildings and facilities is an action within the draft CCMP 2020-22. It is anticipated that these standards would incorporate application of the waste hierarchy.
8-20	Broader Consultation	1	Broader consultation may be beneficial to help with ideas for sustainable solutions in Wollongong. Also learning from other cities/regions and taking what we can from other successes is always useful. Maybe conduct a few case studies.	A very comprehensive engagement process was undertaken and included a community workshop, 5 school workshops, consultation with relevant reference groups and an online discussion board. The opportunity to provide feedback was also advertised in a number of newsletters, social media and Council publications so that the reach within the community was greater. Specific engagement was also undertaken with the Aboriginal community. All of this was done prior to the draft Strategy being written.



Issue No.	Issue	No. of Submissions	Key Comments	Proposed Response/Action
				Council is also involved with a number of national and international programs and we regularly collaborate with other Councils on programs and research best practice case studies.
8-21	Better park facilities	1	 Parks and green areas increased, but also more attractive and useable for a range of ages and demographics and all parks need an established 'riding or scooting' path way, so kids can practice riding safely off the road. 	The Urban Greening Strategy is currently being implemented and focus is on areas with low canopy cover. A trial is being undertaken to determine the feasibility of increasing vegetation cover in the City's parks.
				The Play Wollongong Strategy is a 10 year plan that provides strategic direction for upgrading the cities playgrounds and play facilities. Scheduled actions from this Strategy are being implemented.
8-22	Working from home	1	COVID has taught us that by working from home we can improve our environment, Does Wollongong City Council support working from home?	In the current environment Council supports working from home arrangements for staff who are able to perform their duties away from the workplace.
8-23	Other	1	 Fail to see why these areas need a separate 60 page glossy Strategy. Surely this is wasteful in itself. You should be able to put the key points on 3 or 4 pages. Who do you expect to read 60 pages? A stronger summary up front or infographic as it takes a long 	Noted. The development of the Strategy was considered important by the community. It is also a revised document. not a new one. The inaugural Sustainability Strategy was adopted in 2014 and was due for review. Some of the priority areas are complex and therefore explanation is required it is agreed that a summary document is required and has been produced. This
			time to get through 60 pages which could really limit the audience.	is an overarching document that will inform future Council decision making.
			 I am completely opposed to having Smith Street a one way street as it will make it awkward getting in and out of our premises. 	Smith Street traffic issue not considered related to this Strategy but has been passed on to the Traffic and Transport Unit.



Summary of proposed changes to draft Strategy

As identified above, a number of changes to the draft Strategy are proposed in response to the feedback from public exhibition, these changes include both wording modifications to actions and the addition of new actions/sustainability outcomes and are detailed in Tables 12 and 13 below.

Table 12: Summary of wording changes to the Sustainable Wollongong Strategy

Section Reference	Original wording	New action wording
Vision	Together, we're creating a healthy and sustainable future for all. Wollongong is a thriving, low waste, low emissions city which is resilient, liveable and has high biodiversity values.	Together, we're creating a healthy and sustainable future for all. Wollongong is a thriving low waste, low emissions City in harmony with its environment.
Priority Area 1	Environmental and climate leadership underpins Council decision-making and service delivery and inspire the same in others.	Environmental and climate leadership underpins Council decision-making and service delivery which inspires the same in others.
Priority Area 3	Together we protect our environment, reduce emissions and increase resilience to climate change.	Together we protect our environment, reduce emissions and increase our resilience to climate change.
Priority Area 6	Our infrastructure and community can adapt to the impacts of a changing climate and water is valued as a vital natural resource.	Our infrastructure and community can adapt to a changing climate and water is valued as a vital natural resource.
All Priority Areas		The addition of relevant Sustainable Development Goals to all priority areas.
Executive Summary	This dashboard will be made available on our website.	This dashboard will be made available on our website, Administration Building foyer, community facilities and the Sustainable Wollongong and community newsletters.
Strategic Context	The four main pillars of ESD are environmental protection, social equality, economic growth and governance, and are commonly known as quadruple bottom line (QBL) thinking and this should underpin all Council decision-making.	The four main pillars of ESD are environmental protection, social, economic and governance considerations, and are commonly known as quadruple bottom line (QBL) thinking and this should underpin all Council decision-making.
Strategic Context		The addition of Sustainable Development Goal 6 – Clean Water and Sanitation.

Section Reference	Original wording	New action wording
Priority Area 1	One of the key challenges faced by Council is planning for and accommodating a growing and our evolving city whilst balancing environmental factors.	One of the key challenges faced by Council is planning for and supporting our thriving community, their housing and recreation needs and our evolving City whilst balancing environmental factors.
Priority Area 1		New paragraph added: There are a number of economic benefits of Sustainability for Wollongong and these include: creating a green industry, research and innovation, eco tourism, smart infrastructure and cities. It is important for Council to support and work with business and industry so that they can transition to more sustainable ways of operating, whilst continuing to do business, sustain and foster employment and contribute to the financial sustainability of our City.
Priority Area 1		Addition to what you can do: Invest ethically.
Priority Area 2	Creating a Sustainable Wollongong will require Council to work in partnership with the community, private sector and other levels of government to ensure that we continue to protect and enhance our environment for current and future generations and to support and learn from each other. Across Wollongong there are many individuals, community groups, businesses and organisations showing leadership, encouraging others, implementing solutions to problems and making sustainability part of their lives. There are also many in our community who are advocating for stronger leadership at the state and federal levels.	Creating a Sustainable Wollongong will require Council to work in partnership with the community, private sector and other levels of government to ensure that we continue to protect and enhance our environment for current and future generations and to support and learn from each other. We will also collaborate with key local, state and federal agencies and businesses to develop and trial new and innovative projects. Across Wollongong there are many individuals, community groups, businesses and organisations showing leadership, encouraging others, implementing solutions to problems and making sustainability part of their lives. There are also many in our community who are advocating for stronger leadership at the state and federal levels and their efforts will assist us in achieving the outcomes in this Strategy.
Priority Area 2	Education We are active in providing environmental education programs; reconnecting people with the natural environment, encouraging environmental protection and empowering people with the	Education We are active in providing environmental education programs; reconnecting people with the natural environment, encouraging environmental protection and empowering people with the skills,



Section Reference	Original wording	New action wording
	skills, capacity and motivation to live more sustainably. We will continue to explore opportunities to enhance our environmental education programs in order to support our community and other stakeholders to implement actions to reduce their environmental impact and associated emissions.	capacity and motivation to live more sustainably. We will continue to explore opportunities to enhance our existing programs and explore new and innovative initiatives to support our community and other stakeholders to implement actions to reduce their environmental impact and associated emissions.
		The addition of a new paragraph
Priority Area 2		Business and Industry A sustainable community means a healthier environment and a happier, healthier and productive community. As Council works towards delivery of its Economic Development Strategy and creating 10,500 new jobs for the City by 2028, we have the opportunity to attract innovative sustainable new industry to our City. The plan recognises Wollongong's fast changing and diversifying advanced manufacturing sector, with significant operations in industrial, chemicals, mining, defence, construction, textiles and food and beverage as well as exploring opportunities in emerging fields such as renewable energy. Council through its participation in the Invest Wollongong partnership (along with the NSW Government and University of Wollongong), has identified clean energy as a target investment sector. Wollongong is envisaged to play a key role in Australia's decarbonised energy future, with Port Kembla identified as a superior location for Australia's first large scale hydrogen facility.
Priority Area 2	Action T6 - Work with our Aboriginal community, through the Aboriginal Land Council, Aboriginal Reference Group and Aboriginal Elders groups, to learn from their traditional culture and heritage and incorporate these learnings when developing new Council supporting documents and programs.	Action T6 - Work with our Aboriginal community, organisations, Elders and groups, to learn and understand their traditions and cultural connection they have with the land, water and environment and incorporate these learnings when developing new Council supporting documents and programs.
Priority Area 3	E3 Continue to pursue commitments and actions under the Global Covenant of Mayors for Climate and Energy.	Action E3 - Continue to pursue commitments and actions under the Global Covenant of Mayors for Climate and Energy, including equitable access to energy.



Section Reference	Original wording	New action wording
Priority Area 4	Implementing programs in partnership with other agencies and our community are crucial to ensuring the resilience of endangered species. We will continue to deliver programs such as the natural area restoration program, Bushcare volunteer program and participate in the SouthEast NSW Bioregion Working Group, which all aim to conserve, protect and restore the most threatened flora in our region.	Implementing programs in partnership with other agencies and our community are crucial to ensuring the resilience of endangered species. We will continue to deliver programs such as the natural area restoration program, Bushcare volunteer program and participate in the SouthEast NSW Bioregion Working Group, which all aim to conserve, protect and restore the most threatened flora in our region. Green corridors and remnant vegetation provide valuable habitat for a variety of threatened flora and fauna in our region. Council continues to work with other land managers and Local Land Services to implement a coordinated pest management program aimed at reducing the impacts of the priority pests affecting our City, including deer, rabbits and Common Myna birds.
Priority Area 4		Addition of a section on food system resilience Food Resilience We also need to ensure that public spaces are available for food production, such as community gardens, and that our community is aware of where they can access low cost and free meals. Local food system resilience needs to be increased and Council can assist through supporting local agencies in their response to food security and equitable access to fresh food.
Priority Area 4		Addition of key statistic Successful implementation of pest animal management programs including deer, rabbit and Common Myna bird.
Priority Area 4		Addition of what you can do Keep cats indoors at night Don't ride mountain bikes or motorbikes in environmentally sensitive areas.
Priority Area 4	Our city was fortunate not to be directly impacted by these bushfires. In order to continue to reduce our risk to the impacts of bushfire we must continue to manage our natural assets, in	Our City was fortunate not to be directly impacted by these bushfires. In order to continue to reduce our risk to the impacts of bushfire we must continue to manage our natural assets, in particular their

Section Reference	Original wording	New action wording
	particular their interface with infrastructure and residents and undertake emergency preparedness. Continuing to work in partnership with the Rural Fire Service to implement the FIReady and Asset Protection Zone program is essential to protecting life and property in our city.	interface with infrastructure and residents and undertake emergency preparedness. Continuing to work in partnership with the Rural Fire Service and Illawarra Bushfire Management Committee (IBMC) to implement the FIReady and Asset Protection Zone program is essential to protecting life and property in our City.
Priority Area 6	Action C4 - Review, adopt and incorporate sustainable building design and performance standards for all new and refurbished Council buildings and facilities (Action was duplicated)	Action C4 - Investigate opportunities to improve the climate resilience of all new and refurbished Council buildings and facilities
Priority Area 6	Action C5 - Review the Wollongong DCP to identify and incorporate opportunities to promote sustainable development across the city (Action was duplicated	Action C5 - Update asset management plans to include climate change provisions
Monitoring and Reporting	The results of our 'Sustainability Dashboard' will be made available on our website and we will keep the community updated through our regular newsletters.	The results of our 'Sustainability Dashboard' will be made available on our website, Administration Building foyer, community facilities and we will keep the community updated through our regular sustainability and community newsletters.
All Priority Areas		The removal of draft from referenced strategies that are no longer drafts.
All Priority Areas		The addition of action numbers to each of the actions for easier referencing and monitoring.



Table 13: List of new sustainability outcomes and actions.

Section Reference	New Action/Sustainability Outcome	
Priority Area 4	Sustainability Outcome - Reduced pest and weed species/populations in our city.	
Priority Area 4	Action H5 Continue to implement the Illawarra District Weeds program.	
Priority Area 4	Action H6 Continue to implement the Illawarra Wild Deer Management, Wollongong Myna Pest Action and Rabbit Control Program.	
Priority Area 4	Action H8 Increase the community's knowledge of locations and availability of low cost and free meals.	
Priority Area 4	Action H9 Increase local food system resilience through supporting local agencies in their response to food security.	
Priority Area 4	Action H10 Continue to support the establishment of community gardens on appropriate public spaces through the Community Gardens Policy.	

Conclusion

Through the public exhibition process the community made numerous valuable comments and suggestions on the draft Strategy. As a result number of changes have been made to the document, summarised as follows:

- · Simplifying wording in the vision.
- Minor wording changes to some of the priority area goals.
- Changes to the ESD commentary and the addition of SDG 6 Clean Water and Sanitation.
- Addition of information about the transition to a renewable economy.
- Changes to the wording of action T6 working with the Aboriginal community.
- Changes to actions C4 and C5 as they were duplicate actions
- Addition of equitable access to energy to action E3.
- Addition of information about vertebrate pest management and more detail about food security.
- Addition of actions about weeds and vertebrate pest management and food security.
- Addition of a pest species sustainability outcome.
- Addition of relevant SDGs to each of the priority areas.
- Addition of numbers to actions in each priority area.
- Other minor wording changes throughout the document have been made to clarify statements and simplify wording.

There are now 34 sustainability outcomes (previously 33) and 42 high level actions in the updated draft Strategy (previously 40). The updated draft Strategy will be reported to Council for adoption.



Appendix A – Frequently Asked Questions

FAQs

Council has a range of plans already. Why do we need a Sustainable Wollongong Strategy?

Council has many and varied strategies, plans and programs and the draft Sustainable Wollongong Strategy will not duplicate these. This draft Strategy consolidates all our environmental priorities, goals and sustainability outcomes into one document, which will improve the integration of environmental considerations into all decision-making and operations.

There are 6 six priority areas for action in the draft Strategy and Councils many strategies, plans and programs support the delivery of the goal and sustainability outcomes in each of the priority areas. Effective and collaborative implementation of the actions identified in this Strategy will ensure that we, as a community, can create a thriving low waste, low emissions City, which is resilient, liveable and has high biodiversity values.

What is sustainability?

Sustainability is commonly defined as meeting the needs of present generations without compromising the ability of future generations to meet their own needs.

Sustainability is all encompassing and to create a focused document, this draft Strategy focusses on the environmental aspects of sustainability. To us, environmental sustainability is about improving the sustainability of and enhancing our way of life whilst minimising our impact on our natural systems.

What is the significance of Aboriginal Heritage and its relationship to sustainability?

Our natural environment sustained our local Aboriginal people for tens of thousands of years before the arrival of European settlers. They lived in harmony with the local environment and they lived seasonally, within the climatic conditions and food availability. This ensured the sustainability of the local environment and of their people through taking only what they needed to survive, not wasting and protecting the environment for future generations. This draft Strategy incorporates these principles of sustainable living.

Council commissioned the cover artwork to represent the traditional Aboriginal perspective of sustainability and our community strategic plan vision:

'From the mountains to the sea, we value and protect our environment'

What is the role of Council?

Council has many roles in implementing the actions in this draft Strategy. We will act as a steward, facilitator, advocate, service provider, regulator and partner in helping the community achieve sustainability and climate change outcomes. We will lead by example and implement actions to reduce our environmental impact and emissions from Council operations. We are also committed to providing education, support and advice to our community, business and industry to reduce their emissions and environmental impact.

When will this Strategy be reviewed?

To ensure that this Strategy remains current and reflective of political and community sentiment, it will be reviewed on a four-year cycle, coinciding with Council terms and review of the Community Strategic Plan. The Strategy will also undergo a major review in 2030.



What engagement have we done to date?

In developing this Strategy, we held a series of engagement activities to gain community input. We asked our community what was important to them in terms of sustainability, why it was important and what we as a community could do. There was a high level of participation, with over 500 responses and over 1200 peer votes received.

The community told us that their priorities are Council demonstrating environmental leadership and working in partnership with community, reducing our City's emissions, increasing renewable energy, improving resilience to climate change, moving towards zero waste, increasing green space, green corridors and trees, increased sustainability requirements for all new developments and improved active and public transport opportunities in the City.

We have used these comments and priorities to develop the priority areas, goals and sustainability outcomes for this Strategy. We have incorporated the Aboriginal connection to country in this Strategy, especially encouraging our community to embrace living sustainably and fostering their own connection to country and our environment.

The purpose of this exhibition is to ensure that we listened and interpreted your thoughts and ideas correctly.

What happens next?

All feedback received will used to make amendments to the draft Strategy, which will then be submitted to Council for endorsement later in the year.

Sustainable

Wollongong 2030

Item 5 - Attachment 1 - Sustainable Wollongong 2030: Submissions in Reply Report

Appendix B – Online Feedback Form

Sustainable Wollongong 2030: A Climate Healthy City

Our community has told us they value the protection of our environment and this is reflected as a goal in our Community Strategic Plan, our overarching plan for Wollongong.

We have developed the **Draft Sustainable Wollongong 2030:** A **Climate Healthy City Strategy** to focus our environmental sustainability priorities. We've identified six priority areas which each have a goal and a series of sustainability outcomes. The strategy provides direction for Council's operations by identifying high-level pathways and actions for delivery.

To find out more read the Draft Strategy and FAQs

Our online Q and A is available for you to ask questions.

How to share your thoughts:

- · complete the feedback form
- · email engagement@wollongong.nsw.gov.au
- write to us at Locked Bag 8821 Wollongong NSW 2500



Please read Council's Privacy Notification before submitting your feedback.

Feedback closes 12 August 2020

Feedback form

The strategy has a vision and six priority areas for action with questions that relate to these

- Priority Area: A city whose council shows leadership
- Priority area: A city that works together
- Priority area: A low emissions city
- Priority area: A healthy, liveable city
- Priority area: A low waste city
- Priority area: A climate and water resilient city

Do you support this vision statement?

rogether, we're creating a neatiny and sustainable future for all. Wollongong is a thriving low waste, low emissions city which is resilient, liveable and has high biodiversity values.
[Choose any one option]
☐ Strongly support
□ Support
Undecided Undecided
□ Oppose
☐ Strongly oppose
Please tell us why?

Priority area: A city whose council shows leadership

The goal for this priority area is: Environmental and climate leadership underpins Council decision-making and service delivery and inspire the same in others.

Do you support this priority area and goal?		
Choo	se any one option	
	Strongly support	
	Support	
	Undecided	
	Oppose	

Strongly oppose
Please tell us why?



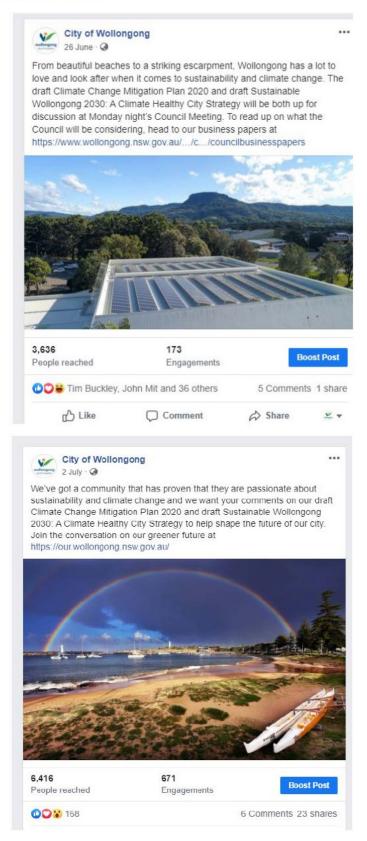
Item 5 - Attachment 1 - Sustainable Wollongong 2030: Submissions in Reply Report

Priority area: A city that works together
The goal for this priority area is: Together we protect our environment, reduce emissions and increase resilience to climate change
Do you support this priority area and goal?
[Choose any one option]
Strongly support
Support Undecided
Oppose State of the state of th
Strongly oppose
Please tell us why?
Priority area: A low emissions city
The goal for this priority area is: We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by
2050 for the city
Do you support this priority area and goal?
[Choose any one option]
☐ Strongly support
Support
Undecided
Oppose
Strongly oppose
Please tell us why?
r tease tett as why:
Priority area: A city in harmony with its environment
The goal for this priority area is: Our ecosystems and waterways are enhanced, our urban areas are cooler and greener and our community is
connected to our natural environment
Do you support this priority area and goal?
[Choose any one option]
Strongly support
Support
Undecided
Oppose
Strongly oppose
Please tell us why?
Priority area: A climate and water resilient city
The goal for this priority area is: Our infrastructure and community can adapt to the impacts of a changing climate and water is valued as a vital
natural resource
Do you support this priority area and goal?
[Choose any one option]
☐ Strongly support
Support
Undecided
Oppose
Strongly oppose
Please tell us why?
Priority area: A low waste city
The goal for this priority area is: Our community only take what they need, reuse and recycle what they can and are aware of the resources that they
consume
Do you support this priority area and goal?
[Choose any one option]
☐ Strongly support
□ Support
Undecided
□ Oppose
☐ Strongly oppose
Please tell us why?
Do you have any other comments on the draft Strategy?

Item 5 - Attachment 1 - Sustainable Wollongong 2030: Submissions in Reply



Appendix C: Social media







Item 5 - Attachment 1 - Sustainable Wollongong 2030: Submissions in Reply



Appendix D: Media coverage

Media promotions are related to the exhibition of the Sustainable Wollongong 2030: A Climate Healthy City Strategy and the Climate Change Mitigation Plan, through various forums, as outlined in Table x.

Table 14: Media promotion links

Media Forum	Link	
Bang the Table website mention	https://www.bangthetable.com/blog/how-community-is-shaping-wollongong-city-councils-net-zero-future/	
National Tribune	https://www.nationaltribune.com.au/fired-up-for-fogo-this-november-wollongong/	
Mirage	https://www.miragenews.com/fired-up-for-fogo-this-november-wollongong/	
Illawarra Mercury	https://www.illawarramercury.com.au/story/6006925/learn-about-sustainable-living-at-wollongong-forum/	
Global Covenant of Mayors Blog	https://www.gcom-oceania.org/news-blog/2020/8/25/community-the-heart-of-wollongongs-sustainability-future	
Illawarra Mercury	https://www.illawarramercury.com.au/story/6802624/how-wollongong-will-change-over-next-2yrs-to-tackle-climate-emergency/	
ABC news	https://www.abc.net.au/news/2019-12-11/wollongong-steel-city-commits-to-become-carbon-neutral/11785378	
CPP website mention	https://citiespowerpartnership.org.au/partners/wollongong-city-council/	
The Greens website mention	https://www.illawarragreens.org.au/our_successes	
GCoM website mention	https://www.globalcovenantofmayors.org/cities/wollongong/	
Why Not Wollongong	https://whynotwollongong.wixsite.com/climateplan/our-story	
Wollongong Power	https://www.wollongongpower.org/	
Wollongong Council	https://www.wollongong.nsw.gov.au/whats-on/news-and-alerts/news/news/august-2020/solar-panels-to-be-installed-on-council-carpark	
Wollongong Council	https://www.wollongong.nsw.gov.au/whats-on/news-and-alerts/news/news/june-2020/boosting-wollongongs-liveability	

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Appendix E: List of external stakeholders emailed regarding the exhibition

Landcare Illawarra

Helensburgh & District Landcare Group

Tullimbah Land Care Stop CSG Illawarra

AYCC

Wollongong Climate Action Network Illawarra National Parks Association

Surfrider Foundation Illawarra First members Peabody Metropolitan Mine Illawarra Coal - South 32 Wollongong Coal

UOW

Port Authority of NSW

Bluescope

Illawarra Business Chamber

i3net UDIA

Property Council

RDA

Renew Wollongong

Wilderness Society Illawarra

Wollongong Climate Action Network (WCAN) Bella and the Break Free Illawarra Climate Coalition

Sustainable Illawarra Julia Barnes

Food Fairness Illawarra

Lee Evans MP Stephen Jones MP Ryan Park MP Paul Scully MP Gareth Ward MP Hon Sharon Bird MP Anna Watson MP

Wollongong City Lord Mayor and councillors

ALESCO Illawarra

Aspect South Coast School Austinmer Public School Balgownie Public School Bellambi Public School Berkeley Public School Berkeley West Public School

Bulli High School Bulli Public School Cedars Christian College Coledale Public School Coniston Public School Corrimal East Public School Corrimal High School Corrimal Public School Craig Davis College Cringila Public School

Dapto High School

Dapto Public School Edmund Rice College (Boys) Elonera Montessori School Fairy Meadow Public School Farmborough Road Public School Figtree Heights Public School

Figtree High School Figtree Public School

Five Islands Secondary College

Good Samaritan Catholic Primary School

Gwynneville Public School Hayes Park Public School Helensburgh Public School

Holy Cross Catholic Parish Primary School

Holy Spirit College Illawarra Christian School Illawarra Hospital School Illawarra Sports High School Kanahooka High School Keira High School Keiraville Public School Kemblawarra Public School Koonawarra Public School Lake Heights Public School Lakelands Public School

Lindsay Park Public School M.E.T. School

Mount Brown Public School Mount Keira Public School Mount Kembla Public School Mount Ousley Public School Mount St Thomas Public School Nareena Hills Public School Otford Public School

Para Meadows School Pleasant Heights Public School Port Kembla Public School Primbee Public School Russell Vale Public School Scarborough Public School Smiths Hill High School

St Brigid's Catholic Parish Primary School St Columbkille's Catholic Parish Primary School St Francis of Assisi Catholic Parish Primary School

St John's Catholic Parish Primary School St Joseph's Catholic Parish Primary School

St Mary Star of the Sea College St Mary Star of the Sea College (Girls) St Michael's Catholic Parish Primary School St Patrick's Catholic Parish Primary School St Pius X Catholic Parish Primary School St Therese Catholic Parish Primary School



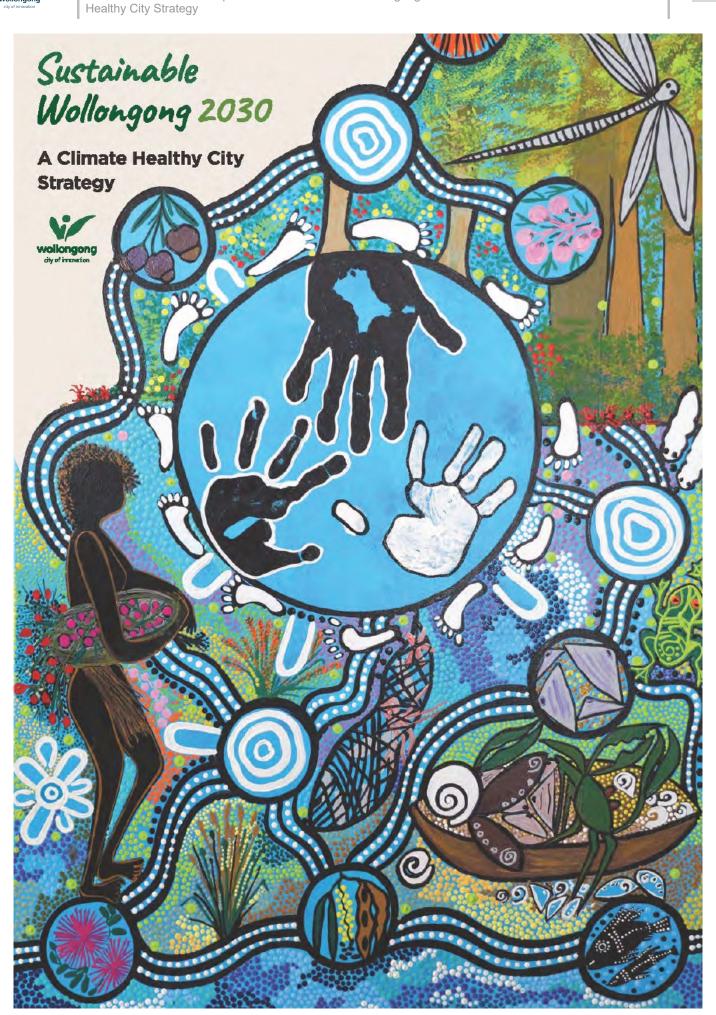
Item 5 - Attachment 1 - Sustainable Wollongong 2030: Submissions in Reply Report

Stanwell Park Public School Tarrawanna Public School The Illawarra Grammar School Thirroul Public School Towradgi Public School Unanderra Public School Waniora Public School Warrawong High School Warrawong Public School Windang Public School Wollongong Flexible Learning Centre Wollongong High School of the Performing Arts Wollongong Public School Wollongong West Public School Woonona East Public School Woonona High School Woonona High School Woonona Public School Woonona East Public School 11 individuals that have provided previous

submissions or correspondence

Item 5 - Attachment 2 - Updated draft Sustainable Wollongong 2030: A Climate







Item 5 - Attachment 2 - Updated draft Sustainable Wollongong 2030: A Climate Healthy City Strategy

'What the earth has to provide must be saved so we can hand down to the future generations, so they can learn how to care for what we have and generate all species.' Lorraine Brown and Narelle Thomas

Sustaining life

Painted by Lorraine Brown and Narelle Thomas

Years ago, in many parts of the world there were no shops to supply food, only hunters and gatherers.

For thousands of years our people, like many Indigenous people of the nations had to live by the seasons.

Their skills were remarkable and their knowledge of the land impeccable. If they didn't know the seasons, their foods and how to prepare the food they would have starved.

The most important part of keeping and maintaining life was to never take more than you needed.

To sustain life you have to care for your land – your country – never waste.

What the earth has to provide must be saved so we can hand down to the future generations, so they can learn how to care for what we have and generate all species.

Council commissioned this painting to represent the traditional Aboriginal perspective of sustainability and our Community Strategic Plan vision.

'From the mountains to the sea, we value and protect our environment'





Together, we're creating a healthy and sustainable future for all. Wollongong is a thriving low waste, low emissions city, in harmony with its environment.



Acknowledgement of Country

We acknowledge and pay respect to the Traditional Custodians of the Illawarra region, the Dharawal People. We acknowledge that the lands we live and work upon are Aboriginal lands. We recognise the important connection that the local Aboriginal people have with the land and the environment in which they live, it is a connection that goes beyond the features and physical attributes of a place. We acknowledge how Aboriginal people lived off the land and how important it was to keep the environment preserved, so it could continue to provide food, medicine and a connected relationship that is intrinsic to the culture and identity of our local Aboriginal peoples and culture.

We also pay respect to Elders past, present and those emerging. We would also like to extend our acknowledgement and pay respect to other Aboriginal people that are off country and have decided to call our beautiful region home.

In celebration of unity, culture, both traditional and contemporary, we acknowledge the rich history of our local Aboriginal heritage.







Glossary of terms and acronyms

CO2 Carbon Dioxide

CO₂e Equivalent tonnes of carbon dioxide. The universal unit of

measurement to indicate the global warming potential (GWP) of each greenhouse gas (GHG), expressed in terms of the GWP of one unit of carbon dioxide. It is used to evaluate the climate impact of releasing (or avoiding releasing) different GHGs on a common basis.

CPP Cities Power Partnership

CSP Community Strategic Plan
DCP Development Control Plan

ESD Ecologically Sustainable Development

EV Electric vehicle

FOGO Food Organics Garden Organics

GCoM Global Covenant of Mayors for Climate and Energy

GDP Gross Domestic Product

GHG Greenhouse Gas

GRP Gross Regional Product

IPCC Intergovernmental Panel on Climate Change

ISJO Illawarra Shoalhaven Joint Regional Organisation of Councils

kWh Kilowatt hours is a unit of energy equal to 1000 watt hours

or 3.6 megajoules.

LED Light Emitting Diode

LEP Local Environmental Plan

LGA Local Government Area

LSPS Local Strategy Planning Statement

PPA Power Purchase Agreement

PV Photovoltaic

SEPP State Environmental Planning Policy

Supporting Documents Council's strategies and plans that support the delivery of the CSP,

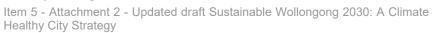
Delivery Program and Operational Plan

SDGs United Nations Sustainable Development Goals to create a

sustainable global future.

All key statistics in this Strategy are current as at May 2020 unless otherwise stated.







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"We can't do this alone as a community we all have a role to play in creating a sustainable future for generations to come."

Lord Mayor Councillor Gordon Bradbery AM

It is my pleasure to present Sustainable Wollongong 2030: A Climate Healthy City Strategy.

The strategy outlines how we can work together to create a sustainable future for our city. There are many pathways that we can take to create a sustainable, greener, healthier, cooler and more liveable city for everyone.

The strategy provides the overarching framework and goals to create a sustainable Wollongong, with detailed actions, resourcing and timeframes included in supporting plans.

It re-affirms our long-term commitment to creating a sustainable Wollongong and ensuring that we are resilient as a community and able to adapt to a changing climate.

We will increase tree and vegetation cover across our city, improve biodiversity outcomes, reduce waste to landfill, protect our coasts and estuaries, improve stormwater management and reduce emissions.

As part of this work, Council has set emission reduction targets of net zero by 2030 for our own operations and net zero by 2050 for the community.

We can't do this alone - as a community we all have a role to play in creating a sustainable future for generations to come.

We look forward to working with you to create a Sustainable Wollongong.

Lord Mayor Councillor Gordon Bradbery AM





From our beautiful beaches and wetlands through to the striking escarpment, Wollongong is a city with unique and diverse natural environments, an attractive destination to residents and visitors alike. Wollongong is home to many unique natural ecosystems, endangered species and communities, as well as over 200,000 residents. As our population grows, we will need to balance the social, economic and environmental needs of our city in order to create a Sustainable Wollongong.

Both Council and our community are committed to creating a sustainable and climate resilient city and this is reflected by community sentiment and in the many and varied supporting documents and programs that we prepare and implement. We recognise that, as a local government leader, we have a moral responsibility to current and future generations to preserve natural resources and minimise our impact on the environment.

This sentiment is also reflected in our Community Strategic Plan (CSP) vision

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.

and its first goal:

'We value and protect our environment'.

Our community have told us that they are concerned about climate change and supportive of Council being a leader, advocating for and working with all areas of our community to reduce emissions and waste, improve climate resilience and create a sustainable Wollongong. Our Aboriginal community told us that they have traditionally lived in harmony with their environment and these principles of protecting the environment to sustain life are inherent throughout this strategy.

We, as Council, are also participants in a number of global and national initiatives, such as the Global Covenant of Mayors for Climate and Energy (GCoM), Climate Emergency Declaration and Cities Power Partnership (CPP), which help us to drive and guide emission reductions from Council operations, adapt to a changing climate and support the city to do the same.

The Sustainable Wollongong 2030: A Climate Healthy City Strategy (Strategy) outlines our commitment to environmental sustainability for both Council operations and our community. This Strategy identifies pathways to create a sustainable, greener, healthier, cooler and more liveable city.



Healthy City Strategy



This Strategy centres around six priority areas and associated goals over the next ten years.

Item 5 - Attachment 2 - Updated draft Sustainable Wollongong 2030: A Climate

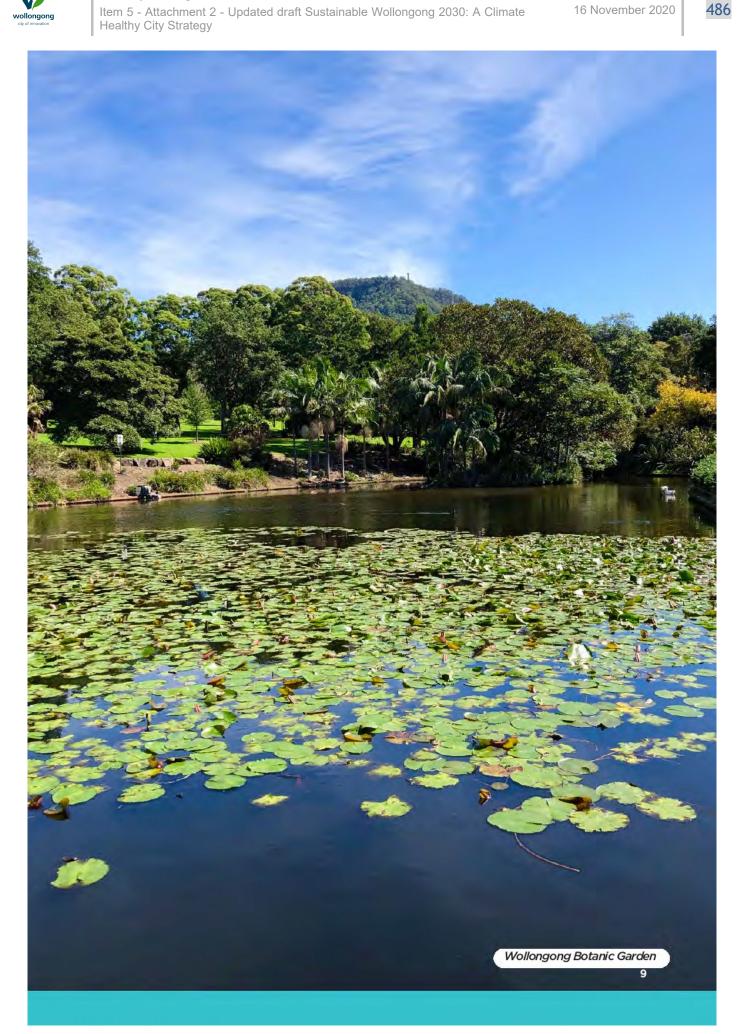
PRIORITY AREA	GOAL
A city whose council shows leadership	Environmental and climate leadership underpins Council decision- making and service delivery which inspires the same in others
A city that works together	Together we protect our environment, reduce emissions and increase our resilience to climate change
A low emissions city	We will achieve net zero emissions by 2030 for Council operations, and together we will a chieve net zero emissions by 2050 for the city.
A city in harmony with our environment	Our ecosystems and waterways are enhanced, our urban areas are cooler and greener and our community is connected to our natural environment
A low waste city	Our community only take what they need, reuse and recycle what they can and are aware of the resources that they consume
A climate and water resilient city	Our infrastructure and community can adapt to a changing climate and water is valued as a vital natural resource

In order to achieve these goals a suite of high-level actions have been developed that when delivered through our service and operational programs will create a Sustainable Wollongong. To ensure that we achieve our goals in this Strategy, monitoring of the implementation of these actions and progress towards the sustainability outcomes will be undertaken and reported through the

Integrated Planning and Reporting Framework. We are also developing a 'Sustainability Dashboard' to show our progress towards achieving these sustainability outcomes and ultimately achieving our goals. This dashboard will be made available on our website, Administration Building foyer, community facilities and the Sustainable Wollongong and community newsletters.







Sydney



Item 5 - Attachment 2 - Updated draft Sustainable Wollongong 2030: A Climate Healthy City Strategy

Our City

From our beautiful beaches and wetlands through to the striking escarpment, Wollongong is a city with unique and diverse natural environments, an attractive destination to residents and visitors alike. Wollongong is home to many unique natural ecosystems, endangered species and communities, as well as over 200,000 residents.

As our population grows, we will need to balance the social, economic and environmental needs of our city in order to create a Sustainable Wollongong.

We are the largest centre on the NSW south coast, providing important social and economic services to the region.

Where are We?

Located 80 km south of Sydney we are the 3rd largest city in New South Wales and the 10th largest city in Australia in terms of population

714 sq km in area bounded by the Royal National Park in the north, Lake Illawarra in the south, the coastline in the east and escarpment in the west



Who are We?

In 2016, there were 5,346 people in the LGA who identified as Aboriginal or Torres Strait Islander, representing 2.6% of the total population

21.5% of Wollongong's population was born overseas. The five main countries of birth are UK, China, Former Yugoslav Republic of Macedonia, Italy and New Zealand.

63.7% of the Wollongong LGA population occupied single homes; 20.7% occupied a medium density dwelling; while 10.3% occupied high-density dwellings

In 2016, 72.5% of people who live in Wollongong said they travel to work in a motor vehicle, 5.5% by train, 2% by bus and 3.7% used active transport.

218,114 people live in the City of Wollongong, by 2036, 254,805 will call the city home

There are approximately 103,797 employed residents with 95,936 local jobs. Wollongong's diverse economy provides employment for 20,000 residents of surrounding LGAs

Almost 23,000 Illawarra residents commute to Greater Sydney for work

Wollongong is the regional capital of the Illawarra-Shoalhaven, producing \$12.2B (60%) of the region's \$20.4B Gross Regional Product (GRP).

29% of households are vulnerable (with an income of less than \$750 per week)

16.6% of households do not have an internet connection

Information has been taken from the 2016 ABS Census Data and REMPLAN

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Item 5 - Attachment 2 - Updated draft Sustainable Wollongong 2030: A Climate Healthy City Strategy

Aboriginal Heritage

The area we know today as Wollongong was originally inhabited by the Dharawal people (Tarawal or Thuruwal), who remain the Traditional Custodians of this land. The name Wollongong is said to originate from the Aboriginal word woolyungah, meaning 'five islands'. Wollongong has a proud Aboriginal community that encourages everyone to learn about and celebrate local cultural traditions.

Connection to Country can be fostered today by keeping our culture documented - by keeping our kids connected and by learning the wider community of what's around them - stopping development in areas where there are significant plants carving art grooves - the more we ourselves and the wider community knows the better connection to culture and fostering our knowledge can surely preserve 'connection to Country' belongs/belonging."

Aboriginal Engagement Participant

Our natural environment sustained our local Aboriginal people for tens of thousands of years before the arrival of European settlers. They lived in harmony with the local environment and they lived seasonally, within the climatic conditions and food availability. Nature was their supermarket and so looking after it was of top priority. Aboriginal people sporadically burnt parts of the environment to prevent wildfire and regenerate the landscape. This ensured the sustainability of the local environment and of their people through taking only what they needed to survive, not wasting and protecting the environment for future generations.

Leave only footprints, leave no rubbish behind.

Aboriginal Reference Group

This connection to country, way of living and leaving only footprints is something inherent in traditional Aboriginal culture and something that we have integrated into the development of this strategy.

Artwork by Lorraine Brown and Narelle Thomas, Coomaditchie Artists





Sustainability

Sustainability is commonly defined as meeting the needs of present generations without compromising the ability of future generations to meet their own needs.

To us, environmental sustainability is about improving the sustainability of and enhancing our way of life whilst minimising our impact on our natural systems. Our environment defines us; it's the spaces we play in, the places we work and build, it's our home. Protecting and maintaining our environment is essential if we want it to create a sustainable city and to support the liveability and prosperity of our region. Healthy ecosystems and waterways support all life in our city and provide spaces for us to work, rest and play in.

Creating a Sustainable Wollongong means:

- · protecting our ecosystems,
- · reducing greenhouse gas emissions,
- · reducing natural resource consumption,
- becoming resilient to the impacts of climate change,
- increasing active transport and walkability of our city,
- designing and constructing buildings to minimise their environmental impact,
- connecting with and appreciating our natural environment.



This requires us to balance protecting our environment, economy and social fabric of our city. We are aiming to preserve our identity as a city, what makes us unique and wonderful, as we continue to grow and evolve and pursue opportunities to be a leader as a climate healthy city.

Climate change

Climatic changes are naturally occurring phenomena that have been rapidly increased due to human activities, including burning fossil fuels, land clearing and agriculture.

Climate change is arguably the most significant issue of our time, with the potential to impact on the environmental, economic and social sustainability of our city and beyond. These impacts are already being felt around the world

Globally, the top 5 hottest years on record were recorded between 2015-2019 and the severity and frequency of other natural disasters such as bushfires, floods and droughts continue to increase. If we continue with our current practices, global temperatures are predicted to increase by 2-5.5 °C by the end of the century, which will further exacerbate these impacts.

Climate change is affecting many of the basic elements of life, such as access to water, food production, health and well-being, use of the land and biodiversity values. In addition, these impacts will not be evenly distributed, with the poorest and most vulnerable people anticipated to be impacted the most. Economists have advised that without action the impacts of climate change are estimated to annually cost at least 5% of global domestic product GDP.

The Intergovernmental Panel on Climate Change (IPCC) has stated that the need to address climate change is extremely urgent and we need to keep global temperatures to less than 1.5°C above pre-industrial levels to mitigate catastrophic impacts of climate change.

¹Our Common Future, World Commission on Environment and Development, 1987.

² https://www.climatecentral.org/gallery/graphics/top-10-warmest-years-on-record

³ STERN REVIEW: The Economics of Climate Change, Executive summary, Nicholas Stern, Cambridge University Press 2008. Garnaut Climate Change Review: Final Report Commonwealth of Australis, 2008

⁴ Climate Council and IPCC, 2018



Global changes, local impacts

The NSW Department of Planning, Industry and Environment (DPIE) has published the Illawarra Climate Change Snapshot 2014, which summarises the key climatic projections for the Illawarra as a result of climate change (Figure 1).

0	Projected temperature changes	
	Maximum temperatures are projected to increase in the near future by 0.4 – 0.9°C	Maximum temperatures are projected to increase in the far future by 1.6 – 2.3°C
*	Minimum temperatures are projected to increase in the near future by 0.4 – 0.7°C	Minimum temperatures are projected to increase in the far future by 1.5 – 2.4°C
\approx	The number of hot days will increase	The number of cold nights will decrease
	Projected rainfall changes	
حالا	Rainfall is projected to decrease in winter	Rainfall is projected to increase in summer and autumn
	Projected Forest Fire Danger Index	(FFDI) changes
₩.	Average fire weather is projected to increase in spring	Severe fire weather is projected to increase in summer and spring in the far future

Figure 1: Projected climatic changes for the Illawarra. Source: Illawarra Snapshot 2014

The impacts anticipated as a result of these projections include:



Extreme temperatures

Discomfort, ill health and even premature death due to temperature extremes

Increased risk and discomfort to the most vulnerable in our community

Increased heating and cooling costs

Increased strain on electricity grid due to increased demand

Increased strain on community and emergency services

Increased stress to our natural vegetation





Decreased rainfall and drought

Increased dust

Lower rainfall predictability

Botanic garden, sports fields and parks become harder to maintain

Increased occurrences of plant and tree mortality in our parks

Frequent sports field closures due to unsafe playing surfaces

More frequent water restrictions

Estuary water quality issues





Other Impacts

Increased storm surge, flooding, and bushfire risk

Damage to infrastructure and property

Increased strain on emergency services

Increased health impacts

Damage to natural environments

Increasing clean-up costs

Increasing insurance premiums

Increased pollution entering our waterways, estuaries and beaches Healthy City Strategy



'environmental sustainability matters, without it a place becomes unliveable'

Online engagement HQ participant



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What is the role of Council?

As a Local Government authority, we have a responsibility to our community to promote a healthy, resilient and productive environment. Under the Local Government Act one of the guiding principles for councils is that councils should consider the principles of ecologically sustainable development (ESD) in their decision-making.

The highest level of influence we have is directly implementing actions to reduce the environmental impact of our operations and this will be a priority for Council (Figure 2).

We, as Council, have a role in urban planning, transport, economic and community development; waste and water management, community education, public land management and the delivery of specific climate, environment and sustainability programs. We will act as a steward, facilitator, advocate, service provider, regulator and partner in helping the community achieve these outcomes.

We can make a valuable contribution towards improving environmental sustainability through our own operations and service delivery through sustainable infrastructure, waste, water, energy and resource use and procurement. We will lead by example and implement actions to reduce our environmental impact and emissions from Council operations.

Council cannot achieve the goals in this strategy on its own. Residents, businesses and schools have an important role to play in creating a better Wollongong for all. Council has limited direct influence on the uptake of environmental behaviours within our community.

However, we are committed to providing education, support and advice to our community, business and industry to reduce their emissions and environmental impact.

We also collaborate and partner with government agencies in delivering important programs within our community to secure funding to implement local and regional programs. We will work collaboratively with Shellharbour, Kiama and Shoalhaven Councils and the Illawarra-Shoalhaven Joint Organisation (ISJO) to advocate for and implement programs within our community.

As Council, we represent the voices of our community and will advocate for what is best for our community at the state and national

Together we can work to make our urban and natural environment, and social and economic systems more resilient to climate change and other environmental challenges.



Figure 2: Spheres of influence for the different roles of Council.

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Why do we need this strategy?

The inaugural Environmental Sustainability Strategy was adopted by Council in 2014 and to date has guided Council's works and programs to reduce environmental impact. Over 82% of scheduled actions from the 2014 Strategy were implemented, such as the Urban Greening Strategy, sustainability review of the DCP and joining the Global Covenant of Mayors for Climate and Energy (GCoM), to name a few.

It is evident that the 2014 Strategy has been effective in facilitating programs and activities that have led to improvements in our environment. However, it is important to review our strategic direction and update it in a current context; in response to environmental issues, community concern and government policy, legislation and commitments.

We are seeing the impacts of climate change and environmental harm around our city and it is important that we recognise that we have a collective role to play in improving the sustainability of our community, our environment and our land. We have big challenges ahead of us, but this also provides us with exciting opportunities to improve the way that we do things to enhance quality of life for all.

To create a Strategy that is practical and focused, we are concentrating on activities that lead to measurable improvements in Wollongong's environment, whilst considering social and economic factors. This Strategy provides a high-level strategic direction for Council's operations by identifying actions to be delivered through the supporting documents and programs.

By consolidating all our environmental priorities, goals and sustainability outcomes into one document, we will improve the integration of environmental considerations into all decision-making and operations.

Adoption of this Strategy will also enable Council to build on its commitment to a sustainable future, embed environmental sustainability into the core business of Council and influence the continuing quality of life, prosperity and liveability of our city.

In preparing this updated Strategy, we have worked hard to understand the community's thoughts and concerns as well as identify the most important and effective opportunities for us to pursue. This Strategy has been developed

'we moved based on the seasons, food availability and environmental changes'

Aboriginal Reference Group

with rigorous community engagement, attracting a high level of community participation reflecting the importance that our community has in protecting our environment and creating a sustainable city. This Strategy also pays homage to the traditional Aboriginal culture, connection to country and way of living, and integrates these principles into the goals and direction of this Strategy.

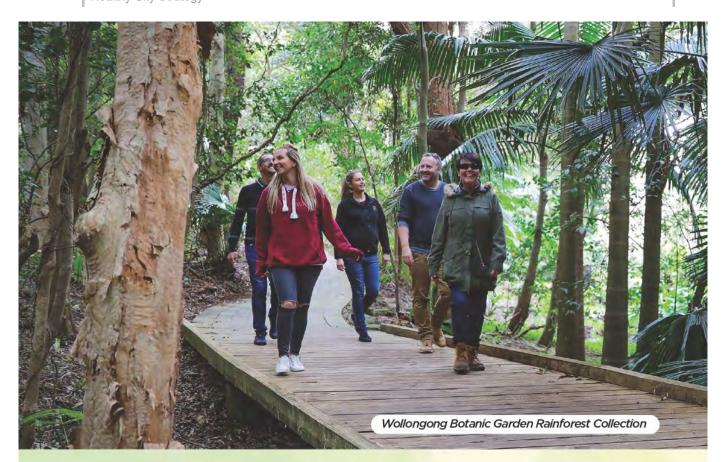
This Strategy supports our 2018 Climate Emergency Declaration, adoption of emissions reduction targets for Council and the city, and other works under the Global Covenant of Mayors and Cities Power Partnership program.

Delivering this Strategy will create a legacy for change now to create a brighter, healthier, and more resilient future for our city.



This Strategy is about more than doing the right things. It is about working with our community to do things better and to do things differently. This is the only way to embrace the challenges we face and seize the opportunity to create a sustainable future for all.





KEY STATISTICS 2018/19



Increase in population by 2036



20% <

Rainfall recorded in 2019



Average daily temperatures 1.85°C warmer in 2019 than previous years



Hottest day 39.6°C recorded 23 Jan 2020



Emissions from energy consumption in 2018/19



Emissions from transport in 2018/19



Puckey's Reserve Wollongong



Strategic Context

Global

Ecologically Sustainable Development (ESD) was first introduced by the Brundtland Commission Report in 1987. The report described the principles of ESD and how it could be globally achieved. The principles of ESD are:

- The Precautionary Principle we will not undertake any actions that have a potential risk to cause serious harm to the community or the environment; even in the absence of scientific certainty;
- ii. Inter and intra-generational equity we recognise the importance of equity within and between generations;
- iii. Biological diversity we value our natural biodiversity and will work to protect and enhance local native habitat;
- iv. Improved valuation, pricing and incentive mechanisms - we will integrate long and short-term economic, environmental and social considerations into all Council decision-making processes and operations.

The four main pillars of ESD are environmental, social, economic and governance considerations, and are commonly known as quadruple bottom line (QBL) thinking and this should underpin all Council decision-making.

The United Nations have held numerous Conferences on Environment and Development since the Brundtland Report, including

- Rio de Janeiro (1992) Climate Change was formally recognised
- Kyoto (1997) the first global agreement to limit emissions
- Paris (2015) a global commitment to limit global temperature increases to less than 2°C above pre-industrial levels and pursue efforts to limit the rise to 1.5°C and a commitment to achieve netzero emissions, globally, by the second half of the century. In 2019, it was recognised by the IPCC that there is an urgent need to keep global temperatures to within 1.5°C of warming because of the impacts already being seen globally.

The Sustainable Development Goals (SDGs) are a global strategy agreed by the United Nations General Assembly and form a blueprint to create a sustainable future for everyone. There are 17 interconnected goals for 2015-2030, including 10 directly relevant to sustainability and climate change as shown in Figure 3. Each of the priority areas also reference the SDGs that they will help achieve.



Figure 3: Sustainable Development Goals directly relevant to sustainability (United Nations 2020)



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National and NSW

In response to the Paris Agreement, the Australian Government has set an emissions reduction target of 26-28% of 2005 emissions by 2030.

To complement this commitment, the Australian Government has a range of responses to sustainability and climate change issues integrated into their service delivery, including biodiversity and biosecurity, environmental protection (pollution licences and air quality), waste avoidance, agriculture, forestry and water. More information on the

policies, programs and legislation that can be found at https://www.environment.gov.au/topics

The NSW Government has also endorsed the Paris Agreement and has set a corresponding emissions reduction target of net zero emissions by 2050. The NSW Government also has a number of programs and plans to improve sustainability outcomes in the state of NSW (Table 1).

Table 1: NSW Government plans and programs with links to sustainability outcomes

PLAN/POLICY	AIMS/OBJECTIVES	KEY DIRECTIONS
14 Premier's Priorities	Aims to enhance the quality of life for the people of NSW	Increasing green cover in urban spaces across the state Increasing canopy cover across Sydney
Illawarra-Shoalhaven Regional Plan	Five (5) goals for the region, one of which is protecting and enhancing the natural environment	Protect the region's environmental value by focusing development in locations with the capacity to absorb development Build the Illawarra - Shoalhaven's resilience to natural hazards and climate change Improve environmental outcomes for waste management and air quality Secure the health of coastal landscapes by managing land uses and water quality
Shoalhaven Illawarra Enabling Regional Adaptation (SIERA) Project	To understand the climate vulnerabilities in the region and to identify opportunities to respond to them. Several vulnerable systems were identified	Satellite settlements - isolation and limited road access Transport - growing regional population and geographical constraints Emergency management - increased demand and declining volunteer base Energy - centralised system vulnerable to network failure from extreme climate events Food - changing rainfall and temperature patterns and increased development Industrial transformation - rising energy costs, international markets and the need to reduce environmental impacts Water - climatic changes, population growth, increased development and seasonal demand variability



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Wollongong City Council Response

Our Wollongong 2028: Our Community Strategic Plan sets our community's vision and the importance of our environment:

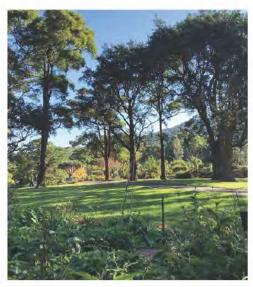
From the mountains to the sea, we value and protect our natural environment and we will be leaders in building an educated, creative and connected community.

The first goal of Our Wollongong 2028: Community Strategic Plan is: 'We value and protect our environment'. This further reflects the importance of our environment to both our community and Council.

The Sustainable Wollongong Strategy will be a supporting document, which will inform the Resourcing Strategy, Delivery Program and Operational (Annual) Plan (Figure 4).

This Strategy will play an important part in addressing our commitments to the GCoM, CPP, Climate Emergency Declaration and United Nations SDGs.

We have many plans and programs which aim to improve the environmental and sustainability outcomes for the city and deliver on the goals of the Community Strategic Plan. This Strategy provides direction and pathways for action for our supporting documents and programs. The actions delivered through the supporting documents and programs will be reported through the Integrated Planning and Reporting process.





COMMUNITY STRATEGIC PLAN

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





SUPPORTING DOCUMENTS

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





DELIVERY PROGRAM

Sets out the key activities and projects that will be delivered to the community during the Council term





ANNUAL DI AN

Provides more detail of the Delivery Program including projects, activities and budgets



Figure 4: Council's Integrated Planning Framework



Global Covenant of Mayors for Climate and Energy (GCoM)

In 2017 we became a signatory to the GCoM, which commits us to a series of activities to achieve a resilient and low-emission society. These actions include adopting an emissions reduction target and developing a Climate Change Mitigation Plan and a Climate Change Adaptation Plan (to be revised in 2020/21).

Climate Emergency Declaration

In August 2019, in support of the global climate crisis, Council recognised that we are in a state of climate emergency that requires urgent action by all levels of government, and at the time of writing, we are one of close to 100 Australian councils to do so. Through this declaration we acknowledge that climate changes pose a serious risk to life as we know it and that current measures being implemented are not enough to limit human caused climatic changes5. This declaration means that we need to ensure that the climate emergency response is considered as a high level of importance in all our decision-making. This includes taking all actions possible to reduce emissions through advocacy, partnerships with other councils, supporting local community action and reducing our own emissions.

Cities Power Partnership Program (CPP)

In January 2020 we also became members of the CPP program to help reduce our emissions and to promote opportunities to our community and businesses. This program will support the city's transition to a clean energy future by providing access to a range of resources to help evaluate and monitor actions and opportunities to collaborate and share knowledge with other councils.



⁵ https://climateemergencydeclaration.org/



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Listening to our community

How did we engage?

In developing this Strategy, we held a series of engagement activities to gain community input (see Figure 5). We asked our community what was important to them in terms of sustainability, why it was important and what we as a community could do. There was a high level of participation, with over 500 responses and over 1200 peer votes received. This information has been used to identify the key issues of concern to the community and their aspirations in creating a Sustainable Wollongong.



Figure 5: Community engagement participation

We have also included three artworks from local Aboriginal artists as visual inspiration throughout this Strategy. These artworks are reflective of Aboriginal connection to country, the importance of our environment and of living sustainably, and serve to encourage commitment and action to achieve the goals of this Strategy.



⁶ Smith's Hill High, Woonona High, Dapto High, Woonona Public and Northern Illawarra Academically Gifted Program



What did our community say?

Through engagement on this Strategy, our community have expressed their love and appreciation for the environment. They have told us that they are very concerned about climate change and supportive of both the Climate Emergency Declaration and setting an emissions reduction target.

The community told us that their priorities are:

- Council demonstrating environmental leadership
- Council working in partnership with the community
- · Reducing our City's emissions
- Increasing renewable energy
- · Improving resilience to climate change
- · Moving towards zero waste

Our Aboriginal community told us that they have traditionally lived in harmony with their environment, using the principles of low consumption, low waste, eating sustainable locally sourced food and protecting native vegetation and wildlife. These principles of protecting the environment to sustain life are inherent throughout this Strategy.

Our community identified that Council should be a leader and advocate for bold environmental and climate change initiatives. Reducing emissions and waste, preserving biodiversity, reducing urban heat stress and creating a climate resilient city is of high importance for the liveability of our city.

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Solar

School Responses

- More green space, green corridors and trees
- · Improved water quality and water resilience
- Increased sustainability requirements for all new developments
- Improved active transport opportunities in the city
- Improved public transport systems and car/ ride share schemes



Community Responses

We have used these comments and priorities to develop the priority areas, goals and sustainability outcomes for this Strategy. We have incorporated the Aboriginal connection to country in this Strategy, especially encouraging our community to embrace living sustainably and fostering their own connection to country and our environment.

The feedback, comments, concerns and priorities are important to us and we will continue to use them when reviewing or updating future supporting documents and programs.

Healthy City Strategy



Structure

Each of the following chapters addresses a key priority area to achieving a 'Sustainable Wollongong'. Based on stakeholder engagement we have identified six priority areas as depicted in Figure 6. The priority areas are interdependent and impact or influence each other.

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Figure 6: Key priority areas that are key to a Sustainable Wollongong.



Each of the priority areas and goals in this Strategy align with, and the delivery of the high-level actions in the priority areas will assist in, achieving the goals in Wollongong 2030 Community Strategic Plan (Table 2).



Table 2: Links between the priority areas and goals in the Sustainable Wollongong Strategy and the goals in the Community Strategic Plan (CSP).

SUSTAINABLE WOLLONGONG PRIORITY AREA	SUSTAINABLE WOLLONGONG GOAL	COMMUNITY STRATEGIC PLAN GOAL
A city whose council shows leadership	Environmental and climate leadership underpins Council decision-making and service delivery which inspires the same in others	Goal 1 - We value and protect the environment Goal 2 - We have an innovative and sustainable economy Goal 3 - Wollongong is a creative, vibrant city Goal 4 - We are a connected and engaged community Goal 5 - We are a healthy community in a liveable city Goal 6 - We have sustainable, affordable and accessible transport
A city that works together	Together, protect our environment, reduce emissions and increase our resilience to climate change	Goal 1 - We value and protect the environment
A low emissions city	We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city.	Goal 1 - We value and protect the environment Goal 2 - We have an innovative and sustainable economy Goal 6 - We have sustainable, affordable and accessible transport
A city in harmony with our environment	Our ecosystems and waterways are enhanced, our urban areas are cooler and greener, and our community is connected to our environment	Goal 1 - We value and protect the environment Goal 2 - We have an innovative and sustainable economy Goal 4 - We are a connected and engaged community Goal 5 - We are a healthy community in a liveable city
A low waste city	Our people only take what they need, reuse and recycle what they can, and are aware of the resources that they consume	Goal 1 - We value and protect the environment Goal 2 - We have an innovative and sustainable economy Goal 3 - Wollongong is a creative, vibrant city
A climate and water resilient city	Our infrastructure and community can adapt to a changing climate and water is valued as a vital natural resource	Goal 1 - We value and protect the environment Goal 2 - We have an innovative and sustainable economy Goal 5 - We are a healthy community in a liveable city

Healthy City Strategy



Each priority area has a goal that depicts what 'Sustainable Wollongong' would be and a series of sustainability outcomes for us to strive towards to achieve the goal. It is envisaged that these goals and sustainability outcomes will be accomplished through the delivery of a series of strategic actions identified for delivery under each priority area (Figure 7).

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Exploring Stanwell Park



Exercising at Lake Illawarra

vollongong

These strategic actions have been developed at a high level to provide flexibility to program managers in achieving and delivering on their intent, particularly as technology, practice, understanding and the organisation evolves. They are primarily being delivered through supporting documents and programs. Where gaps in our existing programs have been identified, actions have been developed and will be incorporated into future programs as they are created or revised (Figure 8).

Reporting on the progress towards the sustainability outcomes and achievement of actions through our Integrated Planning and Reporting Framework will provide accountability to the community and other key Council stakeholders. Refer to the sections on Implementation and Monitoring & Reporting.



Figure 8: The link between the CSP, Sustainable Wollongong Strategy, action delivery and reporting













Priority Area 1: A city whose council shows leadership

Goal: Environmental and climate leadership underpins Council decision-making and service delivery which inspires the same in others.

As a local government entity, Council is in an important strategic position to demonstrate leadership to the community, business and industry. We can set an example by making direct change through how we conduct our own business. We have a unique and close connection to the community and are therefore well placed to promote environmental sustainability.

Environmental sustainability is considered in the decisions we make every day, from the energy and water we use, the waste we generate and manage, our purchasing choices, staff fleet and travel, planning and development assessments, infrastructure design and delivery, land management, and policies and processes.

In 2017 we joined the GCoM and as part of this program we have set emissions reduction targets to help drive emissions reduction, being:



These targets are ambitious, but we believe that they are important to achieve in order to limit impacts and improve the health and wellbeing of our community and our environment.

Our commitments

Governance

Whilst only 5% of the city's emissions are generated from Council's operations, Council is committed to minimise the use of valuable natural resources and play its part in mitigating against and adapting to climate change and its impacts. Environmental sustainability is a whole of organisation issue and as such requires a whole of organisation commitment. Effective governance will help to ensure that environmental sustainability is considered in our services and operations; that staff are made accountable for their decisions and actions and are equipped with the knowledge, capacity and confidence to deliver appropriate environmental outcomes in undertaking their roles.

Our Services and Operations

Local governments are diverse in their business; they have significant procurement needs and have the ability to influence suppliers and markets to adopt environmentally sustainable practices and standards through their procurement decisions. We will increasingly seek and require our prospective suppliers to demonstrate their

environmental practices and considerations in their operations, products and services and promote local economic capacity.

One of the key challenges faced by Council is planning for and supporting our thriving community, their housing and recreation needs and our evolving city whilst balancing environmental factors. The way that a city, its suburbs, its buildings and transport are designed, built and managed can have a large impact on the long-term sustainability of our city and the livelihood of our community. We will work to strengthen and implement planning mechanisms to protect and enhance our environmental assets and reduce the impact of development. This includes encouraging the inclusion of green technologies, renewable energy production and sustainable design features through planning controls, policies and guidelines for developments in all sectors of our community, as well as striving to reduce environmental impacts associated with construction and performance of Council's infrastructure and assets.



Guidance and support for the city

We recognise that we are civic leaders and will need to work to encourage and support Wollongong's community, business and industry in their transition to a 'Sustainable Wollongong' and adapting to climate change. We will advocate for stronger environmental leadership, funding and support from the state and federal governments.

As a city it is crucial that we continue to support local business and industry to reduce their environmental impact. They are an essential part of the social and economic function of Wollongong. Often the goods produced by local industry are far more sustainable, and are subject to stricter environmental rules and requirements, than those produced elsewhere. The importance of meaningful employment for the people of Wollongong cannot be understated in maintaining the stable social fabric that underpins our community. The Economic Development Strategy 2019-29 promotes Smart Cities, innovation, local jobs and technological advances and will provide a vehicle for the development of a green jobs industry and sustainable technology innovation in the LGA.

There are a number of economic benefits of Sustainability for Wollongong and these include: creating a green industry, research and innovation, eco tourism, smart infrastructure and cities. It is important for Council to support and work with business and industry so that they can transition to more sustainable ways of operating, whilst continuing to do business, sustain and foster employment and contribute to the financial sustainability of our city.

RECENT HIGHLIGHTS

- Joining the Global Covenant of Mayors for Climate and Energy
- Declaring a State of Climate Emergency
- Setting emissions reduction targets for Council operations and our community
- Joining the Cities Power Partnership program

WHAT CAN YOU AND YOUR BUSINESS DO TO SHOW LEADERSHIP?

- Talk about climate change and the positive actions you are taking
- · Install solar panels
- Improve the energy and water efficiency of your home and business
- Drive less and use public transport, cycle or walk
- · Buy a hybrid or electric vehicle
- Compost food scraps and garden waste
- Buy 2nd hand items and rehome good quality items
- Join a community group or organisation promoting environmentally friendly behaviour
- Be an environmental champion in your workplace
- Businesses can buddy with smaller businesses to help them improve their environmental impact
- · Invest ethically



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SUSTAINABILITY OUTCOMES

- · Council projects and operations incorporate sustainable design, procurement, construction and delivery practices
- · Council projects and operations showcase environmental technologies and support local businesses
- Actions within this Strategy are being implemented effectively
- · Reduced emissions from Council operations, including increased energy from renewable
- Our community is supported to reduce emissions
- · Council's planning instruments actively encourage sustainable development
- · Council staff have the knowledge, skills and capacity to make decisions to reduce the environmental impact of Council's operations

OUR SUSTAINABILITY OUTCOMES WILL BE **ACHIEVED THROUGH:**

Delivery of the following key supporting documents:

- Climate Change Mitigation Plan 2020
- Climate Change Adaptation Plan 2009
- · Community Strategic Plan: Our Wollongong 2028
- Delivery Program and Operational Plan
- · Economic Development Strategy 2019-29
- City Libraries Strategy 2017-22



Wollongong City Council tree management

AND THROUGH NEW AND EXISTING **ACTIONS AND PROGRAMS:**

- L1 Advocate for policy changes at state and federal government levels to reduce plastics and packaging
- · L2 Review and pursue opportunities for resource recovery associated with Council operations
- · L3 Incorporate sustainability principles, requirements and standards into all decisionmaking, including strategic planning projects and documents, asset management planning, procurement processes, licence and lease agreements for Council-owned facilities
- L4 Review and update development controls and associated policy to encourage environmentally sustainable development, including water efficiency, energy efficiency, use of renewable energy, and integrated transport management
- L5 Advocate for stronger sustainability requirements in Federal and State Government planning controls
- L6 Advocate for increased investment in an improved and integrated public and sustainable transport system within the region.
- L7 Celebrate and promote Council's efforts and achievements in improving the sustainable outcomes of its services and operations



Wollongong Botanic Garden Rainforest Collection









Priority Area 2: A city that works together

Goal: Together we protect our environment, reduce emissions and increase our resilience to climate change.

Creating a Sustainable Wollongong will require Council to work in partnership with the community, private sector and other levels of government to ensure that we continue to protect and enhance our environment for current and future generations and to support and learn from each other. We will also collaborate with key local, state and federal agencies and businesses to develop and trial new and innovative projects.

Across Wollongong there are many individuals, community groups, businesses and organisations showing leadership, encouraging others, implementing solutions to problems and making sustainability part of their lives. There are also many in our community who are advocating for stronger leadership at the state and federal levels and their efforts will assist us in achieving the outcomes in this Strategy.

Our commitments

Collaboration and partnerships

We will work with our key partners in our city to deliver actions to achieve the goals in this Strategy; this will require significant collaboration with individuals, community groups, schools, businesses and business, industry and community organisations and other government agencies to work towards the vision of a healthy and sustainable future for all (Figure 9).



Figure 9: Key priority areas that are key to a Sustainable Wollongong.



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Our relationships with our partners will change over time, with different projects we are working on and as we progress along our sustainability journey.

We will work with our Aboriginal community to learn from their traditional culture, living in harmony with the land and connection to Country, and incorporate learnings into future projects, plans and programs.

We will work with our community to ensure that they are supported in reducing the environmental impact of their lives, homes and businesses, and ensuring that they have access to the important services to become resilient to the impacts of climate change.

Recognition

We will explore opportunities to promote positive environmental actions being implemented by our community and other stakeholders, which will support and encourage others to do the same.

Education

We are active in providing environmental education programs; reconnecting people with the natural environment, encouraging environmental protection and empowering people with the skills, capacity and motivation to live more sustainably. We will continue to

explore opportunities to enhance our existing programs and explore new and innovative initiatives to support our community and other stakeholders to implement actions to reduce their environmental impact and associated emissions.

Business and Industry

A sustainable community means a healthier environment and a happier, healthier and productive community. As Council works towards delivery of its Economic Development Strategy and creating 10,500 new jobs for the city by 2028, we have the opportunity to attract innovative sustainable new industry to our city. The plan recognises Wollongong's fast changing and diversifying advanced manufacturing sector, with significant operations in industrial, chemicals, mining, defence, construction, textiles and food and beverage as well as exploring opportunities in emerging fields such as renewable energy.

Council through its participation in the Invest Wollongong partnership (along with the NSW Government and University of Wollongong), has identified clean energy as a target investment sector. Wollongong is envisaged to play a key role in Australia's decarbonised energy future, with Port Kembla identified as a superior location for Australia's first large scale hydrogen facility.

RECENT HIGHLIGHTS

- Rise and Shine program
- Clean Up Australia Day
- Bushcare, Landcare & Dunecare programs
- South eastern bioregion ex-situ conservation program
- Friends of the Botanic Garden
- Schools Enviro' Day



HOW CAN YOU AND YOUR BUSINESS WORK TOGETHER?

- Improve the sustainability of your home and business and support others to do the same
- Connect with your local Aboriginal community and explore their culture, learn about their connection to country and their ways of living sustainably
- · Join a Bushcare, Landcare or Dunecare group or other environmental or community-based programs
- Help vulnerable people to adapt to climate change
- Work with local schools to help them improve their local environment
- Start your own group with like-minded individuals
- Businesses can work with
 - larger businesses to deliver environmental programs in the community
 - smaller businesses to reduce their environmental impact



- · Continued and increased access to, and a high level of engagement in, community sustainability engagement, education and volunteer programs
- · Aboriginal culture and connection to country forms part of the process for developing new programs, policies and plans
- · Businesses and industry within Wollongong are exploring and adopting environmentally sustainable technologies and opportunities
- · All communities are resilient to the impacts of climate change, including those most vulnerable

OUR SUSTAINABILITY OUTCOMES WILL BE **ACHIEVED THROUGH:**

Delivery of the following key supporting documents:

- Climate Change Mitigation Plan 2020
- · Climate Change Adaptation Plan 2009
- Disability Inclusion Action Plan 2016
- Ageing Plan 2018-22



Waterdragon in Wollongong Botanic Garden



Puckey's planting day volunteers (Yours & Owls 2018)

AND THROUGH NEW AND EXISTING **ACTIONS AND PROGRAMS:**

- T1 Continue to coordinate and expand Council's community environmental programs - events and sustainability initiatives, such as: Bushcare, Dunecare, FIReady, Greenplan, Greenhouse Park, National Tree Day, Rise and Shine, Community Service Order Program, Schools Enviro Day, Green Team waste education programs and Discovery Centre activities
- T2 Investigate opportunities to increase the sustainability of local businesses through programs that increase energy efficiency and increase uptake of renewable energy sources
- T3 Prepare and deliver environmental and waste education plans to guide Council's program delivery and promote positive sustainable behaviour within our community
- T4 Develop and strengthen relationships with UOW, TAFEs, innovation and research organisations to enhance the development of green technologies and best practice sustainability outcomes
- T5 Pursue opportunities to encourage businesses, industry and the community to adopt environmentally sustainable practices and technology and promote associated employment
- T6 Work with our Aboriginal community, organisations, Elders and groups, to learn and understand their traditions and cultural connection they have with the land, water and environment and incorporate these learnings when developing new Council supporting documents and programs
- T7 Recognise and celebrate sustainability improvements achieved by local individuals, schools, businesses, and community organisations











Priority Area 3: A low emissions city

Goal: We will achieve net zero emissions by 2030 for Council operations, and together we will achieve net zero emissions by 2050 for the city.

A low emissions city is one where the built environment and natural environment complement one another. It's a place where infrastructure and systems aim to reduce their impact on the natural environment from design, to construction and use.

The highest emissions source for the city is from stationary energy consumption, followed by transport (Figure 10). In Wollongong, stationary energy emissions comprise 16% from residential buildings, 7% from commercial buildings and 55% from industry. Council's operational emissions equate to 5% of community emissions, with our largest emissions source being Whytes Gully landfill (Figure 11).

Our commitments

Strategic Planning

In order to play our part in meeting Australia's commitments under the Paris Accord we must take immediate action to reduce our emissions as a city.

In response to this, Council has declared a state of climate emergency and we have set emissions reduction targets for both Council operations and city-wide emissions as part of our GCoM commitments:



To guide us on our path to achieving our emissions reduction targets we have developed the first of many Climate Change Mitigation Plans. This inaugural plan outlines actions to reduce emissions from Council operations, establish partnerships with government agencies, business, industry, schools and community groups, and pilot innovative solutions to reduce emissions.

Development controls

Our built environment is what helps make our lives comfortable and can impact on the health of both our people and our ecosystems. What we build and how we build it affects our natural environment. Many buildings constructed today have an energy legacy for many years to come. Therefore, our built environment plays a key role in reducing our emissions. To create a low emissions city, we need to improve the energy efficiency of existing and new buildings by using low emissions materials and energy efficient technologies. This means we will review our practices, policies and systems to identify opportunities for improvement and alternatives such as renewable energy.

Buildings that are sustainably designed, constructed and operated often achieve

substantial financial savings and have significant social and environmental benefits, when compared to conventional buildings. The NSW Government has the highest level of jurisdiction in relation to planning controls and frameworks, such as complying development codes and BASIX. Council cannot require higher standards than NSW Government requirements, however we can advocate for more stringent environmental outcomes. We are well positioned to provide leadership in reducing the environmental impacts from the built environment; encouraging energy efficiencies, good design and use of less or low impact materials.

Renewable energy and energy efficiency

Reducing reliance on fossil fuels and using energy from renewable sources, such as solar PV systems, batteries, green power purchasing and investigating opportunities for solar farms and power purchase agreements (bulk purchasing etc) will increase energy security for Council operations, businesses and residents. Partnerships with UOW, TAFE and other research organisations to trial new technologies and best practice outcomes will further improve energy security for our city.

Transport

One of the greatest challenges for Council as the city grows is to provide sufficient and effective sustainable transport options; this is made more complicated by the spatial context of our city. Opportunities for sustainable transport such as walking or cycling, working from home opportunities and electric vehicle infrastructure will help to reduce our emissions as well as providing health, social and other environmental benefits. Active transport outcomes, including access and walkability, can be achieved through planning and design.

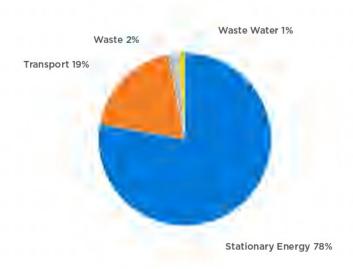


Figure 10: Emissions profile for the Wollongong Local Government Area (2016-17)

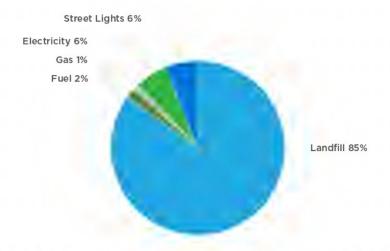


Figure 11: Emissions profile for the Wollongong City Council operations (2017-18)



KEY STATISTICS 2018/19



Total emissions city-wide 3,091,346 tonnes CO2ein 2018/19

Total emissions council operations 130,971 tonnes CO2e- in 2018/19



Shared paths 137 km



Footpaths 430km



Roads 1,039km



Streetlights

19,191 street lights

7,089 LED street lights, with 2,500 to be replaced within 18 months

RECENT HIGHLIGHTS

- Joining the Global Covenant of Mayors for Climate and Energy
- Declaring a State of Climate Emergency
- Setting emissions reduction tar gets for Council operations and our community
- Joining the Cities Power Partnership program
- New landfill gas capture contract at Whytes Gully Landfill for enhanced capture of landfill gas and potential for power generation.



WHAT CAN YOU AND YOUR BUSINESS DO TO REDUCE EMISSIONS?

- Create energy efficient homes and businesses - solar PV, insulation, energy efficient appliances and lighting, green power, turn off standby power
- Insulate walls and ceilings in your home or business
- Adjust your thermostat to reduce heating costs in winter and cooling costs in summer
- Drive less, buy an alternate fuel vehicle, car/ride share, cycle or walk, catch public transport
- Reduce waste to landfill, recycle more, say no to single use plastic, buy less stuff
- · Eat more locally produced food
- · Plant more trees
- · Buy 2nd hand and repair broken items
- · Borrow online library materials



SUSTAINABILITY OUTCOMES

- · Increased investment in renewable energy
- Increased proportion of energy obtained from renewable sources
- Reduced energy consumption and emissions for Council and the city
- · Improved access to and utilisation of sustainable transport
- Reduced emissions from Whytes Gully Landfill

OUR SUSTAINABILITY OUTCOMES WILL BE ACHIEVED THROUGH:

Delivery of the following key supporting documents:

- Climate Change Mitigation Plan 2020
- Wollongong City Cycling Strategy 2030
- City of Wollongong Pedestrian Plan 2017-21
- Wollongong City Centre Access and Movement Strategy 2013
- Illawarra Regional Transport Plan 2014



EV charging station Wollongong

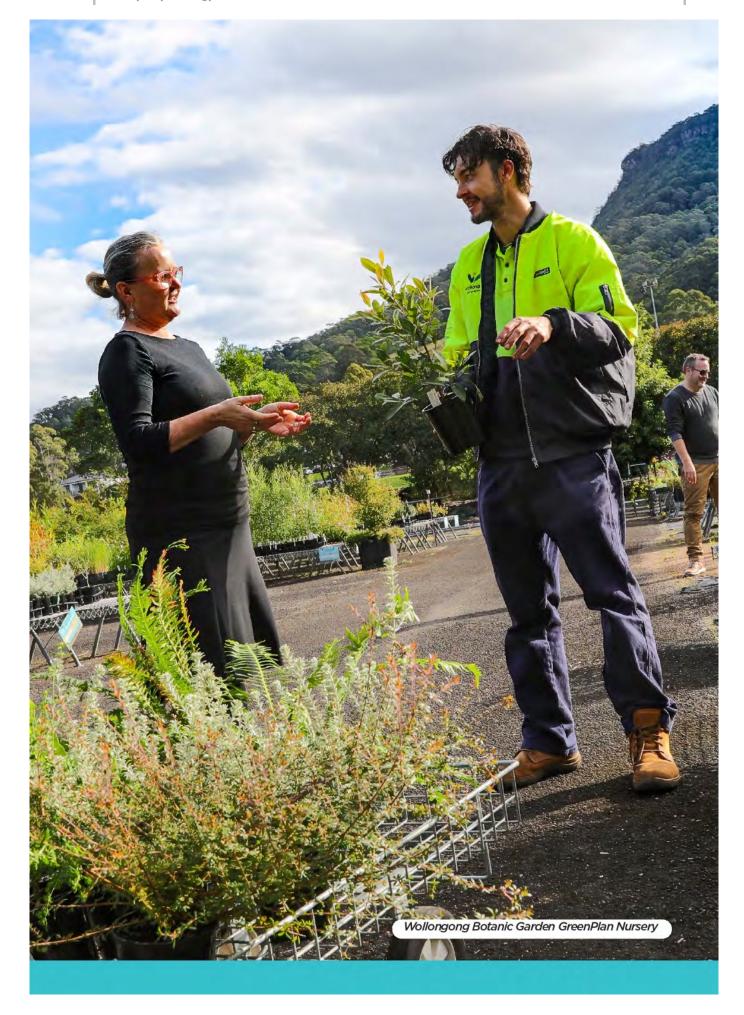
AND THROUGH NEW AND EXISTING ACTIONS AND PROGRAMS:

- E1 Review, adopt and incorporate sustainable building design and performance standards for all new and refurbished Council buildings and facilities
- E2 Continue to work towards the emissions reduction targets through ongoing climate change mitigation planning, informed by regular inventories of Council and community emissions, success stories, learnings and technological advances
- E3 Continue to pursue commitments and actions under the Global Covenant of Mayors for Climate and Energy, including equitable access to energy
- E4 Progressively install additional landfill gas capture infrastructure at Whytes Gully Landfill
- E5 Work towards the achievement of pledges under Council's Cities Power Partnership membership

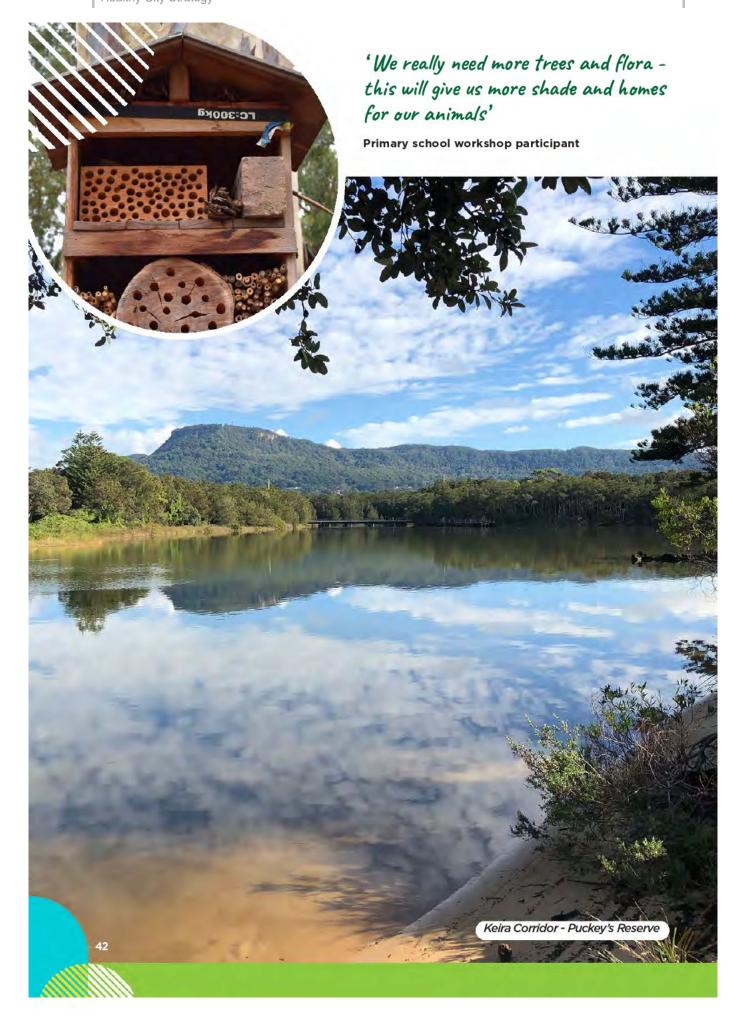
















Priority Area 4: A city in harmony with our environment

Goal: Our ecosystems and waterways are enhanced, our urban areas are cooler and greener, and our community is connected to our natural environment.

From our beautiful beaches and wetlands through to the striking escarpment, Wollongong is a city with unique and diverse natural environments. However, the projected population growth for Wollongong will place increasing pressure on our natural resources.

Our commitments

Biodiversity programs

Healthy ecosystems are vital for the health of our community and for the future sustainability of our city. Protecting and enhancing our ecosystems is important to ensure that local plants and animals, including endangered species, are protected and can adapt to a changing climate. We have many beautiful parks, coastal and bushland areas and a world class Botanic Garden which act as biodiversity hot spots and green corridors which provide habitat and allow animals to move through our suburbs. We will continue to maintain and enhance these assets through our natural areas program, promoting their values and encouraging connection with the community.

Implementing programs in partnership with other agencies and our community are crucial to ensuring the resilience of endangered species. We will continue to deliver programs such as the natural area restoration progam, Bushcare volunteer program and participate in the South-East NSW Bioregion Working Group, which all aim to conserve, protect and restore the most threatened flora in our region. Green corridors and remnant vegetation provide valuable habitat for a variety of threatened flora and fauna in our region. Council continues to work with other land managers and Local Land Services to implement a coordinated pest management program aimed at reducing the impacts of the priority pests affecting our city, including deer, rabbits and Common Myna birds.

Urban design and planning

Through careful planning, action and investment we can all play a part in improving the quality of life for all. Liveability, amenity and adapting to climate change impacts are key drivers to protecting and enhancing our natural environment. Increasing tree canopy and preserving biodiversity values of our city is of high importance, and investing in programs that preserve these values is something we take seriously and will ensure they are protected for future generations.

Implementation of the Urban Greening Strategy and the natural area restoration program will help communities adapt to a changing climate. These habitats provide a range of 'ecosystem services'; offering shade, reducing ambient air

temperatures, filtering air and water and assisting in pollination, all of which makes the city much more comfortable and inviting to live, work and play in. The value of trees and vegetation in providing habitats for native animals and birds is becoming increasingly important.

As population and housing densities increase, the provision of quality open space is becoming more important for the community. Open space contributes significantly to the liveability and sustainability of the urban environment, providing a range of environmental, social and economic benefits. We need to continue to provide natural places to play, relax and connect with nature. Inviting outdoor spaces promote social interaction and helps to build a sense of community, promoting positive mental health for all ages.

Food system resilience

We also need to ensure that public spaces are available for food production, such as community gardens, and that our community is aware of where they can access low cost and free meals. Local food system resilience needs to be increased and Council can assist through supporting local agencies in their response to food security and equitable access to fresh food.





Item 5 - Attachment 2 - Updated draft Sustainable Wollongong 2030: A Climate Healthy City Strategy

Stormwater management

Stormwater management is another key responsibility for Council, and it will become increasingly important as storm surges, inundation and flooding frequencies increase. Stormwater flows and quality impact on our local waterways and beaches. Our beaches are arguably our social epicentre, a core of our city's identity, as well as a drawcard for visitors to the area. Their usability and health is vital for a range of recreational activities as well as amenity and city pride.

In this regard, we need to continue to manage our stormwater systems; reducing and removing litter and other pollutants before they enter our waterways and eventually the ocean. Water Sensitive Urban Design systems offer opportunities to naturalise stormwater treatments, generally improving water treatment and increasing amenity. We will need to continue to work with our key stakeholders to identify, install and manage these systems.

KEY STATISTICS 2018/19



Our Environmental Programs

994 environmental programs and workshops

44Ha restoration works at 132 natural area sites

Total of 6860Ha across 499 natural areas

1,200 trees planted, replacing removals with a ratio of 2:1

20,595 plants sold at the GreenPlan Nursery

70 Bushcare, Dunecare and FIReady groups, approximately 16,000 volunteer hours

Successful implementation of pest animal management programs including deer, rabbit and Common Myna bird



Puckey's Reserve Wollongong



Beaches, Sports Facilities, Parks and Open Spaces

17 patrolled beaches

600km stormwater pipes

154 playgrounds

18 pools

220 sportsfields

5 skate parks

500 park sites

6 outdoor exercise facilities



Wollongong Botanic Garden bird hotel



Item 5 - Attachment 2 - Updated draft Sustainable Wollongong 2030: A Climate Healthy City Strategy

Conservation program statistics

Wollongong Botanic Garden (WBG) participates in the South-East NSW Bioregion Working Group to deliver conservation outcomes. We collect and propagate endangered species to support scientific research and conservation and hold exsitu collections to help safeguard wild populations including:

Pomaderris walshii (Critically Endangered)

- 200+ plants replanted into wild sites (more than tripling existing wild numbers). Approx. 100 plants held in ex-situ collections at WBG, constantly under propagation.

Pomaderris adnata (Endangered)

- 20 plants held in ex-situ collections at WBG constantly under propagation. Seed collections by WGB staff from wild plants have also been deposited into National Seed Banks.

Zieria baeuerlenii (Endangered)

- 300+ plants replanted into a wild site for research. Approx. 100 plants held in ex-situ collections at WBG, constantly under propagation.

Banksia vincentia (Critically Endangered)

- Approx. 70 plants held in ex-situ collections at WBG for ongoing research and future replanting.

Melaleuca biconvexa (Vulnerable)

- Germination trials carried out on behalf of OEH/ DPIE to research this species.

KEY SPECIES STATISTICS



Overall species sighted in LGA

Flora 2,472

Fauna 629

Communities



Threatened under Biodiversity Conservation Act 2016

Flora 95

Fauna 121

Endangered Communities 29



Pomaderris walshii



Pomaderris adnata



Zieria baeuerlenii



Banksia vincentia



Melaleuca biconvexa germination



RECENT HIGHLIGHTS

- · Urban Greening Strategy
- · Rise and Shine Program
- South-East NSW Bioregion ex-situ conservation program
- Biodiversity certification and Bio banking projects - Puckey's Estate and Redgum Ridge
- Natural area restoration works at priority sites
- Botanic Garden Greenplan

WHAT CAN BUSINESSES DO TO BE IN HARMONY WITH OUR ENVIRONMENT?

- Increase vegetation cover around your business if you can
- Increase shade around your business if you can
- Provide low cost or free meals from your business or support an organisation that does
- Donate excess food from your business to food rescue organisations
- Support a community garden initiative









WHAT CAN YOU DO TO LIVE IN HARMONY WITH OUR ENVIRONMENT?

- Plant a tree at home, or take part in an organised volunteer tree planting activity
- Increase vegetation cover around your home and business if you can
- Increase shade around your home and business if you can
- Reduce hard surfaces around your home
- Join a Bushcare, Landcare or Dunecare group
- Join a community garden or an organisation that provides low cost or free meals
- Create a habitat and vegetable garden in your back yard
- Make your own compost for your garden to improve plant growth & help soil to retain moisture
- Plant native plants in your garden to provide habitat and food for native wildlife.
- Create an insect hotel in your backyard to provide homes for essential pollinators. Did you know that most native bees are stingless?
- Remove environmental weeds from your garden
- · Keep cats indoors at night
- Place a bird bath in your yard to provide water for native wildlife
- Keep the stormwater drains free of leaf litter and rubbish
- Never put chemicals, paints or detergents down the stormwater drains
- Put rubbish in the bin or take it with you when you are out
- Pick up dog poo when you walk your dog
- Wash your car on the lawn or in a car wash
- Replace your lawn with a native meadow garden
- Don't ride mountain bikes or motorbikes in environmentally sensitive areas



SUSTAINABILITY OUTCOMES

- Increased tree canopy and vegetation cover to provide shade and reduce heat intensity, 35% canopy cover in urban areas
- Increased opportunities for active and passive recreation in public open space to improve the health and wellbeing of our community
- · Increase in the populations / extent and condition of ecosystems within our city
- · Reduced pest and weed species / populations in our city
- Increased opportunities for active transport, such as walking and cycling within our city
- · Increased access to sustainable locally produced fresh food
- Improved flood and stormwater management through water sensitive design and infrastructure

OUR SUSTAINABILITY OUTCOMES WILL BE ACHIEVED THROUGH:

Delivery of the following key supporting documents:

- Botanic Garden Master Plan 2020
- Urban Greening Strategy 2017-37
- Illawarra Biodiversity Strategy 2011
- Floodplain Risk and Stormwater Management Plans
- Sportsgrounds and Sporting Facilities Strategy 2017-21
- Lake Illawarra Coastal Management Program
- Play Wollongong Strategy 2014-24

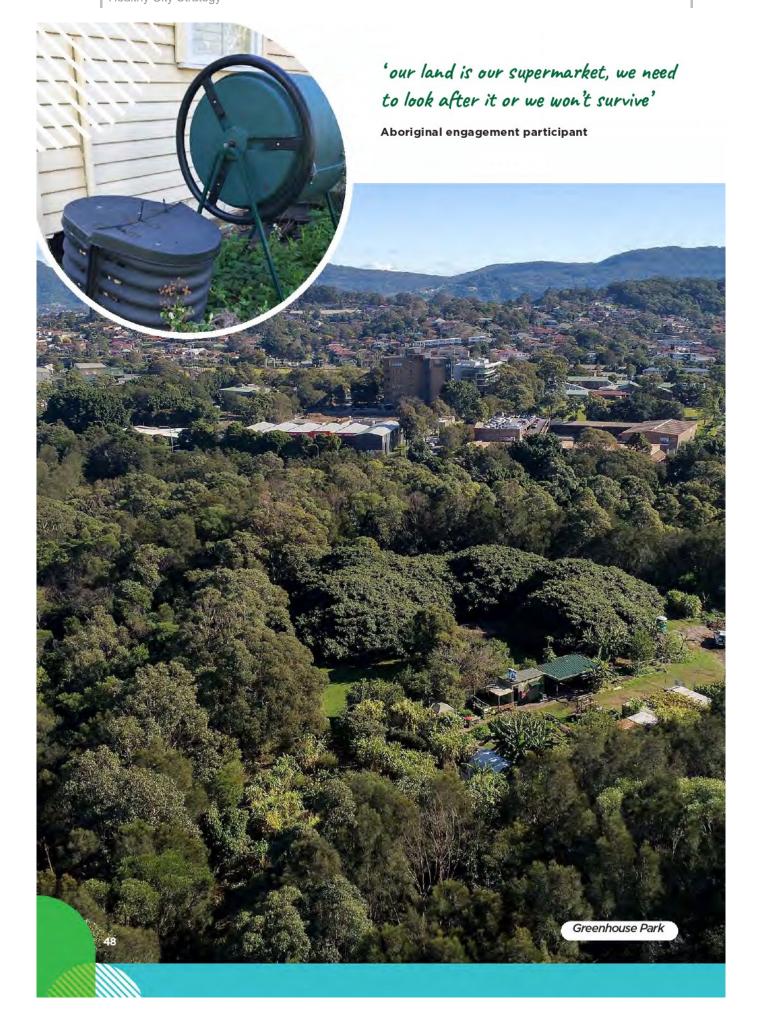
- Illawarra Escarpment Strategic Management Plan 2015
- Wollongong Access and Movement Strategy 2013
- Wollongong City Cycling Strategy 2030
- Town and Village Plans
- West Dapto Vision Strategy 2018 and West Dapto Integrated Transport Plan
- · Urban Design Framework
- Places for People Wollongong Social Infrastructure Planning Framework 2018-2028

AND THROUGH NEW AND EXISTING ACTIONS AND PROGRAMS:

- H1 Delivery of Environmental Education Programs and key strategic events with focus on biodiversity
- H2 Ambition to increase seed banking vulnerable local species with partner agencies
- H3 Continue support for the Botanic Garden GreenPlan Nursery to enhance community access to local native plant species
- H4 Continue to participate in the South-East NSW Bioregion Group threatened species conservation programs
- H5 Continue to implement the Illawarra District Weeds program
- H6 Continue to implement the Illawarra Wild Deer Management, Wollongong Myna Pest Action and Rabbit Control Programs
- H7 Continue to implement, and plan to expand, the Natural Areas Management Program to ensure conservation of remnant bushland, wetlands and riparian areas
- H8 Increase the community's knowledge of locations and availability of low cost and free meals

- H9 Increase local food system resilience through supporting local agencies in their response to food security
- H10 Continue to support the establishment of community gardens on appropriate public spaces through the Community Gardens Policy
- H11 Ensure that sufficient and high-quality open space are planned for and delivered throughout the city including the upgrade of existing and the construction of new open spaces in urban release areas
- H12 Beaches and Lake Illawarra are monitored under the NSW Beachwatch and estuary health monitoring programs
- H13 Develop a landscape succession guideline to ensure new vegetation in urban areas is climate resilient, reduces weed potential and biosecurity pest risk.









Priority Area 5: A low waste city

Goal: Our community only take what they need, reuse and recycle what they can, and are aware of the resources that they consume.

The creation and management of waste is a significant environmental issue; Australians are reported to be one of the highest generators of waste in the world per capita. Our society has become increasingly consumer-driven, dismissive of the resources required to manufacture materials and products, and accustomed with disposal of outdated or unwanted things. Litter and waste have been identified as issues of concern to our community.

Our commitments

Waste Management

We play an important role in waste management; providing garbage collection, fortnightly recycling, fortnightly green waste and two on-call annual clean up collections, which include separate collections for scrap metal, tyres, mattresses and electrical items, in addition to managing the Wollongong Waste and Resource Recovery Park (Whytes Gully).

Currently we collect over 83,000 tonnes of waste annually from households; this is made up of waste to landfill, recycling and green waste. Wollongong's population is projected to increase by 15% by 2036 and more people means more waste and more pressure on Whytes Gully, where there is limited space available. Furthermore, the emissions generated by waste decomposition at Whytes Gully represent the biggest source of emissions for Council – being over 100,000 tonnes CO2e- per year.

In partnership with other service providers we offer recycling collections for businesses that help to reduce recyclable waste going to landfill. Community members can also take excess recyclables and difficult to recycle items, such as paints, oils, batteries, gas bottles and electrical items to the Community Recycling Centre and Wollongong Waste and Resource Recovery Park.

In 2019 we commenced a trial of a Food Organics Garden Organics (FOGO) program to explore ways of keeping organic matter out of landfill and reusing it for compost. The trial is currently ongoing, involving 1,600 homes throughout Austinmer, Cordeaux Heights and Warrawong. It is seeing high levels of participation and low levels of contamination. Results are being used to inform potential expansion of the program.

Litter

Litter is of high concern to our community, causing harm to our terrestrial and aquatic environments and is a hazard to many animal species, in addition to impacting on the amenity of our city. Council collects an estimated 4,000 tonnes of litter per year through its public place waste collection, street sweeping, litter collection and water quality improvement devices.

In 2016 the NSW Government set a target to reduce litter by 40% by 2020. This target has driven a number of state-funded programs. Council runs a number of education and litter collection programs including Picitup, Rise and Shine and Clean up Australia Day activities. These programs contribute to the collection of 50 tonnes per year and are important for Council to continue to implement to reduce litter around our city.

Single-use plastics

Single-use plastics are extremely environmentally damaging as they contribute significantly to our litter and waste streams and are difficult to recycle; this is compounded by plastics being unable to be transported to China for recycling. Our community is very concerned about single-use plastics with many calling for them to be banned. While Council cannot ban single-use plastics, we can discourage their use. We have a Single-Use Plastics Management Policy, which aims for single-use plastic free Council events within 5 years. We are also supporting our community and businesses to choose reusable products through our programs such as Plastic Free Wollongong and Operation Nappy. Many businesses are already reducing single-use plastics by not giving out plastic bags and changing to sustainable alternatives. We are keen to see the continued reduction of singleuse plastics throughout our city.



Education and engagement

We also coordinate numerous education, awareness and volunteer programs in our community to encourage waste reduction and avoidance.

Events typically generate significant amounts of waste from food and other activities. Council is responsible for managing, delivering and approving a variety of community events. This role provides an avenue to engage with participants, organisers and stall holders, encouraging sustainable practices. For this reason, Council has developed a Waste Wise Events program and is collecting recycling and organics from Council-run events. This has resulted in an 80% reduction in the waste being sent to landfill from these events.

Despite this, further opportunities exist to reduce the environmental impact associated with events, particularly in the case of events at Council facilities or on Council-owned or managed land, and leases and licences of Council-owned facilities.

Our operations

Council itself is also a producer of waste, through its operations and delivery of products and services to the community. We are aiming to continue to reduce our own waste generation, improve the sustainability of our supply chains and increase recycling to demonstrate leadership in this area.

RECENT HIGHLIGHTS

- FOGO trials
- Community Recycling Centre at Whytes Gully
- Single-Use Plastics Management Policy - moving toward single-use plastic free Council-run events
- Waste Wise events program
- Rise and Shine program



FOGO Trial organics bin

WHAT CAN YOU DO?

- · Avoid creating waste in the first place
- Place the correct items in your bins
- Use public litter bins when you are out
- Compost your food scraps and garden organics
- Create a veggie garden
- Avoid single-use plastics by taking your own water bottle, coffee cup, cutlery and straws
- Take reusable bags and produce bags when you go shopping
- · Buy second hand and rehome good quality items
- Use reusable nappies and feminine hygiene products

WHAT CAN BUSINESSES DO?

There are many programs offered by the Department of Planning, Industry and Environment to reduce waste and improve the environmental impact of businesses. For more information on business programs go to https://www.environment.nsw. gov. au/topics/sustainable-business-andgovernment













SUSTAINABILITY OUTCOMES

- Reduced amount of waste, including food waste and garden organics, sent to landfill both from the community and from Council operation
- · Reduced use of single-use plastics in the city
- · Decreased litter and illegal dumping around the city
- · Increased amount of material recovered for re-use and recycling
- · Reduced waste produced from events across the city

OUR SUSTAINABILITY OUTCOMES WILL BE ACHIEVED THROUGH:

Delivery of the following key supporting documents:

- Wollongong Waste and Resource Recovery Strategy 2022
- Climate Change Mitigation Plan 2020
- · Stormwater Management Plans



Household garden compost

AND THROUGH NEW AND EXISTING ACTIONS AND PROGRAMS:

- W1 Deliver the Waste Wise Events program for Council events, in alignment with the Single-Use Plastics Management Policy
- W2 Develop a Sustainable Events Guideline for event managers and stallholders to avoid and reduce waste, and reduce water and energy consumption of events
- W3 Continue to roll out the Food Organics and Garden Organics (FOGO) program across the city
- W4 Coordinate community environmental programs, such as Rise and Shine, Community Service Order Scheme, Clean Up Australia Day, World Environment Day, Schools Enviro Day, National Recycling Week, International Composting Week and other sustainability/ waste education activities

KEY STATISTICS



Domestic Waste tonnages

Garden organics 28,968 tonnes

Landfill 34,311 tonnes

Recycling 16,607 tonnes



FOGO Trial

Up to 65% increase in diversion rate

Collected 310 tonnes of organics in 12 weeks

0.3% contamination rate



Litter Waste Collection

4,000 tonnes of litter collected from around the city



Water Quality

96 water quality improvement devices throughout the city



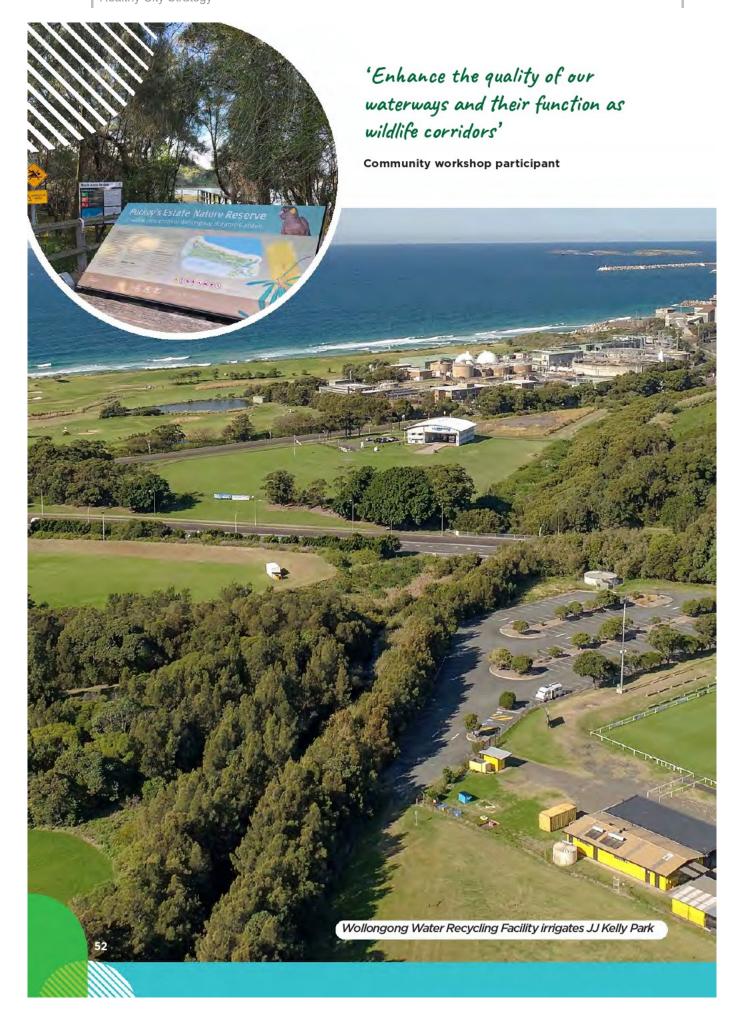
Waste Wise Events & Education

Waste wise events 85% diversion from 20 events

91 waste education events and workshops with 9303 participants







Healthy City Strategy







Priority Area 6: A climate and water resilient city

Item 5 - Attachment 2 - Updated draft Sustainable Wollongong 2030: A Climate

Goal: Our infrastructure and community can adapt to a changing climate and water is valued as a vital natural resource

Changes to our climate will affect our health, economy and function, and inevitably these impacts will be inequitable; our most vulnerable community members are likely to be hit the hardest. Extreme temperatures and more hot days impact on the liveability of our city and the health and safety of our community. They also place significant stress on our electricity, water infrastructure and public facilities as people seek respite and try to cool down.

We need to act to ensure that all of our community are best equipped to cope and respond, through education, support and networks as well as provision of infrastructure and programs where appropriate.

We are already seeing the impacts of climate change around our city, with droughts, bushfires, changing rainfall patterns, extreme heat, and flooding occurring more often and at greater intensities. How we adapt and become more resilient to these changes will be made easier through good planning, action and foresight. This will require a high level of commitment from Council to understand the anticipated impacts and implement innovative solutions through individual actions and collaboration with partners.

Our commitments

Infrastructure

Council owns and manages a variety of infrastructure and natural areas that will be impacted by climatic changes, including stormwater infrastructure, buildings, parks, pathways and sportsfields. As rainfall regimes change, we experience greater storm intensity and hotter temperatures; the materials used for this infrastructure will be subject to destructive forces, impacting on their life expectancy and useability. We need to ensure that these assets are resilient to the impacts of climate change, through careful planning and design and modifications and replacement where appropriate. We also need to ensure that we are providing appropriate infrastructure to help our community cope with climatic changes such as shelter and refuge. The incorporation of green and blue infrastructure solutions (water and vegetation) are so important to enhancing local resilience, responding to increased heat effects and water scarcity, and reducing the amount of hard impermeable surfaces.

Water security

Water is essential to life on Earth. Reductions in water availability due to drought, changes in rainfall patterns and increasing consumption mean that we need to think about our management of this vital natural resource. We are all affected by drought and limited water availability; residential water use accounts for 43% of city-wide water consumption (Figure 12). Increased density will place increased pressure on our open spaces for both active and passive recreation, which will require significant water use to maintain quality. Therefore, water reuse in our buildings and sportsfields will become increasingly important to maintain the high quality of our parks, open spaces and sportsfields and present an opportunity for Council to show leadership in this space. There are also opportunities to increase water recycling and reuse throughout the city through business and industry operations.

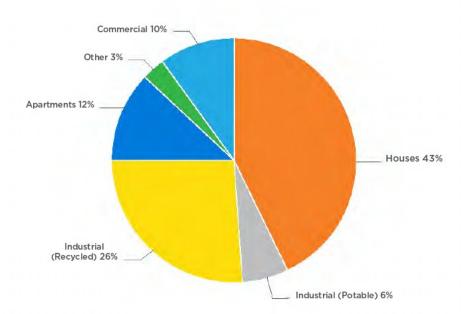


Figure 12: City-wide water consumption 2017-18

Flood management

An increase in floods and storm events is anticipated, likely to cause disruption to services and activities, and the damage and destruction of property. Wollongong has had devastating experience with the flooding of its city, which serves to highlight the need to plan and prepare for these events through construction of effective stormwater infrastructure, implementation of development controls and development of emergency response plans.

Bushfire management

Reducing the risk to infrastructure and people is extremely important, with increased extreme weather events and bushfire risk in a changing climate. The NSW 2019/2020 bushfire season was the most destructive season on record, resulting in the burning of 12.6 million hectares of land, over 5,900 buildings (including 2,779 homes), and the death of at least 34 people. Moreover, an estimated one billion animals have been lost, some endangered species may be driven to extinction, and 434 million tonnes of CO₂-e were emitted⁷.

Our city was fortunate not to be directly impacted by these bushfires. In order to continue to reduce our risk to the impacts of bushfire we must continue to manage our natural assets, in particular their interface with infrastructure and residents and undertake emergency preparedness. Continuing to work in partnership with the Rural Fire Service and Illawarra Bushfire Management Committee (IBMC) to implement the FIReady and Asset Protection Zone program is essential to protecting life and property in our city.



Hazard reduction Timberi Park, Dapto in May 2020

https://www.abc.net.au/news/science/2020-03-05/bushfire-crisis-five-big-numbers/12007716





Artwork by Allison Day, Coomaditchie Artist

Coastal and environmental management

Our coastal zone is highly valued by our community and visitors to the area. It includes beaches, dunes, headlands, cliffs, rock platforms, coastal lakes, lagoons and estuaries. The coastline is dynamic in nature and can be subject to coastal hazards such as erosion, storm surge and inundation. Climate change is predicted to increase the risk of these hazards due to sea level rise and increases in storm intensities. The historical development of our coastal suburbs means that land use planning decisions within the coastal zone must consider these current and future hazards to manage risk to human life, infrastructure and public and private property.

Our natural systems are also vulnerable to these changes requiring biodiversity and ecosystems to adapt. Council and its partners will be required to monitor and respond to protect, particularly sensitive, habitats, through this process.

Reviewing and implementing our Climate Change Adaptation Plan will help to reduce and manage the impact on our assets, promote and plan for our ability to deliver services and support our community to adjust to a changing climate.



Catchments in our city



KEY STATISTICS



Total of 1429L rainfall on average (however this is declining)



4 Days over 35° in 2019



Average daily temperatures 1.85°C warmer in 2019 than previous years



Rainfall in 2019 was down by 22% on the previous year[®]



Puckey's Reserve boardwalk Wollongong

RECENT HIGHLIGHTS

- Declaring a State of Climate Emergency
- Lake Illawarra Coastal Management Program
- Urban Greening Strategy
- Wollongong Coastal Zone Management Plan



WHAT YOU CAN DO TO BE CLIMATE RESILIENT?

- Insulate your home and shade windows from hot afternoon sun
- Improve the energy and water efficiency of your home
- · Install a grey water system
- Set up a wicking bed (drip irrigates from underneath)
- Reduce the amount of hard surfaces around your home by creating gardens and planting appropriate trees
- Assess how vulnerable your home is to the impacts of climate change
- During extreme weather, check on vulnerable neighbours
- · Use a trigger nozzle on your hose
- Mulch your gardens and only water in the cooler parts of the day
- Protect your home or business against bushfires by clearing gutters and flammable materials from around your home



SUSTAINABILITY OUTCOMES

- · Improved capacity of our community to adapt to climate change
- · Improved capacity of our natural ecosystems and waterways to adapt to climate change
- · Reduced heat intensity of our urban areas
- · Reduced potable water consumption for Council facilities and the city
- Increased life expectancy of Council assets
- Decreased risk to the community and natural environment from natural disasters such as bush fires, floods and storms

OUR SUSTAINABILITY OUTCOMES WILL BE ACHIEVED THROUGH:

Delivery of the following key supporting documents:

- Urban Greening Strategy 2017-37
- Climate Change Adaptation Plan 2009
- Illawarra Biodiversity Strategy 2011
- Floodplain Risk and Stormwater Management Plans
- Sportsgrounds and Sporting Facilities Strategy 2017-21
- Wollongong Coastal Zone Management Plan 2017
- Lake Illawarra Coastal Management Program

ACTIONS AND PROGRAMS: C1 Continue to implement the Asset Protection Zone (Bushfire) Management

Program

AND THROUGH NEW AND EXISTING

- C2 Continue to implement the Natural Areas Management Program
- C3 Update the Water Sensitive Urban Design chapter in the DCP
- C4 Investigate opportunities to improve the climate resilience of all new and refurbished Council buildings and facilities
- C5 Update asset management plans to include climate change provisions
- C6 Plan for the provision of effective blue and green infrastructure through strategic urban planning processes.



Thomas Dalton Park Irrigation Project



Thomas Dalton Park Irrigation Site

⁸ http://www.bom.gov.au/climate/current/statements/scs71.pdf



Implementation

A suite of high-level actions have been developed for each of the priority areas in this Strategy. The implementation of these actions will contribute to achieving the goals and sustainability outcomes prescribed, ultimately resulting in measurable improvements for our environment and the resilience of our city.

The majority of these actions will be implemented through existing strategies, plans and programs. Where there are gaps in our current programs, high-level actions have been identified for consideration through relevant planning and approval processes.

Supported actions will be included in our Delivery Program and Operational Plan for resourcing and implementation.

Funding for the implementation of actions within this Strategy will be subject to approval through our annual budgetary and planning processes. Additional feasibility assessments, external funding applications or partnerships may be necessary for large scale projects.

Effective and collaborative implementation of the actions identified in this Strategy will ensure that we, as a community, can create a thriving low waste, low emissions City which is resilient, liveable and has high biodiversity values.



Figure 13: The link between the CSP, Sustainable Wollongong Strategy, action delivery and reporting



Monitoring and Reporting - how will we know that we have met our goals?

To ensure that we achieve our goals in this Strategy, monitoring of the implementation of high-level actions and progress towards the sustainability outcomes needs to be both measurable and meaningful. Our responses to climate and environmental issues are changing rapidly, with technological advancements, policy changes and community sentiment directly influencing what we do and how we do it.

Our Integrated Planning and Reporting Framework will provide accountability to the community and other key Council stakeholders, through the quarterly and annual reports which documents our progress in implementing the Delivery Program and Operational Plan. These reports are made publicly available.

We are also developing a 'Sustainability Dashboard' to measure the outcomes of the programs that we implement, not just the outputs. For example, through our natural area restoration and Bushcare programs, we clear weeds and plant new trees, but this information does not tell us the improvements that we are making in the condition of our natural areas. By using an outcomes framework, we can regularly monitor and report on the impact that we are having. The Sustainability Dashboard will be specifically tailored to measure our progress towards our sustainability outcomes and ultimately achieving our goals.

The results of our 'Sustainability Dashboard' will be made available on our website, Administration Building foyer, community facilities and we will keep the community updated through our regular sustainability and community newsletters.

Strategy review

To ensure that this Strategy remains current and reflective of political and community sentiment, it will be reviewed on a four-year cycle, coinciding with Council terms and review of the CSP. The Strategy will also undergo a major review in 2030.



Item 5 - Attachment 2 - Updated draft Sustainable Wollongong 2030: A Climate





'Leave only footprints, leave no rubbish behind.'

Aboriginal Reference Group



File: IW-250.10.012 Doc: IC20/609

ITEM 6 POST EXHIBITION - CYCLING STRATEGY 2030

The Draft Cycling Strategy 2030 outlines the Community and Council's vision to improve cycling participation in Wollongong in line with the vision of becoming the place to ride, and the actions Council will pursue to deliver this vision over the next 10 years.

The COVID-19 Pandemic has seen a dramatic increase in cycling participation rates, and we are at a point that we can build upon this momentum. Further, Wollongong is set to host the Union Cycliste Internationale (UCI) Road World Cycling Championships in 2022. This presents a significant opportunity for our community and has further built upon the local and external interest in Wollongong being the place to ride.

Council, at its meeting on 29 June 2020, endorsed the public exhibition of the draft Cycling Strategy 2030 from 1 July to 17 August 2020 inclusive. 198 surveys were completed, 1200 pins dropped on Council's interactive cycling network map and a further 56 extended written responses received. All feedback received from the exhibition period has been considered and minor amendments to the strategy and implementation plan have been recommended.

This report seeks Council's adoption of the draft Cycling Strategy 2030.

RECOMMENDATION

- 1 The draft Cycling Strategy 2030 be adopted;
- 2 That persons who made submissions on the draft strategy be thanked and advised of Council's resolution.

REPORT AUTHORISATIONS

Report of: Andrew Heaven, Manager Infrastructure Strategy and Planning (Acting)

Authorised by: Andrew Carfield, Director Infrastructure + Works - Connectivity Assets + Liveable City

ATTACHMENTS

- 1 Cycling Strategy 2030 and Implementation Plan
- 2 Draft Cycling Strategy 2030 Engagement Report
- 3 We asked, You said, We did

BACKGROUND

Cycling is a convenient, sustainable and healthy mode of transport. Like walking, it produces negligible emissions and enables a far greater active trip range. In 2013 Council adopted the Bike Plan 2014-2018. Following this there has been a number of key cycling routes delivered and upgraded along with many bike racks delivered.

In 2019 Council committed to delivering net zero emissions for its operations by 2030, recognising that we are in a state of climate emergency and that by 2050 our community should be emissions neutral. Walking and cycling, along with other more sustainable modes of transport, such as buses and rideshare, form the backbone of sustainable transport. Cycling is the most convenient active mode of travel for trips between two and five kilometres and provides broader community and health benefits.

A review of the existing Bike Plan commenced in 2019 towards this goal, with wide community and stakeholder engagement undertaken. During this time the impacts of COVID-19, and its associated social distancing restrictions, saw a dramatic increase in bike riding popularity, with large sales of bikes being recorded and our cycling network inundated by keen riders.

Further momentum has been building in advanced and competitive cycling circles as national and international eyes turn to Wollongong for the 2022 UCI World Road Cycling Championships. This recent momentum and interest have dramatically increased the need for strong and clear strategic vision and direction for cycling in Wollongong.



In June 2020 Council resolved to exhibit the draft Cycling Strategy 2030. A comprehensive strategy and associated actions have been prepared, based on a range of community and stakeholder feedback and their priority, and Council's ability to deliver them over the next 10 years.

The Cycling Strategy aligns with the draft Illawarra Shoalhaven Regional Plan 2041, in particular, the four themes of a productive and innovative region, a sustainable and resilient region, a region that values its people and places and a smart and connected region.

The Cycling Strategy 2030 marks a clear turning point in Council's vision for bike riding across Wollongong for our community. At present there is unprecedented collaboration occurring across all levels of Government and across stakeholders with the key vision of significantly improving cycling in Wollongong and the Illawarra. There is also unprecedented opportunity to develop and secure funding to deliver the strategic objectives of the strategy.

PROPOSAL

This report seeks Council's endorsement of the Wollongong Cycling Strategy 2030 and for Council to note the 'We Asked, You Said, We Did' summary of submissions and Implementation Plan.

CONSULTATION AND COMMUNICATION

The development of the Cycling Strategy 2030 began in 2019, with over 350 community members participating in workshops, surveys, submissions and conversations to inform the initial draft Cycling Strategy 2030.

Council exhibited the draft strategy between 1 July and 17 August 2020 inclusive. 198 surveys were completed in full, 1200 pins dropped on Council's interactive Cycling Network map, and 56 extended submissions received. This feedback has influenced amendments to the Cycling Strategy 2030 and influenced the action and implementation plan.

Further detail can be found in the attached Engagement Report. Council staff will continue to seek and use community feedback in guiding the delivery of the strategy's actions.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 Goal 6 "We have affordable and accessible transport". It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2018-2022	Operational Plan 2020-21
Strategy	4 Year Action	Operational Plan Actions
6.1.2 Work with partners to decrease car dependency and facilitate sustainable transport to provide convenient movement throughout the city, with sustainable transport modes such as walking and cycling.	6.1.2.1 Implement a variety of projects and programs to encourage sustainable transport throughout the LGA	Review and update the Wollongong Bike Plan

SUSTAINABILITY IMPLICATIONS

In 2019 Council committed to delivering net zero emissions for its operations by 2030, recognising that we are in a state of climate emergency and that by 2050 our community should be emissions neutral. Walking and cycling, along with other more sustainable modes of transport, such as buses and rideshare, form the backbone of sustainable transport. Cycling is the most convenient active mode of travel for trips between two and five kilometres and provides broader community and health benefits.

FINANCIAL IMPLICATIONS

Adoption of the strategy has inherent costs to both the operational and infrastructure delivery programs. The significant increase to funding for the associated infrastructure programs and the resources is required to develop and implement these actions. Some of these actions will be used to support any



applications for external funding for projects to increase cycling participation. Many actions are already underway, some may require reprioritising, adjusting or altering the timing of existing planned projects.

The Implementation Plan outlines funded actions and funding gaps. Any unfunded actions will be considered each year as part of the annual planning process. Where appropriate, grant opportunities will be pursued.

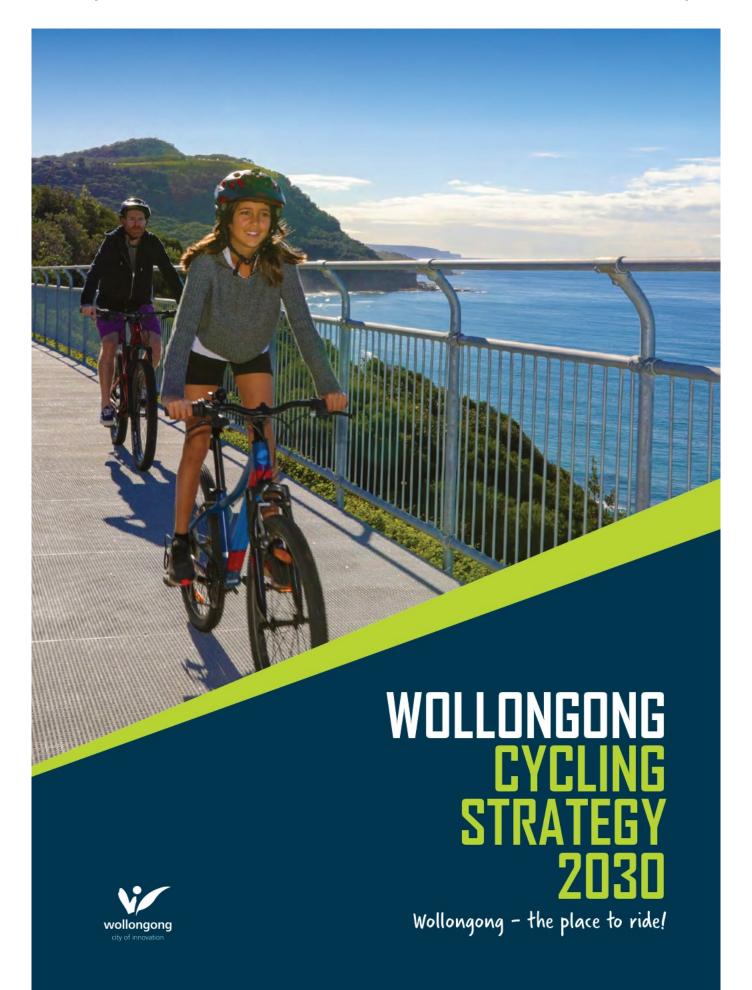
CONCLUSION

Cycling plays an important part in our integrated transport network and many in our community actively participate in its many forms.

The Wollongong Cycling Strategy 2030 has been prepared with the collaborative efforts of a wide range of end-users involved in the process. The strategy is comprehensive and addresses many actions that Council will deliver with interagency cooperation. It outlines a range of priorities and actions needed to greatly improve community perception of bike riding as a viable and preferred mode of everyday transport.

The strategy sets targets for Council to strive to achieve over the forward 10 years and these targets align with realised goals for an improved sustainable and equitable travel mode with a range of benefits to the wider community. It provides a framework to deliver a range of projects and programs over the next 10 years in line with community expectations.











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LORD MAYOR'S MESSAGE

I am pleased to present this Cycling Strategy 2030, which lays out how we will make Wollongong the place to ride.

This Strategy is focused on ensuring we're developing this city as a space that balances the needs of people who cycle and want to cycle, returning cyclists and budding cyclists. It builds on the work we've done over recent years, including the addition of a further 27km to our existing cycling and shared path network. We've drawn on community feedback, research and case studies in its development.

It's timely to launch this new Strategy. Right now, there is an increased focus on active transport that is being driven by both a need to respond to climate change as well as the current health crisis. The Coronavirus, or COVID-19, pandemic has seen a dramatic increase in awareness of, and use of, existing shared pathway infrastructure and the importance of outdoor exercise. The social and physical distancing requirements increased the appeal of cycling over the limited public transport options for school and work travel. Riding and walking provided a respite from home isolation, an alternative to closed gyms and was embraced by those who had more free time as they were, sadly, not working. At the same time, this Strategy supports Council's response to climate change and the imperative we find alternatives to the private car, especially for short trips to work, school and around local neighbourhoods.

The Strategy is built on five pillars which, when combined, will ensure we achieve our goal of making Wollongong 'the place to ride'.

- Safe We will invest in safe cycling infrastructure and educate our community on safe behaviour
- Convenient We will prioritise infrastructure that supports convenient cycling as a sustainable and well-integrated mode of transport
- Planned We will actively plan and implement strategies to improve cycling in Wollongong to facilitate increased participation in the future
- Business, Tourism and Events We will promote and support cycling in Wollongong as a fun, attractive and sustainable way of life
- Innovation We will actively engage in and support innovative solutions that inform and encourage greater participation in riding.







Cycling means different things to different people and we will deliver an improved experience for everyone over the ten-year life of this plan.

School children will have access to ride safety programs, families will be able to enjoy recreational facilities such as the Cringila Hills Recreation and Mountain Bike Park, commuters will be able to ride to work using more convenient connections across our network, visitors will be able to access many of the city's tourist spots and more serious club cyclists will have access to improved racing facilities. Finally, for the international-level cyclist and racing fans, Wollongong will host the UCI 2022 Road World Championships¹ which will see the city welcome 1,000 elite athletes, some 300,000 spectators and a global viewing audience in excess of 200 million people.

The Strategy cannot be delivered by Wollongong City Council alone. We will work in collaboration with the NSW and Australian Governments, the UCI, local cycling representatives, University of Wollongong (UOW), schools, businesses and tourism operators to deliver this ten-year plan.

At Council we have a proactive desire to do more for our community and this Strategy puts cycling front and centre of what we do, and what we're planning for our community into the future. I look forward to seeing everyone in our community benefit from the commitments we have made and enjoy a Wollongong that is the place to ride.

Gordon Bradbery AM Lord Mayor



EXECUTIVE SUMMARY

Our city and the transport challenges we face are constantly evolving, and dependence on cars as the primary source of transport for our Wollongong community is not desirable, or sustainable, in the long term.

There are increasing opportunities for sustainable transport to benefit our community into the future and, as seen with the rapid changes and focus on cycling brought on by the COVID-19 pandemic, there is strong desire from our residents for Wollongong City Council to provide an improved and equitable distribution of cycling infrastructure across the city.

This Cycling Strategy 2030 is a key document that will inform Council's direction, decisions and resources. It has been developed based on feedback from our community, research and case studies. It's backed by evidence that shows increased environmental, health and wellbeing benefits in communities with a higher percentage of residents who cycle, and supports Council's focus on reducing the city's emissions and planning for a healthier community and a more sustainable future. This Strategy is the next step in our journey of encouraging and improving cycling for all in our city. The review is timely, with recent changes to state and local policies through the Transport for NSW (TfNSW) Future Transport 2056² and our recognition of the current Climate Emergency.

Our growing population, tourism industry, unique town centres and landscape make cycling across the city engaging and enjoyable. There are both opportunities and challenges to designing and providing safe, convenient and accessible cycling routes.

Since 2013 we have expanded and upgraded 27km of our cycling and shared path network. This has the two-fold benefit of improving the quality and safety of our cycling routes while also increasing the distances available to the community for cycling.

This Strategy works toward a 10-year vision where cycling is a preferred option for transport in our community. By 2030 we seek to:

- Provide an additional 50km of on-road cycling routes and 35km of off-road cycling routes, through partnering with State and Federal partners. This will expand our present shared path and cycling network from approximately 130km to a total of nearly 215km
- Work with the State Government to fund and deliver education programs and significant cycleways alongside regional and state roads, including the Princes Highway, Crown Street and Lawrence Hargrave Drive
- Connect our residential areas to the City Centre and our towns and villages, by delivering these missing cycling links
- Work with our partners to develop positive community perceptions of bike riding and enable the development of a local cycling culture that encourages bike riding alongside other forms of sustainable transport
- Develop shared infrastructure that is inclusive and allows for safe access by those who are unable to cycle
- Support tourism, business and innovation through Council's planning and support mechanisms to seek opportunities to support and enable cycling events and community engagement in the Local Government Area (LGA).





This Strategy sits among several transport and strategic documents that guide the future of the City of Wollongong. It aligns with the Our Wollongong 2028 Community Strategic Plan, which aims to create a more connected and sustainable future.

This Strategy describes the priority actions needed to fulfil Council's commitment to encouraging and enabling cycling as a sustainable transport option for short and medium-length trips throughout the city. In addition a greater uptake of cycling will support meeting Council's adopted emissions reduction targets of:

- · Net zero emissions by 2050 for the community
- Net zero emissions by 2030 for Council operations.

ENGAGEMENT

Our community have told us their priorities for cycling are:

- Dedicated cycling infrastructure, separated from pedestrians and cars
- Off-road shared paths and on-road routes with low traffic volumes and speed
- Better connectivity, particularly between existing and new cycling routes
- Improved access to our town centres, particularly around and through Wollongong's City Centre

- Enhanced planning for and integration of cycling into developments and other transport modes
- · Cycle parking, shower and change facilities
- Shared path and road user behaviour campaigns, signage and line marking
- The promotion and enforcement of safe behaviour, by all road and path users.

This Strategy has been developed with a focus on these themes to ensure that cycling in Wollongong becomes an attractive transport option for everyday life.

DUR TARGETS

We have included targets to measure the effectiveness of this strategy in our movement to a more sustainable transport system. By 2030 we will:

- Increase weekly cycling participation, from 12.9% to 20%
- Increase cycling journey to work trips, from 0.7% to 2%
- Increase the number of transport cycling trips, from 20.6% to 25%
- Reduce the number of cycling related crashes from 156 to 70 per 5-year period
- Increase weekly participation by women, from 10.9% to 15%.



1. OUR VISION FOR CYCLING

'Our vision is to make Wollongong a cycling city, and to be the place to ride'. Greg Doyle, General Manager Wollongong City Council

We will provide a convenient and connected cycling network that is safe, accessible and attractive. Our cycling network will cater for, and engage with, all our community and aid in normalising cycling as a valid transport mode in Wollongong. We will double cycling participation by 2030 and be a healthier, connected and more sustainable community.

Cycling, along with walking are emission neutral forms of transport that provide social, environmental and health benefits for our community. By improving cycling participation within Wollongong, we will directly support our community's future transport targets, sustainability and liveability. We will achieve this by improving convenient cycling access to work, school, shops and open spaces.

With the heightened use of our roads and cycleways at present we seek to retain as many of these active riders over the coming years and build upon this momentum and interest in cycling.

DUR GOALS AND PRIDRITIES

We have one goal 'to be the place to ride'.

This Strategy will guide Council in achieving its visionary targets for increasing participation across Wollongong. The following priority areas form the basis for the City of Wollongong Cycling Strategy:

1. SAFE

We will invest in safe cycling infrastructure and educate our community on safe and sustainable behaviour.

2. CONVENIENT

We will prioritise infrastructure that supports convenient cycling as a sustainable and wellintegrated mode of transport.

3. PLANNED

We will actively plan and implement strategies to improve cycling in Wollongong to facilitate increased participation now and in the future.

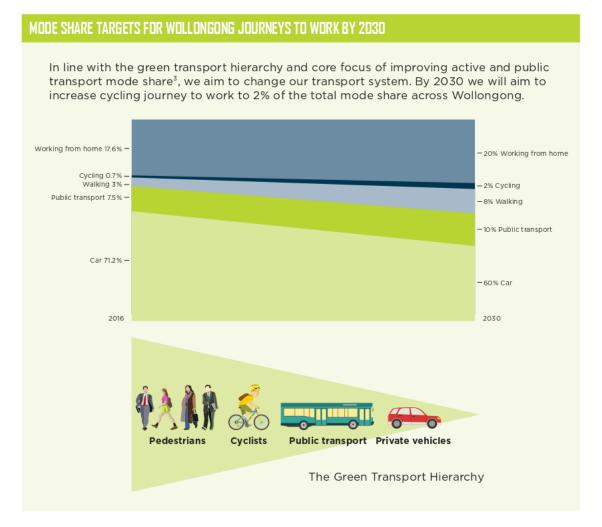
4. BUSINESS, TOURISM AND EVENTS

We will promote and support cycling in Wollongong as a fun, attractive and sustainable way of life.

5. INNOVATION

We will actively engage and support in innovative solutions that inform and encourage greater participation in riding.





KEY SUCCESSES

Since the previous bike plan was endorsed in 2013, Council and State Government have invested more than \$20 million in improving our cycling network. This financial investment has been divided between major projects such as the Grand Pacific Walk⁴ and Blue Mile shared paths (\$16 million) and local projects (\$4.8 million).

Since 2013 we have built, renewed and upgraded 27km of shared path and cycling routes across the city, installed more than 70 bike racks and other end-of-trip facilities, including the city's first bike repair station at North Beach Wollongong.

We have seen a trending decrease in cycling related crashes, with report crashes down 25% since 2014 from 40 to 30 crashes per year.

The city has hosted multiple cycling events including the annual MS Sydney to 'Gong' Ride,

which brings significant numbers of riders of all skill levels to Wollongong along the coastal paths and roads each year.

We were awarded the Union Cycliste Internationale (UCI) World Road Cycling Championships 2022, which is testimony to our focus on becoming an internationally acclaimed cycling city. This is a goal that this strategy will guide us in achieving.

Wollongong has seen an increase in women participating in cycling over past 12 months from 8.5% to 10.9%, as measured by the National Cycling Participation Survey 2020.

We are partnering with Cycling Australia to launch a Ride Nation School. A key part of developing the city as a place to ride is providing young people with knowledge, skills and confidence. This school is a fun and interactive learning experience that supports kids in their independence and gives parents and carers peace of mind.



2. OUR STRATEGIC CONTEXT

CYCLING TRENDS IN WOLLONGONG

We plan to provide a safe and convenient cycling network that has the greatest potential to serve the largest number of people riding now and in the future.

In order to achieve this, we need to understand:

- · Where people do and want to ride
- · Where the highest concentrations of jobs, residents and attractions are across Wollongong
- Who in our community currently ride, what their experience is and how that reflects opportunities and challenges for a developing cycling network
- What changes are required to get our diverse community engaged and participating in cycling
- · Opportunities to facilitate short and local trips by bike.

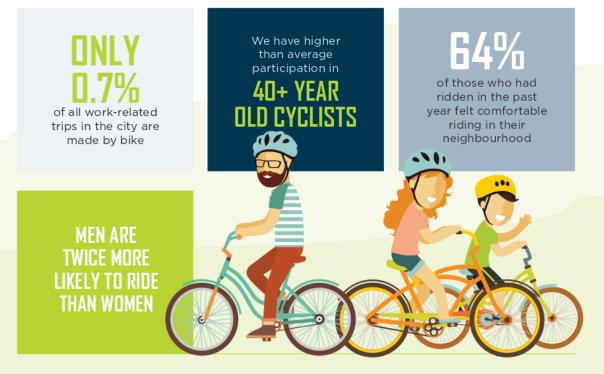
of households have access to at least one bike, of these only 2% are electrically assisted

CYCLISTS UNDER 10 YEARS OLD

are far more likely to ride, than teenagers. Cycling frequency is declining in the over 18 age bracket Of the 12% of active transport trips,

ONLY 2%

are made to access public transport.







vibrant and diverse city with an urban population of roughly: Wollongong is an innovative,



By 2036 Wollongong's population is set to increase by 16.57% to:



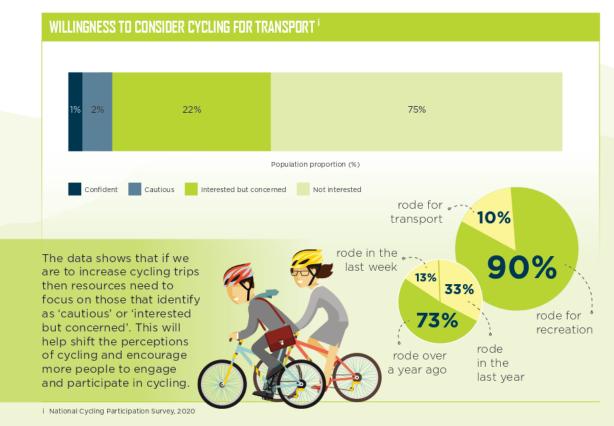
Currently,

THE MAJORITY OF OUR COMMUNITY shows that: WHO CURRENTLY RIDE REGULARLY,

live close to the NSW Coastline Cycling Network - Grand Pacific Walk, and our northern suburbs.

ENCOURAGE CAUTIOUS AND VULNERABLE RIDERS

The greatest potential for growth in the number of people riding, is the retention and engagement of specific target groups including women and young riders. We will ensure our cycling priorities engage with and deliver infrastructure that supports the development and continuation of cycling for these specific target groups. Benefits of this approach will extend to all other users. We will work with our schools and higher education providers to encourage young people and women's cycling. We will also strengthen our cycling links within the education corridor, linking students with their required destinations.









Cycling is emission neutral - It produces 0.3kg less of carbon dioxide per km travelled than a car, minimising fossil fuel use, air, water and noise pollution^{iv}

Cycling 10km each way to work would save 1,500kg of greenhouse gas emissions each year v

Increased cycling participation will aid in reducing the need to build, service and dispose of cars.

Cycling infrastructure conserves road space, providing **opportunities for less concrete and more plant life**, open space and other land uses in urban areas.

HEALTH

Cycling is a fun, healthy and a **low-impact form of exercise** for all agesⁱ, reducing health costs and supporting a happier community

It can be as intense as you want, **provides a great muscle workout** building strength and staminaⁱ

Cycling can help to **protect you from serious diseases** such as stroke, heart attack, some cancers, depression, diabetes, obesity and arthritis.¹

Hand cycling allows amputees, people with spinal injuries and those recovering from certain conditions such as stroke to cycle as a form of exercise, rehabilitation and recreationⁱⁱ

Cycling can improve and combat mental health issues. Cycling releases 'feel good' chemicals that decrease stress, anxiety and the risk of depression. Enables better sleep and improved happinessⁱⁱⁱ



Reducing barriers to cycling

Rider Safety: By creating safe cycling environments, we can improve perceptions of bike safety

Rider Convenience: By creating cycling routes that are direct, connected and easy to ride we will reduce barriers present on an inconvenient cycling network

- Better Health Channel, 2020. Cycling Health Benefits, Melbourne: Victoria State Government. www.betterhealth.vic. govau.
- ii. HandCycling.co.uk, 2016. The Benefits, www.handcycling.co.uk
- Mensline Australia, 2019. Cycling the exercise for positive mental health, www.mensline.org.au





Time-efficient - quicker on average than trips by car under 5km

Re-allocation of road space - cycling facilities are less expensive and take up less space than roads for cars. Cycling infrastructure extends public transport catchments and decreases congestion around major destinations. 10 bikes can fit into one car parking space.

Workers who cycle have **boosted productivity and creativity**, as cycling stimulates brain activity^{iv}

Cycling is cheaper - 1-5% of the cost of car ownership with low ongoing maintenance costs which can save thousands per year on individual transport costs

Cycling aids in reducing congestion. Traffic congestion costs NSW billions of dollars in lost productivity each year.





Cycling is **easy to fit into your daily routine** by riding to the shops, park, school or work, Cyclists are also more likely to use local businesses for their shopping.

Bike riding provides **affordable and independent travel** for those who might otherwise have restricted travel options, providing **increased mobility** to many groups of the population such as low-income earners, unemployed people, seniors and those under 18.

Construction of shared user paths also benefit pedestrians and people with disabilities by providing an **increased network of connecting paths and road crossings**.

More people riding and walking provides additional opportunities for social interaction on the streets which can greatly enhance a sense of community and connection.

More cycling means fewer cars, which can lead to a **safer road environment**. Children can take advantage of slower and less dangerous traffic conditions to ride bicycles as well.



Designing for Weather: by providing improved end of trips facilities like bike storage and showers, we will help reduce rider concerns with hot humid weather, wind and rain

Improving confidence: by addressing perceptions of bike riding within our community through improved education, skill development and information we will build confidence in those who are beginning their riding journey

iv. European Cyclists' Federation, 2013. How much CO2 does Cycling really Save?, www.ecf.com

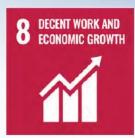
v. Bicycle Network, 2019. Sustainable commuting, www.bicyclenetwork.com.au



GLOBAL CONTEXT

The Sustainable Development Goals (SDGs) are a global strategy agreed by the United Nations General Assembly and form a blueprint to create a sustainable future for everyone. There are 17 interconnected goals for 2015-2030, including eight directly relevant to transport and sustainability as shown below.





















LOCAL CONTEXT

This Strategy contributes to delivering Our Wollongong 2028 Community Strategic Plan which aims to deliver an integrated transport network that is safe and sustainable. It also supports a number of goals and strategies in the plan relating to the environment, recreation and the impacts of climate change.

DUR WOLLONGONG 2028 VISION

'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 2028

DUR WOLLONGONG 2028 GOALS AND KEY STRATEGIES:

GDAL 1 We Value and Protect Our Environment

GOAL 5 We are a Healthy Community in a Livable City

GDAL 6 We have Affordable and Accessible Transport

This Strategy is known as a Supporting Document in Wollongong City Council's planning hierarchy, and its actions are able to be considered alongside other priorities in the budget during the development of the Delivery Program and Operational Plan. This Strategy supports the delivery of sustainable transport targets and actions in other key Supporting Documents including Council's Environmental Sustainability Strategy, Climate Change Mitigation and Adaptation Plans.

The graphic below shows Council's Strategic Planning Framework - how actions in the Community Strategic Plan result in the preparation of studies and strategies, which then guide Council's Delivery Program, Operational Plan and implementation.







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



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





Sets out the key activities and projects that will be delivered to the community during the Council term



ANNUAL Plan

Provides detail of the Delivery Program including projects, activities and budgets







GOVERNMENT RESPONSIBILITIES FOR CYCLING INFRASTRUCTURE, SAFETY, ENGAGEMENT AND IMPROVEMENT

WOLLONGONG CITY COUNCIL

Council is responsible for the planning, design, delivery and maintenance of all cycling infrastructure within Council controlled road reserves and parks. We also work collaboratively with the NSW Government to deliver cycling infrastructure on statecontrolled roads and on state-owned land.

Our local development control plans and other local strategic plans include a range of controls which ensure that cycling needs are met by new developments. This includes requirements for footpath and cycling route connections, and end of trip facilities such as on-site bicycle storage, change rooms and showers. We also advocate for better State and Federal funding opportunities and programs to deliver greater and safer infrastructure, as well as advocating for improved State-led cycling education campaigns, policies and programs.

AUSTRALIAN GOVERNMENT

The Australian Government provides support through grant funding opportunities such as the Federal Black Spot Program. It also sets national strategies and targets such as the National Road Safety Strategy 2011-2020⁶ and the National Cycling Strategy 2011-2016⁷.

The Australian Government, NSW and other state road authorities also support agencies such as Austroads, Standards Australia and the Australian Bicycle Council, which undertake research, set standards and provide guidance on matters relating to cycling.

NSW GOVERNMENT

The NSW State Government, primarily through Transport for NSW, provides supporting documents such as *Walking and Cycling Program*⁸ and the *Cycling Safety Action Plan 2014-2016*⁹ which set targets for improving cycling infrastructure, safety and education campaigns in NSW.

The NSW government supports Wollongong City Council's investment in cycling infrastructure through grant funding such as the *Liveable and Safe Urban Communities initiative* and through the *NSW Walking and Cycling program*. To assist in the design and delivery of improved and safe cycling infrastructure the NSW government also publish several technical notes, guidelines, and factsheets.

The NSW Government utilises the *Safe Systems Framework* approach with a focus on safe roads, safe speeds, safe cars and safe people. The *Towards Zero campaign*¹⁰ is the NSW Government target for zero fatal and serious injury crashes by 2056.

Wollongong City Council supports these initiatives and adopts the *Safe Systems Framework* in its design and practice.



3. WHAT OUR COMMUNITY TOLD US

To develop this Strategy, we have collaborated with a range of public and private stakeholders. We consulted our Walking, Cycling and Mobility Reference group, we asked our community directly for their thoughts on cycling and how we can improve cycling for all within the Wollongong LGA and we researched international and national best practice. The information collected through this extensive process helped us set the priorities and actions in the Strategy.

WOLLONGONG COMMUNITY SURVEY

Council undertook community consultation between October and December 2019 seeking the community's feedback on factors concerning cycling participation in Wollongong and barriers to cycling.

During the consultation 58 people attended information stands, 429 online surveys were completed, and five extended responses were submitted. Two of these extended responses from groups, one representing a community action group and a group representing riders with disability. We also held a workshop collecting contributions from eight members of the Walking, Cycling and Mobility Reference Group. Many of the responses were from people who already cycle.

The feedback provides insight into how our existing cycling network is functioning and how our community would like to see us improve the network.

The finalised engagement report can be found at wollongong.nsw.gov.au

NATIONAL CYCLING PARTICIPATION SURVEY

Council participates in the national cycling participation survey (NCPS) each year. These surveys occur between March and May and ask households across Australia questions on their participation and views of cycling.

These surveys reach between 400-700 households in each local government area, sampling 900-1400 individuals. This survey data provides helpful insights to our current rates of cycling participation in Wollongong and the needs of the broad community.

The detailed reports covering participation in our city can be found at wollongong.nsw.gov.au





HOW DOES OUR COMMUNITY WANT CYCLING IMPROVED?

The following key areas of improvement are in order of community interest:

#1

 Off-road shared paths and separated cycling routes



#2

- Connections between bike paths and education facilities
- On-road bicycle lanes
- · Signs highlighting bicycle routes



#3

- Bicycle parking
- Connections between bike paths and public transport
- Connections between bike paths and parks and swimming pools
- Connections between bike paths and shops





PRIORITY 1: SAFE

Our community wants a key focus to be safety on our existing cycling network and commented on how we can improve. We will deliver a safe cycling network for all levels of skill and confidence through ongoing enhancements to our project identification processes.

Council is actively working Towards Zero road casualties (fatal and serious injury crashes) as soon as possible through developing our Safe Systems Approach in collaboration with all levels of government. This will ensure we have safer road environments, speeds, people and vehicles on our local road network.

Council, in partnership with Transport for NSW, employ a Road Safety Officer who delivers road user behaviour campaigns within the community.

STREETS AS SHARED SPACES

Streets play an important role in public life, beyond the movement of traffic. Streets make up a substantial part of the open space available to our community, particularly in respect to Wollongong. Streets can be utilised as places to walk, cycle, exercise, play, socialise, grow food, rest, create and do business.

We are responding to this heightened demand for safe shared space and to ensure our community have safe streets for cycling, by partnering with State government to deliver projects addressing:

Road space re-allocation

Re-allocating road space, be it traffic lanes or parking lanes, for people walking and riding bikes to support our strategic goals for the city in improving health, reducing emissions and creating a sustainable transport network. These measures also support our response to the COVID-19 pandemic, by supporting social distancing the flow on impacts associated.

Slow cycling streets

Implementing shared cycling routes along residential streets and reducing vehicle speeds through traffic calming measures where required. These routes will deliver many of the highly demanded east-west links, routes to schools, work, shops, destinations and public transport links, achieving slower calmer residential neighbourhoods.

SAFER ROUTES TO SCHOOL AND EDUCATION

Two-thirds of students are driven or drive to school each week, the reasons behind this are varied, with many parents seeing roads around schools as unsafe due to the number of vehicles, distance and lack of continuous routes with safe crossings making riding or walking inconvenient and for many unsafe.

We will support our partners in delivering education programs for school children and the community through the Ride Nation centre and continue to advocate for State Government funding for the Safer Routes to School Program.

There are further opportunities through our partnerships with external providers to collaborate on delivering innovative programs that build a safer and positive community culture towards bike riders.







PRIORITY 2: CONVENIENT

Cycling provides significant benefits for individuals and the wider community.

We will encourage riding in school children and young people so that beyond their school years, they will continue riding to their places of work and higher education. We will also educate the broader community on the benefits of cycling as a practical, convenient and sustainable transport and active lifestyle option.

We will support bike riding in all its forms, as it builds skills, community and confidence in people with less experience. Recreational cycling also engages our tourism industry and enables visitors an active means to see our city. We also acknowledge that people who ride for recreation may become people who actively ride for everyday trips. We will work to connect as much of our community through convenient accessible links with quality end-of-trip facilities and intuitive wayfinding and route information.

We will deliver direct cycling routes along our regionally significant routes and develop a range of low-risk options for riders to build skill and confidence. We will also ensure cycling is well integrated into land-use planning and other transport modes.

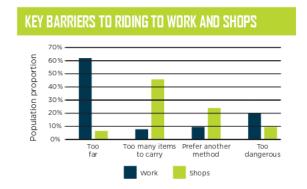
REDUCING BARRIERS TO CYCLING FOR UTILITY

As seen in our recent surveys the barriers to people riding to school, work and shops are dominated by their preferences to other modes, the number of items they need to carry, the distance needed to travel and the safety of these routes.

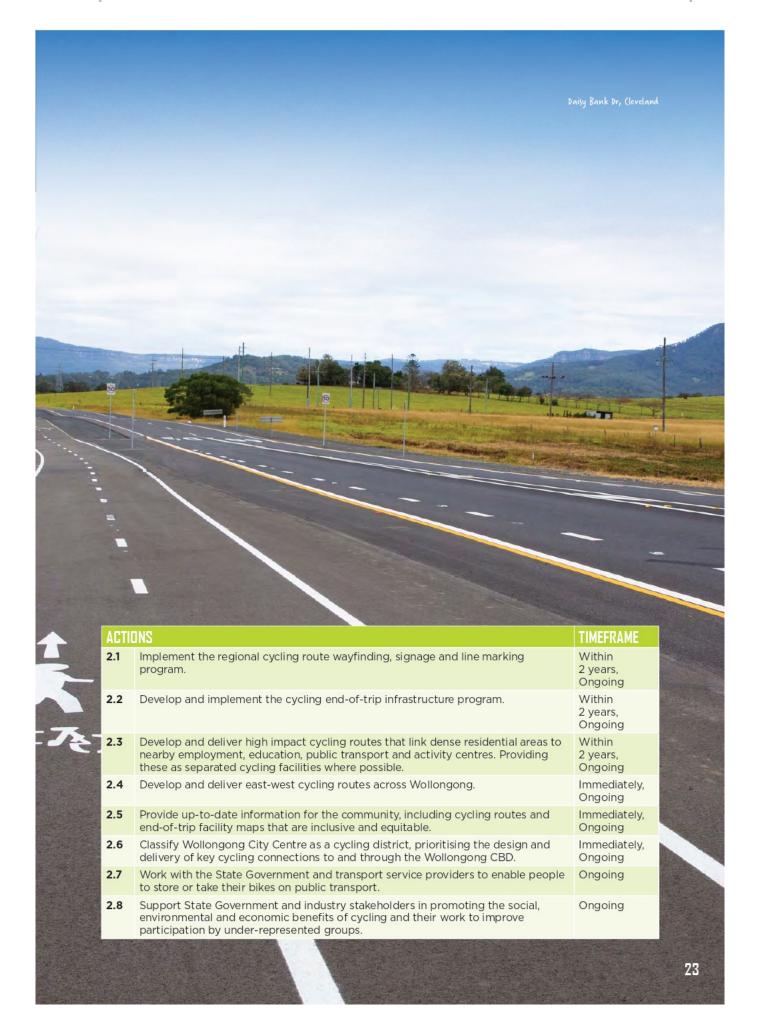
Through providing safe and direct cycling routes that cater for a range of bicycle designs we will work to remove many of the obstacles to bike riding for everyday life.

CONNECTING THE WOLLONGONG CITY CENTRE

We are focussed on developing the Wollongong City Centre as a pedestrian-friendly cycling precinct. This will be achieved by providing a high-quality accessible network of on-road and off-road options leading to the city centre. Our priority is to establish the major east-west and north-south links surrounding the CBD and ensuring cyclists can safely move throughout the city-centre. Delivering on this will aid us in building our status as a city of innovation and as a cycling city.









PRIORITY 3: PLANNED

Delivering a cycling network that is safe and convenient is a significant challenge. It requires extensive planning, development and rationalisation of priority locations before introducing physical infrastructure.

It is paramount all functions of Council plan to support cycling. This approach will ensure Wollongong continues to develop as a cycling city, supports engagement and encourages increased participation of cycling in all its forms. Across the city, we will develop a network that positively impacts our broad and diverse community and supports the movement towards a more sustainable city.

We will accelerate this process by allocating and securing funding and working with our public and private partners to deliver our short and long-term goals.

There are opportunities for us to collaborate across government in a number of different ways, including the implementation of:

- · The Movement and Place Planning Framework
- · The Active Living and Healthy Ageing Policy, and health outcomes for ageing population
- Transport for NSW's focus on creating the 30-Minute Cities11, and
- Improving access to active transport and public transport through the enhanced funding of these facilities.

DELIVERING REGIONALLY SIGNIFICANT ROUTES THROUGH PARTNERSHIP

At present our base cycling network has a number of missing links. This provides immediate opportunities to improve connectivity and increase the continuous cycling network across the city and south to Shellharbour. We will prioritise linking our towns and villages along the regional cycling network such as the Lake Illawarra shared path and the Grand Pacific Walk. Where appropriate, these routes will be provided as separated cycling facilities.

Our Regional and State roads also provide major opportunity with much of Lawrence Hargrave Drive and the Princes Highway missing cycling facilities and being highly unsafe for the majority of our community to ride along. We will collaborate with our partners in the Australian and State governments to deliver these key transport corridors.

ROAD SPACE RE-ALLOCATION

In supporting Future Transport 2056, we are focussed on shifting away from private vehicle ownership and towards active, shared and public forms of transport. This will support more equitable access to an increased number of transport options. Currently, 60% of our road space is dedicated to cars, for either travel or parking and by adjusting this road space allocation we will be able to meet our future goals and facilitate sustainable modes of transport.

In addition, a revised approach to road space use may provide additional space for tree planting – a key target in Council's *Urban Greening Strategy*, and focus of climate change mitigation measures¹².







PRIORITY 4: BUSINESS, TOURISM & EVENTS

Council's leadership supports new cycling opportunities that will deliver broad benefits to the local business community, encourage private sector investment and support new tourism opportunities.

SUPPORT FOR PRIVATE INVESTMENT IN CYCLING

An aim of this Strategy is to increase trips by bike to activities such as work, school, shopping and for recreation. This requires investment in facilitating safe and comfortable cycling routes and convenient end-of-trip facilities (e.g. secure bike storage, lockers, showers). Through planning controls and other policy levers, Wollongong City Council will encourage private sector investment in these facilities to complement its own infrastructure spend. Examples include:

- Use of planning controls in employment hubs, such as the Wollongong CBD and town centres, to encourage the provision of riding infrastructure in new developments.
- Use of levies from new residential areas to build cycling infrastructure.
- Enabling retailers, sporting clubs and cafes to become bike-friendly through provision of on-premises bike racks.

GROWING BUSINESS OPPORTUNITIES

Improving the cycling culture in Wollongong has the potential to support existing and new businesses. This includes bike retailers and shared bike operators, bike and equipment rentals for visitors, bike-friendly food and beverage spots along cycling routes, repair and maintenance specialists, events, guided bike tours and clothing retailers.

STRENGTHENING THE VISITOR ECONOMY

Elevating Wollongong's reputation as a cycling destination has the potential to deliver a boost to the local visitor economy. Creating more cycling opportunities, both on-road and offroad, will add to the list of activities visitors can undertake while in Wollongong. We can learn lessons from more developed cycling markets such as Victoria and New Zealand around how to attract these types of visitors to the city.

For recreational cyclists, attractions include existing assets such as the Grand Pacific Walk coastline cycling route and Lake Illawarra shared path, which will be expanded in coming years, as well as the future delivery of the purpose-built Cringila Hills Recreation and Mountain Bike Park.

To attract more people who are seeking cycling based tourism and sport rides, we can work with neighbouring councils to develop day-long or multi-day routes through the region, cycle friendly accommodation, and specific racing tracks for inter-club meets, such as a multi-use criterium track.

Lifting cycling tourism is a key component of the UCI Legacy Program for the 2022 World Road Cycling Championships being held in Wollongong.



2022 UCI WORLD ROAD CHAMPIONSHIPS & LEGACY PROGRAM

Wollongong will be host to the 2022 Union Cycliste Internationale (UCI) Road World Championships.

This event is expected to attract at least 1,000 elite athletes, some 300,000 spectators and ancillary visitors, and a global viewing audience in excess of 200 million people. The event is poised to deliver an estimated \$100 million to the state and regional economy leading up to, during and following the event.

A broader benefit of hosting this event is its Legacy Program, which is designed to ensure the city benefits from cycling long after the event is over

This program looks at 7 key pillars:

Sport - increase opportunities for participation in cycling across NSW

Tourism - achieve a UCI bike city designation for Wollongong

Policy - maximising the event platform to further policy matters to support cycling

Transport - support initiatives that increase opportunities for people to ride a bike in NSW

Education - support educational programs that will develop all facets of cycling

People - develop the skills of event organisers, event approval authorities and sport volunteers to support future events

Partnerships - provide a platform to galvanise community interest and support to deliver additional legacy projects as part of Wollongong 2022





CRINGILA HILLS RECREATION 8 MOUNTAIN BIKE PARK MASTER PLAN

The Cringila Hills precinct will feature a variety of mountain bike trails, a bike skills park and a BMX/pump track. A new playground will be installed with a strong focus on nature play, along with park amenity upgrades that will include tree planting, picnic settings and water-refill stations.

Formalised walking trails with an accessible walking circuit will also be added to the site. Improvements to the entry of the park will also be made, with improved car parking, signage, new gates and landscaping.

This project will deliver major health and wellbeing outcomes for residents in addition to attracting cycling tourists from across NSW to experience the variety this park offers.

The project will also provide opportunity for Council to collaborate with the local community in providing cycling access to all through refurbished bike hire.





THE UCI LEGACY PROGRAM

The UCI event also presents opportunities for Wollongong to promote itself to visitors as a superior business location via Invest Wollongong activities and events. Tourism related goals associated with the program include:

- The development of a Regional Cycling Tourism Strategy,
- UCI to consider Wollongong to be designated as a Bike City,
- Increase in the number of cycling events in the region,
- Cycle Tourism a priority area for Destination Wollongong,
- Destination New South Wales recognise the region as a cycle tourism destination of choice, and
- Local Business Program for cycle tourism (e.g. cycle friendly hotels, cafes).
- CYCLING EVENTS CALENDAR

Wollongong, and the surrounding region, already has cycling event credentials. The region will host:

 MS Sydney to 'Gong bike ride - now in its 40th year, this 82km ride is the largest mass participation ride in Australia and raises funds for MS research.

- L'Étape At 136km this road ride, on closed roads, allows non-professional riders to experience as close as they will get to a mountainous stage of the Tour de France.
- 2022 National Juniors and Masters Cycling Championships
- 2022 Union Cycliste Internationale (UCI)
 Road World Championships Wollongong
 will also be host to the pinnacle event in the
 international road cycling calendar.
- Community and charity mass participation events to encourage take up of riding, and events that support government facilitated programs such as Ride the Gong, Ride to Work day, She Rides and the interschools cycling championships.
- Local club events we will support the exploration of local club event opportunities through the development of dedicated cycling infrastructure, such as the Cringila Hills Recreation & Mountain Bike Park and a multi-use criterium track. This will enable Wollongong's multiple cycling related clubs to host additional events including competitions with other regional and Sydney-based clubs.

Other opportunities that do not necessarily involve racing, such as bike expos, could also add to the growing Wollongong cycling events calendar.

ACTIO	2MI	TIMEFRAME
4.1	Partner with other organisations to deliver the Unione Cycliste Internationale (UCI) Legacy Program, leveraging Wollongong's hosting role and the opportunity to be labelled a bike city.	Within 2 years,
4.2	Develop and deliver the Cringila Hills Mountain bike park masterplan	Within 5 years
4.3	Develop and deliver a multi-use criterium track within Wollongong	Within 2 years
4.4	Investigate and deliver formal sport, educational and recreational cycling facilities such as learn to ride facilities, pump tracks and BMX facilities.	Within 5 years, Ongoing
4.5	Investigate and deliver formal sport, educational and recreational cycling facilities such as learn to ride facilities, pump tracks and BMX facilities.	Immediately, Ongoing
4.6	Collaborate with our partners to deliver regionally significant cycling tourism infrastructure such as the Grand Pacific Walk and the Lake Illawarra Shared Path Masterplan	Ongoing
4.7	Continue to review and update our Development Control Plan requirements for cycling infrastructure such as the provision of convenient cycling routes in subdivisions, and the provision of accessible short- and long-term cycle storage and changing facilities.	Ongoing
4.8	Continue to use Council's planning and policy mechanisms to encourage private sector investment in cycling infrastructure and grow new businesses around cycling.	Ongoing
4.9	Support and encourage cycling events. Including fun rides, off-road and closed road races, and encourage cycling in people's travel plans to and from an event.	Ongoing
4.10	Support the National Parks and Wildlife Service (NPWS) development of Illawarra Escarpment mountain bike trails, including associated infrastructure.	Ongoing
4.11	Support the preparation of a destination cycling campaign and a regional Cycling Tourism and Event Strategy.	Within 2 years



NEW ZEALAND & VICTORIA CYCLING TOURISM SUCCESS STORIES

Research conducted by New Zealand Tourism found that visitors to the country who undertook cycling activities during their stay spent more and stayed longer. These visitors spent 20% more than the average visitor and stayed more than 50% longer. They also visited more regions, rather than sticking to major cities, which is a welcome trend for a regional city such as Wollongong.

Source: www.tourismnewzealand.com/media/3076/special-interest-infographic.pdf

Tourism Research Australia has investigated the drivers of cycling tourism in Victoria. They found that 41% of these types of trips were day trips, which is good news for Wollongong that has a visitor economy heavily weighted to day trippers (75% of visitors to Wollongong come for the day only).

This research identified four key attributes that cycling visitors are looking for:

- 1. Downloadable maps
- 2. Accessible online information
- 3. Extensive paths and trails
- 4. Websites that provide comprehensive trip planning information.

Source: www.tra.gov.au





PRIORITY 5: INNOVATION

As the City of Innovation, Wollongong has a role in the future development of cycling. This includes employing new data collection methods, more sustainable materials and developing tools to encourage cycling accessibility. Council can facilitate this innovation and support businesses and researchers in this field.

ADVANCED MANUFACTURING OPPORTUNITIES

Australia currently imports bike frames and most component bike parts. However, there are manufacturers and designers involved in developing specialist parts, accessories and clothing for recreational and competitive riding. As Wollongong develops its cycling credentials then, combined with its strong advanced manufacturing base, it would potentially become an attractive location for these types of businesses.

IMPROVING PARTICIPATION THROUGH TECHNOLOGY

Recent advancements in electronic bicycle technologies, commonly known as e-bikes, have reduced the cost of entry and the distances e-bikes can travel between charges.

E-bikes reduce barriers to riding enabling people to sustain their speed for an extended period of time, climb hills with ease, and arrive to work, school and shops sweat-free potentially reducing the demand for shower and change facilities.

DESIGN INNOVATION

Using innovative design can result in cycleways being delivered at relatively low cost and quicker than conventional methods. Potential usage can also be gauged by introducing quick and less expensive pop-up cycleways to help determine where longer-term cycleway investment can be best directed.

For example, the decreased use of public transport due to social distancing requirements around COVID-19 resulted in an increase in cyclists in many cities. This was clogging existing cycleways and causing safety concerns on roads. In Berlin they solved this problem by installing 'pop-up' cycleways on high-use routes. They closed one lane of a road to cars and erected a temporary barrier between the cars and bikes to deliver a low-cost. temporary cycleway. Clear road markings and the barriers mean cars can clearly see they are no longer allowed in that lane and cyclists can ride to work or school safely. Once the COVID-19 impacts decrease and public transport patronage returns to normal levels then these cycleways can be removed. If the cycling routes are performing well, a longterm solution can be implemented. This type of approach could also be used to provide temporary additional active transport options for events to minimise car use and encourage people to ride to the site.



TECHNOLOGY INNOVATION

The areas of smart phone and wearable technology are already well-used by recreational and competitive cyclists and further advances in this area is likely. Maps, activity tracking, bike security and child safety are common themes of these types of applications. By creating a supportive cycling environment, Council hopes to encourage technology developers to the city.

EDUCATION INNOVATION

Council is supporting an initiative by Cycling Australia to introduce a Ride Nation School in Wollongong. The program will:

- Provide bike education to 10,000 primary school age children,
- Connect school children and their families into community bike programs and activities,
- Train a workforce of teachers, volunteers and coaches to deliver the education in a variety of settings,
- Create a one stop shop for all riding related programs and activities in the area,
- Increase bike safety, awareness and proficiency, and
- Encourage ongoing bike riding participation beyond school years.

SMART CITY-BASED RESEARCH AND DATA ANALYTICS

Understanding how networks operate and interact is a critical part of transport analysis and Council welcomes any opportunities to partner with organisations, universities and TAFE's on projects that will contribute to our future planning decisions.

The University of Wollongong (UOW) is an important institution of the city and, through its expertise in systems planning, can contribute to delivering better cycling opportunities. UOW's SMART Infrastructure facility brings together experts from fields such as rail, infrastructure systems, transport, water, energy, economics and modelling and simulation, providing 30 state-of-the-art laboratories to facilitate this important research.

The Smart Cities & Communities research group uses data-driven models and multi-disciplinary approaches to explore how cities can create more liveable neighbourhoods, open spaces and workplaces. This incorporates how people move around cities, including using active transport. Using Smart City tools, such as sensors, to track cycling activities will improve understanding of which aspects of this Strategy are most effective and allow Council to make informed decisions about future policy changes and investments.

ACTI	ONS CANDIDATE OF THE PROPERTY	TIMEFRAME
5.1	Develop and implement innovative cycling infrastructure design solutions such as pop-up cycleways, interim facilities, shared streets and cyclist head starts at traffic signals.	Immediately, Ongoing
5.2	Develop and implement a best-practice cyclist data collection and evaluation program, including before and after intervention counts, annual and permanent site counting, interactive feedback mapping and annual community surveys.	Immediately, Ongoing
5.3	Collaborate with universities, supporting the development of innovative technology solutions in the cycling industry.	Ongoing
5.4	Support the development of future cycling excellence through pathway programs such as those delivered by the Illawarra Academy of Sports and explore the potential for the creation of a centre of sporting excellence.	Ongoing
5.5	Support educational innovation and the local pilot of the State-wide Ride Nation education program	Ongoing







4. IMPLEMENTING THE WOLLONGONG CYCLING STRATEGY 2030

HOW COUNCIL IS DELIVERING THE STRATEGY AND AIMING TO MEET ITS TARGETS

There are tried and true strategies for designing, implementing and monitoring cycling infrastructure. Standardised infrastructure treatments and best practice have already been developed by great cycling cities Portland Oregon¹⁴, Copenhagen Denmark¹⁵, Vancouver Canada¹⁶, Christchurch New Zealand¹⁷ and more locally in cities like City of Sydney¹⁸ and City of Melbourne¹⁹. We also have adopted guidelines from organisations like NACTO²⁰ and Austroads which support this work.

We are optimistic in how we can improve cycling participation and perception in Wollongong over the next 10 years. To achieve our goals, we will need to objectively align our priorities to projects that are strategically important to the success of cycling in Wollongong. We need to focus on improving cycling access to our largest future user groups in the short term, ensuring that we build the base participation rates within the city that promotes cycling in everyday life. In addition, we need to keep our community informed of cycling opportunities, initiatives and listen to their feedback.

We will use objective prioritisation techniques that reflect best practice, available data and current research when developing projects. This will ensure we implement our priorities, and construct projects that provide the greatest benefit to the community. Our highest priority projects will be reflected in our ongoing improvements to our Infrastructure Delivery Program (IDP).

As part of critically reviewing the successes of the Bike Plan 2014-18 it was clear many actions were not delivered. We cannot achieve our cycling vision for 2030 alone, and greater partnership, collaboration and support is needed for us to become the place to ride.

A CONNECTED COMMUNITY

Given where we are and our goals for the near future, we will rapidly expand the cycling network as quickly and as safely as we possibly can, through:

- Implement low-speed, low-vehicle traffic, low-cost mixed-traffic routes and cycling streets
- Rolling out on-road cycling routes in high-activity areas (where road space is contested), through road space re-allocation projects including opportunities to better manage on-street parking supply and demand
- Prioritising the implementation of infrastructure that connects our community and provides the largest benefit
- Strengthening cycling links within the education corridor linking UOW, TAFE NSW, the Innovation Campus, and the Wollongong City Centre
- Upgrading traffic light signals to provide appropriate priority to cyclists where cycling routes intersect.

These short-term improvements will produce long-term gains; investing in major amenity, widespread awareness and appropriate treatments for the appropriate places, and are explored further in our implementation plan.



TARGETS & MEASURING PROGRESS

We have set our vision for cycling in Wollongong and outlined the strategies and actions we will undertake to deliver that vision. This table presents our targets. They are optimistic, however if we successfully implement our strategic actions, they are achievable by 2030.

INDICATOR	BASELINE	2025	2030	DATA SOURCE	FREQUENCY
Average growth in cycling participation at key sites across the LGA	2020 surveys (pre- COVID-19)	125%	150%	Temporary and fixed counters	Biennial
Proportion of residents who rode a bike within the last week	12.90%	15%	20%	NCPS - Wollongong	Annual
Proportion of women who cycled within the past week	10.5%	12%	15%	NCPS - Wollongong	Annual
Proportion of 10-17 year olds who cycled in the past week	25%	30%	35%	NCPS - Wollongong	Annual
Proportion of new engaged riders (started riding in the past year + returned to riding after a break of over a year)	21%	30%	35%	NCPS - Wollongong	Annual
Proportion of responses reporting that cycling is better and much better in Wollongong since 2020	19%	30%	40%	NCPS - Wollongong	Annual
Number of people attending Council-held cycling events, e.g. Ride the Gong	182	400	600	measured	annual
Proportion willing to consider cycling for transport ("interested" and "cautious")	24%	35%	40%	NCPS - Wollongong	Annual
Reported serious and fatal injury for crashes involving cyclists within the Wollongong LGA over a five-year period	156	120	70	TfNSW Crash Data	Annual
Reported level of comfort (comfortable + very comfortable)	56%	70%	75%	NCPS - Wollongong	Annual
Proportion of journeys to work by bike	0.70%	1%	2%	Census	5 years
Proportion of cycling trips into Wollongong CBD	0.70%	1.50%	4%	Census; Measured	5 years
Proportion of cycling reported for transport	20.6%	22%	25%	NCPS - Wollongong	Annual
Percentage of key destinations with quality end-of-trip facilities	TBC (2021)			Measured	Annual
Percentage of state and regional road routes with an off-road cycleway or shared path	TBC (2021)			Measured	Annual
Proportion of residents living within 250m of a formal cycling route	TBC (2021)			GIS and Census data	5 years
Cycling network length	130km	+35km	+85km	Asset Database	Ongoing

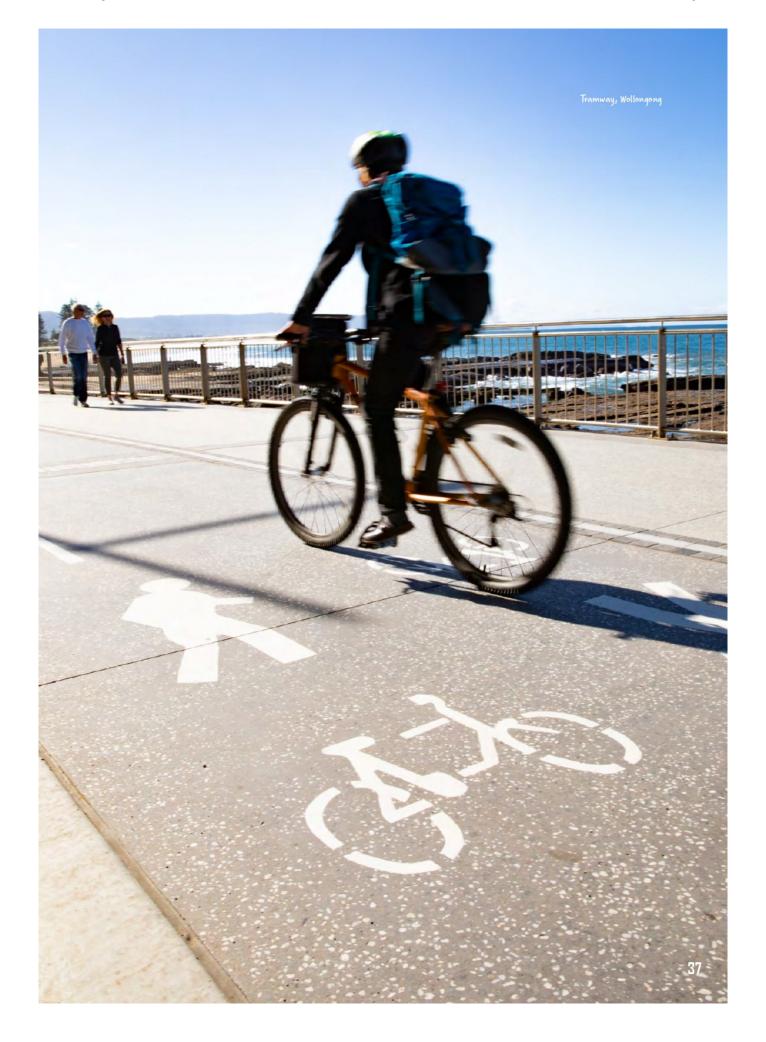


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5. IMPLEMENTATION PLAN

IMPROVING BIKE RIDING -A STAGED APPROACH

The Cycling Strategy is a substantial initiative and forms a significant realignment to how Wollongong City Council approaches improving bike riding across Wollongong.

There are many strategic actions proposed through the strategy, many will take further time to plan, design and deliver. Many require funding that is unavailable. Many require action from other organisations, stakeholders and the community to be realised.

For these reasons' actions proposed within the Cycling Strategy are broken into three categories for delivery:

Short term actions

Actions projects that are to be delivered immediately, or within 2 years

Medium term actions

Actions and projects that are to be delivered within 5 years

Ongoing actions

Actions to be delivered annually, as an ongoing long-term action - such as advocacy, or beyond 5 years.

This implementation plan is a living document and will be reviewed and updated over the Cycling Strategies 10 years lifetime in line with our Communities priorities and Council's Management plan. This may include the revision of initiatives, their priority, timing and funding.

COST ESTIMATES

The implementation cost of each of the actions identified has been estimated through typical rates. Costs are displayed as either per annum (p.a.), or as a lump sum. Where significant costs are expected, such as in the delivery of key infrastructure, these will be further refined during project development and prioritisation process, they will also be showcased in Council's Infrastructure Delivery Program.

FIINDING

The Cycling Strategy sets forth actions that will be delivered over many years, many extending beyond the life of this implementation plan. To successfully implement the cycling strategy, it will take considerable support, resourcing and collaboration and Council is not able to successfully fund and implement all actions in isolation. External support will be required and may include: Federal and State government funding programs, private investment, development mechanisms and community funding. Many unfunded projects require business proposals to be further developed to justify their expense.

INFRASTRUCTURE PROJECTS

Notably, the primary barrier to cycling is the physical cycling network. Numerous actions within the strategy relate to the importance of prioritising bike routes that address the standard of our bike network. This strategy does not detail specific infrastructure projects, their design or their priority for development or delivery. Action 3.2 notes the ongoing development of the preferred network, and its priority. Council's annual planning cycle and four year Infrastructure Delivery Program is the primary mechanism for how we communicate Council's commitment to implementing the network.

Whilst developing the strategy our existing cycling network was reviewed in relation to a potential future cycling network. This potential network of separated cycleways, shared user paths and mixed traffic routes comprise over 300 potential projects amounting to over \$200 million in potential infrastructure investment.

Criteria for this initial review were developed using best practice and community feedback, allowing initial project ranking. Many high ranking projects have been reflected in changes to Councils four year Infrastructure Delivery Program. The majority of identified projects require substantial development and funding to proceed to implementation.



PRIORITY 1 - SAFE

ACTI	ON	LEAD	PARTNERS	SHORT TERM (1-2)	MEDIUM TERM (3-5)	ONGOING	ESTIMATED COST	PRIDRITY	FUNDING Source
1.1	Implement the 'share the path' user behaviour campaign, including improved signage and line marking, in collaboration with partner Councils.	I&W	Local Councils, TfNSW				\$50,000 p.a.	High	Unfunded - operational
1.2	Develop and Implement projects on cycling routes with anecdotal and historic cycling related crashes.	I&W	TfNSW				refer to IDP	High	Infrastructure Delivery Program
1.3	Review and update Council's Road Works guidance. Ensuring approved road works consider the safety and convenience of people cycling. Adopting standard provisions for cyclists through temporary work zones.	I&W					NA	High	NA
1.4	Review Council's cycleway maintenance program, ensuring cycling routes are maintained for their safe use. Including sweeping, surface maintenance, line remarking, signage replacement and vegetation management.	I&W					TBC	High	Unfunded - operational
1.5	Work with the State Government to fund and deliver the safe routes to school program. Improving the ability of students to safely walk and ride to and from education facilities, including primary, secondary and tertiary education providers.	WCC	TfNSW				TBC	High	Unfunded
1.6	Work with State Government partners, including TfNSW, NSW Police and the Illawarra Shoalhaven Local Health District, in delivering cycling education programs and Council led education events like Ride the Gong.	WCC	TfNSW, Police, ISLHD, Local Councils				\$5,000 p.a.	High	Unfunded - operational
1.7	Advocate for the State Government to review national and international best practice to improve cyclist safety, participation and public perception. Including updating of design standards, implementation of safer road speeds and permitting cycling on all footpaths for all age groups unless signposted otherwise.	wcc	TfNSW, Police				NA	Moderate	NA
1.8	Advocate for increased investment of the State and Australian governments in local road safety, public transport and active transport programs.	WCC	TfNSW				NA	Moderate	NA



PRIORITY 2 - CONVENIENT

ACTI	DN	LEAD	PARTNERS	SHORT TERM (1-2)	MEDIUM Term (3-5)	ONGOING	ESTIMATED COST	PRIORITY	FUNDING Source
2.1	Implement the regional cycling route wayfinding, signage and line marking program.	I&W	WCC, TfNSW, Local Councils				refer to IDP	High	Infrastructure Delivery Program
2.2	Develop and implement the cycling end-of-trip infrastructure program.	I&W	WCC				refer to IDP	High	Infrastructure Delivery Program
2.3	Develop and deliver high impact cycling routes that link dense residential areas to nearby employment, education, public transport and activity centres. Providing these as separated cycling facilities where possible.	I&W	WCC, TfNSW, Shellharbour City Council				refer to IDP	High	Infrastructure Delivery Program
2.4	Develop and deliver east- west cycling routes across Wollongong.	I&W	WCC, TfNSW				refer to IDP	Moderate	Infrastructure Delivery Program
2.5	Provide up-to-date information for the community, including cycling routes and end-of-trip facility maps that are inclusive and equitable.	I&W	TfNSW, Local Councils, ISLHD				\$30k	High	Unfunded - operational
2.6	Classify Wollongong City Centre as a cycling district, prioritising the design and delivery of key cycling connections to and through the Wollongong CBD.	I&W	WCC, TfNSW				NA	High	NA
2.7	Work with the State Government and transport service providers to enable people to store or take their bikes on public transport.	I&W	TfNSW				NA	Moderate	NA



PRIORITY 3 - PLANNED

ACTIO	JN	LEAD	PARTNERS	SHORT TERM (1-2)	MEDIUM TERM (3-5)	ONGOING	ESTIMATED COST	PRIORITY	FUNDING Source
3.1	Develop ready-to-construct, high-value cycling projects. To be delivered as external funding becomes available to accelerate these projects.	WCC	TfNSW				refer to IDP	High	Infrastructure Delivery Program
3.2	Develop prioritisation criteria and a priority cycling infrastructure program that on its completion will result in 80% of residents living within 250m of a formal cycling route.	I&W	WCC, TfNSW				\$40,000	High	Unfunded
3.3	Develop and trial projects that re-allocate road space across the city to provide safe access for people walking and cycling.	I&W	WCC, TfNSW, community				refer to IDP	High	Infrastructure Delivery Program
3.4	Collaborate with Transport for New South Wales to deliver regionally significant cycling routes, particularly those along State and Regional road corridors.	I&W	TfNSW				refer to IDP	High	Infrastructure Delivery Program
3.5	Develop the City of Wollongong Integrated Transport Strategy and associated Supporting Documents, ensuring it clearly communicates the sustainable transport hierarchy and associated transport mode targets.	I&W	WCC, TfNSW				\$200,000	High	Unfunded



PRIORITY 4 - BUSINESS, TOURISM AND EVENTS

ACTIO	N	LEAD	PARTNERS	SHORT TERM (1-2)	MEDIUM TERM (3-5)	ONGOING	ESTIMATED COST	PRIORITY	FUNDING Source
4.1	Partner with other organisations to deliver the Unione Cycliste Internationale (UCI) Legacy Program, leveraging Wollongong's hosting role and the opportunity to be labelled a bike city.	UCI	WCC, State Government				Refer to Operational Plan	Moderate	Operational Program
4.2	Develop and deliver the Cringila Hills Mountain bike park masterplan	I&W	WCC, State Government				refer to IDP	Moderate	Infrastructure Delivery Program
4.3	Develop and deliver a multi-use criterium track within Wollongong	I&W	WCC, State Government				refer to IDP	Moderate	Infrastructure Delivery Program
4.4	Investigate and deliver formal sport, educational and recreational cycling facilities such as learn to ride facilities, pump tracks and BMX facilities.	1&W	WCC, State Government				refer to IDP	High	Infrastructure Delivery Program
4.5	Develop a framework to facilitate parkland bike tracks, and catalogue these trails in Council's cycleway mapping	I&W	community				\$10,000	Moderate	Operational Program
4.6	Collaborate with our partners to deliver regionally significant cycling tourism infrastructure such as the Grand Pacific Walk and the Lake Illawarra Shared Path Masterplan	I&W	WCC, TfNSW, State Government				refer to IDP	High	Infrastructure Delivery Program
4.7	Continue to review and update our Development Control Plan requirements for cycling infrastructure such as the provision of convenient cycling routes in subdivisions, and the provision of accessible shortand long-term cycle storage and changing facilities.	MP&E	WCC, State Government				NA	Moderate	NA
4.8	Continue to use Council's planning and policy mechanisms to encourage private sector investment in cycling infrastructure and grow new businesses around cycling.	MP&E	WCC, State Government				NA	Moderate	NA
4.9	Support and encourage cycling events. Including fun rides, off-road and closed road races, and encourage cycling in people's travel plans to and from an event.	CS	WCC, State Government				NA	Moderate	NA
4.10	Support the National Parks and Wildlife Service (NPWS) development of Illawarra Escarpment mountain bike trails, including associated infrastructure.	NPWS	WCC, State Government				NA	Moderate	NA
4.11	Support the preparation of a destination cycling campaign and a regional Cycling Tourism and Event Strategy.	Destination Wollongong	Tourism NSW, Local Councils				NA	Moderate	NA



PRIORITY 5 - INNOVATION

ACTIO	JN .	LEAD	PARTNERS	SHORT TERM (1-2)	MEDIUM TERM (3-5)	ONGOING	ESTIMATED COST	PRIORITY	FUNDING Source
5.1	Develop and implement innovative cycling infrastructure design solutions such as popup cycleways, interim facilities, shared streets and cyclist head starts at traffic signals.	I&W					refer to IDP	Moderate	Infrastructure Delivery Program
5.2	Develop and implement a best-practice cyclist data collection and evaluation program, including before and after intervention counts, annual and permanent site counting, interactive feedback mapping and annual community surveys.	I&W					\$90,000 p.a.	High	Unfunded
5.3	Collaborate with universities, supporting the development of innovative technology solutions in the cycling industry.	I&W					\$35,000 p.a.	Moderate	Operational Program
5.4	Support the development of future cycling excellence through pathway programs such as those delivered by the Illawarra Academy of Sports and explore the potential for the creation of a centre of sporting excellence.	wcc	State Government				NA	low	NA
5.5	Support educational innovation and the local pilot of the State-wide Ride Nation education program	Cycling Australia	WCC, State Government				NA	Moderate	NA

I&W Infrastructure and Works (WCC Directorate)CS Community Services (WCC Directorate)

MP&E Management, Planning an Environment (WCC Directorate)

WCC Wollongong City Council (Enterprise Response)

DPIE Department of Planning, Industry and Environment

ISLHD Illawarra Shoalhaven Local Health District

Local Councils Shellharbour City Council, Kiama Council, Shoalhaven City Council











Engagement Report August 2020
Draft Cycling Strategy 2030





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Executive Summary

In 2019, we asked the community to share their thoughts on how they would like to see bike riding developed in Wollongong and how we can continue to make Wollongong bike friendly for everyone.

We used this feedback to guide the development of the draft Wollongong Cycling Strategy 2030 (draft Cycling Strategy), that aims to increase bike riding participation at all levels for exercise, recreation, and transport. The draft Cycling Strategy was on public exhibition from 1 July to 17 August 2020, for the community to provide their feedback and ideas.

The community were informed about the project through:

- Multiple notices in the Illawarra Mercury throughout July and August
- Media release
- E-mail to previous participants and identified stakeholders
- An E-Newsletter to all EHQ registered participants.
- Posters were displayed in all bike shops and libraries through the Local Government Area (I GA)
- A poster was emailed to all schools requesting it be included in their school newsletter.
- Social media posts, including paid advertisement that targeted women within the LGA.
- Corflute signs promoting the engagement placed along cycle routes throughout the LGA.
- A plain English summary of the Strategy was developed and placed on the engagement website.

The community were asked through an online survey whether they supported the vision, the five priority areas of the draft Cycling Strategy (safe, convenient, planned, business and tourism and innovation). An interactive online mapping tool allowed people to 'pin' the places they ride, the places they would like to ride, where bike racks are needed and maintenance issues. Due to COVID-19 restrictions, no face-to-face engagement activities were undertaken.

254 submissions were received via the online survey, email and hardcopy. The interactive mapping tool had 151 people place 1207 pins.

Engagement on the Pilot Cycling Routes project coincided with the draft Cycling Strategy engagement and ran from 28 July to 31 August 2020. Towards the end of the draft Cycling Strategy engagement several submissions were received that provided feedback about both projects.

We received feedback from a wide range of stakeholders:

- Experienced bike riders
- Recreational riders
- Mountain bike riders



- People who commute by bike
- Cycling interest groups
- Neighbourhood forums
- Community groups
- University of Wollongong (UOW)
- State Government departments
- School advocates
- Disability advocates
- Pedestrians
- Drivers
- Private businesses.

We asked respondents to rate their level of support for the Vision and each priority area. Overwhelmingly, respondents indicated they 'strongly supported' or 'supported' the draft Cycling Strategy and all priority areas.

A overview of the main themes of community feedback is as follows:

Safety

Feedback indicated that safety is a key issue for respondents. Many stated that the safety of all people, whether they are driving, riding, walking or using other means of transport on or off road needs to be ensured. Education was recommended to support better relationships between pedestrians, bike riders and drivers and increased wayfinding and safety signage was noted as an important element to improve safety.

The Bike Network

Respondents noted that working collaboratively with local groups, the State Government and UOW is important for the design and implementation of a bike network. Feedback also highlighted the need to improve bike infrastructure to link with public transport.

Mountain Biking

The inclusion of formalised mountain bike trails was raised as an action that would provide an opportunity for increased bike tourism. Some respondents had concerns about the impact on residents and that commitment to resources would go to tourist routes rather than commuting and recreational routes for residents.

Planning and Feedback

Some respondents were concerned about including 'Planned' as a priority area as they felt that implementation could be severely delayed by ongoing planning. It was noted that Council's ongoing commitment to resources and transparency is needed, with requests made to continue to include community members and stakeholders in the design and implementation phases.



Mapping and Locations

Respondents used the interactive mapping tools to provide information about commonly used locations, desired locations, maintenance and safety. Feedback indicated a need for more bike racks at key locations, such as shops, community centres, parks and public transport.

Other themes from the feedback focussed on; encouraging people to ride, access, health and environment benefits, reporting issues, use of technology, resourcing and opportunities for events.



Background

In 2013 Council adopted the Wollongong City Council Bike Plan 2014-2018. Since then we have spent over \$20M on cycleways and related projects. Some \$16M of this has been on major projects including the Wollongong Harbour Heritage Walk, the Grand Pacific Walk and the Blue Mile shared path. There has been a further \$4.8M on local projects and design. We have built, renewed and repaired 27km of shared paths and cycleways across the city, installed 70 bike racks and built a bike repair station at North Wollongong beach.

The development of the draft Cycling Strategy included the review, update and realignment of the existing Wollongong City Council Bike Plan 2014-2018. The draft Cycling Strategy sets a 10-plus year vision for the city and reflects the goals in our Community Strategic Plan - Wollongong 2028.

Comprehensive community engagement informed the development of the draft Cycling Strategy. Engagement occurred from 28 October to 9 December 2019, with a high level of community input through a variety of communication methods including postcard distribution and signage across the cycleways. Engagement occurred though an online survey completed by 429 community members and three information stands.

On 29 June 2020, Council endorsed the draft Cycling Strategy to be placed on public exhibition from 1 July to 17 August 2020. Phase two of engagement was undertaken to share the draft document with the community and invite feedback on the vision, priority areas and actions.

Stakeholders

Stakeholders identified and engaged prior to the commencement of the engagement period included:

- Cycling groups
- Schools
- Neighbourhood forums
- Walking, Cycling and Mobility Reference Group
- · Previous engagement participants

Methodology

A project page published on Council's Engagement HQ website on 1 July 2020 provided the draft Cycling Strategy, Bike Plan 2014-2018, National Cycling Participation Surveys 2019 and 2020, Frequently Asked Questions, Important Links, survey tool and an interactive mapping tool.

The public exhibition of the draft Cycling Strategy was advertised through a number of engagement methods including:

Multiple notices in the Illawarra Mercury throughout July and August

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- Media release
- E-mail to previous participants and identified stakeholders
- An E-Newsletter to all EHQ registered participants.
- Posters were displayed in all bike shops and libraries through the Local Government Area (LGA).
- A poster was emailed to all schools requesting it be included in their school newsletter.
- · Social media posts, including paid advertisement that targeted women within the LGA.
- 28 corflute signs promoting the engagement placed along cycle routes throughout the LGA.
- A plain English summary of the Strategy was developed and placed on the engagement website.

Feedback was invited through an online survey, an interactive mapping tool and through extended written responses.

Some community members found the mobile compatibility of the mapping tool difficult to use. Those that contacted the Engagement team were offered alternative methods to provide feedback. A plain English summary of the draft Cycling Strategy was requested and developed and placed on the engagement website.



Results

This section of the report provides details on participation in the engagement activities (Table 1), the online participation summary (Table 2) and the level of support for the draft Cycling Strategy's Vision (see Table 3). The level of support for each of the priority areas is shown in Table 4.

Engagement Participation Results

Table 1: Engagement participation results

Engagement activity	Participation
Engagement website survey tool	198
Email submissions	50
Hard copy submissions	6
Interactive map tool	151 people placed 1207 pins

Online Engagement Results

Table 2 presents the usage statistics for the project page on the engagement website.

Table 2: Summary of online participation

Measure and Explanation	Usage
Unique Site Visits – Total number of visits to the project page	3750
Aware – Total number of users who viewed the project page	2759
Informed – Total number of users who opened a hyperlink or read a document	1803
Engaged – Total number of users who have actively contributed to the project via the project page	349

We asked the community to what extent they supported the Vision for cycling.

Table 3: Do you support our Vision for cycling?

Options	Responses
Strongly support	163
Support	26
Neither support or oppose	4



Oppose	6
Strongly oppose	9

Table 4: Support for priority areas

The online survey asked the community to indicate their level of support for each of the five priority areas of the draft Cycling Strategy.

Priority Area 1: Safe	Priority Area 2: Convenie	ent	Priority Area 3: Planned		
Strongly support	160	Strongly support	154	Strongly support	157
Support	28	Support	28	Support	27
Neither support or oppose	5	Neither support or oppose	10	Neither support or oppose	12
Oppose	3	Oppose	6	Oppose	3
Strongly oppose	8	Strongly oppose	4	Strongly oppose	5

Priority Area 4: Business & Tourism		Priority Area 5: Innovation	
Strongly support	140	Strongly support	137
Support	30	Support	32
Neither support or oppose	20	Neither support or oppose	20
Oppose	8	Oppose	5
Strongly oppose	5	Strongly oppose	6

Priority Areas 1: Safe, 2: Convenient and 3: Planned were either 'supported' or 'strongly supported' by the majority of respondents. Priority Areas 4: Business, Tourism and Events and 5: Innovation were 'supported' or 'strongly supported' by the majority of respondents. A greater proportion said they 'neither supported or opposed' Priority Areas 4 and 5, compared to other priority areas.

Feedback themes

Several key themes were raised throughout the feedback on the Vision and Priority Areas. They are summarised below:



Feedback on the Vision

Feedback about the Vision was mostly very supportive.

Creating a culture that values bike riding was seen as important. Respondents praised and offered support for the Vision with comments that it is 'comprehensive', 'inclusive' and 'a great start'. It was noted that increasing cycling will have a positive impact on our local economy, environment and the health of community members.

Submissions suggested improvements could be made through better planning and design, with requests made for cycling developments at specific sites. Suggestions were made for further ways to fund cycle routes. Questions were raised around the implementation plan and the process for reporting on the Bike Plan 2014-2018.

Some respondents said they didn't support the Vision, as they felt the language was 'clunky' and that it needed to be more ambitious.

Safety

Ensuring the safety of cyclists, vehicles and pedestrians was a key theme of the feedback.

Areas of feedback included:

- Danger of shared paths for pedestrians and bike riders
- Danger of shared on-road routes for bike riders and drivers
- Poorly maintained bike paths
- On-road bike routes that are in high traffic areas
- · Lack of line markings on roads
- Poor visibility
- Infrastructure issues such as narrow paths, pedestrian refuges, steep kerbs, kerb blisters and path obstructions.
- Examples were given of existing and future sites that are deemed unsafe
- Roundabouts
- Magpies swooping
- Sprayed blue metal
- Concern for people with disability, older people and people using prams on share paths
- The draft Cycling Strategy prioritises cycling over all other forms of transport
- Older people were not considered in the development of the Plan

Proposed safety measures included:

- · Lower speed limits to 30km/hour
- Bike routes separate to pedestrians and cars
- Infrastructure that promotes active transport among children, women and adults
- Wider on-road and off-road paths
- · Regular and planned maintenance of vegetation and paths



- Improving safety and wayfinding signage
- Painted markings on road and share paths
- Speed limits for bike riders in spaces shared with pedestrians
- Improved road markings on roundabouts
- Considering water drainage
- Management plans for work sites should include bike safety measures
- Up-to-date bike network maps
- Obstacle free routes
- Seamless connections between concrete slabs
- More education and enforcement of the rules of the share path
- Regular audits of paths during all seasons and times of day
- Development applications to mandate bike infrastructure in all new developments, including sub-divisions.
- More safe crossings across busy roads (including state roads) and around schools
- Prioritise pedestrians and bike riders over vehicles in school zones
- Improving bike infrastructure on public transport and making bus and train stations bike friendly.
- Bike-only routes on specific days and times

Establishing safe school routes was seen as a high priority in the implementation of future cycle routes. Respondents shared that riding to school would support positive child development and health and that the infrastructure built to support the school community would be of benefit to the whole community. Others requested that partnerships are formed with educational settings to deliver programs such as the Ride Nation and Safe Routes to Schools programs.

Encouraging active travel to school is an opportunity to influence lifelong healthy and sustainable habits of children and families

Attitudes. Awareness and Promotion

Education and the need for a cultural shift to value all modes of transport on shared paths and roads was identified. It was acknowledged that drivers (including bus and truck drivers), riders and pedestrians all need further education around using shared spaces and what the safety issues are. It was suggested that people who ride should; be aware of the rules on the road and shared paths, be accountable for unsafe riding and understand safety measures for the road and shared paths (e.g. wearing bright visible colours, riding at slow speeds and using their bell on share path). It was suggested that drivers should; learn about sharing the road with bikes while they are a learner, be educated about the rights of bike riders on the road and rules of sharing the road with a bike. It was suggested that pedestrians are educated about the rules of using



shared paths and understand safety risks and measures they can put into place. It was suggested that people riding on the road should have to follow the same rules as others and that bikes should be registered and insured.

It was widely recognised that a bike network that is safe and convenient with good end-of-journey facilities will increase riding participation. Respondents indicated the increased uptake of bike riding during the COVID-19 pandemic was positive and should continue to be built upon. Some concerns were raised that the large investment of the draft Cycling Strategy and its implementation is for a small group of people and that the target for people riding to work was too ambitious.

Suggestions to promote bike riding include;

- Promoting cycling to children, young people and families and targeting underrepresented groups (multicultural and refugee communities, students, women, older people) with promotions to encourage participation and promote cycling as a family activity.
- Promoting events, new tracks and routes and infrastructure to the local community
- Incentives to buy e-bikes and cargo bikes as well as subsidised rentals
- Businesses that offer memberships and rewards point to those that ride
- Workplace salary sacrifice to purchase bikes and bike equipment
- Collaborating with other organisations (e.g. State Government and UOW) and interest groups in the Cycling Strategy's design, implementation and monitoring.
- Promote bike riding through schools
- Bike hire
- Community riding programs and initiatives (for example The Ride Nation and Make Do Ride)
- · Use a bike riding logo that includes a person on a bike
- Stay Upright training
- Promote health and social benefits to bike riding
- Council to review best practice of other countries that have high levels of riding participation
- Council to procure a fleet of bikes to be used by staff during work hours and encourage other employers to do same.
- Continue to include community in the design and implementation of the draft Cycling Strategy
- Integrated urban greening
- Planned approach to traffic calming LGA wide
- Ensure access for all types of bikes including tricycles

Questions were asked about the transparency and make-up of the Functional Cycling Group and how businesses can work with Council in the implementation of the Cycling Strategy, once endorsed. Some respondents spoke of promoting bike riding as a method of transport while another respondent asked why we need to encourage more people to ride. The example of Berlin cycling commuters, mentioned in the draft Cycling Strategy, was not considered practical for Wollongong by some respondents. A proposal was made for a bike riding research project,



recruiting community members who commute (or wish to commute) to schools, work or the shops to determine the barriers they face.

Bike Network, Infrastructure and Traffic

Some suggested that the draft Cycling Strategy needs to be more ambitious, with a commitment to building a greater number of kilometres of bike paths over a shorter period. Feedback indicated that having a thorough understanding of who is riding, where to, and for what purpose was important, as was recognising that access to bike routes is an equity issue. Ensuring the Cycling Strategy is integrated with other Council plans was discussed.

Suggestions for network and infrastructure include;

- Cycle routes that are wide and separated from pedestrians and cars
- Well connected to trains stations, schools, hospitals and health services, shops, suburbs, UOW's multiple campuses, the coast and Lake Illawarra.
- Improved East-West routes
- Unbroken coastal bike route
- Include mountain bike infrastructure into the draft Cycling Strategy
- Bike carrying infrastructure on public transport
- Better planning to avoid choke points (large lips)
- Planned and prioritised maintenance of bike routes
- Network that is easily accessed, integrated, visible, safe and unbroken
- Ensure bike network is convenient for residents
- 'Arterial' routes or 'bike riding superhighways' that link to major bike paths, education, workplaces and facilities.
- Allow bikes to ride through the Mall at slow speed to support retail and hospitality
- Develop UOW into a bike riding hub and improve connections between the UOW campuses and throughout the CBD and suburbs.
- Develop rail trail throughout the LGA and link to neighbouring LGAs
- Planning should not be at the expense of action
- Holistically planned bike and transport network is important
- Bike routes span the whole LGA
- Include community in design and implementation of the network
- Collaboration with other government and non-government bodies
- Include public transport bike infrastructure
- Speed up construction times
- Flexible planning to evolve and grow as needs of the community change
- Increase pop up bike routes and short-term low-cost infrastructure
- Commit to using minimum 30% recycled content in construction
- Remain committed to Cringila Hills precinct
- No need to re-invent the wheel when planning consider international best practice



Some respondents raised concerns about specific future routes and Council's pilot cycling routes. Others suggested alternate future routes. Multiple suggestions were made about areas of bike network that require new connections or improved connections – for safety reasons and to accommodate for visitors.

Paths must be complete and lead ALL the way to popular destinations. Cycle paths cannot be piecemeal or patchworked.

Ensuring end of journey facilities are easily accessible, visible and secure will make a significant impact to the convenience of riding a bike. Resources for all types of riders need to be considered. The following journey resources were suggested;

- Bike repair and water refill stations in accessible locations
- E-bike charging stations
- Secure and accessible bike storage
- Bike storage for non-traditional bikes
- Bike storage at transport hubs and on public transport
- Bike parking at all Council events
- Bike parking at the start of escarpment walking trails
- More bike parking in the Mall
- Council to encourage employers to provide bike storage, showers and lockers

The need to ease traffic was discussed, suggesting that collecting feedback and data regarding riding in Wollongong and understanding the impact to road traffic is useful to inform future projects and seek funding opportunities. More people cycling will reduce the number of cars on the road and dedicated cycle routes will mean bikes and cars are not competing for the same road space. It was acknowledged that in making bike riding more convenient, it will inevitably make driving less convenient.

Health and Environment

Respondents were supportive of the draft Cycling Strategy as a way to make Wollongong a place to live that is healthy (physically and mentally) for the community, sustainable for the environment, promotes active transport, reduces the number of cars on the road and is a leader in climate change adaptation. Others stated they support healthy lifestyles, though expressed concern about the amount of concrete used in construction and the impact of informal mountain bike trails on the escarpment. A request was made for more shade trees around cycleways. Some suggested that the draft Cycling Strategy should have a greater emphasis on public health benefits and liveability.



Recreation, Tourism and Mountain Biking

It was recognised that bike riding is an opportunity for recreation and to increase tourism. It was suggested that the draft Cycling Strategy should be more ambitious regarding tourism. Respondents shared their hopes of a commitment to increasing tourism, while others believe bike transport for residents should be the focus, not tourism. It was thought that increasing tourism through improved bike infrastructure will have a good impact on the local economy. A request was made for profits of large-scale events to be used to support community events and programs.

Ideas to support tourism include;

- BMX race and pump track
- Bike hire
- More formalised walking trails
- Promotion of bike and walking routes
- Create bike routes of interest such as the wonder walls public art project
- Development of a Mountain Bike Strategy
- Improving coastal and mountain biking routes
- Sustainable tourism
- More on-road and mountain biking events
- Development of hubs that allow bike riders, skateboarders and roller skaters of all abilities to come together and interact in a community space.
- Development of rail trails
- Bike routes needed to/around Port Kembla, the Botanic Gardens, Lake Illawarra and the escarpment.
- Infrastructure that includes public transport options for bikes, detailed and up to date maps that contain information about local history, Aboriginal culture, cafes, bike hire options and other businesses.
- Eco-accommodation on the escarpment
- Bike hire available for cruise ships at Port Kembla
- UCI Road Championships and legacy program a great opportunity

Concerns about tourism included; the impact on already busy shared paths and roads, current bike riding infrastructure is not suitable for tourism, the impact of tourism on locals, the effect on the environment and climate change and that the priority should be a bike network for commuting locals rather than visitors. It was felt by some that the negative impacts of tourism will far outweigh the profits made by a small group. Concerns were raised that visitors to the CBD wouldn't want to ride in this area due to lack of infrastructure and closed businesses. It was felt that there is a lack of parking in the LGA and that this would have a negative impact on tourism. Concern was raised around the development of mountain bike trails throughout the escarpment as consideration of Special Areas under Water NSW Act and Regulations and an assessment under NSW Environmental Planning and Assessment Act 1979 would be needed.



Technology

Ideas from the community included;

- An app that provides information about road closures and helps people choose riding routes/tracks based on their ability and needs
- E-bikes and E-Scooters and how to ride programs
- Automatic green bike rider lights at intersections
- Solar lighting systems
- E-bike library in collaboration with bike stores
- Bike and E-bike hire and charging stations
- · Tourist riding passports
- Infrastructure construction from 100% recycled materials
- Street art along bike routes
- Bike infrastructure on public transport
- Examples of innovative bike storage
- Use of Opal card to access bike lockers and storage
- Learn to ride programs for underrepresented groups
- Small businesses and bike shops need to be encouraged to provide innovations to support bike riding, with an example given of a café who are investigating solar powered E-bike charging and pop up bike repair stations.
- Upcycling of second-hand bikes through social enterprise
- Auto-counters for pedestrian and bike riding counts
- Incorporation of recycled materials into construction
- Use of Strava heat maps (though not necessarily representative)

I would like to see a recycling initiative or social enterprise around second-hand bikes and refurbishing. This could include employment opportunities for under or unemployed persons.... Not everyone can afford a bike, but they may be able to afford renting a bike.

Feedback on specific Priority Areas

Priority Area 1: Safe

Priority Area 1: Safe	
Strongly support	160
Support	28



Neither	support	or	5
oppose			
Oppose			3
Strongly	oppose		8

It was suggested that the draft Cycling Strategy should focus on making riding a more viable mode of transport rather than improving facilities for scenic riding. Others stated the need to set higher targets in the draft Cycling Strategy.

Reporting issues

Being able to report unsafe behaviour and maintenance issues through easy and effective methods with a fast resolution was seen as important. Some suggested that the community should be encouraged to report dangerous behaviour and incidences to help build a database. Community awareness campaigns to report bike riding hazards were suggested.

Priority Area 2: Convenient

Priority Area 2: Convenient		
Strongly support	154	
Support	28	
Neither support or oppose	10	
Oppose	6	
Strongly oppose	4	

Although strongly supported, some concerns were raised about this priority area in the feedback, including;

- Concerns about residents, pedestrians and vehicles using the same paths
- Questions regarding the implementation of this priority area
- It was felt that Council's words would not be followed by meaningful action
- A small group of people to benefit and that riding convenience will be at the expense of other community members.
- Traffic flow concerns
- Development application concerns
- Reallocation of road space concerns
- Council's other competing resource priorities
- Language used 'sustainable' and 'well integrated' doesn't necessarily mean convenient
- Support the priority but aren't sure that the Plan reflects convenience
- Plan needs to consider convenience at a more thorough level
- Priority area is more about encouraging recreational riding and less about developing a convenient network.



One respondent shared thoughts about the convenience of a car compared to a bike and discussed that riding to the shops will never be convenient for many people. Examples of areas of Sydney where high-density residential building have minimal car spaces were shared. Other respondents stated that active transport is important for health, and to reach carbon emission targets cars will need to be phased out and the draft Cycling Strategy will support this.

Priority Area 3: Planned

Priority Area 3: Planned		
Strongly support	157	
Support	27	
Neither support or oppose	12	
Oppose	3	
Strongly oppose	5	

Requests were made for trials of planning principles such as tactical urbanism, Dementia by Design, Smart City planning methods and the incorporation of placemaking principles into planning and design, with data and feedback gathered to inform future planning. Concerns were raised around Council's ability to plan and the importance of having a good understanding of who we are planning for (i.e. recreation or commuting). A question was asked about why planning is a goal and suggested that actions should be the goal. Another respondent stated that they support the priority area but don't believe that the draft Cycling Strategy reflects the priority.

Concerns were raised about reducing on-street parking in residential and business areas. The ability of Council to resource, fund and maintain commitment to the implementation of the plan was also raised as a concern. It was requested that bikes not be allowed in residential and beachfront areas. It was also requested that the implementation plan document for the Cycling Strategy be made available to the public, to ensure transparency. It was suggested that the interactive map could be useful in monitoring and future planning.

Priority Area 4: Business and Tourism

Priority Area 4: Business Tourism	s &
Strongly support	140
Support	30



Neither support or oppose	20
Oppose	8
Strongly oppose	5

Other considerations

Suggestions were made for;

- More skate parks in the LGA
- For all goals in the draft Cycling Strategy to have set targets
- Bike riders to have right of way in the CBD and suburbs
- More focus on the coastal routes
- Less focus on the coastal routes

While most people supported the priority area, some concerns were raised. These included comments about local bike clubs not being inclusive, how Council will resource and fund implementation of the draft Cycling Strategy, safety for drivers commuting with increase bikes on roads, and that sustainability should be the top priority. Concern about the ability of the draft Cycling Strategy to address and implement bikes as an effective mode of transport was discussed, with the suggestion that a separate plan be developed to address bikes as transport and commuting. A respondent shared that good bike infrastructure improves equity in the community which improves autonomy. A respondent said this priority is a distraction and the focus should be on developing direct routes into the CBD that can be built quickly.

Local economy

Many acknowledged that attracting tourists who ride (including mountain biking) will stimulate the local economy. Opportunities could include events, coaching, food, accommodation, shuttle bus hire and local attractions and specific suggestions were provided. Examples were provided of other towns who invested in bike infrastructure and saw a great boost to their local economy. A suggestion was made to dedicate a portion of profit from any large-scale events back into bike infrastructure and community programs. Other feedback outlined concerns that businesses would not profit from bike tourism and that although businesses may benefit from bike tourism in the long run, they shouldn't be expected to contribute or invest for the short term. Employment opportunities that may arise for the Aboriginal community through consultation and development of formal mountain bike trails through the escarpment were discussed.

The thing with mountain bike tourism is mountain bikers have disposable income and they are happy to spend. They eat in cafes, stay in Airbnb's, repair bikes in local shops, pay for shuttles and guides.



Priority Area 5: Innovation

Priority Area 5: Innovation		
Strongly support	137	
Support	32	
Neither support or oppose	20	
Oppose	5	
Strongly oppose	6	

Some believe that innovation will support the implementation of the planning and safety priority areas of the draft Cycling Strategy. It was suggested that innovation is needed to plan for bikes as transport. It was requested that Council should facilitate a pop-up cycling grants program, and some respondents offered to volunteer to support Council with the implementation of the draft Cycling Strategy.

Though most people supported the priority area, some concerns were raised, including;

- Informal mountain biking on walking trails
- Innovation for a small group (of bike riders) should not be at the expense of local community members and road and share paths users.
- People who ride their bikes on the road should 'pay taxes'
- Concern about innovation being a priority area
- Risk that best practice and 'common sense' will be ignored in the search for innovation

Innovation is fine but the priority should be the establishment of a comprehensive cycleway system built to the highest possible standard.

Other Feedback

The suggestion was made to involve artists and designers who push boundaries to come up with innovative solutions. Acknowledging that COVID-19 and climate change are changing behaviour and beliefs around bike riding, Council was encouraged to continue to support this change of behaviour. It was acknowledged that a cultural shift towards bike riding needs to occur where riding is an accepted form of transport, however concern was raised that although the draft Cycling Strategy outlines a transport hierarchy, that Council's priority continues to be vehicles.



Offers of support to be involved with design and planning were made. A suggestion was made to consider the Australian Bicycle Councils Framework for Cycling Communication in relation to the Plan.

Resourcing

Concerns were raised about how the implementation of the draft Cycling Strategy will be resourced and about how committed Council will be to ensuring continuing implementation of actions. The resourcing and commitment to a formal mountain bike network was discussed and a request was made to resource this adequately. One respondent expressed hope for an improvement on the implementation of the previous Bike Plan. Others requested quick implementation of actions, for maintenance to be a priority and for the staff who design bike infrastructure to ride around the area to understand the safety concerns and disconnection of the network. Many offered volunteer support.

Concerns

Concerns included:

- Plan is not ambitious enough
- Targets need to be increased
- Target set for student (including adult student) travel
- Setting targets with 'number of 'rather than percentages
- Bikes should be on highways and not along the coast
- High resource investment for a small group of people
- Access for people with disability
- Reallocation of road space resulting in reduced parking
- Concern around creation of one-way streets
- Draft Cycling Strategy fails to consider issues of traffic, parking, residents and businesses
- Council has not learnt from past mistakes regarding the need to separate bikes, pedestrians and vehicles.
- Disappointment about the few actions of the bike plan that were implemented
- This draft Cycling Strategy does not consider families who might have a parent pushing a pram with a child riding a bike alongside.
- Community were not adequately engaged with in the development of the draft Cycling Strategy
- Bike riding interest groups lobbying for specific requests
- Plan does not address bike riding as an alternative method of transport.

Requests were made for;

- Outcomes of the previous Bike Plan
- Continue to engage the community with its implementation
- More information about the Functional Cycling Group
- Plan to manage hills and busy roads



Take whatever cycle path network km distance goal you currently have and double it, make ALL streets apart from Memorial Drive, Princes Hwy and the Motorway 40 km/h zones. Then you'll have a truly ambitious strategy. Then build it all.

Mapping Results

An interactive map on EHQ provided the community with an option to share their experiences and requests for bike riding in our city. The map covered the Wollongong LGA and identified: cycling routes proposed to be investigated over the next four years; a suggested future cycling network and the existing cycling network.

151 people made 1207 submissions via the online interactive map tool. This visual tool proved to be popular as respondents were able to identify locations on the digital map, place pins, make comments and attach photos.

We asked the community to tell us: where you ride; where you would like to ride; any areas that need maintenance; where we need more bike racks; and any other comments. The data from the interactive map will be reviewed in detail by the Project Team. The information and feedback will inform future cycling programs and infrastructure.

A summary of the responses for each pin category have been themed and appear below.

Where I ride

355 pins were placed for this category:

Facilities

- Schools
- · Shops and shopping centres
- Cafes
- Train stations
- UOW
- Tafe
- Hospitals
- · Swimming pools
- Workplaces
- CBD
- · Bowling Clubs



Points of Interest

- Hill 60
- Beach
- Mount Keira
- Botanic Gardens
- Lake Illawarra
- Northern suburbs and Lawrence Hargrave Drive
- Parks and sporting fields
- Coastal route
- Port Kembla laneways

Improved infrastructure and network

- East West links connecting suburbs to existing network
- · More shared paths
- Better connections as places where bike path stops
- Separate off-road routes
- · Narrow bridges
- · Better town centre infrastructure
- Safe crossings at busy roads
- · Direct routes needed
- · Narrow roads with no share path dangerous
- More separate on road routes
- Develop rail trails for clear north south route away from coastal route
- · Better planning for bike commuting
- · Routes that avoid steep hills
- · Formalise popular informal routes

Safety

- Slow streets of 30km/hour speed limits for vehicles
- Maps outlining routes
- Wider paths
- Signalised bike crossings
- Pedestrian blisters and other obstacles create barriers for bike riders
- Don't put bike routes in parking zones
- Prioritise regular maintenance including vegetation maintenance
- · Busy routes that have many junctions, cars, pedestrians but no off-road alternative
- · More safety signage for on and off-road riding
- Improve safety of females riding alone
- Improve safety of infrastructure not smooth, too steep.



- Traffic calming measures needed
- Improved safety measures on roundabouts
- More lighting
- Automated pedestrian traffic lights
- Kerbside fencing needed in particular areas
- · Installation of kerb ramps needed

Where I would like to ride

395 pins were placed for this category:

Facilities

- Schools
- Suburbs to the beach
- Work
- Wollongong CBD
- Around suburbs, better east-west connections, better connections between suburbs
- Train stations connected to coast and town centres and overpass across train lines
- Library
- Services
- Shops and shopping centres
- Businesses
- · Sport fields
- Through the Mall
- Through southern suburbs
- From CBD to suburbs and vice versa
- Cafes
- Parks and playgrounds
- UOW connected to campuses, coast, suburbs and CBD
- Tafe
- Through town centres
- Bike shops

Points of interest

- Around Lake Illawarra
- · Around King George V Oval
- Lawrence Hargrave Drive and northern suburbs
- National Park
- Through Botanic Gardens
- Otford Tunnel link
- National Park



- Regulated bike races on Avondale and Marshal Mount Roads
- Formalised mountain bike trails
- · Better connections on coastal route
- Showgrounds
- Escarpment links to suburbs
- Nan Tien Temple
- Mount Keira

Improved infrastructure and network

- Easily accessed from suburbs
- Formalise popular informal routes
- Widen on and off-road paths
- Better connections
- Better design for infrastructure to avoid sharp and steep angles
- More train line crossings
- Speed up implementation
- · Avoid planning steep routes or routes with stairs
- Develop rail trails through whole LGA connecting into neighbouring LGAs
- · Widen bridges that are too narrow
- Collaboration with Transport for NSW
- Allow bike riders to ride on one-way streets

Safety

- Dangerous intersections
- More safe crossings
- Separate on and off-road bike lanes
- Widen all on and off-road paths
- Bike priority in some areas
- Traffic calming measures needed
- Prioritise regular maintenance including vegetation maintenance
- Reduce speed limit to 30km/hour around schools
- Need to improve access for riders of all level and ability
- · More safety and wayfinding signage for on and off-road routes
- Up to date bike route map
- Ensure paths are obstacle free
- More crossings around schools
- More share paths around schools
- Children and pedestrians have right of way on footpaths in residential areas
- Unsafe junctions around schools
- · Safe creek crossings needed



Maintenance issues

143 pins were placed for this category:

Upgrade

- Make it pretty
- Upgrade the surroundings
- Plant more trees along routes
- Create smoother connections
- Ensure drainage adequate for flood prone areas
- Ensure infrastructure is not too steep and that angles are safe for bikes
- Improved connections with UOW
- Damaged infrastructure, potholes, slippery paths.

Safety

- Widen paths
- Increased lighting
- · Maintain vegetation
- Prioritise regular maintenance
- Remove obstacles from paths
- · Ensure crossings are safe
- Ensure adequate space for bike riders
- Choke points and pinch points
- Improved visibility and line of sight
- Increase safety and wayfinding signage on paths

Where I would like a bike rack

130 pins were placed for this category:

Key Locations

- Services
- Libraries
- Community Centres
- Pools
- Post Offices
- Hospital
- Crown Street Mall e.g outside Glass Alley
- Warrawong Plaza
- Main suburbs
- Shopping Mall Entrances
- Near supermarkets, shops and cafes

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- At the end of bike paths to park
- Gyms
- Arts Precinct

Specific Locations

- Coal Services Entry
- · Windang Bridge
- Cathedral
- Eco Centre Stanwell Park
- Golf Club

Parks and Reserves

- Hollymount
- Lang Park
- Nature reserves
- Puckeys Estate

Public transport

- Bus stops
- Free shuttle bus stops
- · Train stations
- Partner with Transport for NSW

Beaches and rock pools

- All rock pools
- Fairy Meadow SLSC
- For surfers
- · Offer locks for kayaks and dinghies as well

Improve bike racks

- Use rails, not racks
- Use inverted U racks
- Improve security e.g. bike sheds, bike cages, bike lockers and security cameras
- Improve their aesthetic and have artistic looking ones
- Make sure they are in public and highly visible places

Improve bike rack installation

- Provide enough space (example of bike rack wedged between bins near Crown Street Mall mentioned multiple times)
- Make sure they are facing the right direction e.g. not pointing downhill

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- Combine racks with existing seating
- Make them more accessible

Encourage usage

- More in the city and at the hospital for ride to work
- Make them more secure and more people will ride to their destination

Other feedback

185 pins were placed for this category:

Safety

- Memorial Drive unsafe
- Need for bike routes separate from pedestrians and vehicles
- Bike routes too narrow
- Dangerous intersections
- More traffic calming measures
- Concerns about busy share paths with confusing signage
- Safer crossings around schools
- More wayfinding and safety needed for on and off-road routes
- Ensure bike routes are obstacle free
- · Prioritise regular maintenance of on and off-road bike routes
- · Reduce speed limits of vehicles
- Improve lighting
- · Cycle boxes in front of vehicles at traffic lights

Improve infrastructure

- Smoother connections
- Steep and sharp infrastructure unsafe and needs to be rebuilt
- More safe crossings that prioritise bike riders
- · Safer intersections needed
- · Painting a bike on road is not a safe way to develop a bike route
- Don't put bike lanes in parking zones
- Alternative routes for areas congested with pedestrians suggested
- Add bike passage to pedestrian crossings
- Need more safe crossings for busy roads
- Concerns about impact of putting bike routes through areas with flora and fauna
- · Narrow bridges unsafe for bike riders
- More bike maintenance stations needed
- Secure bike infrastructure at train stations
- Formalise popular informal bike routes



- Plan less steep bike routes
- On road squeeze points
- E-bike charging stations needed
- Wider on and off-road bike lanes
- Add missing bike route connections

Encourage more people to ride

- Make popular routes safer for younger and older riders
- Prioritise bikes over vehicles
- Allow bikes to ride both ways on one-way streets
- Up to date bike route maps
- Include street art along routes
- Promote bike riding events on signage when entering LGA

/END/









We asked... for your feedback on the draft Cycling Strategy 2030



You said...

We did...



Include more details about safety

Include more details about how safety for all shared path and road users will be addressed.

Include details about safer behaviour. There should be safe separation between cyclists,

pedestrians and other traffic.

Make cycling more convenient

Bike routes should cater for all members of the community, leading to, through and around locations like schools, shops, parks, pools and beaches including safe road crossing points. Provide better bike route information. Improve wayfinding signage, line marking and mapping.

Increase bike security

Secure bike parking and bike storage are important factors when deciding to ride. Provide details about how secure bike parking and bike storage will be addressed in the final Cycling

Increase data collection and research

The community would like to see greater emphasis on data collection and investigation and research partnerships in the future so changes to rider participation can be measured.

Use inclusive language

A plain English summary of the draft Cycling Strategy is needed. The community would like to see more inclusive language used in the final Cycling Strategy so people with different literacy levels can understand it.

The draft Strategy has been revised

We have included actions to improve education, messaging, our shared user path education program (Action 1.1), improve rider participation and safety programs (Action 1.6). We will prioritise separated cycling facilities in our delivery program (Action 2.3).

We will improve convenience for all levels of cyclists

We will prioritise bike routes that improve access to, through and around key destinations (Action 2.3, 2.6). We have added projects to install, upgrade and remark our shared path and cycling network and plan to update Council's cycling mapping in 2021 (Action 2.1).

We will increase investment in bike security

Based on your feedback we have increased the budget for more bike racks in better locations (Action 2.2). We will advocate for better bike storage and access at key train and bus stops (Action 2.7).

We will increase data collection and research

We have included actions (Action 5.2, 5.3) to support more data collection, evaluation and collaboration. We will measure changes our projects have on rider participation through the life of this strategy.

We will use inclusive language

We included a Plain English Summary of the draft on the website at the start of the Engagement. Based on your feedback we will ensure more inclusive language is used in the final Strategy document making it a Cycling Strategy for everyone.



File: RG-910.01.009 Doc: IC20/648

ITEM 7 PROPOSED AGREEMENT - ANIMAL MANAGEMENT SERVICES

This report recommends Council enter into a proposed agreement with the Royal Society for the Prevention of Cruelty to Animals NSW (RSPCA) for the provision of animal management services to be conducted from for a period of three years (with option to extend) from the RSPCA's facility at Unanderra.

The proposed agreement with RSPCA is for an amount that would ordinarily require Council to first proceed by way of tender pursuant to the *Local Government Act* 1993. However, this report also recommends that Council resolve, pursuant to section 55(3), that a satisfactory result would not be achieved by inviting tenders prior to entering the proposed agreement.

RECOMMENDATION

- 1 Council resolves, pursuant to section 55(3) of the *Local Government Act* 1993, to enter into the proposed agreement with RSPCA without the calling of tenders as it considers that a satisfactory result would not be achieved by inviting tenders because of extenuating circumstances and the unavailability of competitive or reliable tenders for the following reasons
 - a The RSPCA is the only organisation available within the local government area with a centrally located animal shelter capable of providing professional animal care and management required of Council under legislative requirements;
 - b The entry into this agreement provides a significant economic benefit to the Council over the term of the contract when compared to the cost of Council providing its own facility.
- 2 Council authorise the General Manager to execute the Agreement between Council and the RSPCA and any other documentation to give effect to this resolution.
- 3 Council provide financial assistance pursuant to section 356 of the *Local Government Act* 1993 in the amount of \$25,000/annum to the RSPCA for the next three years in respect of the Community Animal Welfare Scheme (CAWS).

REPORT AUTHORISATIONS

Report of: Danny Madigan, Manager Regulation and Enforcement

Authorised by: Linda Davis, Director Planning + Environment - Future City + Neighbourhoods

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

Council's animal management (pound) services have been provided by the RSPCA since 2009. Prior to this time Council operated its own pound in Montague Street North Wollongong. The current Services Agreement with the RSPCA has been in place since 1 October 2015.

Council received formal notice from the RSPCA in September 2019 advising that the RSPCA did not intend to renew that Services Agreement. The RSPCA notification was effectively identical to all councils in NSW with which they held a service agreement. Council's Services Agreement was set to conclude on 30 September 2020. However, given the short period of notice, Council applied to the RSPCA for a 12-month extension of the Agreement, which was granted. The current Deed therefore concludes 30 September 2021.

In light of the notice from the RSPCA, staff commenced extensive investigations in relation to alternative arrangements for the animal management services. This included discussions with adjoining councils, the Illawarra Shoalhaven Joint Organisation and other commercial operators and also included follow up



with RSPCA regarding reconsideration of their decision to not renew the Services Agreement. Investigations continued through 2020 including periodic follow up with RSPCA.

On 5 June 2020, in response to staff follow up, the RSPCA formally advised Council that, ".....RSPCA NSW has undertaken a strategic review of our operational footprint and capacity management. This has included consideration of the RSPCA NSW continuing with the provision of impound services for companion animals and livestock." The RSPCA advice went further and confirmed that they would consider a further agreement with Council to provide animal impound services on the basis that a new agreement be progressed as soon as possible.

Since that time staff have confirmed Council's interest in continuing the partnership with the RSPCA. Discussions have progressed since that time under the auspices of the General Manager to a point where general agreement has now been reached to continue the arrangement albeit with a revised pricing, service and reporting structure.

PROPOSAL

The proposed agreement with RSPCA identifies an annual payment of \$603,803.00 (excluding GST) to the RSPCA to cover the provision of animal management services, including reception, housing and sustenance for a projected 1,899 dogs and cats seized by Council each year.

Where the number of seized dogs and cats exceed that number, Council will pay an additional fee for daily sustenance.

Separate fees are also payable by Council in relation to call-out, euthanasia (where required) and disposal costs.

Where the number of animals seized by Council exceeds the number above by 10% or more, Council is liable to pay a contribution to the RSPCA in relation to additional capacity for the Unanderra facility. For the term of the proposed agreement, staff are confident that the proposed capacity is sufficient. In addition, staff will also be developing further animal re-homing practices to reduce the number of seized and impounded companion animals.

The revised agreement also contains additional reporting obligations upon the RSPCA to assist Council, as well as further clarity around veterinary services and when they are to be provided.

The proposed agreement also contains a two-year option, only exercisable with the consent of both parties.

The proposed agreement also sets out the detailed services provided by the RSPCA, including:

- · identification of impounded animals
- registration issued to owners
- notification of animal seizures
- maintenance of comprehensive records
- assessment of animals for placement with the RSPCA
- maintenance of NSW Government required database
- liaison services, including updates on the use of the facility

The proposed agreement also sets out the nineteen separate legislative areas in respect of which Council is required to comply, and the activities undertaken by the RSPCA to assist in meeting those requirements.

The detailed, complex and multi-faceted requirements in relation to animal management in NSW, together with the constant public interface with those services, mean that Council must act with caution in appointing a service provider. Having reviewed other options, including engaging in the discussions and analysis referred to above, the view remains that the RSPCA is not only the best placed to carry out



these services, it is effectively the only service provider in the context of any competitive or reliable possible offering.

It is also very clear that the costs to Council in carrying out these services itself (even putting to one side the property acquisition or leasing costs) would be significantly in excess of the identified payments under the proposed agreement. As noted above, Council has previous experience in operating its own pound, and cost comparisons bear out the assertion above.

For the reasons set out above in the proposed resolution, it is recommended that Council resolve to enter into the proposed agreement without the calling of tenders.

The RSPCA have also requested Council consider providing financial assistance to their Community Animal Welfare Scheme (CAWS). The Scheme seeks to work with different localities via local veterinary clinics in offering free microchipping, vaccinations and de-sexing services.

The RSPCA believe the effect of the Scheme can include decreased numbers of animals entering pounds, as well as decreased dog attack incidents and decreased euthanasia. Statistics provided to Council include the provision of the Scheme in country NSW that saw a 65% reduction in dogs entering pounds, as well significantly decreased euthanasia rates and increased dog reclaim rates.

CONSULTATION AND COMMUNICATION

Governance

Office of Legal Counsel

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 Goal 5 'We have a healthy community in a liveable City'.

It specifically delivers on core business activities as detailed in the Regulatory Control Service Plan 2020-21.

RISK MANAGEMENT

Pursuant to NSW legislation, Council is obligated to provide animal management services. The current arrangement for an animal pound with RSPCA NSW concludes 30 September 2021. A solution in regards animal impounding needs to be secured for Council to meet its legal and broader community obligations.

FINANCIAL IMPLICATIONS

The operation of the Animal Pound Services has been identified as a budget risk for a period of time following the initial announcement of the RSPCA's pending withdrawal from the business. It is considered that a new contract approved under this arrangement will exceed the current contracted position and will require budget revision, although it is understood that based on current discussions that the cost will be considerably favourable against alternatives that have been progressed in future budget planning proposals and discussions. Should approval be given to the proposed approach budget considerations will be progressed through the normal quarterly review process based on a finalised agreement.

CONCLUSION

The decision of RSPCA NSW to offer a new Services Agreement does provide an opportunity (likely the only current opportunity) for Council to meet its legal obligations in regards animal pound services. Endorsement by Council of the exemption under Section 55 of the Local Government Act 1993 for the provision of this service will secure continued provision of this service and meet Council's animal impounding responsibilities.



File: CCE-025.124 Doc: IC20/580

ITEM 8

POST EXHIBITION - WOLLONGONG CBD NIGHT TIME ECONOMY COUNCIL POLICY

At the meeting of 21 September 2020, Council resolved to exhibit the draft Wollongong CBD Night Time Economy (NTE) Policy for a period of 28 days from 23 September to 20 October 2020 (inclusive) to seek community feedback. A total of 26 submissions were received, considered and amendments to the policy have been recommended.

The majority of submissions received were supportive of the policy intent of extending trading hours to encourage a more vibrant, inclusive and diverse CBD. Many respondents linked the policy to the need to further support Wollongong's CBD night time economy as the sector emerges from the COVID-19 pandemic.

RECOMMENDATION

- 1 Council adopt the Wollongong CBD Night Time Economy Council Policy.
- Council note work is currently underway to investigate any implications and opportunities for Wollongong's Night Time Economy, arising from the NSW Government's Liquor Amendment (24-hour Economy) Bill 2020, subject to it becoming law. Further, Council staff are reviewing the detail of additional night time economy announcements and will consult with the NSW Government on implementation of these initiatives.

REPORT AUTHORISATIONS

Report of: Sue Savage, Manager Community Cultural + Economic Development Authorised by: Kerry Hunt, Director Community Services - Creative and Innovative City

ATTACHMENTS

- 1 Wollongong CBD Night Time Economy Council Policy
- 2 Wollongong CBD Night Time Economy Council Policy Engagement Report
- 3 Wollongong CBD Night Time Economy Council Policy We Asked You Said We Did

BACKGROUND

The Wollongong CBD has evolved significantly over recent years with ongoing growth in the number of new cafes, restaurants and small bars, adding to the cosmopolitan lifestyle within the CBD. At the same time alcohol related crime has continued to fall, whilst increased venues and significant public and private investment has resulted in increasing residential and employment opportunities in the city.

Currently the majority of businesses that comprise the NTE require approval from Council with operating conditions largely dictated through the development assessment process. Within Council's current development control plan there is no formal framework for the assessment of appropriate hours of operation, acoustic impacts or guidance as to appropriate clustering of like businesses as they relate to Wollongong CBD.

The Wollongong CBD NTE Policy has been prepared to provide clarity to local operators regarding operating hours permitted in the CBD and development application requirements for these businesses, whilst encouraging a diverse NTE and supporting low impact businesses. The policy applies only to the assessment of new development applications and modifications for specified low impact businesses and does not automatically extend existing business hours.

The policy applies to land zoned B3 Commercial Core, B4 Mixed Use and SP3 Tourist within the Wollongong City Centre, as defined by the Wollongong Local Environment Plan 2009 (LEP).

The policy effectively permits certain businesses to operate until 2am on Thursday, Friday and Saturday nights, provided they meet zoning and residential interface criteria. This aligns with the current NSW Liquor and Gaming Small Bar licensing provisions and the defined 'Night' period provided in the NSW Government's (2018) 'Guide for Establishing and Managing Night Time Economy uses'. The policy



provisions would be considered in the assessment of a development application and approval conditioned accordingly.

The policy introduces the new land use term, 'Cultural Venue' for consideration in the assessment of operating hours. The term refers to a venue or business which offers additional services beyond the service of food and drink. Extended hours of operation are potentially available to these businesses, on the basis that they provide a cultural contribution to the Wollongong CBD. The intent of this inclusion is to incentivise the further diversification of the NTE, not solely based on liquor-oriented activity.

While the initial focus has been on small licenced venues, it is envisaged the policy will support and encourage appropriate later trading for non-liquor-based activities (including retailing) in the Wollongong CBD. This will help to broaden and diversify the CBD's night time offer, as well as support the growing inner-city population's access to services.

The policy also clarifies development application requirements, provides a framework for trial periods, defines residential interface requirements and provides criteria for venue plans of management review.

Whilst the policy applies to certain land uses listed in the LEP, it excludes pubs and registered clubs due to potential for high patron numbers and established impacts associated with these uses. The hours of operation for pubs and clubs would be considered on merit with consultation with the Wollongong Police District. Instead, the policy seeks to enable those businesses which have been the catalyst for the evolution of the NTE in recent years.

The policy delivers on action items contained within Council's Economic Development Strategy 2019-2029 and Creative Wollongong 2019-2024. Specifically, within both strategies is the following action item; 'Develop a planning and policy framework to support the ongoing evolution of Wollongong's evening economy.' Creative Wollongong 2019-2024 also includes actions to review hours of operation for small bars in the CBD and an investigation of incentives to encourage later trade of retail and other businesses beyond 5pm.

Liquor Amendment (24-hour Economy) Bill 2020

At its meeting of 21 September 2020, Council resolved 'Council investigate the potential implications and opportunities for Wollongong arising from the Liquor Amendment (24-hour Economy) Bill 2020'.

At the time of writing, the NSW Parliament is still considering the Liquor Amendment (24-hour Economy) Bill 2020, which aims to amend the Liquor Act 2007 and Liquor Regulation 2018 to establish an integrated incentives and sanctions system for licensed venues, provide a framework to help manage and assess liquor licence applications through cumulative impact assessments, enhance the regulation of same-day alcohol delivery, and support small bars by making it faster and easier to begin trading and to offer more diverse family-oriented services. It also makes a range of other miscellaneous changes, including making it easier for venues to obtain approval to offer live music and entertainment.

Under the Bill, Liquor & Gaming NSW will no longer deal directly with complaints made by local residents about live entertainment sound and other noise emanating from within venues. Residents will complain directly to local councils and police. Councils and police will be able to refer complaints to Liquor & Gaming NSW if capacity or capability concerns mean they are unable to address the complaint themselves.

Whilst there are various aspects to the Bill, Council staff are continuing to investigate and explore any opportunities for Wollongong's NTE that may arise from the Bill, subject to it becoming legislation.

Other NSW Government initiatives

The NSW Government has recently announced new NTE policy initiatives including the state-wide expansion of a trial to accelerate outdoor dining permit processes (from 1 December 2020); the introduction of a 'pop-up' liquor licence aimed at supporting established industry, entrepreneurs, creatives and other businesses to operate small-scale pop-up bars and events. Council staff are reviewing the detail of the announcement and will consult with the NSW Government on implementation of these initiatives.



PROPOSAL

This report seeks Council's adoption of the Wollongong CBD Night Time Economy Policy.

CONSULTATION AND COMMUNICATION

At the meeting of 21 September 2020, Council endorsed the policy for public exhibition, which occurred between 23 September - 20 October 2020 (inclusive). A total of 26 submissions were received, including 20 submissions via Council's online engagement platform and six submissions via email or letter. Further detail on the engagement method and results can be found at Attachment 2.

The online engagement site included a map indicating the zoned areas that the policy applies to and a survey to provide written comment on the policy.

The majority of respondents supported the policy intent and direction, describing it as being essential to continue supporting Wollongong's CBD NTE and vibrancy. There were statements of support regarding the Wollongong CBD, enhancing the city's culture, increased city living, lowering of crime rates, boosting business and employment opportunities.

Some respondents felt the policy would help the NTE sector during the post COVID-19 recovery given the challenges the sector has faced as a result of the pandemic. Another respondent highlighted how the evolution of the NTE would contribute to attracting young professionals from Sydney. This supports other Council strategic objectives such as achieving the jobs target within the Economic Development Strategy 2019-2029.

Among the respondents were numerous operators of local small bars all of whom were strongly supportive. The following feedback was provided by one operator who owns a number of venues within the Wollongong CBD:

"Our nightlife is world class, lacking only in the ability for it to "stay awake" past midnight. If Wollongong dreams of being a truly world class city, a thriving nightlife in the CBD past midnight is crucial: adding jobs, culture and heart into the city".

"BOSCAR stats show alcohol related crime (ex domestic) dropping 8% year on year, and as an operator speaking first hand, we can say that this will only continue if the smaller bars and eateries are able to trade past 12; as we are more social options for people, and less 'nightclub".

"In summation, we strongly support the inception of late night trading in the CBD."

Several organisations also provided formal letters of support including Wollongong Police District, the Illawarra Business Chamber, Property Council of Australia and BBC Consulting Planners on behalf of the GPT Group.

'We Asked, You Said, We Did' (Attachment 3) provides an overview of the feedback received and how feedback was responded to.

Summary of changes to the policy following exhibition

All feedback received from the exhibition period has been considered and minor amendments to the policy have been recommended. Key changes to the policy, include:

- Adopting Wollongong Police District recommendations to include trial periods up to 24 months for all
 extension of trading hours beyond midnight and to include the issue of queuing within all venue plans
 of management not just liquor venues.
- Clarifying the operating hours table, noting trade up to midnight from Sunday to Wednesday.
- Including an explanatory sentence relating to 24-hour operation in special circumstances to be assessed on merit (gyms, supermarkets etc).
- Clarifying the definition of 'residential interface', specifically where physical location does not result in direct interface or impact.



The following table outlines each amendment to the policy that has been made.

CHANGE	RATIONALE	
	SCOPE (pg. 2)	
'Retail premises' definition deleted from Scope section.	This section has been amended to remove 'retail premises', avoiding duplication with already included sub definitions (for example, 'Shop'). Further, the umbrella land use term 'Retail Premises' included some sub definitions that were determined to not be aligned with the policy objectives.	
Р	OLICY (pg. 2 & 3)	
Included word 'most' businesses.	The policy has been expanded to comment on other land uses.	
Removed 'Trial Period' requirement from table.	Addressed within the trial period section of the policy as per Wollongong Police District request.	
Added additional paragraph regarding Sunday – Wednesday, allowing up to midnight operation.	Providing clarity regarding operating hours on other days of the week. This is consistent with current DAC / Police approach.	
Added paragraph regarding 24-hour operation.	Providing clarity regarding unique 24-hour proposals. Consistent with current DAC/Wollongong Police District approach.	
RESIDEN	ITIAL INTERFACE (pg. 3)	
Reword 'residential interface' section.	The policy has been amended to clarify application of 'residential interface' controls, whilst allowing for variations to requirements in instances where application would be clearly onerous and counterproductive.	
TR	IAL PERIOD (pg. 3)	
Amended to require all trade beyond midnight subject to trial period.	Response to Wollongong Police District comments and review of DAC processes to remove ambiguity.	
VENUE PLAN OF MANAGEMENT (pg. 4)		
POM amended replacing "should" with "must" be developed in consultation with Police.	Response to Wollongong Police District submission, removing ambiguity.	
POM requirements amended so all businesses seeking to trade beyond midnight (not just licensed premises) address queuing and leaving patron behaviour	Response to Wollongong Police District submission, appropriate as some businesses (e.g. takeaway food) may be subject to queuing and large numbers of patrons entering or exiting business.	

Significant internal communication has been undertaken as part of this project including consideration of community feedback.



PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 Goal two "We have an innovative and sustainable economy". It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2018-2021	Operational Plan 2020-21
Strategy	3 Year Action	Operational Plan Actions
2.3.2 Continue to build Wollongong as a vibrant, modern city with a revitalised city centre and an active evening economy.	2.3.2.1 Market and promote events in the city centre.	Implement a range of pilot projects and activation strategies across the city centre precincts

SUSTAINABILITY IMPLICATIONS

The policy contributes to sustainable economic outcomes for local businesses, offering an opportunity to trade longer and encouraging a greater diversity of NTE activity, both of which support employment outcomes. This is crucial during the post COVID-19 recovery period, given the challenges faced by businesses within the NTE sector.

Further, the policy will assist Council's Development Assessment and Certification team processes, in that it provides clarity through a framework for assessment where there are no development controls for operating hours or the night time economy.

RISK MANAGEMENT

The primary risk associated with the policy relates to community acceptance of new venues operating beyond midnight.

Constructive engagement had already been undertaken prior to public exhibition with relevant stakeholders, including Wollongong Police District and Council's Community Safety Officers, both of which have been broadly supportive of the policy. Wollongong Police District during the engagement period confirmed its support, with only minor amendments suggested, all of which have been accepted and further mitigate the risk. This includes the adoption of a trial period for trade beyond midnight as a condition of consent for up to 24 months.

The support received during the public exhibition process is encouraging regarding the risk of acceptance from Wollongong CBD business owners and residents.

FINANCIAL IMPLICATIONS

There are no direct financial implications for Council as a result of the policy.

CONCLUSION

Council is committed to ensuring a vibrant NTE in the Wollongong CBD.

The policy responds to the action items contained in Council's Economic Development Strategy 2019-2029 along with Creative Wollongong 2019-2024 and provides the opportunity to increase economic and activation outcomes for the city in the night time realm and supporting the sector's post COVID-19 recovery.





WOLLONGONG CBD NIGHT TIME ECONOMY COUNCIL POLICY

ADOPTED BY COUNCIL: [TO BE COMPLETED BY GOVERNANCE]

PURPOSE

Council determines the operating hours for businesses seeking to trade at night in the Wollongong CBD through the development assessment process.

Whilst businesses trading at night have the potential to create environmental and social impacts, this policy recognises that many businesses are low impact premises that make an important contribution to the diversity and vitality of Wollongong's Night Time Economy.

This policy seeks to provides clarity regarding appropriate locations and hours of operation for these businesses.

POLICY INTENT

- Establish appropriate hours of operation for businesses in the Wollongong CBD.
- Concentrate low impact businesses which trade at night in appropriate locations.
- Provide clarity to proponents, regulatory bodies and the community regarding trading at night.
- Mitigate potential impacts of businesses trading at night on residents and other business.
- Establish requirements for development applications for businesses seeking to trade at night.

The main objectives of this policy are to:

- 1. Enable the ongoing cultural evolution of the Wollongong CBD Night Time Economy.
- 2. Provide a consistent, clear and transparent assessment process for proponents.
- 3. Encourage a safe Night Time Economy that is comprised of vibrant and diverse businesses.
- 4. Foster good relations between residents of the Wollongong CBD and businesses which trade at night.
- 5. Concentrate appropriate venues within Wollongong LGA's established night trading precinct.

WOLLONGONG 2028 OBJECTIVES

This policy supports the following Wollongong 2028 objectives:

- We have an innovative and sustainable economy
- We have a creative, vibrant city



COUNCIL POLICY

SCOPE

This policy applies to land zoned B3 Commercial Core, B4 Mixed Use and SP3 Tourist within the Wollongong City Centre, as defined by the Wollongong Local Environmental Plan 2009.

This policy applies to businesses seeking to operate beyond 10pm, including the following land uses; Amusement centre, Cultural venue, Entertainment facility, Function centre, Information and education facility, Kiosk, Markets, Recreation facility (indoor), Recreation facility (major), Restaurant or café, Shop, Small bar and Take away food and drink premises. See APPENDIX 1 – DEFINITIONS for explanation of the applicable land uses.

This policy also applies to temporary and mobile land uses, including; special events, pop-up venues and mobile food and drink outlets.

This policy does not supersede the provisions of the Liquor Act 2007 or State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 with regard to hours of operation.

POLICY

1 OPERATING HOURS

Most businesses may operate within the maximum operating hours listed in Tables 1 and 2, subject to development assessment.

Table 1: Operating Hours - General

LAND USE ZONE	INDOOR HOURS	OUTDOOR AREA WITHOUT RESIDENTIAL INTERFACE	OUTDOOR AREA WITH RESIDENTIAL INTERFACE
B3 Commercial Core	2am Thursday Friday Saturday only	2am	12am (midnight)
B4 Mixed Use SP3 Tourist	2am Friday and Saturday only	12am (midnight)	10pm

Table 2: Operating Hours – Cultural Venue

LAND USE ZONE	INDOOR HOURS	OUTDOOR AREA WITHOUT RESIDENTIAL INTERFACE	OUTDOOR AREA WITH RESIDENTIAL INTERFACE
B3 Commercial Core	2am	2am	2am
B4 Mixed Use	2am	2am	12am (midnight)
SP3 Tourist			



COUNCIL POLICY

On the days not listed in the tables, operating hours will be generally limited to 12am (midnight), or 10pm where an outdoor area has a residential interface.

In some unique circumstances, non-licenced uses requiring extended access and operation may be permitted to operate outside these hours, up to 24 hours a day, where assessed as appropriate e.g. 24-hour gyms, emergency services etc.

2 RESIDENTIAL INTERFACE

A site is considered to have a residential interface where there is a clear physical, visual or acoustic interface with residential accommodation located on the subject lot, on an adjoining or adjacent site, or where the development site adjoins a residential zone. This includes instances where an interface is interrupted by a road.

There may be instances where the physical characteristics of the site or built form clearly interrupt such an interface. In these instances, a variation to the residential interface controls may be considered.

An acoustic report may be required where an application proposes to operate until or beyond 12am (midnight) and has a residential interface.

The report must be prepared by a member of the Australian Acoustic Society or the Association of Australian Acoustic Consultants and be submitted with the development application. The report must assess the noise both indoor and outdoor and recommend a suitable attenuation plan to meet applicable noise criteria provided by the NSW Environmental Protection Agency, Independent Liquor & Gaming Authority and Liquor & Gaming NSW.

3 TRIAL PERIOD

Where trade beyond midnight is approved, a condition of consent will be placed on any consent issued limiting the operation within proposed hours up to 24 months. At the cessation of the trial period the hours will revert to reduced hours.

The applicant may apply to modify the consent to extend the trial period or to remove the condition permanently. The assessment of the trial period will be based on:

- Site inspections by Council officers during the trial period.
- Consideration of formal customer complaints to Council.
- Submissions made during exhibition period.
- Consultation with Wollongong Police and Liquor & Gaming NSW.
- Relevant crime statistics.
- Other relevant planning considerations.

4 DEVELOPMENT ASSESSMENT

The businesses to which this policy applies generally require development consent and an application made under Part 4 of the *Environmental Planning and Assessment Act 1979*. Part 4 of the Act provides the matters for consideration in the assessment of such an application.

In addition to the hours provided in Tables 1 and 2, the assessment of operating hours will be based on:



COUNCIL POLICY

- Proximity to residential development, sensitive land uses and other late trading premises.
- Impact on acoustic amenity.
- Scale of proposal and patron capacity.
- Suitability of Venue Plan of Management.
- Safety, security and crime prevention impacts on site and the public domain.
- Accessibility of transport options.
- Potential Social impacts.
- Submissions made during exhibition period.
- Consultation with Wollongong Police.
- Cultural contribution to the Night Time Economy.

5 VENUE PLAN OF MANAGEMENT

A Venue Plan of Management will be required to be submitted with the development application which seeks to operate until or beyond 12am (midnight).

The Venue Plan of Management must be developed in consultation with the Wollongong Police and must include information that addresses the following matters:

ALL LAND USES

- Description of the primary use of the premises as well as any secondary or ancillary use.
- Hours of operation for all indoor and outdoor areas.
- Maximum patron capacity.
- Staff numbers.
- Security measures, including security, CCTV, visual surveillance and lighting.
- Noise management measures, including internal and outdoor areas.
- Waste management, including storage and disposal procedure.
- Emergency procedures.
- Consultation undertaken in development of this venue plan of management.
- Management of queuing outside the premises, including measures to mitigate impacts on local amenity and use of the footpath.
- Management of patron behaviour when leaving the premises, including measures to preserve local amenity.

LICENCED VENUES ONLY

- Incident management system.
- Complaint management system.
- Current or proposed liquor licence details.
- Management of patrons whom are intoxicated, violent, refused service or asked to leave.
- For venues operating beyond midnight, consideration of 12am or 1am last entry policy.

Council may request further information regarding the management of premises if it is considered that the proposal will adversely impact on the amenity of the area or as required by the Wollongong Police.



COUNCIL POLICY

The Venue Plan of Management is to be reviewed on an annual basis in consultation with the Wollongong Police. The consultation is to be commenced at least three months before the end of the annual period.

ROLES AND RESPONSIBILITIES

ROLE	RESPONSIBILITY
Development Assessment and Certification	Consider provisions of policy in assessment of
Development Project Officer	development applications.

RELATED POLICIES AND PROCEDURES

A City for People
Environmental Planning and Assessment Act 1979
Liquor Act 2007
NSW Government - Guide for Establishing and Managing Night Time Economy Uses
State Environmental Planning Policy (Exempt and Complying Development Codes) 2008
Wollongong Development Control Plan 2009
Wollongong Local Environmental Plan 2009



COUNCIL POLICY

APPENDIX

1 DEFINITIONS

Note: With exception of 'cultural venue', the listed land use definitions are consistent with those contained in the Wollongong Local Environmental Plan 2009.

Amusement centre means a building or place (not being part of a pub or registered club) used

principally for playing-

(a) billiards, pool or other like games, or

(b) electronic or mechanical amusement devices, such as pinball machines,

computer or video games and the like.

Business premises means a building or place at or on which—

(a) an occupation, profession or trade (other than an industry) is carried on for the provision of services directly to members of the public on a regular

basis, or

(b) a service is provided directly to members of the public on a regular basis,

and includes a funeral home and, without limitation, premises such as banks, post offices, hairdressers, dry cleaners, travel agencies, internet access facilities, betting agencies and the like, but does not include an entertainment facility, home business, home occupation, home occupation (sex services), medical centre, restricted premises, sex services premises or veterinary

hospital.

Cultural venue means a venue or premises otherwise listed in this policy, that provides an

offering that contributes to the cultural diversity of the Wollongong CBD, beyond the service of food and drink. This can include art, museum,

recreation, live music, theatre, entertainment and alike.

Entertainment facility means a theatre, cinema, music hall, concert hall, dance hall and the like,

but does not include a pub or registered club.

Function centre means a building or place used for the holding of events, functions,

conferences and the like, and includes convention centres, exhibition centres

and reception centres, but does not include an entertainment facility.

Information and means a building or place used for providing information or education to

visitors, and the exhibition or display of items, and includes an art gallery,

museum, library, visitor information centre and the like.

Kiosk means premises that are used for the purposes of selling food, light

refreshments and other small convenience items such as newspapers, films

and the like.

Market means an open-air area, or an existing building, that is used for the purpose

of selling, exposing or offering goods, merchandise or materials for sale by independent stall holders, and includes temporary structures and existing permanent structures used for that purpose on an intermittent or occasional

basis.

Recreation facility

education facility

(indoor)

means a building or place used predominantly for indoor recreation, whether or not operated for the purposes of gain, including a squash court, indoor swimming pool, gymnasium, table tennis centre, health studio, bowling alley,



COUNCIL POLICY

ice rink or any other building or place of a like character used for indoor recreation, but does not include an entertainment facility, a recreation facility (major) or a registered club.

Recreation facility (major)

means a building or place used for large-scale sporting or recreation activities that are attended by large numbers of people whether regularly or periodically, and includes theme parks, sports stadiums, showgrounds, racecourses and motor racing tracks.

Residential accommodation

means a building or place used predominantly as a place of residence, and includes any of the following; (a) attached dwellings, (b) boarding houses, (c) dual occupancies, (d) dwelling houses, (e) group homes, (f) hostels, (g) multi dwelling housing, (h) residential flat buildings, (i) rural workers' dwellings, (j) secondary dwellings, (k) semi-detached dwellings, (l) seniors housing, (m) shop top housing, but does not include tourist and visitor accommodation or caravan parks.

Restaurant or cafe

means a building or place the principal purpose of which is the preparation and serving, on a retail basis, of food and drink to people for consumption on the premises, whether or not liquor, take away meals and drinks or entertainment are also provided.

Shop

means premises that sell merchandise such as groceries, personal care products, clothing, music, homewares, stationery, electrical goods or the like or that hire any such merchandise, and includes a neighbourhood shop and neighbourhood supermarket, but does not include food and drink premises or restricted premises.

Small bar

means a small bar within the meaning of the Liquor Act 2007

Take away food and drink premises

means premises that are predominantly used for the preparation and retail sale of food or drink (or both) for immediate consumption away from the premises.

APPROVAL AND REVIEW		
Responsible Division	[Name of Division]	
Date/s adopted	Executive Management Committee [updated by policy owner]	Council [DD Mmmm YYYY]
Date/s of previous adoptions	[Dates of previous adoptions]	
Date of next review	[Two years from last adoption]	



Wollongong CBD Night Time Economy Policy

ENGAGEMENT REPORT

October 2020



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Executive Summary

We sought the community's ideas and comments on the draft Wollongong CBD Night Time Economy Policy. The draft policy seeks to provide clarity regarding appropriate locations and hours of operation for businesses that make an important contribution to the diversity and vitality of Wollongong CBD Night Time Economy (NTE).

The draft policy was exhibited from Wednesday 23 September to Tuesday 20 October 2020 [inclusive]. Key stakeholders were emailed information on the policy in addition to the draft policy being exhibited on Council's engagement website.

26 submissions were received, 20 submissions via an online survey and six by email. Feedback was received from community members, the Wollongong Police District, industry groups, businesses and retail groups.

The submissions received provided ideas to improve and build on the draft policy. The draft policy was generally seen as a great initiative to enliven the CBD, increase diversity, reduce alcohol related crime and antisocial behaviour and improve Wollongong's social environment.

Respondents described the draft policy as being essential to continue supporting the NTE of Wollongong's CBD. Statements included that it was the right policy for the Wollongong CBD and will lower crime rates, boost business turnover and increase employment and economic activity.

Respondents praised the capacity of smaller bars and venues to cater for customers safely and manage intoxication levels of patrons. There were comments confirming statistics that incidents of assaults and anti-social behaviour have been decreasing.

It was suggested to extend opening hours seven days a week and that the broader context of retail operation and visitation, along with access and movement of people and traffic in the CBD needs to be considered.

There were comments that more could be done in the draft policy, including; relaxing restrictions around alfresco dining and street side alcohol consumption, removal of fees for outdoor dining and use of the mall space, increased window glazing requirements for new CBD residential developments, presentation of music and performance in open spaces and extension of the policy to cover venues over different zoning types.

Despite majority support for the draft policy there was some concern over noise created by patrons in residential areas. It was questioned why businesses should be allowed to operate until 2am in quiet residential areas and suggested that venues need to be discreet and contain noise.

Background

Council determines the operating hours for businesses seeking to trade at night in the Wollongong CBD through the development assessment process.

Whilst businesses trading at night have the potential to create environmental and social impacts, this policy recognises that many businesses are low impact premises that make an important contribution to the diversity and vitality of Wollongong's NTE.

The draft policy seeks to provide clarity regarding appropriate locations and hours of operation for these businesses.

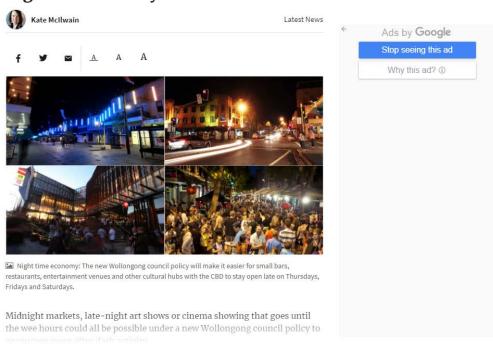
The Wollongong CBD NTE has evolved significantly over recent years with ongoing growth in the number of new cafes, restaurants and small bars, adding to the cosmopolitan café style of Wollongong as it is today. At the same time, alcohol related crime has continued to fall, whilst increased numbers of venues and significant public and private investment has resulted in increasing residential and employment opportunities in the city.

The NSW Government has also continued to evolve its NTE policy settings over recent years and local operators are seeking more clarity from Council around planning matters, particularly hours of operation for smaller licensed venues. NSW Liquor and Gaming already provides default operating hours until 2am for small bar licences, subject to local development consent. Given this sector has been severely impacted by COVID-19 restrictions and closures, this project has the potential to contribute to the city's recovery post COVID-19.

An article published in the Illawarra Mercury 15 September 2020



Wollongong eateries, bars to stay open until 2am to boost nightlife economy



Stakeholders

Stakeholders identified prior to the commencement of the engagement period included:

- Residents
- Businesses
- Community groups
- Neighbourhood Forum NF5
- Illawarra Industry Groups
- Emergency Services
- Local schools

Methodology

Engagement with the community was conducted from 23 September to 20 October 2020 [inclusive].

Residents, businesses and other key interested members of the community were informed of the engagement through direct mail, emails, social media posts and information on the Council website.

All communications directed the community to the Join The Conversation website for more information. The site included a map indicating the zoned areas that the policy applies to, and a survey for the community to provide written comment on the policy.

Results

Submissions were received through the online survey, emails and phone calls.

Engagement Participation Results

Details of the number of participants for each engagement activity are presented in Table 1.

Table 1: Engagement Activity

Activity	Participation
Online submissions	20
Email submissions	6

Online Engagement Results

A total of 20 submissions were received online. Table 2 presents the usage statistics for the project page on Council's website.

Table 2: Summary of online participation

Measure and Explanation	Usage
Unique Site Visits – Total number of visits to the project page	530
Aware – Total number of users who viewed the project page	467

Informed – Total number of users who opened a hyperlink or read a document	75
Engaged – Total number of users who have actively contributed to the project via the project page (including online survey and Q&A tool)	20

Submission Results

The intent of the draft policy to extend hours, create vitality, innovation and diversity, reduce crime and create a vibrant and inclusive CBD drew majority support from respondents.

Comments included that it was the right policy for the Wollongong CBD and will lower crime rates, boost business turnover, increase employment opportunity and economic activity.

CBD Businesses

There was praise given to smaller bars and venues for their success in catering for customers safely and their management of intoxication with evidence that assaults are decreasing. This success was compared to some past concerns that small venues would not be able to manage Responsible Service of Alcohol and patron behaviour.

Respondents described the draft policy as essential to improve small business flexibility, economic success and increase employment in the CBD. The draft policy was seen to provide a platform not only for business but a vibrant nightlife, supporting live acts, music, arts and food and beverage. One business confirmed that the draft policy would allow a 100% increase in staff.

Comments outlined that the success of small bars and other small businesses is essential in making the CBD more welcoming, inclusive and enjoyable at night.

Some respondents felt the draft policy would help the NTE sector during the post COVID-19 recovery given the challenges the sector has faced as a result of the pandemic.

Suggestions were offered on how the draft policy could be enhanced. These included:

- Increase the scope to apply seven days per week
- Provide consistency across different zones particularly B3 and B4
- Address parking demand
- Continue advocating for public transport at night
- Relax restrictions around alfresco dining and street-side alcohol consumption
- Remove the outdoor dining fee
- Subsidise concert performances

Residents

Despite majority support for the policy there were some concerns raised from residents. A respondent outlined that venues need to be discreet and contain noise, and another questioned why businesses should be allowed to operate until 2am in quiet residential areas.

One respondent expressed concern in allowing venues in more residential areas to operate longer as this would increase noise created by music and alcohol affected patrons in residential areas. Another respondent questioned why businesses should be allowed to operate until 2 am in quieter areas.

One respondent outlined shrinking retail, citing shops and bank branches closing nationally, and suggested that the plan not to allow more residential development in the CBD be reconsidered. Another resident requested that increased window glazing requirements need to be applied to new residential developments.

Organisations, Business and Industry Groups

The Wollongong Police District reviewed and supported the draft policy, along with recommendations for minor amendments.

Recommendations included proposed consultation with Wollongong Police District on the development of the Plan of Management, outlining queue management, behaviour management and complaint management guidance and that a trial period be attached to all consents for businesses.

Feedback from key businesses and industry groups offered support to the policy. Suggestions were made for Council to further look to reduce red tape, restrictions, fees and charges to provide opportunities for small businesses. Other feedback included a request to differentiate between applicable land uses and to consider a merit-based approach to applications to allow for flexibility in the controls for land uses which may have minimal impacts.

OUR WOLLONGONG JOIN THE CONVERSATION



We asked... for your feedback on the Wollongong CBD Night Time Economy Council Policy

Here is a snapshot of what you said and what we did with your feedback.

You Said	We did
Wollongong Police District suggested minor amendments:	Council accepted all three amendments suggested by Wollongong Police District with the policy being updated accordingly.
2.1 The Plan of Management Wollongong Police seek to have the wording change to: "The Plan of Management must be developed in consultation with Wollongong Police and must include information that addresses the following matters" (page 3 document No. 200604/20552)	
2.2 Wollongong Police recommend that All Land Uses not just Licenced Venues be required to include in their Plan of Management how they will address the following:	
"Management of queuing outside the premises, including measures to mitigate impacts on local amenity and use of footpath."	
"Management of patron/customers behaviour who are intoxicated, violent or asked to leave or attempt to gain entry (as it is envisaged that the incidents of customers seeking to access or entry non licensed premises who may be showing signs of intoxication may increase)"	
"Management of patron/customers behaviour when leaving the premises, including measures impacts on local amenity and use of footpath."	

3. A Trial Period

A condition of consent be placed on all consents issued limiting the operation within the proposed hours to between 12-24 months. Should complaints be received during the trial period, Council has the ability to revoke the trial and the hours revert to reduced hours.

Concerns around noise and/or anti-social behaviour impacting on residents as a result of extended trading.

Specifically, a concern was raised about the potential for later trading around the Novotel and another in relation to East Loftus street Whilst these are valid concerns, the policy has been carefully drafted with consideration of 'residential interface' and consultation has been undertaken with Wollongong Police District, who support the current policy.

One of the intents of the policy is to strike the right balance in dealing with these issues by concentrating low impact businesses which trade at night into appropriate locations and to mitigate potential impacts on residents and other businesses.

As per the policy, in relation to operators with a residential interface, the policy recognises this through reduced hours for outdoor areas and requires the submission of an acoustic report in most cases if an operator wishes to trade until or beyond midnight.

As highlighted previously, the policy is not retrospective and it does not automatically extend trading hours for any operator, with all operators proposing to extent their hours required to go through the development assessment process (as either a modification to an existing approval or a DA for a new operation).

This ensures that Council can consider individual circumstances and the community is given the opportunity to provide feedback on specific proposals. With a view to monitoring the impact of extended trading, the policy has been amended to require that all approved trade beyond midnight will be subject to a trial period.

In relation to the concern raised in regard to later trading around the Novotel precinct, the policy is only applicable to the specific block of the Novotel (that is, the area bound by Bourke Street, Kembla Street, Blacket Street and Cliff Road), being land zoned SP3 – Tourist. This area shares the same land use objective as other included SP3 sites such as the WIN Entertainment Centre. Any businesses trading within other areas directly surrounding the Novotel, including the southern side of Bourke Street, are outside the scope of the policy as this area is zoned R1 General Residential.

	In relation to the concern raised in regard to East Loftus Street, the southern side of the street bound by Darling Street and Denison Street is currently zoned B3 Commercial Core. Please note that zoning within the Wollongong City Centre is proposed to be changed as a result of Council's current Wollongong City Centre Planning Review. The proposed changes affect the area in question (between Darling Street and Denison Street), rezoning from B3 Commercial Core to B4 Mixed Use. Should the rezoning proceed, reduced operating hours provided for the B4 Mixed Use zone would then apply.
Clarification around 'residential interface', specifically where a venue does not have a direct interface.	Noted. The policy has been amended to clarify application of 'residential interface' controls, whilst allowing for variations to requirements in instances where application would be clearly onerous and counterproductive.
Further clarification around specific land uses, including 24-hour operations.	Noted. The policy has been amended to clarify in what instances 24 hour operation may be considered.
There are different policy outcomes for venues along Keira St as a result of the B3 and B4 zoning boundary.	Zoning within the Wollongong City Centre is proposed to be changed as a result of Council's current Wollongong City Centre Planning Review. On 21 September 2020, Council adopted the Wollongong City Centre Urban Design Framework (UDF), which is a guidance document that recommends future land use planning objectives and directions within the Wollongong City Centre. Specific to this concern about different outcomes as a result of the mix of B3 and B4 zoning along Keira St North, the UDF proposes a boundary adjustment, changing the eastern side of Keira Street (between Smith Street and Market Street) from B4 to B3 Commercial Core. If approved as part of a planning proposal process, this would ensure consistent policy outcomes in this location. Until such approval, the policy will relate to the existing zoning.
That waterfront venues along Endeavour Drive within the Wollongong Harbour precinct should be included.	Noted. A key part of the policy intent is to concentrate late night activity into key areas within the Wollongong CBD as per the B3, B4 and SP3 land use zones.

Clarify operating hours table for days of the week explicitly listed in the Operating Hours Table (Sunday – Wednesday).	Noted. The Operating Hours Section has been amended to provide greater clarity on the days not listed in the table. Hours of operation on these days will be up until 12 midnight, or 10pm where an outdoor area has a residential interface. During the consultation process, Industry did not indicate a demand for extended trading hours across the early part of the week.
Suggestion that Council require additional glazing on residential apartments to reduce the impact of entertainment noise from venues and ensure operators can meet the current noise standards set by Liquor and Gaming NSW.	Clause 6.13 of Chapter D13 of the Wollongong Development Control Plan 2009 already requires that all residential apartments within a mixed use development should be designed and constructed with specified acoustic protection measures (double glazing etc) to provide satisfactory acoustic privacy and amenity levels for occupants within the residential or serviced apartments. As an action achieved under the Cultural Plan 2014-18, Council introduced Planning Certificate notation to alert future residential property purchasers within the Wollongong City Centre that they are moving into an area with an active evening economy, which may involve additional noise, odour, traffic and longer hours of operation.
Council consider a 'midnight lockout' to reduce late night pedestrian movements between venues.	Noted. The policy requires all operators wishing to extend their hours beyond midnight to submit a Plan of Management (POM), which will be reviewed on an annual basis in consultation with Wollongong Police District. For licensed venues, the POM requires consideration of a 12am or 1am 'last entry' policy.
Consider a merit based approach to allow flexibility controls for land uses which may have minimal impacts.	Noted. The policy seeks to target low impact business that contribute to the NTE whilst providing clarity regarding operating hours. The policy establishes assessment criteria for considering applications for late trading, whilst allowing for a merit assessment (as part of a DA) for those application which sit outside the policy.
Considerations around further activation (including encouraging outdoor dining) in the Mall. Suggestions included:	Noted. Council has waived outdoor dining fees from March – December 2020, as noted in Council's Delivery Program 2018-2021.

 Council consider current alfresco dining arrangements in CBD (including reducing fees) and reducing limitations on street side liquor consumption. Focus alfresco dining on the lower end of the Mall. Encourage Council to support the efforts of the state government and explore other opportunities and projects as part of the COVID Summer Safe Program Council should provide further support for live music and additional activation activities in the Mall. 	Council's City Centre and Property teams are currently providing a concierge service to expedite advice and assistance in applying for an outdoor dining license. This includes a focus on the lower Crown Street Mall and broader Wollongong CBD. Council is actively supporting live music across the Wollongong CBD and musicians within the LGA through several initiatives aligned within Council's Delivery Program 2018-22 and 2020-21 Operational Plan. These include live music at lunchtimes, matching musicians with Crown Street Mall F&B businesses and a Friday night live music program in November (In line with current Public Health guidelines) within Crown Street Mall and Globe Lane.
Council continue to advocate for improved public transport to the Wollongong CBD at night.	Noted. Council continues to advocate for public transport at night in the CBD being an ongoing action under Council's Delivery Program 2018-22 and Operational Plan 2020-21.
The Illawarra Business Chamber recommended that Council monitor and report on indicators during implementation.	Noted. Council will review the policy in two years' time post adoption. The report will consider a range of indicators.
Council provide a map within the policy to clarify the affected area or 'night trading precinct'.	Noted. Council's zoning map, which is subject to change, is already publicly available on Council's website.



File: CST-100.05.040 Doc: IC20/581

ITEM 9 POST EXHIBITION - PLANNING AGREEMENTS POLICY

On 10 August 2020, Council endorsed the exhibition of minor amendments to the Planning Agreement Policy. The amendments were instigated by recommendations made by Council's Audit, Risk and Improvement Committee.

The revised draft Policy was exhibited from 26 August to 25 September 2020 with one submission received. Post exhibition the draft Policy has been updated to reflect recent minor legislative changes. It is recommended that Council adopt the Planning Agreement Policy.

RECOMMENDATION

The Planning Agreements Policy (2020) be adopted.

REPORT AUTHORISATIONS

Report of: Chris Stewart, Manager City Strategy

Authorised by: Linda Davis, Director Planning + Environment - Future City + Neighbourhoods

ATTACHMENTS

1 Planning Agreements Policy 2020

BACKGROUND

Planning Agreements are a legal mechanism under which a Council or other planning authority can obtain development contributions. The Planning Agreements Policy sets out Council's approach to the use of Planning Agreements in relation to planning proposals (land re-zonings) or development applications.

The current Planning Agreements Policy was prepared in accordance with the *Environmental Planning* and Assessment Act 1979 (Act) mand was considered and adopted by Council at its meeting of 28 May 2018.

An audit of the Planning Agreement Policy and associated procedures was undertaken by the Audit, Risk and Improvement Committee in late 2019. The Audit recommended the following in relation to the Policy:

- 2.1 Management will review the Policy with the view to -
 - Reviewing sections 3.2ii and 3.3ii to ensure consistency and an appropriate response to risk.
 - Include reference(s) to the Planning Agreement Checklist and any associated procedures.
 - Remove internal procedures and incorporate them into a separate procedure / checklist document.

On 10 August 2020 Council considered a report on this matter and resolved that the draft Planning Agreements Policy be endorsed for exhibition, for a minimum period of 28 days

The revised draft policy was exhibited from 26 August to 25 September 2020.

PROPOSAL

At the Council meeting on 10 August 2020, Council resolved as follows:

Minute No. 417 COUNCIL'S RESOLUTION - RESOLVED on the motion of Councillor D Brown seconded Councillor Cox that the draft Planning Agreements Policy be endorsed for exhibition, for a minimum period of 28 days.



The following policy clarification is provided in response to the issues raised at the Council meeting for further consideration -

• Section 2.1 General Principles – Benefit to the public should be greater than the benefit to the developer (eg works should not increase development area).

Comment: Planning agreements aim to bring about a flexible and mutually beneficial arrangement between Council and the developer. By their nature they tend to provide more of a benefit to the wider community than a developer, that is not to say that they do not provide a benefit to the developer by way of providing community infrastructure ahead of Council's scheduled delivery program.

The Planning Agreement Policy is explicit in that development or planning proposals cannot be "bought" through a Planning Agreement. That is, development area cannot be increased, or development controls changed (unless part of a clear policy by Council) based upon the negotiated Planning Agreement. A Planning Agreement facilitates a monetary contribution, works and or land, in line with, or in addition to Council's development contribution plans to produce outcomes that provide a public benefit not wholly unrelated to the development.

 Section 3.1 Steps – Community role in the development of projects that are the subject of a proposed Planning Agreement

Comment: A draft Planning Agreement must be proposed by the developer. Council cannot require a Planning Agreement be entered into as part of a Development Application or Planning Proposal (only under limited circumstances) in order to approve a development. Council represents the community in negotiating a planning agreement and ensures that any public benefits that are obtained are appropriate and fair, and do not create an undue burden related to future maintenance. Existing, adopted strategic plans are considered when evaluating and negotiating planning agreements, which the community have had an opportunity to provide input on. In addition, planning agreements are always placed on public exhibition allowing further comments to be made by community members.

Notwithstanding this, there may be scope to allow for increased community participation in certain circumstances, such as for larger projects where there is no strategic plan for an area, or where a development or planning proposal is looking at precinct-wide infrastructure provision.

Developers are free to conduct their own community engagement prior to, or during their conversations with Council.

It would not be appropriate to mandatorily require early community input as in some cases, early community engagement may not add value to the process and could create community expectations where there is limited scope for negotiation.

Clause 3.2 iv of the draft Policy has been amended with the inclusion of a requirement for early community engagement be conducted in appropriate identified circumstances.

The following amendments to the draft Policy are proposed as a consequence of recent legislative changes -

- Review of sections 3.2ii and 3.3ii to ensure consistency and an appropriate risk response
- Included references to the Planning Agreements Checklist
- Ensured harmony in listed procedures with the Planning Agreements Checklist

Additional minor changes made to the draft Policy include -

- Removal of old clause references relating to the Act
- Inclusion of an excerpt of the Act outlining what can be included in a planning agreement
- An update of the GST Clause of the Planning Agreement Template
- Provision for applicants for provide feedback to be incorporated into continual process improvement



Other minor changes to improve readability, removal of gendered term etc

CONSULTATION AND COMMUNICATION

The draft Policy was exhibited from 26 August to 25 September 2020. The document was available at -

- Council libraries during opening hours
- The Customer Service Centre during opening hours
- On the Our Wollongong webpage

Webpage statistics show that 61 people visited the site with 20 going on to access information. One submission was received through the online system. The nature of the submission and staff response is outlined below:

Submission	Response
Council should prioritise Planning Agreements that provide sustainable cost-effective housing, like what the ACT has done with introducing minimum energy requirements for rental properties. While there is a lot more housing stock in Wollongong these days with the construction of high-rise apartment buildings, they are very environmentally inefficient, and renters are unable to make changes to these initiatives. Minimum requirements such as double-glazed windows and insulation should be part of planning agreement policies for residential construction in Wollongong.	The Planning Agreement Policy set out Council's approach to establish a fair, transparent and accountable framework for Planning Agreements. Planning Agreements are a tool used for the provision of material public benefits, monetary contributions, works and/or land dedications alongside an identified development application or planning proposal. Planning Agreements cannot impose development controls in relation to environmental efficiency. No amendment to the Policy is proposed.

PLANNING AND POLICY IMPACT

The revised Planning Agreements Policy has been prepared in accordance with -

- The recommendations of the November 2019 Internal Audit Planning Agreements
- Sections 7.4 to 7.10 of the Environmental Planning and Assessment Act 1979
- Clauses 25B 25H of the Environmental Planning and Assessment Regulation 2000
- Department of Planning and Environment's Development Contributions Practice Note (17 July 2005)

This report contributes to the delivery of Our Wollongong 2028 goal "We are a Connected and Engaged Community".

It specifically delivers on core business activities as detailed in the Land Use Planning Service Plan 2020-21.

RISK MANAGEMENT

The Planning Agreements Policy provides a framework under which Council officers with delegated authority negotiate planning agreements. The outcomes of these negotiations, being a draft planning agreement, are reported to Council for consideration before being placed on exhibition to enable community comment. The Policy reinforces what should be considered, steps in the process and the need to maintain a high degree of probity. The associated checklist ensures internal processes are followed. The Policy framework and requirements for public exhibition aim to reduce any risk associated with entering into these agreements.



CONCLUSION

It is recommended that the revised Planning Agreements Policy be adopted.





PLANNING AGREEMENTS COUNCIL POLICY

ADOPTED BY COUNCIL:: [TO BE COMPLETED BY GOVERNANCE]

PURPOSE

Section 7.4 of the *Environmental Planning and Assessment Act 1979* enables Council to enter into a Planning Agreement with a developer through which a material public benefit such as monetary contributions, works and/or land dedications will be provided.

This Planning Agreements Policy sets out Council's approach to the use of planning agreements through negotiation when considering Planning Proposal requests (land re-zonings) or Development Applications in the Wollongong City Council Local Government Area.

This Policy is known as the Planning Agreements Policy ('Policy'). It sets out Wollongong City Council's policy and procedures relating to planning agreements under section 7.4 of the *Environmental Planning and Assessment Act* 1979 (the Act).

Land and Development to Which this Policy Applies

This Policy applies to land and development within the Wollongong City Council Local Government Area.

POLICY INTENT

The main objectives of this policy are to -

- 1 To establish a fair, transparent and accountable framework governing the use of planning agreements by Council:
- 2 To enhance the range and extent of development contributions made by developers towards public facilities in Council's area:
- 3 To set out Council's specific policies and procedures relating to the use of planning agreements within Council's area.
- 4 To give all stakeholders in development involvement in determining the type, standard and location of public facilities and other public benefits;
- 5 To facilitate public participation and to allow the community to gain an understanding of the benefits of appropriate planning agreements for the provision of public benefits;
- 6 To enhance planning flexibility without compromising certainty;
- 7 To supplement Council's adopted Section 7.11 and Section 7.12 Development Contributions Plans; and
- 8 To adopt innovative approaches to the delivery of facilities and services.

WOLLONGONG 2028 OBJECTIVES

Link the policy to Council's strategic plan and deliverables and document what outcomes it hopes to achieve. Give particular focus to any innovation or sustainability objectives the policy hopes to achieve.

POLICY

1.1 What Does the Planning Agreements Policy Set Out?

This Policy sets out Council's approach to the use of planning agreements through negotiation when considering planning proposal requests (rezoning) or Development Applications in the Wollongong City Council Local Government Area. It complements the policy approach set out in the Planning Agreements chapter of the Department of Planning and Environment's *Development Contributions Practice Notes – July 2005e* (19 July 2005).

In particular, this Policy sets out:

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- The circumstances in which the Wollongong City Council would ordinarily consider entering into a planning agreement;
- The matters ordinarily covered by a planning agreement;
- The form of development contributions ordinarily sought under a planning agreement;
- The kinds of public benefits ordinarily sought and, in relation to each kind of benefit, whether it involves
 a planning benefit;
- The method for determining the value of public benefits and whether that method involves standard charging;
- Whether money paid under different planning agreements is to be pooled and progressively applied towards the provision of public benefits to which the different agreements relate;
- · When, how and where public benefits will be provided;
- The procedures for negotiating and entering into planning agreements; and
- Council's Policies on other matters relating to planning agreements, such as their review and
 modification, the discharging of the developer's obligations under agreements, the circumstances, if
 any, in which refunds may be given, dispute resolution and enforcement mechanisms, and the
 payment of costs relating to the preparation, negotiation, execution, monitoring and other
 administration of agreements.

1.2 Legal and Policy Context

The current legal and procedural framework for planning agreements is set by Part 7, Division 7.1, Subdivision 2 of the *Environmental Planning and Assessment Act 1979* (the Act) and Part 4, Division 1A of the *Environmental Planning and Assessment Regulation 2000* (the Regulation).

The Act outlines that a planning agreement is to be used for or applied towards a public purpose. Clause 7.4(2) of the Act states that: A public purpose includes (without limitation) any of the following –

- (a) the provision of (or the recoupment of the cost of providing) public amenities or public services,
- (b) the provision of (or the recoupment of the cost of providing) affordable housing,
- (c) the provision of (or the recoupment of the cost of providing) transport or other infrastructure relating to land,
- (d) the funding of recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure,
- (e) the monitoring of the planning impacts of development,
- (f) the conservation or enhancement of the natural environment.

The Practice Note issued by the Department of Planning and Environment sets out several tests for assessing whether planning obligations are appropriate. These include an *acceptability test* to ensure that planning agreements:

- Are directed towards proper or legitimate planning purposes, ordinarily ascertainable from the statutory planning controls and other adopted planning policies applying to development;
- Provide for public benefits that bear a relationship to development that are not wholly unrelated to the
 development;
- Produce outcomes that meet the general values and expectations of the public and protect the overall public interest;
- Provide for a reasonable means of achieving the relevant purposes and outcomes and securing the benefits; and
- Protect the community against planning harm.

1.3 Principles Underlying the Use of Planning Agreements

Council's use of planning agreements will be governed by the following principles:

- i Planning decisions will not and cannot be bought or sold through planning agreements.
- ii Council will not allow planning agreements to improperly fetter the exercise of its functions under the Environmental Planning and Assessment Act and Regulation or any other act or law.



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- iii Council will not use planning agreements for any purpose other than a proper planning purpose.
- iv Development that is unacceptable on planning grounds will not be permitted because of planning benefits offered by developers that do not make the development acceptable in planning terms.
- v Council will not seek benefits under a planning agreement that are wholly unrelated to particular development.
- vi Council will not take into consideration planning agreements that are wholly unrelated to an application, nor will Council give undue weight to a planning agreement.
- vii If Council has a commercial interest in the development proposal the subject of the agreement, Council will take appropriate steps to avoid and ensure no potential, perceived or actual conflict of interest between its role as a planning (consent) authority and its interest in the development.

1.4 What are the Mandatory Requirements of a Planning Agreement?

Section 7.4(3) of the Act requires planning agreements to provide the following:

- i A description of the land to which the agreement applies.
- ii A description of:
 - a the change to the environmental planning instrument to which the agreement applies; or
 - b the development to which the agreement applies.
- The nature and extent of the provision to be made by the developer under the agreement, the time or times by which the provision is to be made and the manner by which the provision is to be made.
- iv In the case of development, whether the agreement excludes (wholly or in part) or does not exclude the application of section 7.11, 7.12 and/or 7.24 to the development.
- V If the agreement does not exclude the application of section 7.11 to the development, whether benefits under the agreement are or are not to be taken into consideration in determining a development contribution under section 7.11.
- vi A mechanism for the resolution of disputes under the agreement.
- vii The enforcement of the agreement by a suitable means, such as the provision of a bond or guarantee, in the event of a breach of the agreement by the developer.

The Act does not preclude a planning agreement containing other provisions that may be necessary or desirable in particular cases, except as provided by law. However, Council has prepared a template agreement that will form the basis for a planning agreement and this will be used as the starting point for any agreement. The planning agreement template is attached at Appendix A.

Clause 25E(1) of the Regulation provides that an explanatory note must accompany a planning agreement. The explanatory note must:

- Summarise the objectives, nature and effect of the proposed agreement, amendment or revocation;
- Contain an assessment of the merits of the proposed agreement, amendment or revocation, including the impact (positive or negative) on the public or any relevant section of the public.

The explanatory note template for a planning agreement is attached at Appendix B.

1.5 Terms and Definitions Used in this Policy

In this Policy, the following terms and definitions are used:

Act	means the Environmental Planning and Assessment Act 1979
Application	The Development Application or Planning Proposal to which the planning agreement is associated
Contributions Plan	means a Section 7.11 or Section 7.12 Contributions Plan adopted by the Council
Council	means Wollongong City Council



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Department of Planning and Environment	Means the NSW Government's Department of Planning and Environment (previously known as the Department of Planning and Infrastructure, and the Department of Infrastructure Planning and Natural Resources)	
Developer	is a person who has sought a change to an environmental planning instrument (which includes the making, amendment or repeal of an instrument (Section 7.4(11)), or who has made or proposes to make a development application, or who has entered into an agreement with or is otherwise associated with such a person	
Development Application	has the same meaning as in the Act	
Development Contribution	means the kind of provision made by a developer under a planning agreement, being a monetary contribution, the dedication of land free of cost or the carrying out of works	
Explanatory Note	means a written statement that provides details of the objectives, nature, effect and merits of a planning agreement, or an amendment to or revocation of a planning agreement	
Instrument Change	means a change to an environmental planning instrument to facilitate a development the subject of a planning agreement	
Notification Policy	means the Wollongong Development Control Plan 2009 - Appendix 1 Public Notification and Advertising Procedures (or as amended)	
Planning Authority	means Wollongong City Council	
Planning Benefit	means a development contribution that confers a net public benefit, that is, a benefit that exceeds the benefit derived from measures that would address the impacts of particular development on surrounding land or the wider community	
Public Facilities	means public infrastructure, facilities, amenities and services	
Planning Obligation	means an obligation imposed by a planning agreement on a developer requiring the developer to make a development contribution	
Planning Proposal	means an application made to Council seeking to amend a Local Environmental Plan	
Practice Note	means the <i>Development Contributions Practice Notes – July 2005</i> published by the Department of Infrastructure Planning and Natural Resources (now the Department of Planning and Environment) or as updated	
Public	includes the general public or a section of the public	
Public Benefit	is the benefit enjoyed by the public as a consequence of a development contribution	
Regulation	means the Environmental Planning and Assessment Regulation 2000	

2 MATTERS COUNCIL WILL CONSIDER IN PLANNING AGREEMENTS

2.1 Matters that Council Will Consider in Negotiations

The matters that Council may consider in any negotiations regarding a planning agreement may include (but are not limited to) the following:

- i Whether the planning agreement(s) contributes to meeting the demands created by the development for new public infrastructure, amenities and services.
- ii Does the proposal from the developer meet the planning objectives of Council?
- iii If compensation is required for the loss of, or damage to, a public amenity, service, resource or asset caused by the development through its replacement, substitution, repair or regeneration.
- iv Whether rectification of an existing deficiency in the provision of public facilities in Council's area is proposed



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- v Whether the proposed works have already been identified through Councils infrastructure planning.
- vi Whether recurrent funding of public facilities is required or provided.
- vii The extent to which Council needs to monitor the planning impacts of development.
- viii Whether planning benefits for the wider community accrue from the planning agreement.

Development that is unacceptable on planning grounds will not be given consent because of benefits offered by a developer via a planning agreement.

The most important factor in deciding what offers might be accepted is likely to be the size of the development, but other factors such as the location or type of development may be relevant. These will establish core information such as likely increases in population and demand for particular public facilities or services. This information will help Council to determine the application and negotiate the planning agreement.

2.2 What will Council require to be provided under Planning Agreements?

The Practice Note sets out the acceptability tests for assessing whether planning obligations are appropriate in planning terms.

While Council will endeavour to standardise development contributions sought under planning agreements, this will not always be possible.

In some instances Council will prefer the collection of monetary contributions through a planning agreement as it provides greater flexibly for the allocation and the spending of such funds towards critical infrastructure. In other instances a better outcome will be achieved through the construction of public works by the developer.

2.3 Recurrent Costs

Council may request developers, through a planning agreement, to make development contributions towards the recurrent costs of public facilities. Where the public facility primarily serves the development to which the planning agreement relates or neighbouring development, the arrangement for recurrent funding may be in perpetuity.

Where the public facility or public benefit is intended to serve the wider community, the planning agreement may only require the developer to make contributions towards the recurrent costs of the facility for a set period which will be negotiated according to the impact of the development.

If the funding of recurrent costs is required to be part of the planning agreement, the planning agreement will include the following matters:

- i The specific purpose of the recurrent funding;
- ii The nature and extent of the recurrent funding;
- iii The time period over which the funding shall be provided;
- iv Any mechanisms for the indexing of the recurrent funding;
- v The heads of consideration for any endowment fund or trust that may be required to be established to manage the recurrent funding;
- The provision of security such as bank guarantee or other form of security to secure the ongoing funding;
- vii Circumstances in which funding would be renegotiated or revoked; and
- viii Any other matter relevant to securing the public interest in the achievement of an ongoing public benefit.

2.4 Land Dedication in Planning Agreements

A planning agreement may make provision for the dedication of land.

In the case of land identified within a Contributions Plan, the estimated value of land that is identified in that Contributions Plan will be given due consideration. This consideration is essential as the initial estimated value contributed to determining the contribution rates. However, there are other matters that may impact on the agreed value of land.

In all cases, the agreed value of the particular parcel of land will be generally negotiated as part of the planning agreement.



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In this regard, Council will take into account the unique characteristics of the property and the circumstances of the dedication, which may include:

- The extent, if any, to which any development potential attaching to that part of the land to be dedicated can be incorporated elsewhere within the development.
- ii Whether the land proposed to be dedicated has been identified by Council in any Development Control Plan, Contributions Plan or other Policy.
- iii The location, configuration, size, accessibility, topography and existing use of the land proposed to be dedicated.
- iv Whether the land is located in or adjacent to a riparian corridor or bush fire prone land.
- v Whether the land adjoins an existing area of open space and can be consolidated into that area.
- vi Whether the land will create or improve accessibility within the locality.
- vii Whether the land supports the habitat of threatened fauna or flora species or endangered ecological communities
- viii Any factors which may affect the usability of the land such as soil characteristics, flood liability, potential soil contamination, public accessibility and safety, proximity to existing uses, the current use of the land, the cost of embellishment or construction of any proposed facility on the land etc.
- ix In the case of a material public benefit not anticipated by a Contributions Plan and proposed to be offset against monetary contributions, the impact on the achievement of works identified within any adopted Contributions Plan of Council.
- x The ongoing maintenance costs to Council after the improvement works are carried out on the land.
- xi Any other relevant matter, based on the circumstances of the case.

The planning agreement must specify the date at which the transfer of ownership will take place or the threshold that will trigger the requirement to transfer ownership of the land.

Following the execution of a planning agreement, the agreed value will be as per the planning agreement regardless of any subsequent change in land value including a change in value between the execution of the planning agreement and the transfer of land ownership.

If a planning agreement provides that a specified land dedication satisfies a required contribution or consent condition without specifying a land value that agreement will stand regardless of whether relative changes in land value or contribution rates alter the value of that agreement to either party, unless the planning agreement is formally amended by mutual agreement.

2.5 Monetary Contributions in Planning Agreements and Pooling of Contributions

A planning agreement may make provision for monetary contributions other than contributions under an adopted and in force Contributions Plan.

Where a planning agreement provides for monetary contributions, the following matters are to be addressed:

- i The amount of the monetary contribution;
- ii The purpose and extent of the monetary contribution;
- iii When such contributions are to be paid (by date or the threshold that will trigger the payment);
- iv In the case of staged payments, the nature of the staging or the dates at which time payments are to be made;
- v Any mechanisms for the indexing of the monetary contribution against inflation over time;
- Details of any security, such as a bank guarantee, that is to be provided in lieu of the monetary contribution until such time as it becomes due and payable;
- vii Any obligations on Council for the expenditure of the monetary contributions; and
- viii Any other matter relevant to securing the public interest in the management and expenditure of the monetary contributions.



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Where a proposed planning agreement provides for a monetary contribution by the developer, Council may seek to include a provision permitting money paid under the agreement to be pooled with money paid under other planning agreements and applied progressively for the different purposes under those agreements.

Pooling may be appropriate to allow public benefits, particularly essential infrastructure to be provided in a fair and equitable way.

Monetary contributions required by a standard condition of consent in accordance with an adopted Contributions Plan will not be normally referenced in a planning agreement, except where the planning agreement must clarify the relationship of the planning agreement to any contributions which may be required as a consequence of granting a consent on land to which the planning agreement applies.

2.6 Capital Works in Kind and Planning Agreements

A planning agreement may make provision for a developer to carry out work on land to be dedicated to Council or already in the public domain. In such circumstances, the provision of quality work that is fit for purpose, is critical to Council.

On most occasions, a suitably qualified and experienced quantity surveyor will be required to verify all cost estimates submitted by the developer as part of the negotiation process. The planning agreement will specify the particulars of the work and the procedure for satisfying any requirements in carrying out of the work taking into account the unique characteristics of the property and the circumstances of the work, which may include:

- Requirements and specifications for detailed design plans for future approval or specific references to endorsed plans;
- ii Public liability insurance during construction and during the defects liability period;
- iii Requirements for inspections by Council prior to and during the course of construction including the notice to be given in order to arrange such an inspection;
- iv Requirements for the commencement of handover proceedings;
- v Details of the defects liability period;
- vi Security such as bonds or bank guarantees to be held during the course of construction and during the defects liability period.
- vii Access for Council officers during the course of construction to ascertain progress or to assess asset value:
- viii In some cases, permitting Council to carry out the work itself and recover the costs of so doing from the security and/or the Developer; and
- ix Any other matter relevant to securing the public interest in the achievement of a quality public benefit.

2.7 Do Other Development Contributions Apply?

Council has no general policy on whether a planning agreement should exclude the application of section 7.11 or section 7.12 of the Act to development to which the agreement relates. This is a matter for negotiations between Council and the developer having regard to the particular circumstances of the case.

However, where the application of section 7.11 of the Act to development is not excluded by a planning agreement, Council will generally not agree to a provision allowing benefits under the agreement to be taken into consideration in determining a development contribution under section 7.11.

2.8 Costs Associated with Planning Agreements

Council reserves its rights to require the developer to pay Council's full costs in executing the planning agreement, especially where the size or complexity of the planning agreement requires Council to engage an independent expert.

A planning agreement will specify that other costs related to the core purposes of the planning agreement such as architectural design plans and detailed landscape plans will be borne by the developer.

A planning agreement may also make provision for Council's costs for the monitoring and enforcing of the planning agreement to be borne by the developer.

3 NEGOTIATION PROCEDURES AND PROBITY



COUNCIL POLICY

3.1 General

Council's negotiation approach for planning agreements aims to be efficient, predictable, transparent and accountable. Council will seek to ensure that the final negotiation of planning agreements runs in parallel with planning proposals for instrument changes or development applications so as not to unduly delay any approval.

Where practical, Council is required to ensure that a planning agreement and explanatory note is publicly notified as part of and contemporaneously with, in the same manner as, the planning proposal for the instrument change or the development application to which it relates.

Council's preference is therefore to have the planning agreement discussed with it and documented before it is publicly notified as required by the Act and Regulation. It is also preferable that a planning agreement is discussed with Council before lodgement of the relevant application and that it accompanies the application on lodgement.

An internal Planning Agreements Checklist is used as a procedure to be followed during the negotiation, preparation and implementation of Planning Agreements to ensure compliance with the *Environmental Planning and Assessment Act* 1979, and the *Environmental Planning and Assessment Regulation* 2000.

3.2 Steps in the Negotiation Process

The negotiation of a planning agreement will generally involve the following key steps:

- Prior to the lodgement of the relevant application by the developer, Council and the Developer (and any other relevant person) will decide whether to negotiate a planning agreement.
- ii At least two (2) Council officers with appropriate delegation will negotiate a planning agreement on behalf of Council in accordance with the Act, Regulation and this Policy. The two (2) Council officers appointed to undertake the planning agreement negotiations must be fully independent of the Planning Proposal or Development Application determination process. The two (2) Council officers must not represent or be associated with any Council business unit that has a commercial interest in the planning agreement outcome. Council staff with the key responsibility for determining applications will not play a role in the assessment of any commercial aspects of the agreement, but may be involved where advice is required on matters relating to the conditions of consent for a particular proposal. Note: All draft Planning Agreements and draft Planning Proposals are reported to Council for determination, and all Development Applications that include a draft Planning Agreement are reported to the Wollongong Local Planning Panel (LLP) for determination.
- iii Council will decide whether to appoint an independent person to facilitate or otherwise participate in the negotiations or aspects of the negotiation process.
- The key issues for negotiation will be identified by the parties, and the negotiations over these issues will take place. In appropriate circumstances, early community engagement will be conducted by Council to determine community infrastructure need in the area or precinct where not identified by any adopted strategy or plan.
- v Once 'in principle' agreement has been reached the developer should submit a formal Letter of Offer to Council outlining the details of the planning agreement they are seeking to enter into.
- vi A draft planning agreement should then be prepared by either Council or the developer based on the template at Appendix A to this policy. The draft planning agreement must address the requirements of the draft planning agreement template, the agreed outcomes of negotiations and this Policy.
- vii The parties may undertake further negotiation on the specific terms of the proposed planning agreement as necessary.
- viii The draft Planning Agreement will be reported to Council and if supported, Council will publicly exhibit the draft planning agreement and explanatory note in accordance with the Act, Regulation and its Notification Policy
- viii The developer can make the relevant application to Council at any stage during this process, however ideally the application will be accompanied either by a copy of the proposed agreement or by an offer to enter into such an agreement with specifics of the agreement set out in detail (Letter of Offer).
- ix Council will consider any submissions received following notification and raise them, where appropriate, for further discussions with the Developer. If required, amendments will be made to the planning agreement. The planning agreement may be reported back to Council or Council may



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delegate authority to the General Manager to finalise and execute the Planning Agreement should be finalised

x Council may then approve the application. If the application is a Development Application, a condition of consent will require execution of the planning agreement. If the application is a rezoning proposal, the planning agreement will need to be executed following any resolution to refer the making of a plan to the Department of Planning and Environment or Minister for Planning. In most cases, Council will require the planning agreement to be executed before the application is determined.

The parties may be required to undertake further negotiations and, hence, a number of the above steps may need to be repeated as a result of the public notification process or its formal consideration by Council in connection with the relevant application.

Note: The Minister for Planning may intervene in the procedures to be followed in negotiating a planning agreement and other standard requirements, pursuant to the provisions of section 7.9 of the Act.

3.3 Probity

Probity is important to Council and it will ensure that the negotiation of any planning agreements is fair, transparent and is directed at achieving public benefits in an appropriate manner, free of corruption.

In this regard, Council will:

- Inform any applicant about Council values and business ethics specifically, about ethical behaviour appropriate to business dealings as set out in Council's Code of Business Ethics Policy.
- Endeavour to ensure that its communities understand the system and Council's role specifically, how the planning agreements system operates and how Council will deal with developments objectively.
- Notify planning agreements to ensure they are open and transparent specifically, achieving public awareness of the matters contained in a planning agreement(s) and the potential benefits of an agreement.
- Ensure appropriate delegations and separation of responsibilities in considering Planning Proposals
 or Development Applications that involve planning agreements specifically, the need to ensure
 processes adequately address the level of risk of corruption of a process while at the same time being
 appropriate to the likely level of risk.
- Ensure that modifications to approved development, where appropriate, are subject to the same scrutiny as the original Development Application.
- Ensure that Councillors and Council staff understand their varied roles, some of which have potential
 to conflict.
- Take every step to ensure that conflicts of interest are ameliorated to the greatest extent possible –
 specifically, independent assessment by third parties where Council has a commercial interest (ie
 landowner or developer) and not entering into any contractual arrangement which purport to guarantee
 outcomes that are subject to separate regulatory processes.

The following procedures that will be implemented to address the above probity matters:

- Two (2) Council officers with appropriate delegated authority will negotiate a planning agreement on behalf of Council in accordance with this Policy.
- ii If Council has a commercial interest in the subject development project or the property of the subject planning agreement, Council staff with the key responsibility for determining applications will not play a role in the assessment of any commercial aspects of the agreement, but may be involved where advice is required on matters relating to the conditions of consent for a particular proposal.
- iii Where Council has a commercial interest in the subject planning agreement, it will take appropriate steps to ensure that it avoids a conflict of interest between its role as a planning authority and its commercial interest in the development. In this case, Council will ensure that the Council officer who is assessing the application to which the planning agreement relates is not the same person who negotiated the terms of the planning agreement on behalf of Council.
- Council may, at its discretion, involve an independent person(s), particularly where Council has a commercial interest in the matter or where the size or complexity of the project requires an independent person(s) with specialist skills to participate in the negotiations or any aspect of the negotiations.



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- v Council will ensure that all negotiations with a developer and their consultants are sufficiently documented.
- vi An internal Planning Agreements Checklist is used to provide the procedure to be followed during negotiation, preparation and implementation of Planning Agreements to ensure compliance. The checklist may differ slightly depending on the nature of the Planning Agreement being negotiated.

4 PUBLIC EXHIBITION OF A PLANNING AGREEMENT

4.1 Public Exhibition of Planning Agreements

In accordance with section 7.5(1) of the Act, a planning agreement must be publicly exhibited and available for public inspection for a minimum period of 28 days. Where possible, this will occur as part of and at the same time as notification of the Application. Where this is not possible notification will occur as seen as pessible after Council has endorsed the draft Planning Agreement.

4.2 Re-Notification of Planning Agreements

Council will publicly re-notify and make available for public inspection a proposed planning agreement and the application to which it relates if, in Council's opinion, a material change is made to the terms of the agreement or the application after it has been previously publicly notified and inspected. Such a change may arise as a consequence of public submissions made in respect of the previous public notification and inspection of the agreement or the application, or their formal consideration by Council, or for any other reason.

4.3 Submissions on Planning Agreements

Any person may make a written submission on the draft planning agreement.

Council encourages written submissions on draft planning agreements, so Council can better understand local needs. Written submissions on draft planning agreements may also help Council to refine any planning obligations or outcomes set out in the planning agreement.

All submissions regarding planning agreements will be assessed on their merit by Council in accordance with the requirements of the Act.

5 EXECUTION AND COMMENCEMENT OF A PLANNING AGREEMENT

5.1 Preparation of the Planning Agreement

Council uses a standard form of planning agreement in which every planning agreement should be based. This standard form reflects the procedures set out in this document (refer to planning agreement template at Appendix A). The planning agreement must also include a plain English explanatory note (refer to explanatory note template at Appendix B).

Council will require a planning agreement to make provision for payment by the developer of Council's costs of and incidental to negotiating, preparing and entering into the agreement.

5.2 When is a Planning Agreement Entered Into?

A planning agreement is entered into when it is signed by all of the parties. Council will usually require a planning agreement to be entered into before a Planning Proposal is finalised, or as a condition of granting development consent to the development to which the agreement relates. In most cases an executed planning agreement will be required before the application is finalised. However, a planning agreement can be entered into at any time after the agreement is publicly notified in accordance with the Act and Regulation.

5.3 Contract Administration Plan

A contract administration plan may be developed for the day to day management of a planning agreement. The requirement for a contract administration plan will be at the discretion of the relevant Divisional Manager or Middle Manager and/or the General Counsel.

The contract administration plan is a plan specific to the individual contract and contains all the key information about how the contract will be managed. The contract administration plan will be consistent with the provisions of clause 2.6 in Council's Contract Administration Management Procedures (Internal Management Policy).



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The contract administration plan may provide for the following matters:

- The design, technical specification and standard of any work required by the planning agreement to be undertaken by the developer.
- ii The manner in which a work is to be handed over to Council.
- iii The manner in which a material public benefit is to be made available for its public purpose in accordance with the planning agreement.

5.4 Monitoring and Review of a Planning Agreement

Council will continuously monitor the performance of the developer's obligations under a planning agreement and ensure all obligations are met. In accordance with section 7.5(5) of the Act, Council will include in its annual report particulars of compliance with and the effect of planning agreements during the year.

5.5 Roles and Responsibilities of Council Staff in dealing with a Planning Agreement/Contract Administration Plan

i Contract Manager

The contract manager is any Council staff member who oversees the day to day management of the contracted works or services under the planning agreement. The contract manager is Council's representative.

The contract manager is responsible for ensuring the contracted goods or services in the planning agreement are provided in accordance with the specifications and terms of the planning agreement. This is achieved if the developer fulfils obligations and accepts its liabilities under the planning agreement. The contract manager should endeavour to have a positive working relationship with the developer, in order to ensure that the goods or services are provided in accordance with the specifications and terms of the planning agreement (and the contract administration plan, if applicable).

To this end, the contract manager oversees the daily activities associated with the performance of the planning agreement (and the contract administration plan, if applicable). The activities of the contract manager include:

- · Represent Council's interests when dealing with the developer/contractor.
- Promote ethical conduct, honesty and transparency in all dealings.
- Review, monitor, manage and report contract risks to the relevant manager.
- Maintain effective communication with the developer/contractor.
- Process and approve variations within delegations (otherwise obtain appropriate approval/ endorsement from more senior staff).
- Document continuous improvement practices for future contracting purposes.
- Maintain appropriate records, document management and reporting.
- Monitor contract performance and undertake contract performance reviews.
- Resolve disputes or assist with dispute resolution.
- Act in accordance with the terms of the planning agreement (and contract administration plan, if applicable).

ii The Developer

The developer is responsible for the provision of the development contributions in accordance with the planning agreement. The developer is responsible to fulfil all their obligations and accepts its liabilities under the planning agreement.

iii Land Use Planning Team

The Land Use Planning Manager and/or a Strategic Project Officer - Development Contributions will be responsible for the regular review of the milestones contained in the planning agreement (and the contract administration plan, if applicable).



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The Land Use Planning Manager or a Strategic Project Officer - Development Contributions will also review the operative provisions contained in the planning agreement (and the contract administration plan, if applicable) against the relevant development consent.

iv Development Application and Certification Division

The relevant middle manager or senior/development project officer in the Development Assessment and Certification Division will provide assistance to the Land Use Planning Manager and/or the Strategic Project Officer - Development Contributions and/or the General Counsel with respect to specific conditions of development consent and/or in the initial drafting of the specifications and terms for the goods or services to be provided for in the planning agreement (and/or the contract administration plan, if applicable).

The Development Engineering team within the Development Assessment and Certification Division may also be required to provide assistance in the initial drafting of the specifications and terms of the goods or services to be provided for in the planning agreement (and the contract administration plan, if applicable).

The Development Engineering team may also provide technical advice to the Land Use Planning Manager or Strategic Project Officer - Development Contributions as to performance of any goods or works delivered by the developer with respect to the specifications and terms covered in the relevant planning agreement.

5.6 Modification or Discharge of Obligations

Council may agree to a provision in a planning agreement permitting the developer's obligations under the agreement to be modified or discharged in the following circumstances:

- i The developer's obligations have been fully carried out in accordance with the agreement;
- ii The development consent to which the agreement relates has lapsed;
- iii The development consent to which the agreement relates has been modified to such an extent that the planning obligations may not be appropriate;
- iv The performance of the planning agreement has been frustrated by an event or events beyond the reasonable control of the parties;
- v The developer has fully and completely assigned the developer's interest under the agreement in accordance with its terms;
- vi Council and the developer otherwise agree to the modification or discharge of the agreement; or
- vii The Minister has determined in writing to the parties not to support the planning proposal.

In most cases, the planning agreement itself will provide opportunity for appropriate review or modification.

5.7 Assignment and Dealings by the Developer

Council will not permit the assignment of any or all of the developer's rights or obligations under the agreement, nor will Council permit any dealing in relation to any part or the whole of the land the subject of the agreement unless:

- The developer has, at no cost to Council, first procured the execution by the person with whom it is dealing of all necessary documents in favour of Council by which that person agrees to be bound by the agreement as if they were a party to the original agreement;
- ii If the proposed dealing involves a mortgage, charge or other encumbrance in relation to the party's right, title and interest in the land, such documents provide for an agreement by the person to the effect that they, and any receiver appointed by them, will not enjoy rights greater than those of that party;
- iii The party is not in breach of this Agreement; and
- iv Appropriate security and registration of the planning agreement is also in place.

This does not affect the operation of any of other requirements of the agreement.

5.8 Provision of Security under a Planning Agreement

Council will generally require a planning agreement to make provision for security to cover the developer's obligations under the agreement. The form of security will generally be an unconditional bank guarantee



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from an Australian Bank in favour of Council reflecting the developer's obligations under the Agreement, the risk to Council and on terms otherwise acceptable to Council.

5.9 Planning Agreements and Conditions of Development Consent

Section 7.7(3) of the Act authorises a consent authority to require a planning agreement to be entered into as a condition of development consent, where the required planning agreement is in the terms of an offer made by the developer in connection with the Application.

The conditions of development consent will require the planning agreement to be executed before the consent is acted on and will require that all operative provisions be complied with by specific timeframes.

5.10 Notations on Planning Certificates under Section 10.7(2) of the Act

Council may also make notation under section 10.7(5) of the Act about a planning agreement on any certificate issued under section 10.7(2) of the Act relating to the land to which the planning agreement relates, whether or not the planning agreement has been registered on the title of the land.

5.11 Registration of Planning Agreements

Section 7.6 of the Act permits a planning agreement to be registered on the title of the land to which the planning agreement relates if each person with an interest in the land agrees to its registration.

In this regard, Council will require a planning agreement to contain a provision requiring the developer to agree to the registration of the agreement on the title of the land. The cost of the registration of the planning agreement will be borne by the developer.

5.12 Dispute Resolution

Council will require a planning agreement to provide for mediation of disputes between the parties to the agreement before the parties may exercise any other legal rights in relation to the dispute, save where urgent interlocutory action is required.

5.13 Variation to Development Standards

Variation to applicable development standards under clause 4.6 in *Wollongong Local Environmental Plan 2009* as part of a planning agreement or application will not be permitted unless Council is of the opinion that the tests within the clause are satisfied independent of the planning agreement.

5.14 How will Council Value Public Benefits under a Planning Agreement?

If the benefit under a planning agreement is the provision of land for a public purpose, Council will generally seek to value the benefit on the basis of the estimated amount of compensation to which the Developer would be entitled under the Land Acquisition (Just Terms Compensation) Act 1991 upon the compulsory acquisition of the land.

If the benefit under a planning agreement is the carrying out of works for a public purpose, Council will generally seek to value the benefit on the basis of the estimated value of the completed works on the basis of a cost estimate prepared by a registered quantity surveyor.

In either case, the cost of the valuation of the benefits is to be at no cost to Council.

5.15 Refunds or Credit Off-Sets

Council will not generally agree to any planning agreement providing for the surplus value under a planning agreement being refunded to the developer or a credit off-set against development contributions required to be made by the developer in respect of other development in the area, except where it is part of an approved staged development.

However, for all works or land dedications agreed to generate a credit to reduce the monetary contributions payable under the planning agreement, the following mechanism will apply:

- 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 can be amended by submission of a variation request which will be reviewed and certified by a registered Quantity Surveyor.
- iii The actual cost of works is required to be evidenced and verified by a registered Quantity Surveyor.
- iv The Quantity Surveyor to act on the project will be chosen by Council from a list of three (3) recommended by the applicant all of whom are members of Panels for the NSW Department of Commerce or Local Government Procurement.



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v The Quantity Surveyor costs are to be borne by the applicant.

5.16 Planning Agreement Register

Council is required to keep a register of planning agreements applying to land within the Wollongong City Council Local Government Area. The planning agreement register will provide a short description of the planning agreement including the date the agreement was entered into, the names of the parties and the land to which it applies (clause 25F(2) of the Regulation).

The planning agreement register will be available for public inspection (free of charge) at Council's Customer Service Centre, during normal office hours. It is also available on Council's website.

5.17 Review and Feedback

Toward the end of the Planning Agreement process, feedback will be sought from the applicant in regard to the planning agreement process and may be used to improve procedures.



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APPENDIX A

Planning Agreement Template

PLANNING AGREEMENT

Wollongong City Council

and

[List]



WOLLONGONG CITY COUNCIL 41 Burelli Street, Wollongong NSW 2500 Locked Bag 8821, Wollongong DC NSW 2500 Tel: 02 4227 7111

Fax: 02 4227 7277

Web: www.wollongong.nsw.gov.au
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COUNCIL POLICY

DATE [DATE]

PARTIES WOLLONGONG CITY COUNCIL of 41 Burelli Street, Wollongong in the State of

New South Wales (Council)

[LIST NAME AND ADDRESS OF DEVELOPER] (Developer)

BACKGROUND

1 The Developer is the registered proprietor of the Land.

- 2 The Developer has made a [Planning Proposal/Development Application] with Council.
- 3 The Developer has offered to provide the Contributions if the Development is undertaken.

OPERATIVE PROVISIONS

1 DEFINITIONS

The following definitions apply unless the context otherwise requires:

Act means the Environmental Planning and Assessment Act 1979 (NSW).

Acquisition Act means the Land Acquisition (Just Terms Compensation) Act 1991 (NSW).

Assign as the context requires refers to any assignment, sale, transfer, disposition,

declaration of trust over or other assignment of a legal and/or beneficial interest.

Authority means (as appropriate) any:

1 federal, state or local government;

2 department of any federal, state or local government;

3 any court or administrative tribunal; or

4 statutory corporation or regulatory body.

Bank Guarantee means the bank guarantee(s) from an Australian bank required to be provided to

Council by the Developer under this agreement.

Claim against any person any allegation, action, demand, cause of action, suit,

proceeding, judgement, debt, damage, loss, cost, expense or liability howsoever arising and whether present or future, fixed or unascertained, actual or contingent

whether at law, in equity, under statute or otherwise.

Complete, Completed, Completion

means completed in accordance with the requirements of this document.

Contribution Value means:

 with respect to Designated Land, the amount specified in [Insert in the column headed "contribution value" for each item of Designated Land; and

 with respect to each Item of Work, the Development Cost of that Item of Work determined in accordance with clause 5.

Contributions means the provision of the Works, the making of the Monetary Contributions and

the dedication of the Designated Lands by the Developer in accordance with this

document.



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Contributions Plan means the [Insert], or such other replacement plan adopted by Council from time to

time.

Council means Wollongong City Council

Defects Liability Period

means two (2) years.

Designated Land means that part of the Land identified on the plan attached as Schedule 3.

Developer means [Insert]

Development means [Insert].

Development Application means a Development Application lodged by the Developer with Council for the

Development Consent.

Development Consent means a development consent issued under the Act with respect to the

Development.

Development Cost means in relation to an Item of Work:

the construction costs of that item;

any costs incurred under a building contract in relation to that item; or

any costs or expenses payable to an Authority in relation to that item.

Encumbrance means an interest or power:

reserved in or over an interest in any asset;

created or otherwise arising in or over any interest in any asset under any
mortgage, charge (whether fixed or floating), pledge, lien, hypothecation, title
retention, conditional sale agreement, hire or hire purchase agreement, option,
restriction as to transfer, use or possession, easement, subordination to any
right of any other person and any other encumbrance or security interest, trust
or bill of sale; or

 by way of security for the payment of a debt or other monetary obligation or the performance of any obligation.

EPA means the NSW Environment Protection Authority.

GST Law means A New Tax System (Goods and Services Tax) Act 1999 (Commonwealth)

and any other Act or regulation relating to the imposition or administration of the

goods and services tax.

Item of Work means an individual item of the Works as set out in Schedule 3.

Land means the whole of the land contained in [Insert].

Law means all legislation, regulations, by-laws, common law and other binding order

made by any Authority.

Maintenance Liability

Period

means two (2) years.

Monetary Contributions means the monetary contributions set out in Schedule 4.

Occupation Certificate means an occupation certificate as defined in section 6.4(c)) of the Act.



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Planning Legislation means the Act, the Local Government Act 1993 (NSW) and the Roads Act 1993

(NSW).

Planning Proposal means an application made to Council seeking to amend a Local Environmental

Plan

Quantity Surveyor selected and appointed by Council from a list of Quantity Surveyors recommended

by the Developer all of whom must be members of Panels for the NSW Department

of Commerce or Local Government Procurement.

Residential Lot means a single lot created on the registration of a plan of subdivision as part of the

Development intended to not be further subdivided and to be used for the purpose

of the construction of one (1) or more residential dwellings.

Subdivision Certificate means a subdivision certificate as defined in section 6.4(d)) of the Act.

Works means the works specified or described in Schedule 3.

dedicated lands in Schedule 3 being the range of measures that are designed to avoid or minimise the environmental impacts of urbanisation in terms of the demand

for water and the potential pollution threat to natural waterways.

2 DEFINITIONS

The following rules of interpretation apply unless the context requires otherwise:

clauses, annexures a clause, and and schedules or schedule to

a clause, annexure or schedule is a reference to a clause in, or annexure

or schedule to, this document.

reference to statutes a statute, ordinance, code or other law includes regulations and other

instruments under it and consolidations, amendments, re-enactments or

replacements of any of them.

singular includes

plural

the singular includes the plural and vice versa.

person the word 'person' includes an individual, a firm, a body corporate, a

partnership, joint venture, an unincorporated body or association or any

government agency.

executors, administrators, successors a particular person includes a reference to the person's executors, administrators, successors, substitutes (including persons taking by

novation) and assigns.

dollars Australian dollars, dollars, \$ or A\$ is a reference to the lawful currency of

Australia.

calculation of time if a period of time dates from a given day or the day of an act or event, it is

to be calculated exclusive of that day.

reference to a day a day is to be interpreted as the period of time commencing at midnight and

ending 24 hours later.

reference to a group of persons

a group of persons or things is a reference to any two or more of them jointly

and to each of them individually.



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meaning not limited the words 'include', 'including', 'for example' or 'such as' are not used as,

nor are they to be interpreted as, words of limitation, and, when introducing an example, do not limit the meaning of the words to which the example

relates to that example or examples of a similar kind.

next day if an act under this document to be done by a party on or by a given day is

done after 4.30pm on that day, it is taken to be done on the next day.

next Business Day if an event must occur on a stipulated day which is not a Business Day then

the stipulated day will be taken to be the next Business Day.

time of day time is a reference to Sydney time.

headings (including those in brackets at the beginning of paragraphs) are

for convenience only and do not affect the interpretation of this document.

agreement a reference to any agreement, Agreement or instrument includes the same

as varied, supplemented, novated or replaced from time to time.

Gender a reference to one gender extends and applies to the other.

3 DEFINITIONS

3.1 Planning Agreement

This document is a planning agreement:

- i Within the meaning set out in section 7.4 of the Act; and
- ii Governed by Subdivision 2 of Division 7.1 of Part 7 of the Act.

3.2 Application

This document applies to both the Land and the Development.

3.3 Operation of document

- i Subject to paragraph (ii), this document operates from the date it is executed by both parties.
- The following clauses of this document will only operate if and when Council grants Development Consent

4 APPLICATION OF SECTION 7.11 AND SECTION 7.12

4.1 Application

This document does not exclude the application of section 7.11 or section 7.12 of the Act to the Development.

4.2 Consideration of Benefits

Section 7.11(6) of the Act does not apply to the Contributions that are to be carried out or provided pursuant to this document.

5 SATISFACTION OF CONTRIBUTION CONDITION

5.1 Determination of Development Cost

- i Upon completion of any Item of Work the Developer must provide Council with a certificate from a Quantity Surveyor in favour of both Council and the Developer as to the Development Cost of the relevant Item of Work.
- The determination of the Quantity Surveyor as to the Development Cost of an Item of Work is conclusive and binding on the parties except in the case of manifest error.

5.2 Calculating Contribution Values

The parties acknowledge that for where an Item of Work is identified in Schedule 3 as having a Contribution Value, the following mechanism will apply:



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- i The amount of the Contribution Value will be calculated based on the actual cost of an Item of Work or the agreed cost estimate, whichever is the lesser.
- ii The agreed cost estimate can be amended by submission of a variation request which will be reviewed and certified by the Quantity Surveyor.
- iii The actual cost of Works is required to be evidenced and verified by a registered Quantity Surveyor.
- iv The Quantity Surveyor costs are to be borne by the Developer.

5.3 Credit for Contribution Values

- i Once determined in accordance with clause 5.2, the Contribution Value of an Item of Work will generate a credit equal to the amount of that Contribution Value.
- ii The Developer, by letter in writing to Council, may then elect to use any credit generated under paragraph 5.2 to reduce any:
 - a monetary Section 7.11 or Section 7.12 contribution required pursuant to a condition of Development Consent; or
 - b monetary contribution required to be made under this document.

6 REGISTRATION OF THIS DOCUMENT

6.1 Registration

This document must be registered on the title of the Land pursuant to section 7.6 of the Act.

6.2 Obligations of the Developer

The Developer must:

- i do all things necessary to allow the registration of this document to occur, including but not limited to obtaining the consent of any mortgagee registered on the title of the Land; and
- ii pay any reasonable costs incurred by Council in undertaking that registration.

6.3 Removal from Title of the Land

- i Council will do all things necessary to allow the Developer to remove the registration of this document from the title of the Land where the Developer has:
 - a provided all Monetary Contributions;
 - b Completed the Works; and
 - c Dedicated the Designated Land.
- ii The Developer must pay any reasonable costs incurred by Council in undertaking that discharge.

7 PROVISION OF CONTRIBUTIONS

7.1 Designated Land

- i The Developer must dedicate the Designated Lands to Council:
 - a free of any trusts, estates, interests, covenants and Encumbrances;
 - b by the times specified in Schedule 2; and
 - c at no cost to Council.
- ii The Developer must meet all costs associated with the dedication of the Designated Lands in accordance with paragraph (i), including any costs incurred by Council in relation to that dedication.
- iii Council must do all things reasonably necessary to enable the Developer to comply with paragraph (i).

7.2 Works

The Developer, at its cost, must:

 if necessary, obtain any consents, approvals or permits required by a relevant Authority, for the conduct of the Works;



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- ii carry out and complete each Item of Work by the time specified in Schedule 3; and
- iii carry out and complete the Works:
 - a in accordance with the requirements of, or consents issued, by any Authority;
 - b in accordance with the reasonable requirements of Council and any applicable Development Consent; and
 - c in a proper and competent manner complying with current industry practice and standards, including applicable Australian standards.

7.3 Monetary Contributions

The Developer must make the Monetary Contributions to Council in accordance with Schedule 5.

7.4 Indexation

The amount of each Monetary Contribution will be indexed in accordance with the following formula:

$$A = B \times C$$

where:

- A = the indexed amount;
- B = the relevant amount as set out in this agreement;
- C = the Index most recently published before the date that the relevant item is provided, completed or paid as the case may be; and
- D = the Index current as at the date the Planning Agreement comes into effect.

If A is less than B then the amount of the relevant amount will not change.

- ii For the purposes of paragraph (i):
 - a each component of the Monetary Contribution is indexed as at the date it is paid; and
 - b the Index means the Consumer Price Index (All Groups) for Sydney or such other index which replaces it from time to time.

8 COMPLETION OF WORKS

8.1 Issue of Completion Notice

If the Developer considers that an Item of Work is Complete it must serve a notice on Council within fourteen (14) days of Completion of that item which:

- is in writing; and
- i specifies the date on which the Developer believes the Works were Completed

8.2 Notice by Council

Within the earlier of:

- i seven (7) days of inspecting the Item of Work set out in a Completion Notice; and
- ii fourteen (14) days from the receipt of the Completion Notice;

Council must provide notice in writing to the Developer that the relevant Item of Work:

- iii has been Completed; or
- iv has not been Completed, in which case the notice must also detail:
 - a those aspects of the Item of Work which have not been Completed; and
 - b the work Council requires the Developer to carry out in order to rectify those deficiencies.

8.3 Deemed Completion

If Council does not provide the Developer with notice within the time specified in clause 8.2, the Item of Work subject of a Completion Notice will be deemed to have been Completed on the date nominated in the Completion Notice.



COUNCIL POLICY

8.4 Effect of Council Notice

- i Where Council serves notice on the Developer pursuant to clause 8.2, the Developer must:
 - a rectify the deficiencies in that item in accordance with that notice within a reasonable time (not being less than fourteen (14) days from the date it is issued by Council); or
 - b serve a notice on Council that it disputes the matters set out in the notice.
- ii Where the Developer:
 - a serves notice on Council in accordance with paragraph 8.4(i)(b) the dispute resolution provisions of this document apply; or
 - b rectifies the Works in accordance with paragraph 8.4(i)(a) it must serve upon Council a new Completion Notice for the Works it has rectified (New Completion Notice).

8.5 New Completion Notice

The provisions of clauses 8.1 to 8.4 (inclusive) apply to any New Completion Notice issued by the Developer.

9 DEFECTS LIABILITY

9.1 Defects Notice

- i Where any Item of Work is Complete but that item contains a defect which:
 - a adversely affects the ordinary use and/or enjoyment of that item; or
 - b will require maintenance or rectification works to be performed on it at some time in the future as a result of the existence of the defect;

(**Defect**) Council may issue a notice to the Developer (**Defects Notice**) concerning that Item of Work but only during the Defects Liability Period.

- ii A Defects Notice must contain the following information:
 - a the nature and extent of the Defect;
 - b the work Council requires the Developer to carry out in order to rectify the Defect; and
 - the time within which the Defect must be rectified by the Developer (which must be a reasonable time and not less than fourteen (14) days).

9.2 Developer to Rectify Defects

- i The Developer must rectify the Defects contained within a Defects Notice prior to the date specified in that notice.
- The Developer must follow the procedure set out in clause 8 in respect of the completion of the rectification of any Defect as if a reference in that clause to an Item of Work is a reference to the relevant Defect.

9.3 Access to Designated Land

If the Developer is required to access, use and occupy any part of the Designated Land for the purpose of discharging its obligations under this clause 8 or 9 after the relevant land has been dedicated or transferred to Council, Council will grant a fee free licence to the Developer:

- i with respect to so much of the relevant Designated Land; and
- ii for such period;

that is reasonably necessary to allow the Developer to properly discharge those obligations.

9.4 Right of Council to Step-in

Council may, at its absolute discretion, enter upon the Land for the purpose of rectifying a Defect set out in the Defects Notice where the Developer has failed to comply with a Defects Notice, but only after giving the Developer seven (7) days written notice of its intention to do so.

9.5 Consequence of Step-in

If Council elects to exercise the step-in rights granted to it under clause 9.4 then:



COUNCIL POLICY

- i Council may:
 - a enter upon any part of the Land reasonably required to exercise those step-in rights; and
 - b rectify the relevant Defects in accordance with the Defects Notice;
- ii the Developer must not impede or interfere with Council in exercising those rights; and
- iii Council may claim any costs incurred by it in doing so from the Developer as a liquidated debt.

9.6 Costs of Council

Where Council exercises its step-in rights under clause 9.5, it may:

- i call upon the Bank Guarantees provided by the Developer pursuant to clause 14 to meet any costs for which the Developer is liable under clause 0; and
- ii recover as a debt due in a court of competent jurisdiction any difference between the amount of the Bank Guarantees and the costs incurred by Council in rectifying the Defects.

10 MAINTENANCE OF STORMWATER QUALITY

10.1 Maintenance

- i The Developer must commence stormwater quality monitoring at [agreed point in time], at which time the Maintenance Liability Period will commence.
- Prior to the handover of the WSUD Infrastructure to Council, the Developer must undertake sufficient water sampling and analysis to prove statistically that the WSUD treatment train is functional and achieving the targeted improvement in water quality.

10.2 Security During Maintenance Liability Period

Upon the commencement of the Maintenance Liability Period the Developer must provide Council with a Bank Guarantee for an amount equal to [Security amount to be inserted].

10.3 Council May Call on Bank Guarantee

- i If the Developer does not comply with the terms of this clause, Council may issue the Developer with a notice requiring the Developer to rectify the relevant default within twenty (20) business days from the date of that notice.
- ii If the Developer fails to comply with a notice issued under paragraph (i) above, Council, without limiting any other avenues available to it, may call on the relevant Bank Guarantee to the extent necessary to reimburse Council for any costs incurred by it in rectifying the relevant default of the Developer.

10.4 Return of the Bank Guarantee

Council must return the remaining Bank Guarantee provided under this clause (if any) to the Developer at the expiration of the Maintenance Liability Period for the WSUD Infrastructure.

10.5 Indemnity

The Developer indemnifies Council against any Claim to the extent that the Claim arises as a direct result of a breach of this clause by the Developer.

11 WARRANTIES AND INDEMNITIES

11.1 Warranties

The Developer warrants to Council that:

- i it is able to fully comply with its obligations under this document;
- ii it has full capacity to enter into this document; and
- there is no legal impediment to it entering into this document, or performing the obligations imposed under it.

11.2 Indemnity



COUNCIL POLICY

The Developer indemnifies Council in respect of any Claim that may arise as a result of the conduct of the Works, but only to the extent that any such Claim does not arise as a result of the negligent acts or omissions of Council.

12 CONTAMINATION

12.1 Definitions

For the purpose of this clause:

Contamination:

means any material, gas, substance, liquid, chemical or biological mineral or other physical matter which would, if present on the Land:

- result in an Authority issuing a notice, direction or order under an Environmental Law; or
- which would constitute a violation of any Environmental Law.

Contaminated:

means subject to Contamination.

Environmental Law:

means all planning, environmental or pollution laws and any regulations, orders, directions, ordinances or requirements, permissions, permits, licences issued under those laws or instruments.

12.2 Warranty and Indemnity

The Developer warrants that:

- i as far as it is aware, and other than as disclosed in writing to Council prior to the formation of this document, the Designated Land is not Contaminated; and
- ii in relation to any notices or orders issued pursuant to the Contaminated Land Management Act 1997, and the requirements of the EPA and any other relevant Authority, the Developer indemnifies and must keep indemnified Council against all liability for and associated with all Contamination present in, on or under the Designated Land as at the date of dedication or transfer of the Designated Land to Council in accordance with this document.

13 DETERMINATION OF THIS DOCUMENT

13.1 Determination

This document will determine upon the Developer satisfying all of its obligations under the document.

13.2 Effect of Determination

Upon the determination of this document Council will do all things necessary to allow the Developer to remove this document from the title of the whole or any part of the Land as quickly as possible.

14 SECURITY

14.1 Prohibition

Neither party may Assign their rights under this document without the prior written consent of the other party.

14.2 Assignment of Land

The Developer must not Assign its interest in the Land, other than a single residential lot approved pursuant to a Development Consent and created by the registration of a plan of subdivision, unless:

- i Council consents to the Assignment; and
- ii the proposed assignee enters into an agreement to the satisfaction of Council under which the assignee agrees to be bound by the terms of this document with respect to the relevant part of the Land being Assigned.

14.3 Compulsory Acquisition of the Designated Land

- i The Developer consents to the compulsory acquisition of the Designated Land:
 - a in accordance with the Acquisition Act; and
 - b on the terms set out in this clause 14.



COUNCIL POLICY

- ii Council may only acquire the Designated Land compulsorily in accordance with the Acquisition Act if the Developer has committed an Event of Default with respect to the dedication of that land under this document.
- iii If Council acquires the Designated Land compulsorily in accordance with the Acquisition Act.
 - a the Developer agrees that the compensation payable to it on account of that acquisition under the Acquisition Act is \$1.00; and
 - b Council must complete that acquisition within twelve (12) months of the relevant Event of Default
- iv The parties agree that the provisions of this clause 14 are an agreement with respect to the compulsory acquisition of the Designated Land for the purpose of section 30 of the Acquisition Act.

14.4 Delivery to Council of Bank Guarantee

Prior to of the issue of a Construction Certificate for the Development, the Developer must deliver to Council an unconditional bank guarantee from an Australian bank (Bank Guarantee):

- in a form acceptable to Council;
- ii for an amount equal to the sum of the Security Values for the Works; and
- iii without an expiry date.

14.5 Council May Call on Bank Guarantee

- If the Developer does not comply with the terms of this document with respect to the provision of the Works, Council may issue the Developer with a notice requiring the Developer to rectify the relevant default within seven (7) days from the date of that notice.
- ii If the Developer fails to comply with a notice issued under paragraph (i) to the reasonable satisfaction of Council, Council may, without limiting any other avenues available to it, call on the relevant Bank Guarantee to the extent necessary to reimburse Council for any costs incurred by it in rectifying the relevant default of the Developer.

14.6 Top Up of Bank Guarantee

Within fourteen (14) days of being requested to do so by Council the Developer must ensure that the amount secured by any Bank Guarantee is returned to the relevant level set out in clause 14.4.

14.7 Security during Defects Liability Period

- i Upon the completion of an Item of Work and the commencement of the Defects Liability Period, Council must return any Bank Guarantees held by it with respect to the relevant Item of Work.
- In exchange, the Developer must provide Council with one (1) or more Bank Guarantees in a form acceptable to Council for an amount equal to five per cent (5%) of the sum of the Security Value for that Item of Work.

14.8 Return of Bank Guarantee

Council must return the remaining Bank Guarantees (if any) to the Developer within 30 days from the expiration of the Defects Liability Period for the last Item of Work that is Completed.

14.9 Bank Guarantee Not Required for Certain Contributions

A Bank Guarantee under this clause 14 is not required to be provided with respect to the Contribution Value of the Designated Lands.

15 DISPUTE RESOLUTION

15.1 Notice of Dispute

- i If a dispute between the parties arises in connection with this document or its subject matter (Dispute), then either party (First Party) must give to the other (Second Party) a notice which:
 - a is in writing;
 - b adequately identifies and provides details of the Dispute;
 - c stipulates what the First Party believes will resolve the Dispute; and



COUNCIL POLICY

- d designates its representative (Representative) with the necessary authority to negotiate and resolve the Dispute.
- The Second Party must, within five (5) Business Days of service of the notice of dispute, provide a notice to the First Party designating as its representative a person with the necessary authority to negotiate and settle the Dispute (the representatives designated by the parties being together, the Representatives).

15.2 Conduct Pending Resolution

The parties must continue to perform their respective obligations under this document if there is a Dispute but will not be required to complete the matter the subject of the Dispute, unless the appropriate party indemnifies the other parties against costs, damages and all losses suffered in completing the disputed matter if the Dispute is not resolved in favour of the indemnifying party.

15.3 Further Steps Required before Proceedings

Subject to clause 15.12 and except as otherwise expressly provided in this document, any Dispute must, as a condition precedent to the commencement of litigation, mediation under clause 15.5 or determination by an expert under clause 15.6, first be referred to the Representatives. The Representatives must endeavour to resolve the dispute within five (5) Business Days of the date a notice under clause 15.1 is served.

15.4 Disputes for Mediation or Expert Determination

If the Representatives have not been able to resolve the Dispute, then the parties must agree within five (5) Business Days to either refer the matter to mediation under clause 15.5 or expert resolution under clause 15.6.

15.5 Disputes for Mediation

- i If the parties agree in accordance with clause 15.4 to refer the Dispute to mediation, the mediation must be conducted by a mediator agreed by the parties and, if the parties cannot agree within five (5) Business Days, then by a mediator appointed by the President of the Law Society of New South Wales for the time being.
- If the mediation referred to in paragraph (i) has not resulted in settlement of the Dispute and has been terminated, the parties may agree to have the matter determined by expert determination under clause 15.6.

15.6 Choice of Expert

- i If the Dispute is to be determined by expert determination, this clause 15.6 applies.
- ii The Dispute must be determined by an independent expert in the relevant field:
 - a agreed between and appointed jointly by the parties; or
 - b in the absence of agreement within five (5) Business Days after the date that the matter is required to be determined by expert determination, appointed by the President of the Law Society of New South Wales for the time being.
- If the parties fail to agree as to the relevant field within five (5) Business Days after the date that the matter is required to be determined by expert determination, either party may refer the matter to the President of the Law Society of New South Wales for the time being whose decision as to the relevant field is final and binding on the parties.
- iv The expert appointed to determine a Dispute:
 - a must have a technical understanding of the issues in dispute;
 - b must not have a significantly greater understanding of one party's business, functions or operations which might allow the other side to construe this greater understanding as a bias; and
 - c must inform the parties before being appointed of the extent of the expert's understanding of each party's business or operations and, if that information indicates a possible bias, then that expert must not be appointed except with the written approval of the parties.
- v The parties must promptly enter into an agreement with the expert appointed under this clause setting out the terms of the expert's determination and the fees payable to the expert.

15.7 Directions to Expert



COUNCIL POLICY

- i In reaching a determination in respect of a dispute under clause 15.6, the independent expert must give effect to the intent of the parties entering into this document and the purposes of this document.
- ii The expert must:
 - a act as an expert and not as an arbitrator;
 - b not accept verbal submissions unless both parties are present;
 - on receipt of a written submission from one party, ensure that a copy of that submission is given promptly to the other party;
 - d take into consideration all documents, information and other material which the parties give the expert which the expert in its absolute discretion considers relevant to the determination of the Dispute;
 - e not be expected or required to obtain or refer to any other documents, information or material (but may do so if the expert so wishes):
 - f issue a draft certificate stating the expert's intended determination (together with written reasons), giving each party ten (10) Business Days to make further submissions;
 - g issue a final certificate stating the expert's determination (together with written reasons); and
 - h act with expedition with a view to issuing the final certificate as soon as practicable.
- iii The parties must comply with all directions given by the expert in relation to the resolution of the Dispute and must within the time period specified by the expert, give the expert:
 - a short statement of facts;
 - b a description of the Dispute; and
 - c any other documents, records or information which the expert requests.

15.8 Expert May Convene Meetings

- The expert must hold a meeting with all of the parties present to discuss the Dispute. The meeting must be conducted in a manner which the expert considers appropriate. The meeting may be adjourned to, and resumed at, a later time in the expert's discretion.
- ii The parties agree that a meeting under paragraph (i) is not a hearing and is not an arbitration.

15.9 Other Courses of Action

If:

- i the parties cannot agree in accordance with clause 15.3 to refer the matter to mediation or determination by an expert; or
- ii the mediation referred to in clause 15.5 has not resulted in settlement of the dispute, the mediation has been terminated and the parties have not agreed to refer the matter to expert determination within five (5) Business Days after termination of the mediation;

then either party may take whatever course of action it deems appropriate for the purpose of resolving the Dispute.

15.10 Final Determination of Expert

The parties agree that the final determination by an expert will be final and binding upon them except in the case of fraud or misfeasance by the expert.

15.11 Costs

If any independent expert does not award costs, each party must contribute equally to the expert's costs in making the determination.

15.12 Remedies Available under the Act

This clause 15 does not operate to limit the availability of any remedies available to Council under sections 9.45 and 9.46 and Division 9.6 of the Act.

15.13 Urgent Relief

This clause 15 does not prevent a party from seeking urgent injunctive or declaratory relief concerning any matter arising out of this document.



COUNCIL POLICY

16 POSITION OF COUNCIL

16.1 Consent Authority

The parties acknowledge that Council is a consent authority with statutory rights and obligations pursuant to the terms of the Planning Legislation.

16.2 Document does not Fetter Discretion

This document is not intended to operate to fetter:

- i the power of Council to make any Law; or
- i the exercise by Council of any statutory power or discretion (Discretion).

16.3 Severance of Provisions

- No provision of this document is intended to, or does, constitute any unlawful fetter on any Discretion. If, contrary to the operation of this clause, any provision of this document is held by a court of competent jurisdiction to constitute an unlawful fetter on any Discretion, the parties agree:
 - a they will take all practical steps, including the execution of any further documents, to ensure the objective of this clause 16 is substantially satisfied;
 - b in the event that paragraph (a) cannot be achieved without giving rise to an unlawful fetter on a Discretion, the relevant provision is to be severed and the remainder of this document has full force and effect; and
 - c to endeavour to satisfy the common objectives of the parties on relation to the provision of this document which is held to be an unlawful fetter to the extent that it is possible having regard to the relevant court judgment.
- ii Where the Law permits Council to contract out of a provision of that Law or gives Council power to exercise a Discretion, then if Council has in this document contracted out of a provision or exercised a Discretion under this document, then to the extent of this document is not to be taken to be inconsistent with the Law.

16.4 No Obligations

Nothing in this document will be deemed to impose any obligation on Council to exercise any of its functions under the Act in relation to the Development Consent, the Land or the Development in a certain manner.

17 CONFIDENTIALITY

17.1 Document not Confidential

The terms of this document are not confidential and this document may be treated as a public document and exhibited or reported without restriction by any party.

18 GST

18.1 Definitions

Words used in this clause that are defined in the GST Legislation have the meaning given in that legislation.

18.2 Intention of the parties

Without limiting any other provision of this clause 18, the parties intend that:

- i Divisions 81 and 82 of the GST Legislation apply to the supplies made under and in respect of this document; and
- ii no additional amounts will be payable on account of GST and no tax invoices will be exchanged between the parties.

18.3 Reimbursement

Any payment or reimbursement required to be made under this document that is calculated by reference to a cost, expense, or other amount paid or incurred will be limited to the total cost, expense or amount less the amount of any input tax credit to which any entity is entitled for the acquisition to which the cost, expense or amount relates.



COUNCIL POLICY

18.4 Consideration GST exclusive

Unless otherwise expressly stated, all prices or other sums payable or consideration to be provided under this document are GST Exclusive. Any consideration that is specified to be inclusive of GST must not be taken into account in calculating the GST payable in relation to a supply for the purposes of this clause 18

18.5 Additional amounts for GST

Subject to clause 18.7, if GST becomes payable on any supply made by a party (Supplier) under or in connection with this document:

- any party (Recipient) that is required to provide consideration to the Supplier for that supply must pay an additional amount to the Supplier equal to the amount of the GST payable on that supply (GST Amount);
- ii the GST Amount is payable at the same time as any other consideration is to be first provided for that supply; and
- iii the Supplier must provide a tax invoice to the Recipient for that supply, no later than the time at which the GST Amount for that supply is to be paid.

18.6 Variation

- If the GST Amount properly payable in relation to a supply (as determined in accordance with clauses 18.5 and 18.7), varies from the additional amount paid by the Recipient under clause 18.5, then the Supplier will provide a corresponding refund or credit to, or will be entitled to receive the amount of that variation from, the Recipient. Any payment, credit or refund under this clause 18.6 is deemed to be a payment, credit or refund of the GST Amount payable under clause 18.5.
- ii The Supplier must issue an adjustment note to the Recipient in respect of any adjustment event occurring in relation to a supply made under or in connection with this document as soon as reasonably practicable after the Supplier becomes aware of the adjustment event.

18.7 Non-monetary consideration

- To the extent that the consideration provided for the Supplier's taxable supply to which clause 18.5 applies is a taxable supply made by the Recipient (the Recipient Supply), the GST Amount that would otherwise be payable by the Recipient to the Supplier in accordance with clause 18.5 shall be reduced by the amount of GST payable by the Recipient on the Recipient Supply.
- The Recipient must issue to the Supplier an invoice for any Recipient Supply on or before the time at which the Recipient must pay the GST Amount in accordance with clause 18.5 (or the time at which such GST Amount would have been payable in accordance with clause 18.5 but for the operation of clause 18.7(i)).

18.8 No merger

This clause will not merge on completion or termination of this document.

19 ACCESS TO LAND

19.1 Application of Clause

This clause applies if the Developer accesses, uses and/or occupies any land owned by Council in performing its obligations or exercising its rights under this document (**Necessary Access**).

19.2 Terms of Licence

The terms of Schedule 2 apply to any Necessary Access.

20 LEGAL COSTS

Each party must pay their own legal costs and disbursements with respect to the preparation, negotiation, formation and implementation of this document.

21 ADMINISTRATIVE PROVISIONS

21.1 Notices



COUNCIL POLICY

- i Any notice, consent or other communication under this document must be in writing and signed by or on behalf of the person giving it, addressed to the person to whom it is to be given and:
 - a delivered to that person's address;
 - b sent by pre-paid mail to that person's address; or
 - c sent by email to that person's email address.
- ii A notice given to a person in accordance with this clause is treated as having been given and received:
 - if delivered to a person's address, on the day of delivery if a Business Day, otherwise on the next Business Day;
 - b if sent by pre-paid mail, on the third Business Day after posting; and
 - c if sent by email to a person's email address and a conformation of receipt can be retrieved, on the day it was sent if a Business Day, otherwise on the next Business Day.
- For the purpose of this clause the address of a person is the address set out in this document or another address of which that person may from time to time give notice to each other person.

21.2 Entire Agreement

This document is the entire agreement of the parties on the subject matter. All representations, communications and prior agreements in relation to the subject matter are merged in and superseded by this document.

21.3 Waiver

The non-exercise of or delay in exercising any power or right of a party does not operate as a waiver of that power or right, nor does any single exercise of a power or right preclude any other or further exercise of it or the exercise of any other power or right. A power or right may only be waived in writing, signed by the parties to be bound by the waiver.

21.4 Counterparts

This document may be executed in any number of counterparts and all of those counterparts taken together constitute one and the same instrument.

21.5 Unenforceability

Any provision of this document which is invalid or unenforceable in any jurisdiction is to be read down for the purposes of that jurisdiction, if possible, so as to be valid or enforceable, and is otherwise capable of being severed to the extent of the invalidity or enforceability, without affecting the remaining provisions of this document or affecting the validity or enforceability of that provision in any other jurisdiction.

21.6 Power of Attorney

Each attorney who executes this document on behalf of a party declares that the attorney has no notice of:

- i the revocation or suspension of the power of attorney by the grantor; or
- ii the death of the grantor.

21.7 Governing Law

The law in force in the State of New South Wales governs this document. The parties:

- i submit to the exclusive jurisdiction of the courts of New South Wales and any courts that may hear appeal from those courts in respect of any proceedings in connection with this document; and
- i may not seek to have any proceedings removed from the jurisdiction of New South Wales on the grounds of *forum non conveniens*.



COUNCIL POLICY

EXECUTED AS AN AGREEMENT

EXECUTED by and on behalf of WOLLONGONG C	ITY COUNCIL by its Authorised Officer:
Signature of Authorised Person	Signature of Witness
[Print] Name of Authorised Officer	[Print] Name of Witness
Office Held	 Date
Date	
EXECUTED by	
in accordance with section 127(1) of the Corporation	ns Act by authority of its directors.
Director/Secretary Signature	Signature of Witness
[Print] Name of Director/Secretary	[Print] Name of Director
Date	 Date



COUNCIL POLICY

SCHEDULE 1: REQUIREMENTS UNDER SECTION 7.4 OF THE ACT

REQUIREMENT UNDER THE ACT	THIS PLANNING AGREEMENT
Planning instrument and/or Development Application – (Section 7.4(1))	
The Developer has:	
(a) sought a change to an environmental planning instrument.	(a)
(b) made, or proposes to make, a Development Application.	(b)
(c) entered into an agreement with, or is otherwise associated with, a person, to whom paragraph (a) or (b) applies.	(c)
Description of land to which this agreement applies – (Section 7.4(3)(a))	
Description of change to the environmental planning instrument to which this agreement applies – (Section 7.4(3)(b))	
Application of section 7.11 of the Act – (Section 7.4(3)(d))	Refer to clause 4.1 of the Planning Agreement.
Applicability of section 7.12 of the Act - (Section 7.4(3)(d))	Refer to clause 4.1 of the Planning Agreement.
Consideration of benefits under this agreement if section 7.11 applies – (Section 7.4(3)(e))	Refer to clause 4.2 of the Planning Agreement.
Mechanism for Dispute resolution – (Section 7.4(3)(f))	Refer to clause 15 of the Planning Agreement.
Enforcement of this agreement (Section 7.4(3)(g))	Refer to clauses 6 and 14 of the Planning Agreement.
No obligation to grant consent or exercise functions – (Section 7.4(3)(9))	Refer to clause 16 of the Planning Agreement.



COUNCIL POLICY

SCHEDULE 2: TERMS OF LICENCE

1 DEFINITIONS

For the purposes of this Schedule 2:

- i the Land is the land being accessed under the Licence;
- ii the Licence means the licence of the Land to which this Schedule applies;
- ii the Licensee is the party accessing the Land; and
- iii the Licensor is the owner of the Land.

2 LICENCE

2.1 Personal Rights

- i The Licence is personal to the Licensee.
- ii The Licensee may not encumber, assign or transfer (either directly or indirectly) the Licence without the prior written consent of the Licensor.
- The Licensor may refuse the granting of consent under paragraph (ii) without reason and at its absolute discretion.

2.2 Leasehold Interest

- i This deed does not grant to the Licensee a leasehold interest in the Land. The parties agree that:
 - a the Licence does not confer exclusive possession of the Land on the Licensee;
 - b the Licensee may not exclude the Licensor, its officers, employees and invitees from:
 - (i) entry onto the Land; and/or
 - (ii) the performance of any works on the Land;

provided that such entry onto and/or performance of work on the Land does not unreasonably interfere with the activities being carried out on the Land by the Licensee;

- ii the Licensee does not have any right to quiet enjoyment of the Land; and
- the Licensee will not at any time seek to enforce an interest in the Land in competition with the interest held by the Licensor.

3 COMPLIANCE WITH AUTHORITIES

3.1 No Warranty as to Suitability for Use

The Licensee acknowledges and agrees that the Licensor has not made any representation or warranty to the Licensee regarding the suitability of the Land for the purposes of the Licensee.

3.2 Compliance with the Terms of the Consents

The Licensee must comply with the requirements of all Authorities in relation to its access to the Land and the conduct of any activities on it by the Licensee.

3.3 Compliance with Directions from Authorities

The Licensee must comply with all notices, directions, orders or other requests served upon itself or the Licensor and which arise from the conduct of any activities on the Land by the Licensee.

3.4 Obtaining Further Consents

- i If the Licensee requires further consents to conduct activities on the Land it must:
 - a make such applications itself; and
 - b bear all costs incurred by it in relation to obtaining the relevant consent.
- ii The Licensor agrees that it will, where required, sign all authorities reasonably required by the Licensee to make any application to any Authority.



COUNCIL POLICY

4 LIMITATION OF THE LICENSOR'S LIABILITY

4.1 Insurances

- i The Licensee must effect and keep current and in force the following policies of insurance:
 - a Broadform Public Liability Insurance policy with a reputable insurance company approved by the Licensor in an amount of \$20,000,000 for any one occurrence in respect of any liability for:
 - (i) personal injury or death of any person; and
 - (ii) loss or damage to property;
 - b Workers compensation insurance under the Workers Compensation Act 1987 covering all persons employed or deemed to be employed by the Licensee in connection with the conduct of the activities on the Land by the Licensee;
 - c A comprehensive policy of motor vehicle insurance or an unlimited third party property insurance policy in respect of all motor vehicles used in the performance of the activities on the Land by the Licensee; and
 - d A contractor's risk policy of insurance in respect of all plant and equipment (including unregistered motor vehicles) used in the conduct of the activities on the Land by the Licensee.
- ii The policies referred to in paragraphs (i)(a), (i)(c) and (i)(d) must note the interest of the Licensor as principal.

4.2 Inspection of Insurance

- The Licensee must produce at the renewal of each policy a certificate of currency issued by the insurer establishing that the policy is valid.
- The licensor may carry out random audits to verify insurances held by the Licensee. The Licensee will assist in any audit and provide evidence of the terms and currency of the insurance policies wherever requested by the Licensor.

4.3 Cancellation of Insurance

If any policy is cancelled either by the Licensee or the insurer the Licensor must notify the Licensor immediately.

4.4 Risk

The Licensee uses and occupies the Land at its own risk.

4.5 Indemnity

The Licensee indemnifies the Licensor against any Claim (of whatever nature) made in respect of the Licensee's use and/or occupation of the Land.



COUNCIL POLICY

APPENDIX B

Explanatory Note Template (Clause 1.6)

Explanatory Note

(Clause 25E of the Environmental Planning and Assessment Regulation 2000)

[Note: To be completed upon finalisation of Planning Agreement]

Draft Planning Agreement

Under section 7.4 of the Environmental Planning and Assessment Act 1979

- 1 Parties
 Wollongong City Council
 ## (Developer)
- 2 Description of Subject Land
- 3 Description of Proposed Change to Environmental Planning Instrument/Development Application
- 4 Summary of Objectives, Nature and Effect of the Draft Planning Agreement
- 5 Assessment of the Merits of the Draft Planning Agreement The Planning Purposes Served by the Draft Planning Agreement
- 6 How the Draft Planning Agreement Promotes the Objects of the Environmental Planning and Assessment Act 1979

How the Draft Planning Agreement Promotes the Public Interest

- (a) How the Draft Planning Agreement Promotes the Principles for Local Government
- (b) Whether the Draft Planning Agreement Conforms with Council's Capital Works Program

The Impact of the Draft Planning Agreement on the Public or Any Section of the Public

Other Matters

Signed and Dated by All Parties



PLANNING AGREEMENTS

COUNCIL POLICY

APPENDIX C

Works for Planning Agreements (Clause 2.2)

Possible requirements:

The following is a list of possible requirements that Council may have for planning agreements. They are not exhaustive and developers are encouraged to discuss these or other requirements that may be included in a planning agreement.

Local community facilities (including education, community health and well-being, childcare provision and civic improvements)

[Note: Specify the facilities required]

The environment (including compensation for loss or damage, monitoring the impacts of development)

[Note: Specify the facilities required]

Transport improvements

[Note: Specify the facilities required]

Providing planning benefits to the wider community (eg affordable housing, training and skills provision)

[Note: Specify the facilities required]



PLANNING AGREEMENTS

COUNCIL POLICY

LEGISLATIVE REQUIREMENTS

Document any instruments of Legislation (Acts, Regulations etc) that need to be followed as part of the policy.

REVIEW

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

REPORTING

Are there any reporting requirements? I.e.: Annual Report requirements, external reporting to other agencies etc. required under this policy.

ROLES AND RESPONSIBILITIES

Document what roles are responsible for implementation of actions under this policy. Do not detail the steps / procedures staff will undertake, just specify the officer details and the outcomes they are responsible for.

RELATED PROCEDURES

Document title of related procedures and their location. Do not document the procedure here. Procedures are related to task orientated areas and are not to be included in the policy. Procedures may require EMC approval in accordance with the Policy Framework.

APPROVAL AND REVIEW			
Responsible Division	City Strategy	City Strategy	
Date/s adopted	<i>EMC</i> 23 June 2020	Council [To be inserted by Governance]	
Date/s of previous adoptions	12 May 2014, 26 July 2011, 2	12 May 2014, 26 July 2011, 28 May 2018	
Date of next review	[Not more than two years from	[Not more than two years from last adoption]	



File: GCS-50.01.02.026 Doc: IC20/597

ITEM 10

POLICY REVIEW - CODES OF CONDUCT AND PROCEDURES FOR ADMINISTRATION OF THE CODES OF CONDUCT

In August 2020 the Office of Local Government issued a revised Model Code of Conduct and Procedures for the Administration of the Model Code of Conduct for Local Government in NSW.

This report presents revised Codes of Conduct and Procedures for their administration for adoption by Council.

RECOMMENDATION

Council adopt the revised -

- 1 Code of Conduct for Councillors
- 2 Code of Conduct for Staff
- 3 Code of Conduct for Council Committee Members, Delegates of Council and Council Advisors, and
- 4 Procedures for the Administration of the Codes of Conduct.

REPORT AUTHORISATIONS

Report of: Todd Hopwood, Manager Governance and Customer Service

Authorised by: Renee Campbell, Director Corporate Services - Connected + Engaged City

ATTACHMENTS

- 1 Draft Code of Conduct for Councillors
- 2 Draft Code of Conduct for Staff
- 3 Draft Code of Conduct for Council Committee Members, Delegates of Council and Council Advisors
- 4 Draft Procedures for the Administration of the Codes of Conduct

BACKGROUND

The Office of Local Government released an updated Model Code of Conduct and Procedures for the Administration of the Code of Conduct in August 2020 which took immediate effect. Councils are required to adopt Codes of Conduct consistent with the Model as soon as possible.

PROPOSAL

Amendments to the Model Code of Conduct

The Model Code of Conduct has been amended to:

- remove as a breach, failure to comply with a council resolution requiring action in relation to a code of conduct breach (because it is now redundant)
- update the language used to describe the various heads of discrimination in clause 3.6 to reflect more contemporary standards
- include in the definition of council committee and council committee members, members of audit, risk and improvement committees (ARICs)
- clarify that items with a value of \$10 or less are not "gifts or benefits" for the purposes of the Code of Conduct and do not need to be disclosed
- clarify that benefits provided by the Council to an employee or Councillor are not "gifts or benefits" for the purposes of the Code of Conduct and do not need to be disclosed

Additional changes proposed to the WCC Code of Conduct

Council must adopt the provisions of the Model Code, however, is entitled to add additional provisions if they are not inconsistent with the provisions of the Model Code of Conduct. An additional section has been placed in the versions of the Council Code of Conduct in relation to Child Protection. These new



provisions outline requirement on all council officials in relation to the protection of children and reporting allegations of suspected child abuse. These provisions are consistent with recommendations arising from the Royal Commission into Institutional Response to Child Abuse.

Amendments to the Procedures

The Procedures for the Administration of the Code of Conduct have been amended following the outcome of a Supreme Court decision in the matter of *Cornish v Secretary, Department of Planning, Industry and Environment [2019] NSWSC 1134.*

In *Cornish*, the Supreme Court held that a council resolution that subjected a councillor to disciplinary measures (being the suspension of remuneration for a period of 3 months) was invalid as it was not authorised by the LG Act under which a council's disciplinary powers for councillor misconduct are limited to the power of censure (see section 440G of the LG Act).

The main changes to the Procedures are as follows:

- Limiting the sanctions available to be imposed by the elected council to formally censuring councillors for breaches.
- When censuring councillors, councils are required to specify in their resolution the grounds on which the councillor is being censured by disclosing the investigator's findings.
- Councillors can avoid formal censure for minor offences by making voluntary undertakings including
 apologising and attending training, mediation and counselling, which is aimed at ensuring resources
 are directed to more serious breaches.

The revised Codes of Conduct attached to this report are based on the current Model Code of Conduct published by the Office of Local Government. The review includes additional provisions to strengthen the Codes and to provide clarity for all Council officials in relation to their conduct obligations. These additional policy provisions are discussed above. It is appropriate at this time to submit the attached policy revisions, aligned to the existing Model Code, for adoption.

CONSULTATION AND COMMUNICATION

The majority of changes to the revised Codes of Conduct and Procedures are mandatory changes required following the release of the updated Model Code of Conduct. The only additional new content are provisions in relation to the protection of children and reporting allegations of suspected child abuse which are consistent with recommendations arising from the Royal Commission into Institutional Response to Child Abuse. Accordingly it is not proposed to place the revised Codes and Procedures on public exhibition.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal "We are a connected and engaged community". It specifically delivers on core business activities as detailed in the Governance and Customer Service Plan 2020-21.

CONCLUSION

The proposed Codes of Conduct and Procedures for the Administration of the Codes of Conduct attached to this report are based upon the Model Code of Conduct and Procedures published by the Office of Local Government and are appropriate for adoption.



WOLLONGONG CITY COUNCIL

CODE OF CONDUCT COUNCILLORS

ADOPTED NOVEMBER 2020





STATEMENT FROM THE LORD MAYOR

I am pleased to introduce to you Wollongong City Council's Code of Conduct for Councillors. The elected representatives of your Council are strongly committed to driving a high performing organisation underpinned by robust governance practices and ethics principles. The attitudes, values, beliefs, and behaviours of the elected representatives plays a critical role in establishing good governance practices throughout the Council at all levels. We are continually focused on proactively driving the highest ethical standards in our conduct and interactions and have zero-tolerance for fraud and corruption in decision making processes or the delivery of all our policies, processes, and projects throughout all levels of our organisation.



Protecting the reputation of the Council is vital to ensure our credibility and maintain public trust in what we do. The Code of Conduct helps all of us maintain the highest standards of ethical conduct and the adherence to its provisions gives confidence to the community that this a Council that is committed to the highest ethical standards. As Lord Mayor I am personally committed to the implementation of, and compliance with, the provisions of this Code.

Cr Gordon Bradbery AM
Lord Mayor



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Part 1: Introduction





This Code of Conduct applies to Councillors. It is based on the *Model Code of Conduct for Local Councils in NSW* ("the Model Code of Conduct") which is made under section 440 of the *Local Government Act 1993* ("LGA") and the *Local Government (General) Regulation 2005* ("the Regulation").

The Model Code of Conduct sets the minimum standards of conduct for Council officials. It is prescribed by regulation to assist Council Officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every Council (including County Councils) and Joint Organisations to adopt a Code of Conduct that incorporates the provisions of the Model Code of Conduct. A Council's or Joint Organisation's adopted Code of Conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not "Council Officials" for the purposes of the Model Code of Conduct (e.g. volunteers, contractors and members of wholly advisory Committees).

Council's adopted Code of Conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, Council's adopted Code of Conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, Administrators, members of staff of Council, delegates of Council, (including members

of Council Committees that are delegates of a Council) and any other person a Council's adopted Code of Conduct applies to, must comply with the applicable provisions of their Council's Code of Conduct. It is the personal responsibility of Council officials to comply with the standards in the Code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a Councillor to comply with the standards of conduct prescribed under this Code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on Councillors for misconduct, including suspension or disqualification from civic office. A Councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Note: References in this Code of Conduct to Councils are also to be taken as references to County Councils and Joint Organisations.

Council Values

Wollongong City Council has defined organisational values to support our purpose of creating an Extraordinary Wollongong. These

Respect - inclusive and considerate

Sustainable - use our community's resources responsibly

Courage - challenge the norm to be better

Integrity - honest and reliable

One Team - together we deliver excellent service

Our values are not meant to be just words on a page. They are part of everything we do every day. Our values are evident in this document by graphics that represent each value appearing on the cover page and each chapter page in the Code of Conduct.



Part 2: Definitions





In this Code the following terms have the following meanings:

Administrator Committee	an Administrator of a Council appointed under the LGA other than an Administrator appointed under section 66 Committee
Committee	see the definition of "Council Committee"
complaint	a Code of Conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
conduct	includes acts and omissions
Council	Wollongong City Council
Council Committee	a Committee established by Council comprising of Councillors, staff or other persons that Council has delegated functions to and Council's Audit, Risk and Improvement Committee
Council Committee member	a person other than a Councillor or member of staff of a Council who is a member of a Council Committee other than a wholly advisory Committee, and a person other than a Councillor who is a member of the Council's Audit, Risk and Improvement Committee
Council official	includes Councillors, members of staff of Council, Administrators, Council Committee members, delegates of Council and, for the purposes of clause 4.16 of the Model Code of Conduct, Council advisers
Councillor	any person elected or appointed to civic office, including the Lord Mayor and includes members and chairpersons of County Councils and voting representatives of the boards of joint organisations and chairpersons of Joint Organisations
delegate of Council	a person (other than a Councillor or member of staff of Council) or body, and the individual members of that body, to whom a function of Council is delegated
election campaign	includes Council, state and federal election campaigns
environmental planning instrument	has the same meaning as it has in the Environmental Planning and Assessment Act 1979
joint organisation	a joint organisation established under section 400O of the LGA
LGA	the Local Government Act 1993
local planning panel	a local planning panel constituted under the Environmental Planning and Assessment Act 1979
Lord Mayor	includes the chairperson of a County Council or a joint organisation
members of staff of a Council	includes members of staff of County Councils and joint organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion



the Procedures	the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW prescribed under the Regulation
the Regulation	the Local Government (General) Regulation 2005
Voting representative	a voting representative of the Board of a joint organisation
wholly advisory Committee	a Council Committee that the Council has not delegated any functions to

The term "you" used in this Code of Conduct refers to The Lord Mayor and Councillors.





Part 3: General Conduct Obligations





General conduct

- 3.1. You must not conduct yourself in a manner that:
 - a is likely to bring the Council or other Council officials into disrepute
 - is contrary to statutory requirements or the Council's administrative requirements or policies
 - c is improper or unethical
 - d is an abuse of power
 - e causes, comprises or involves intimidation or verbal abuse
 - f involves the misuse of your position to obtain a private benefit
 - g constitutes harassment or bullying behaviour under this Code or is unlawfully discriminatory.
- 3.2. You must act lawfully and honestly and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act (section 439).

[Model Code]

Fairness and equity

- 3.3. You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.4. You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.5. An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

[Model Code]

Harassment and discrimination

3.6. You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.

- 3.7. For the purposes of this Code, "harassment" is any form of behaviour towards a person that:
 - a is not wanted by the person
 - offends, humiliates or intimidates the person, and
 - c creates a hostile environment.

[Model Code]

Bullying

- 3.8. You must not engage in bullying behaviour towards others.
- 3.9. For the purposes of this Code, "bullying behaviour" is any behaviour in which:
 - a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
 - b the behaviour creates a risk to health and safety.
- 3.10. Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:
 - a aggressive, threatening or intimidating conduct
 - b belittling or humiliating comments
 - c spreading malicious rumours
 - d teasing, practical jokes or 'initiation ceremonies'
 - e exclusion from work-related events
 - f unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
 - g displaying offensive material
 - h pressure to behave in an inappropriate manner.
- 3.11. Reasonable management action carried out in a reasonable manner does not constitute bullying, harassment or discrimination behaviours for the purposes of this Code. Examples of reasonable management action may include, but are not limited to:
 - a performance management processes
 - b disciplinary action for misconduct
 - c informing a worker about unsatisfactory work performance or inappropriate work behaviour
 - d directing a worker to perform duties in keeping with their job
 - maintaining reasonable workplace goals and standards



- f legitimately exercising a regulatory function
- g legitimately implementing a Council policy or administrative processes.

[Model Code]

Work health and safety

- 3.12. All Council officials, including Councillors, owe statutory duties under the Work Health and Safety Act 2011 (WHS Act). You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the Council to ensure workplace health and safety. Specifically, you must:
 - take reasonable care for your own health and safety
 - b take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
 - c comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act and any policies or procedures adopted by the Council to ensure workplace health and safety
 - d cooperate with any reasonable policy or procedure of the Council relating to workplace health or safety that has been notified to Council staff
 - e report accidents, incidents, near misses, to the General Manager or such other staff member nominated by the General Manager, and take part in any incident investigations
 - f so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

[Model Code]

Land use planning, development assessment and other regulatory functions

3.13. You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.

3.14. In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

[Model Code]

3.15. You must refrain from offering support to affected parties prior to the normal assessment or review processes of Council being undertaken.

[Council protocol]

Binding caucus votes

- 3.16. You must not participate in binding caucus votes in relation to matters to be considered at a Council or Committee meeting.
- 3.17. For the purposes of clause 3.15, a binding caucus vote is a process whereby a group of Councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the Council or Committee, irrespective of the personal views of individual members of the group on the merits of the matter before the Council or Committee.
- 3.18. Clause 3.15 does not prohibit Councillors from discussing a matter before the Council or Committee prior to considering the matter in question at a Council or Committee meeting, or from voluntarily holding a shared view with other Councillors on the merits of a matter.
- 3.19. Clause 3.15 does not apply to a decision to elect the Lord Mayor or Deputy Lord Mayor, or to nominate a person to be a member of a Council Committee or a representative of the Council on an external body.

[Model Code]

Obligations in relation to meetings

- 3.20. You must comply with rulings by the chair at Council and Committee meetings or other proceedings of the Council unless a motion dissenting from the ruling is passed.
- 3.21. You must not engage in bullying behaviour (as defined under this Part) towards the chair, other Council officials



or any members of the public present during Council or Committee meetings or other proceedings of the Council (such as, but not limited to, workshops and briefing sessions).

- 3.22. You must not engage in conduct that disrupts Council or Committee meetings or other proceedings of the Council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.
- 3.23. You must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the Council, or of a Committee of the Council. Without limiting this clause, you must not:
 - a leave a meeting of the Council or a Committee for the purposes of depriving the meeting of a quorum, or
 - b submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another Councillor from submitting a rescission motion with respect to the same decision, or
 - c deliberately seek to impede the consideration of business at a meeting.

[Model Code]

Public comment

- 3.24. The Lord Mayor and the General Manager are the official spokespersons on Council business.
- The Lord Mayor may delegate Councillors to act as spokespersons for Council.
- 3.26. Councillors may choose to make comment to the media independently, i.e. not as a delegated spokesperson. In such instances statements should be identified as Councillor opinion and not the position of Council.

[Council protocol]

Fraud and Corruption

- You must not engage or participate in any act that may constitute fraud and corruption.
- 3.28. You must report any concerns that you reasonably believe may constitute fraud and/or corruption to Council's Professional Conduct Coordinator or the General Manager. Further, you must not

ignore or condone any act that you reasonably suspect to constitute fraud or corruption.

[Council protocol]

Child protection

- 3.29. All Council officials, including Councillors, are required to support and promote the safety, wellbeing and empowerment of children under the age of 18. Specifically, you must:
 - a take all reasonable steps to protect children from harm
 - b listen and respond to the views and concerns of children, particularly if they have stated that they or another child have been harmed in any way and/or are worried about their safety or the safety of another child
 - c promote the cultural safety, participation and empowerment of Aboriginal children, and children with a disability, and with culturally or linguistically diverse backgrounds
 - d model appropriate adult behaviour in an open and transparent way
 - e respect the privacy of parents and children by not disclosing personal information
 - f where child abuse is suspected, ensure that children are safe and protected from harm as quickly as possible
 - g encourage children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them

3.30. You must not:

- a develop any 'special' relationships with children that may be seen as favouritism or inappropriate, including through the provision of gifts, showing inappropriate attention or exhibiting improper behaviour
- exhibit behaviours or engage in activities with children that may be construed as unnecessarily physical contact
- c put children at risk of harm
- d do things of a personal nature that a child can do for themselves such as toileting or changing clothes



- e engage in open discussions of a mature or adult nature, or use inappropriate language in the presence of children
- f express personal views on cultures, race or sexuality in the presence of children
- g discriminate against any child, including on the basis of age, gender, sexuality, race, cultural background or disability
- ignore or disregard any concerns, suspicions or disclosures of child being harmed in any way
- 3.31. All Council officials, including Councillors, are required to immediately report any allegations of child abuse to Council's identified Child Protection Officer. In addition, you must:
 - a Report information to the Police if you know, believe or have been informed by a child, family member or community member that a child has been abused, even if it involves another employee Council official.
 - b report any breach of the Child Protection standards in this Code of Conduct Council's identified Child Protection Officer.
 - c understand and comply with all reporting and/or disclosure obligations, including mandatory reporting and reportable conduct

[Council protocol]



Part 4: Pecuniary Interests





What is a pecuniary interest?

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
 - a your interest, or
 - the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - c a company or other body of which you, or your nominee, partner or employer, is a shareholder or member
- 4.4 For the purposes of clause 4.3:
 - a Your "relative" is any of the following:
 - your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
 - b "de facto partner" has the same meaning as defined in section 21C of the Interpretation Act 1987.
- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):
 - a if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - just because the person is a member of, or is employed by, a Council or a statutory body, or is employed by the Crown, or
 - just because the person is a member of, or a delegate of a Council to, a

company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

[Model Code]

What interests do not have to be disclosed?

- 4.6 You do not have to disclose the following interests for the purposes of this Part:
 - a vour interest as an elector
 - b your interest as a ratepayer or person liable to pay a charge
 - an interest you have 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 Code
 - d an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the Council in the same manner and subject to the same conditions as apply to persons who are not subject to this Code
 - e an interest you have 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 you have 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
 - g an interest you have 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 your relative 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
 - an interest you have arising from the making by the Council of a contract or agreement with your relative 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 your 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
- an interest relating to the payment of fees to Councillors (including the Lord Mayor and Deputy Lord Mayor)
- j an interest relating to the payment of expenses and the provision of facilities to Councillors (including the Lord Mayor and Deputy Lord Mayor) in accordance with a policy under section 252 of the LGA
- k an interest relating to an election to the office of Lord Mayor arising from the fact that a fee for the following 12 months has been determined for the office of Lord Mayor
- I an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
- m an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a Councillor
- n an interest arising from the appointment of a Councillor to a body as a representative or delegate of the Council, whether or not a fee or other recompense is payable to the representative or delegate.
- 4.7 For the purposes of clause 4.6, "relative" has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

[Model Code]

What disclosures must be made by a Councillor?

4.8 A Councillor:

 must prepare and submit written returns of interests in accordance with clause 4.9, and

b must disclose pecuniary interests in accordance with clause 4.16 and comply with clause 4.17 where it is applicable.

[Model Code]

Disclosure of interests in written returns

- 4.9 A Councillor must make and lodge with the General Manager a return in the form set out in schedule 2 to this Code, disclosing the Councillor's interests as specified in schedule 1 to this Code within 3 months after:
 - a becoming a Councillor, and
 - b 30 June of each year, and
 - the Councillor becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).
- 4.10 A Councillor need not make and lodge a return under clause 4.9 paragraphs (a) and (b) if:
 - a they made and lodged a return under that clause in the preceding 3 months, or
 - b they have ceased to be a Councillor in the preceding 3 months.
- 4.11 A Councillor must not make and lodge a return that the Councillor knows or ought reasonably to know is false or misleading in a material particular.
- 4.12 The General Manager must keep a register of returns required to be made and lodged with the General Manager.
- 4.13 Returns required to be lodged with the General Manager under clause 4.9(a) and (b), or a register of such returns, must be tabled at the first meeting of the Council after the last day the return is required to be lodged.
- 4.14 Returns required to be lodged with the General Manager under clause 4.9(c), or a register of such returns, must be tabled at the next Council meeting after the return is lodged
- 4.15 Information contained in returns made and lodged under clause 4.9 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2018 and any



guidelines issued by the Information Commissioner.

[Model Code]

Disclosure of pecuniary interests at meetings

- 4.16 A Councillor who has a pecuniary interest in any matter with which the Council is concerned, and who is present at a meeting of the Council or Committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.
- 4.17 The Councillor must not be present at, or in sight of, the meeting of the Council or Committee:
 - a at any time during which the matter is being considered or discussed by the Council or Committee, or
 - b at any time during which the Council or Committee is voting on any question in relation to the matter.
- 4.18 In the case of a meeting of a board of a Joint Organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.16 and 4.17 where they participate in the meeting by telephone or other electronic means.
- 4.19 A disclosure made at a meeting of a Council or Council Committee must be recorded in the minutes of the meeting.
- 4.20 A general notice may be given to the General Manager in writing by a Councillor to the effect that the Councillor or the Councillor's spouse, de facto partner or relative, is:
 - a member of, or in the employment of, a specified company or other body, or
 - b a partner of, or in the employment of, a specified person.

Such a notice is, unless and until the notice is withdrawn or until the end of the term of the Council in which it is given (whichever is the sooner), sufficient disclosure of the Councillor's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the Council or Council Committee after the date of the notice.

4.21 A Councillor is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the Councillor has an interest in the matter of a kind referred to in clause 4.6.

- 4.22 A Councillor does not breach clauses 4.16 or 4.17 if the Councillor did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest
- 4.23 Despite clause 4.17, a Councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.
- 4.24 Clause 4.17 does not apply to a Councillor who has a pecuniary interest in a matter that is being considered at a meeting if:
 - a the matter is a proposal relating to:
 - i the making of a principal environmental planning instrument applying to the whole or a significant portion of the Council's area, or
 - ii the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the Council's area, and
 - b the pecuniary interest arises only because of an interest of the Councillor in the Councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
 - c the Councillor made a special disclosure under clause 4.25 in relation to the interest before the commencement of the meeting.
- 4.25 A special disclosure of a pecuniary interest made for the purposes of clause 4.24(c) must:
 - a be in the form set out in schedule 3 of this Code and contain the information required by that form, and
 - b be laid on the table at a meeting of the Council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.



- 4.26 The Minister for Local Government may, conditionally or unconditionally, allow a Councillor who has a pecuniary interest in a matter with which the Council is concerned to be present at a meeting of the Council or Committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
 - a that the number of Councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
 - b that it is in the interests of the electors for the area to do so.
- 4.27 A Councillor with a pecuniary interest in a matter who is permitted to be present at a meeting of the Council or Committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.26, must still disclose the interest they have in the matter in accordance with clause 4.16.

[Model Code]





Part 5: Non-Pecuniary Conflicts of Interests





What is a non-pecuniary conflict of interest?

- 5.1 Non-pecuniary interests are private or personal interests a Council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this Code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a Council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of Council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this Code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

[Model Code]

Managing non-pecuniary conflicts of interest

- Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter.
- 5.7 If a disclosure is made at a Council or Committee meeting, both the disclosure and the nature of the interest

must be recorded in the minutes on each occasion on which the nonpecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.

- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
 - a a relationship between a Council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the Council official's extended family that the Council official has a close personal relationship with, or another person living in the same household
 - other relationships with persons who are affected by a decision or a matter under consideration that are particularly close. such friendships and business relationships. Closeness is defined by the nature of the friendship or relationship, business frequency of contact and the duration of the friendship or relationship
 - c an affiliation between the Council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a Council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation
 - d membership, as the Council's representative, of the board or management Committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the Council



- and the organisation are potentially in conflict in relation to the particular matter
- e a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
- f the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
 - a by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
 - b if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a Council or Committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.16 and 4.17.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 Despite clause 5.10(b), a Councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.

[Model Code]

Political donations

5.13 Councillors should be aware that matters before Council or Committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.

- 5.14 Where you are a Councillor and have received or knowingly benefitted from a reportable political donation:
 - made by a major political donor in the previous four years, and
 - the major political donor has a matter before Council,

you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.16 and 4.17. A disclosure made under this clause must be recorded in the minutes of the meeting.

- 5.15 For the purposes of this Part:
 - a "reportable political donation" has the same meaning as it has in section 6 of the Electoral Funding Act 2018
 - b "major political donor" has the same meaning as it has in the Electoral Funding Act 2018.
- 5.16 Councillors should note that political donations that are not a "reportable political donation", or political donations to a registered political party or group by which a Councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.
- 5.17 Despite clause 5.14, a Councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

[Model Code]

Loss of quorum as a result of compliance with this Part

- 5.18 A Councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interest in the matter is permitted to participate in consideration of the matter if:
 - a the matter is a proposal relating to:



- i the making of a principal environmental planning instrument applying to the whole or a significant portion of the Council's area, or
- ii the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the Council's area, and
- b the non-pecuniary conflict of interest arises only because of an interest that a person has in that person's principal place of residence, and
- c the Councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.
- 5.19 The Minister for Local Government may, conditionally or unconditionally, allow a Councillor who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the Council or Committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
 - a that the number of Councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
 - b that it is in the interests of the electors for the area to do so.
- 5.20 Where the Minister exempts a Councillor from complying with a requirement under this Part under clause 5.19, the Councillor must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

[Model Code]

Personal dealings with Council

5.21 You may have reason to deal with your Council in your personal capacity (for example, as a ratepayer, recipient of a Council service or applicant for a development consent granted by Council). You must not expect or request preferential treatment in

- relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.
- 5.22 You must undertake any personal dealings you have with the Council in a manner that is consistent with the way other members of the community deal with the Council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this Code.

[Model Code]

Former Council officials

- 5.23 You must not use your position to obtain opportunities for future employment.
- 5.24 You must be careful in your dealings with former Council officials and ensure that you do not give or appear to give favourable treatment or access to otherwise confidential information to former Council officials.

[Council protocol]

Sponsorship

5.25 Council actively seeks financial or inkind sponsorship from a variety of sources to support specific events, promotions, services or other activities of Council. It is essential that sponsorships do not limit Council's ability to carry out its functions fully and impartially. All sponsorship arrangements must comply with Council's 'Sponsorship of Council Activities from External Sources' policy.

[Council protocol]



Part 6: Personal Benefit





- 6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a Council official or someone personally associated with them for their personal use and enjoyment.
- 6.2 A reference to a gift or benefit in this Part does not include:

a items with a value of \$10 or less

- b a political donation for the purposes of the Electoral Funding Act 2018
- c a gift provided to the Council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual Council official or someone personally associated with them
- d a benefit or facility provided by the Council to a Councillor
- attendance by a Council official at a work-related event or function for the purposes of performing their official duties, or
- f free or subsidised meals, beverages or refreshments provided to Councillors in conjunction with the performance of their official duties such as, but not limited to:
 - i the discussion of official business
 - work-related events such as Council-sponsored or community events, training, education sessions or workshops
 - iii conferences
 - iv Council functions or events
 - v social functions organised by groups, such as Council Committees and community organisations.

[Model Code]

Note: In relation to 6.2(d) in circumstances where Council is the owner of, and is responsible for the management/operation of a facility, tickets to attend events at that facility that are provided to Councillors are deemed to be provided by Council in its capacity as owner of the facility. This includes, but is not limited to, the Illawarra Performing Arts Centre.

Gifts and benefits

- 6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the Council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.
- 6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

[Model Code]

6.5 The offer of a gift or benefit of any value from a person in circumstances where the person is seeking the exercise of your decision making discretion or where the person has sought the exercise of your decision making discretion in the previous 12 months must be refused.

[Council protocol]

How are offers of gifts and benefits to be dealt with?

- 6.6 You must not:
 - seek or accept a bribe or other improper inducement
 - b seek gifts or benefits of any kind
 - c accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
 - d subject to clause 6.8, accept any gift or benefit of more than token value as defined by clause 6.10
 - e accept an offer of cash or a cash-like gift as defined by clause 6.14, regardless of the amount
 - f participate in competitions for prizes where eligibility is based on the Council being in or entering into a customer–supplier relationship with the competition organiser
 - g personally benefit from reward points programs when purchasing on behalf of the Council.



- 6.7 Where you receive an offer of a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to the General Manager in writing. The recipient or General Manager must ensure that, at a minimum, the following details are recorded in the Council's gift register:
 - a the nature of the gift or benefit
 - b the estimated monetary value of the gift or benefit
 - the name of the person who provided the gift or benefit, and the name of the organisation they represent where not received from an individual
 - d the date on which the gift or benefit was received, and
 - e whether the gift or benefit was accepted or refused.
- 6.8 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the Council, unless the nature of the gift or benefit makes this impractical.

[Model Code]

Gifts and benefits of token value

- 6.9 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$50. They include, but are not limited to:
 - a invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$50
 - b gifts of alcohol that do not exceed a value of \$50
 - c ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
 - d prizes or awards that do not exceed \$50 in value.

Gifts and benefits of more than token value

- 6.10 Gifts or benefits that exceed \$50 in value are gifts or benefits of more than token value for the purposes of clause 6.6(d) and, subject to clause 6.8, must not be accepted.
- 6.11 Gifts and benefits of more than token value include, but are not limited to,

- tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$50, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.
- 6.12 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed \$50 in value.
- 6.13 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

"Cash-like gifts"

6.14 For the purposes of clause 6.6(e), "cashlike gifts" include but are not limited to,
gift vouchers, credit cards, debit cards
with credit on them, prepayments such
as phone or internet credit, lottery tickets,
memberships or entitlements to
discounts that are not available to the
general public or a broad class of
persons.

Improper and undue influence

- 6.15 You must not use your position to influence other Council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A Councillor will not be in breach of this clause where they seek to influence other Council officials through the proper exercise of their role as prescribed under the LGA.
- 6.16 You must not take advantage (or seek to take advantage) of your status or position with Council, or of functions you perform for Council, in order to obtain a private benefit for yourself or for any other person or body.



Part 7: Relationships Between Council Officials





Obligations of Councillors and Administrators

- 7.1 Each Council is a body politic. The Councillors or Administrator/s are the governing body of the Council. Under section 223 of the LGA, the role of the governing body of the Council includes the development and endorsement of the strategic plans, programs, strategies and policies of the Council, including those relating to workforce policy, and to keep the performance of the Council under review.
- 7.2 Councillors or Administrators must not:
 - a direct Council staff other than by giving appropriate direction to the General Manager by way of Council or Committee resolution, or by the Lord Mayor or Administrator exercising their functions under section 226 of the LGA
 - b in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the Council or a delegate of the Council in the exercise of the functions of the staff member or delegate
 - c contact a member of the staff of the Council on Council-related business unless in accordance with the policy and procedures governing the interaction of Councillors and Council staff that have been authorised by the Council and the General Manager
 - d contact or issue instructions to any of the Council's contractors, including the Council's legal advisers, unless by the Lord Mayor or Administrator exercising their functions under section 226 of the LGA.
- 7.3 Despite clause 7.2, Councillors may contact the Council's external auditor or the chair of the Council's Audit Risk and Improvement Committee to provide information reasonably necessary for the external auditor or the Audit, Risk and Improvement Committee to effectively perform their functions.

[Model Code]

Obligations of staff

- 7.4 Under section 335 of the LGA, the role of the General Manager includes conducting the day-to-day management of the Council in accordance with the strategic plans, programs, strategies and policies of the Council, implementing without undue delay, lawful decisions of the Council and ensuring that the Lord Mayor and other Councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.
- 7.5 Members of staff of Council must:
 - a give their attention to the business of the Council while on duty
 - ensure that their work is carried out ethically, efficiently, economically and effectively
 - c carry out reasonable and lawful directions given by any person having authority to give such directions
 - d give effect to the lawful decisions, policies and procedures of the Council, whether or not the staff member agrees with or approves of them
 - e ensure that any participation in political activities outside the service of the Council does not interfere with the performance of their official duties. [Model Code]

Inappropriate interactions

- 7.6 You must not engage in any of the following inappropriate interactions:
 - a Councillors and Administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
 - Council staff approaching Councillors and Administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
 - c subject to clause 8.6, Council staff refusing to give information that is available to other Councillors to a particular Councillor
 - d Councillors and Administrators who have lodged an application with the Council, discussing the matter with



- Council staff in staff-only areas of the Council
- e Councillors and Administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the Councillor or Administrator has a right to be heard by the panel at the meeting
- f Councillors and Administrators being overbearing or threatening to Council staff
- g Council staff being overbearing or threatening to Councillors or Administrators

- h Councillors and Administrators making personal attacks on Council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this Code in public forums including social media
- i Councillors and Administrators directing or pressuring Council staff in the performance of their work, or recommendations they should make
- j Council staff providing ad hoc advice to Councillors and Administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
- k Councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the Council associated with current or proposed legal proceedings unless permitted to do so by the Council's General Manager or, in the case of the Lord Mayor or Administrator, unless they are exercising their functions under section 226 of the LGA.

[Model Code]



Part 8: Access to Information & Council Resources





Councillor and Administrator access to information

- 8.1 The General Manager is responsible for ensuring that Councillors and Administrators can access information necessary for the performance of their official functions. The General Manager and public officer are also responsible for ensuring that members of the public can access publicly available Council information under the Government Information (Public Access) Act 2009 (the GIPA Act).
- 8.2 The General Manager must provide Councillors and Administrators with the information necessary to effectively discharge their official functions.
- 8.3 Members of staff of Council must provide full and timely information to Councillors and Administrators sufficient to enable them to exercise their official functions and in accordance with Council procedures.
- 8.4 Members of staff of Council who provide any information to a particular Councillor in the performance of their official functions must also make it available to any other Councillor who requests it and in accordance with Council procedures.
- 8.5 Councillors and Administrators who have a private interest only in Council information have the same rights of access as any member of the public.
- 8.6 Despite clause 8.4, Councillors and Administrators who are precluded from participating in the consideration of a matter under this Code because they have a conflict of interest in the matter, are not entitled to request access to Council information in relation to the matter unless the information is otherwise available to members of the public, or the Council has determined to make the information available under the GIPA Act.

[Model Code]

8.7 If a Councillor or Administrator requests access to information that relates to a Councillor's personal or business interests, other than civic, the Request must be made pursuant to the GIPA Act, the form for which is available on Council's website and will be processed in accordance with the timeframes set out in the Public Access to Council Documents and Information Policy.

[Council Protocol]

Councillors and Administrators to properly examine and consider information

8.8 Councillors and Administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Refusal of access to information

Where the General Manager or Public Officer determine to refuse access to information requested by a Councillor or Administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the Councillor or Administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The General Manager or public officer must state the reasons for the decision if access is refused.

Use of certain Council information

- 8.10 In regard to information obtained in your capacity as a Council official, you must:
 - a only access Council information needed for Council business
 - not use that Council information for private purposes
 - c not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office with Council
 - d only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

- 8.11 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.
- 8.12 In addition to your general obligations relating to the use of Council information, you must:



- a only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
- b protect confidential information
- c only release confidential information if you have authority to do so
- d only use confidential information for the purpose for which it is intended to be used
- e not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
- f not use confidential information with the intention to cause harm or detriment to the Council or any other person or body
- g not disclose any confidential information discussed during a confidential session of a Council or Committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

Personal information

- 8.13 When dealing with personal information you must comply with:
 - a the Privacy and Personal Information Protection Act 1998
 - b the Health Records and Information Privacy Act 2002
 - the Information Protection Principles and Health Privacy Principles
 - d the Council's Privacy Management
 - e the Privacy Code of Practice for Local Government

Use of Council resources

- 8.14 You must use Council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes unless this use is lawfully authorised and proper payment is made where appropriate.
- 8.15 You must be scrupulous in your use of Council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.
- 8.16 You must avoid any action or situation that could create the appearance that Council property, official services or

- public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 8.17 You must not use Council resources (including Council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.
- 8.18 You must not use the Council letterhead, Council crests, Council email or social media or other information that could give the appearance it is official Council material:
 - for the purpose of assisting your election campaign or the election campaign of others, or
 - b for other non-official purposes.
- 8.19 You must not convert any property of the Council to your own use unless properly authorised.

[Model Code]

Information Technology

8.20 You must comply with Council's information security requirements as set out in the Information Security policy, the Technology Systems Acceptable Usage policy and the Corporate Records Management policy in relation to the use of information technology systems. All information stored in either soft or hard copy is deemed to be related to the business of Council and can be used by Council as records regardless of whether the original intention of the creation of the information was for personal or business purposes.

[Council protocol]

Internet access

8.21 You must not use Council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the Council's reputation.

[Model Code]



8.22 When using social media, you must comply with the general conduct provisions of this Code.

[Council protocol]

Council record keeping

- 8.23 You must comply with the requirements of the State Records Act 1998 and the Council's records management policy.
- 8.24 All information created, sent and received in your official capacity is a Council record and must be managed in accordance with the requirements of the State Records Act 1998 and the Council's approved records management policies and practices.
- 8.25 All information stored in either soft or hard copy on Council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the Council and will be treated as Council records, regardless of whether the original intention was to create the information for personal purposes.
- 8.26 You must not destroy, alter, or dispose of Council information or records, unless authorised to do so. If you need to alter or dispose of Council information or records, you must do so in consultation with the Council's records manager and comply with the requirements of the State Records Act 1998.

[Model Code]

8.27 Records of Council business that are created or received by Councillors (with the exception of those sent from Council as they are already captured) shall be forwarded to Council as soon as is practicable for saving the record into Council's record keeping system. If documents concern sensitive or confidential matters they should be forwarded to Council's Public Officer, marked "Private and Confidential".

[Council Protocol]

Councillor access to Council buildings

8.28 Councillors and Administrators are entitled to have access to the Council chamber, Committee room, Lord Mayor's office (subject to availability), Councillors' rooms, and public areas of Council's buildings during normal business hours and for meetings. Councillors and Administrators needing access to these facilities at other times

must obtain authority from the General Manager.

[Model Code]

8.29 The General Manager will issue Councillors and Administrators with an access pass, authorising entry into the non-public areas of Council, in accordance with clause 8.28, during and outside of business hours.

[Council protocol]

- 8.30 Councillors and Administrators must not enter staff-only areas of Council buildings without the approval of the General Manager (or their delegate) or as provided for in the procedures governing the interaction of Councillors and Council staff.
- 8.31 Councillors and Administrators must ensure that when they are within a staff only area, they refrain from conduct that could be perceived to improperly influence Council staff decisions

[Model Code]

8.32 Councillors whilst not in pursuit of their civic duties have the same rights of access to Council buildings and premises as any other member of the public.

[Council protocol]

Councillor Briefings

8.33 Councillor briefing sessions are conducted to fully inform Councillors of matters of significance or complexity that are to be the subject of a staff report at a future meeting of Council or are of particular current interest to Council.



- 8.34 Councillor briefing sessions are not subject to specific provisions of the Act, the Regulation or Council's Code of Meeting Practice.
- 8.35 On occasion, confidential matters will be presented at Councillor Briefings and this will be noted in the presentation and accompanying documentation. Councillors must maintain the integrity and security of confidential documents or information distributed or discussed at Councillor Briefings.
- 8.36 The conflict of interest provisions of this Code apply to all Councillor briefing sessions.

[Council protocol]





Part 9: Maintaining the Integrity of this Code





Complaints made for an improper purpose

- 9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this Code for an improper purpose.
- 9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
 - to bully, intimidate or harass another Council official
 - b to damage another Council official's reputation
 - c to obtain a political advantage
 - d to influence a Council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
 - e to influence the Council in the exercise of its functions or to prevent or disrupt the exercise of those functions
 - f to avoid disciplinary action under the Procedures
 - g to take reprisal action against a person for making a complaint alleging a breach of this Code
 - h to take reprisal action against a person for exercising a function prescribed under the Procedures
 - i to prevent or disrupt the effective administration of this Code under the Procedures

Detrimental action

- 9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this Code.
- 9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- 9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:
 - a injury, damage or loss
 - b intimidation or harassment
 - c discrimination, disadvantage or adverse treatment in relation to employment

- d dismissal from, or prejudice in, employment
- e disciplinary proceedings.

Compliance with requirements under the Procedures

- 9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- 9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.
- 9.8 You must comply with a practice ruling made by the Office under the Procedures.

Disclosure of information about the consideration of a matter under the Procedures

- 9.9 All allegations of breaches of this Code must be dealt with under and in accordance with the Procedures.
- 9.10 You must not allege breaches of this Code other than by way of a complaint made or initiated under the Procedures.
- 9.11 You must not make allegations about, or disclose information about, suspected breaches of this Code at Council, Committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.
- 9.12 You must not disclose information about a complaint you have made alleging a breach of this Code or any other matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.
- 9.13 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the Public Interest Disclosures Act 1994.



Complaints alleging a breach of this Part

9.14 Complaints alleging a breach of this Part by a Councillor or Administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the Council for consideration in accordance with the Procedures.

[Model Code]





Schedule 1:

Disclosures of Interests and other Matters in Written Returns Submitted Under Clause 4.9





Part 1: Preliminary

Definitions

1 For the purposes of the schedules to this Code, the following definitions apply:

address means:

- a in relation to a person other than a corporation, the last residential or business address of the person known to the Councillor disclosing the address, or
- b in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c in relation to any real property, the street address of the property. de facto partner has the same meaning as defined in section 21C of the Interpretation Act 1987.

disposition of property

means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a the allotment of shares in a company
- b the creation of a trust in respect of property
- c the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- the exercise by a person of a general power of appointment over property in favour of another person
- a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift

means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest means:

- a in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
- b in relation to a corporation, a relevant interest (within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth) in securities issued or made available by the corporation.

listed company

means a company that is listed within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth.

occupation

includes trade, profession and vocation.

professional or business association

means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money

return date means:

a in the case of a return made under clause 4.9(a), the date on which a person became a Councillor



- b in the case of a return made under clause 4.9(b), 30 June of the year in which the return is made
- c in the case of a return made under clause 4.9(c), the date on which the Councillor became aware of the interest to be disclosed.

relative includes any of the following:

- a person's spouse or de facto partner
- b a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d the spouse or de factor partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey

Matters relating to the interests that must be included in returns

- 2 Interests etc. outside New South Wales
 - A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.
- 3 References to interests in real property:
 - A reference in this schedule or in schedule 2 to real property in which a Councillor has an interest includes a reference to any real property situated in Australia in which the Councillor has an interest.
- 4 Gifts, loans etc. from related corporations:
 - For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a Councillor by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.



Part 2: Pecuniary interests to be disclosed in returns

Real property

- A person making a return under clause
 4.9 of this Code must disclose:
 - a the street address of each parcel of real property in which they had an interest on the return date, and
 - b the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c the nature of the interest.
- An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - a as executor of the will, or Administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - b as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
- An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a Councillor.
- For the purposes of clause 5 of this schedule, "interest" includes an option to purchase.

Gifts

- A person making a return under clause
 4.9 of this Code must disclose:
 - a description of each gift received in the period since 30 June of the previous financial year, and
 - b the name and address of the donor of each of the gifts.
- 10. A gift need not be included in a return if:
 - a it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - it was a political donation disclosed, or required to be disclosed, under

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- Part 3 of the *Electoral Funding Act* 2018, or
- c the donor was a relative of the donee, or
- d subject to paragraph (a), it was received prior to the person becoming a Councillor.
- For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

- A person making a return under clause
 4.9 of this Code must disclose:
 - a the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
 - b the dates on which the travel was undertaken, and
 - c the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
- A financial or other contribution to any travel need not be disclosed under this clause if it:
 - a was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or Council vehicles), or
 - b was made by a relative of the traveller, or
 - c was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
 - d did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
 - was a political donation disclosed, or required to be disclosed, under Part 3 of the Electoral Funding Act 2018, or
 - f was made by a political party of which the traveller was a member and the travel was undertaken for the



purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or

- g subject to paragraph (d) it was received prior to the person becoming a Councillor.
- 14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

- A person making a return under clause
 4.9 of this Code must disclose:
 - a the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date and
 - b the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
 - c the nature of the interest, or the position held, in each of the corporations, and
 - d a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
- 16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
 - a formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
 - required to apply its profits or other income in promoting its objects, and
 - c prohibited from paying any dividend to its members.
- 17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
- An interest or a position in a corporation need not be disclosed if the person

ceased to hold the interest or position prior to becoming a Councillor.

Interests as a property developer or a close associate of a property developer

- 19. A person making a return under clause 4.9 of this Code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
- For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the Electoral Funding Act 2018.

property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

Positions in trade unions and professional or business associations

- A person making a return under clause
 4.9 of the Code must disclose:
 - a the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
 - b the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
 - a description of the position held in each of the unions and associations.
- A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a Councillor.

Dispositions of real property

23. A person making a return under clause 4.9 of this Code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.



- 24. A person making a return under clause 4.9 of this Code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
- A disposition of real property need not be disclosed if it was made prior to a person becoming a Councillor.

Sources of income

- 26. A person making a return under clause 4.9 of this Code must disclose:
 - a each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
 - b each source of income received by the person in the period since 30 June of the previous financial year.
- A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
 - a in relation to income from an occupation of the person:
 - i a description of the occupation, and
 - ii if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - iii if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
 - b in relation to income from a trust, the name and address of the settlor and the trustee. or
 - c in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.

- 28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
- The source of any income received by the person that they ceased to receive prior to becoming a Councillor need not be disclosed
- A fee paid to a Councillor or to the Lord Mayor or Deputy Lord Mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

- 31. A person making a return under clause 4.9 of this Code must disclose the name and address of each person to whom the person was liable to pay any debt:
 - a on the return date, and
 - at any time in the period since 30 June of the previous financial year.
- 32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.9 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
- A liability to pay a debt need not be disclosed by a person in a return if:
 - a the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
 - the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
 - ii the amounts to be paid exceeded, in the aggregate, \$500, or
 - b the person was liable to pay the debt to a relative, or
 - c in the case of a debt arising from a loan of money the person was liable



to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or

- d in the case of a debt arising from the supply of goods or services:
 - the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - ii the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
- e subject to paragraph (a), the debt was discharged prior to the person becoming a Councillor.

Discretionary disclosures

34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.



Schedule 2:

Form of Written Return if Interests Submitted Under Clause 4.9





'Disclosures by Councillors and designated persons' return

- The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).
- If this is the first return you have been required to lodge with the General Manager after becoming a Councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a Councillor or designated person.
- 3. If you have previously lodged a return with the General Manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the General Manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a Councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
- 4. If you have previously lodged a return with the General Manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
- This form must be completed using block letters or typed.
- If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

 If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the General Manager in a register of returns. The General Manager is required to table all returns at a Council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2018 and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.



Disclosure of pecuniary interests and other matters by [full name of councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]

[Designated person's signature]

[date]

This form must be completed in BLOCK letters or typed

A. Real Property

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June

Nature of interest

B. Sources of income

1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June

Description of occupation	Name and address of employer or	Name under which
	description of office held (if	partnership conducted (if
	applicable)	applicable)

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor Name and address of trustee

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

C. Gifts

Description of each gift I received at any time since 30 Name and address of donor June

D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June Dates on which travel was undertaken

Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken

E. Interests and positions in corporations

Name and address of each

Nature of

corporation in which I had an interest

Nature of

interest (if any)

Description of

position (if any)

objects (if any) of



This form must be completed in BLOCK letters or typed

or held a position at the return date/at any time since 30 June

corporation (except in case of listed company)

F. Were you a property developer or a close associate of a property developer on the return date?

(Y/N)

G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June Description of position

H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

I. Dispositions of property

- Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
- Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures



Schedule 3:

Form of Special Disclosure of Pecuniary Interest Submitted Under Clause 4.25





- This form must be completed using block letters or typed.
- If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

Important information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a Councillor has in the Councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Model Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the Council or Council Committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.



Special disclosure of pecuniary interests by [full name of Councillor]

in the matter of [insert name of environmental planning instrument]

which is to be considered at a meeting of the [name of Council or Council Committee (as the case requires)] to be held on the [date] day of [month] 20[year]

This form must be completed in BLOCK letters or typed

Pecuniary interest

Address of the affected principal place of residence of the Councillor or an associated person, company or body (the identified land)

[Addi	ress]	
Relat	ionship of identified land to the Councillor	
[Tick	or cross one box.]	
	The Councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage lease, trust, option or contract, or otherwise).	
	An associated person of the Councillor has an interest in the land.	
	An associated company or body of the Councillor has an interest in the land.	
Matter giving rise to pecuniary interest ¹		
Natui	re of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) ² [Ticl	

Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the $or\ cross\ one\ box]$

Land that adjoins or is adjacent to or is in proximity to the identified land.

Current zone/planning control

The identified land.

[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]

Proposed change of zone/planning control

[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]

Effect of proposed change of zone/planning control on Councillor or associated person

[Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest.]

Councillor's signature:

Date:

[This form is to be retained by the Council's General Manager and included in full in the minutes of the meeting]

¹ Clause 4.1 of the Model Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Model Code of Conduct.

² A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a Councillor or a person, company or body referred to in clause 4.3 of the Model Code of Conduct has a proprietary interest.



	APPROVAL AND REVIEW	APPROVAL AND REVIEW	
Responsible Division	Governance and Customer Ser	Governance and Customer Service	
Date/s adopted	EMC [updated by policy owner]	Council [To be inserted by Governance]	
Date/s of previous adoptions		27/02/2019, 20/11/2017, 25/02/2013, 01/02/2011, 23/07/2008, 16/10/2007, 28/02/2005, 28/06/2004	
Date of next review	[Not more than two years from last adoption]		



WOLLONGONG CITY COUNCIL

CODE OF CONDUCT STAFF

ADOPTED NOVEMBER 2020





STATEMENT FROM THE GENERAL MANAGER

I am pleased to introduce to you the Wollongong City Council Code of Conduct. The Executive and Senior Leadership Team of Council are strongly committed to driving a high performing organisation underpinned by robust governance practices and ethics principles. The attitudes, values, beliefs, and behaviours of our leaders and staff must support good governance. Our staff values are included in this Code and demonstrate our collective commitment to achieving the very best outcomes for our community. We are continually focused on proactively driving the highest ethical standards in our conduct and interactions and have zero-tolerance for fraud and corruption in the delivery of all our policies, processes, and projects throughout all levels of our organisation.



Protecting the reputation of the Council is vital to ensure our credibility and maintain public trust in what we do. The Code of Conduct helps all of us comply with our professional obligations and maintain high standards of ethical conduct. Everyone working with Council should expect to be treated, and must treat others, with respect, dignity and fairness. The Code does not cover every issue that may arise but provides guidance around standards of behaviour. I expect all Council employees and delegates to make themselves aware of the Code and to implement and comply with its provisions and the core values on which it is based. You are required to act both within the letter and spirit of the Code.

If you need further information on Council's Code of Conduct or advice on any ethical conduct issues, speak to your manager, Organisational Development, Governance or any member of the Leadership team.

Greg Doyle General Manager



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Part 1: Introduction





This Code of Conduct applies to members of Council staff, including the General Manager. It is based on the *Model Code of Conduct for Local Councils in NSW* ("the Model Code of Conduct") which is made under section 440 of the *Local Government Act 1993* ("LGA") and the *Local Government (General) Regulation 2005* ("the Regulation").

The Model Code of Conduct sets the minimum standards of conduct for Council officials. It is prescribed by regulation to assist Council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every Council (including County Councils) and Joint Organisation to adopt a Code of Conduct that incorporates the provisions of the Model Code of Conduct. Council's or Joint Organisation's adopted Code of Conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not "Council officials" for the purposes of the Model Code of Conduct (e.g. volunteers, contractors and members of wholly advisory committees).

Council's adopted Code of Conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, Council may adopt a Code of Conduct with requirements that are more onerous than those prescribed in the Model Code of Conduct. Councillors, Administrators, members of staff of Council, delegates of Council, (including members of Council Committees that are delegates of Council) and any other person a Council's adopted Code of Conduct applies to, must comply with the applicable provisions of the Council's Code of Conduct. It is the personal responsibility of Council officials to comply with the standards in the Code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a member of staff to comply with Council's Code of Conduct may give rise to disciplinary action.

Note: References in this Code of Conduct to Councils are also to be taken as references to County Councils and Joint Organisations.

Council Values

Wollongong City Council has defined organisational values to support our purpose of creating an Extraordinary Wollongong. These are:

Respect - inclusive and considerate

Sustainable - use our community's resources responsibly

Courage - challenge the norm to be better

Integrity - honest and reliable

One Team - together we deliver excellent service

Our values are not meant to be just words on a page. They are part of everything we do every day. Our values are evident in this document by graphics that represent each value appearing on the cover page and each chapter page in the Code of Conduct.



Part 2: Definitions





In this Code the following terms have the following meanings:

Committee	see the definition of "Council Committee"
Administrator	an administrator of a Council appointed under the LGA other than an Administrator appointed under section 66
Committee	See the Definition of "Council Committee"
complaint	a Code of Conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
conduct	includes acts and omissions
Council	Wollongong City Council
Council Committee	a Committee established by Council comprising of Councillors, staff or other persons that Council has delegated functions to and Council's Audit, Risk and Improvement Committee
Council Committee member	a person other than a Councillor or member of staff of a Council who is a member of a Council Committee other than a wholly advisory Committee, and a person other than a Councillor who is a member of the Council's Audit, Risk and Improvement Committee
Council official	includes Councillors, members of staff of Council, Administrators, Council Committee members, delegates of Council and, for the purposes of clause 4.16 of the Model Code of Conduct, Council advisers
Councillor	any person elected or appointed to civic office, including the Lord Mayor and includes members and chairpersons of County Councils and voting representatives of the boards of Joint Organisations and chairpersons of Joint Organisations
delegate of Council	a person (other than a Councillor or member of staff of Council) or body, and the individual members of that body, to whom a function of Council is delegated
designated person	a person referred to in clause 4.8
election campaign	includes Council, state and federal election campaigns
Joint Organisation	a Joint Organisation established under section 4000 of the LGA
LGA	the Local Government Act 1993
mayor	includes the chairperson of a County Council or a Joint Organisation
members of staff of a Council	includes members of staff of County Councils and Joint Organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW prescribed under the Regulation
the Regulation	the Local Government (General) Regulation 2005
wholly advisory Committee	a Council Committee that the Council has not delegated any functions to. $\\$

The term "you" used in this Code of Conduct refers to members of Council staff.



Part 3: General Conduct Obligations





General conduct

- You must not conduct yourself in a manner that:
 - a is likely to bring the Council or other Council officials into disrepute
 - is contrary to statutory requirements or Council's administrative requirements or policies
 - c is improper or unethical
 - d is an abuse of power
 - e causes, comprises or involves intimidation or verbal abuse
 - f involves the misuse of your position to obtain a private benefit
 - g constitutes harassment or bullying behaviour under this Code or is unlawfully discriminatory.
- 3.2. You must act lawfully and honestly and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act (section 439).

[Model Code]

Fairness and equity

- 3.3. You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner
- 3.4. You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.5. An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

[Model Code]

Harassment and discrimination

3.6. You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.

- 3.7. For the purposes of this Code, "harassment" is any form of behaviour towards a person that:
 - a is not wanted by the person,
 - o offends, humiliates or intimidates the person, and
 - c creates a hostile environment.

[Model Code]

Bullying

- You must not engage in bullying behaviour towards others.
- 3.9. For the purposes of this Code, "bullying behaviour" is any behaviour in which:
 - a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
 - b the behaviour creates a risk to health and safety.
- 3.10. Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:
 - a aggressive, threatening or intimidating conduct
 - b belittling or humiliating comments
 - c spreading malicious rumours
 - d teasing, practical jokes or 'initiation ceremonies'
 - e exclusion from work-related events
 - f unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
 - g displaying offensive material
 - h pressure to behave in an inappropriate manner

Reasonable Management Action

- 3.11. Reasonable management action carried out in a reasonable manner does not constitute bullying, harassment or discrimination behaviours for the purposes of this Code. Examples of reasonable management action may include, but are not limited to:
 - a) performance management processes
 - b) disciplinary action for misconduct
 - informing a worker about unsatisfactory work performance or inappropriate work behaviour
 - d) directing a worker to perform duties in keeping with their job



- e) maintaining reasonable workplace goals and standards
- f) legitimately exercising a regulatory function
- g) legitimately implementing a Council policy or administrative processes.

[Model Code]

Work health and safety

- 3.12. Council staff owe statutory duties under the Work Health and Safety Act 2011 (WH&S Act). You must comply with your duties under the WH&S Act and your responsibilities under any policies or procedures adopted by Council to ensure workplace health and safety. Specifically, you must:
 - take reasonable care for your own health and safety
 - take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
 - c comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WH&S Act and any policies or procedures adopted by Council to ensure workplace health and safety
 - d cooperate with any reasonable policy or procedure of the Council relating to workplace health or safety that has been notified to Council staff
 - e report accidents, incidents, near misses, to the General Manager or such other staff member nominated by the General Manager, and take part in any incident investigations
 - f so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WH&S Act in relation to the same matter

[Model Code]

Land use planning, development assessment and other regulatory functions

- 3.13. You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.
- 3.14. In exercising land use v planning, development assessment and other regulatory functions, you must ensure that

no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

[Model Code]

- 3.15. In determining development applications or in exercising regulatory or enforcement functions, it is essential that you are highly conscious of the potential for even the slightest impropriety that may lead to any suspicion of misconduct.
- 3.16. You must refrain from offering support to affected parties prior to the normal assessment or review processes of Council being undertaken.

[Council protocol]

Public Comment

3.17. Only those Council staff who are specifically delegated to do so by the General Manager may make public comment to the media about Council matters. Staff must comply with Council's Media policies and protocols, and general conduct provision of this Code.

[Council protocol]

Obligations in relation to meetings

- 3.18. You must comply with rulings by the chair at Council and Committee meetings or other proceedings of the Council unless a motion dissenting from the ruling is passed.
- 3.19. You must not engage in bullying behaviour (as defined under this Part) towards the chair, other Council officials or any members of the public present during Council or Committee meetings or other proceedings of the Council (such as, but not limited to, workshops and briefing sessions)
- 3.20. You must not engage in conduct that disrupts Council or Committee meetings or other proceedings of the Council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.

[Model Code]

Fraud and Corruption

- 3.21. You must not engage or participate in any act that may constitute fraud and corruption.
- 3.22. You must report any concerns that you reasonably believe may constitute fraud and/or corruption to Council's Professional



Conduct Coordinator or the General Manager. Further, you must not ignore or condone any act that you reasonably suspect to constitute fraud or corruption. Failure to report or disclose any potential fraud or corruption may result in in disciplinary action against you.

[Council protocol]

Right to Work and Criminal Convictions

3.23. You must disclose to Council any criminal conviction you incur during the course of your employment with Council. Further, staff are obligated to disclose any change in their working rights (e.g. change of visa status or loss of licence) during the course of their employment.

[Council protocol]

Child protection

- 3.24. All Council officials, including Councillors, are required to support and promote the safety, wellbeing and empowerment of children under the age of 18. Specifically, you must:
 - a take all reasonable steps to protect children from harm
 - b listen and respond to the views and concerns of children, particularly if they have stated that they or another child have been harmed in any way and/or are worried about their safety or the safety of another child
 - c promote the cultural safety, participation and empowerment of Aboriginal children, and children with a disability, and with culturally or linguistically diverse backgrounds
 - d model appropriate adult behaviour in an open and transparent way
 - e respect the privacy of parents and children by not disclosing personal information
 - f where child abuse is suspected, ensure that children are safe and protected from harm as quickly as possible
 - g encourage children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them

3.25. You must not:

a develop any 'special' relationships with children that may be seen as favouritism or inappropriate, including through the provision of gifts, showing inappropriate attention or exhibiting improper behaviour

- exhibit behaviours or engage in activities with children that may be construed as unnecessarily physical contact
- c put children at risk of harm
- d do things of a personal nature that a child can do for themselves such as toileting or changing clothes
- e engage in open discussions of a mature or adult nature, or use inappropriate language in the presence of children
- f express personal views on cultures, race or sexuality in the presence of children
- g discriminate against any child, including on the basis of age, gender, sexuality, race, cultural background or disability
- h ignore or disregard any concerns, suspicions or disclosures of child being harmed in any way
- 3.26 All Council officials, including Councillors, are required to immediately report any allegations of child abuse to Council's identified Child Protection Officer. In addition, you must:
 - a Report information to the Police if you know, believe or have been informed by a child, family member or community member that a child has been abused, even if it involves another employee Council official.
 - b report any breach of the Child Protection standards in this Code of Conduct Council's identified Child Protection Officer.
 - c understand and comply with all reporting and/or disclosure obligations, including mandatory reporting and reportable conduct

[Council protocol]



Part 4: Pecuniary Interests





What is a pecuniary interest?

- 4.1. A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2. You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6
- 4.3. For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
 - a your interest, or
 - the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4. For the purposes of clause 4.3:
 - a Your "relative" is any of the following:
 - i your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
 - b "de facto partner" has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.5. You will not have a pecuniary interest in relation to a person referred to in subclauses
 - 4.3(b) or (c):
 - a if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - b just because the person is a member of, or is employed by, a Council or a statutory body, or is employed by the Crown, or
 - c just because the person is a member of, or a delegate of a Council to, a company or other body that has a

pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

[Model Code]

What interests do not have to be disclosed?

- 4.6. You do not have to disclose the following interests for the purposes of this Part:
 - a your interest as an elector
 - b your interest as a ratepayer or person liable to pay a charge
 - c an interest you have 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 Code
 - d an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the Council in the same manner and subject to the same conditions as apply to persons who are not subject to this Code
 - e an interest you have 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 you have 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
 - g an interest you have 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 your relative 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
 - h an interest you have arising from the making by the Council of a contract or agreement with your relative 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 your 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
- an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
- j an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a Council Committee member.
- 4.7. For the purposes of clause 4.6, "relative" has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

[Model Code]

What disclosures must be made by a designated person?

- 4.8. Designated persons include:
 - a the General Manager
 - b other Senior Staff of the Council for the purposes of section 332 of the LGA
 - a person (other than a member of the Senior Staff of the Council) who is a member of staff of the Council and who holds a position identified by the Council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff and the person's private interest.
 - d a person (other than a member of the senior staff of Council) who is a member of a Committee of the Council identified by Council as a Committee whose members are designated persons because the functions of the Committee involve the exercise of the Council's functions (such as regulatory

functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the Committee and the member's private interest.

- 4.9. A designated person:
 - must prepare and submit written returns of interests in accordance with clause 4.18, and
 - b must disclose pecuniary interests in accordance with clause 4.10.
- 4.10. A designated person must disclose in writing to the General Manager (or if the person is the General Manager, to the Council) the nature of any pecuniary interest the person has in any Council matter with which the person is dealing as soon as practicable after becoming aware of the interest.
- 4.11. Clause 4.10 does not require a designated person who is a member of staff of the Council to disclose a pecuniary interest if the interest relates only to the person's salary as a member of staff, or to their other conditions of employment.
- 4.12. The General Manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with
- 4.13. A disclosure by the General Manager must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the Council and the Council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

[Model Code]

What disclosures must be made by Council staff other than designated persons?

- 4.14. A member of staff of Council, other than a designated person, must disclose in writing to their manager or the General Manager the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.
- 4.15. The staff member's manager or the General Manager must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

[Model Code]



What disclosures must be made by a Council Committee member?

- 4.16. A Council Committee member must disclose pecuniary interests in accordance with clause 4.25 and comply with clause 4.26.
- 4.17. For the purposes of clause 4.16, a "Council Committee member" includes a member of staff of Council who is a member of the Committee.

[Model Code]

Disclosure of interests in written returns

- 4.18. A designated person must make and lodge with the General Manager a return in the form set out in Schedule 2 to this Code, disclosing the designated person's interests as specified in Schedule 1 to this Code within 3 months after:
 - a becoming a designated person, and
 - b 30 June of each year, and
 - c the designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b)
- 4.19. A person need not make and lodge a return under clause 4.18, paragraphs (a) and (b) if:
 - they made and lodged a return under that clause in the preceding 3 months,
 - b they have ceased to be a designated person in the preceding 3 months.
- 4.20. A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.
- 4.21. The General Manager must keep a register of returns required to be made and lodged with the General Manager.
- 4.22. Returns required to be lodged with the General Manager under clause 4.18(a) and (b), or a register of such returns, must be tabled at the first meeting of the Council after the last day the return is required to be lodged.
- 4.23. Returns required to be lodged with the General Manager under clause 4.18(c), or a register of such returns, must be tabled at the next Council meeting after the return is lodged.
- 4.24. Information contained in returns made and lodged under clause 4.18 is to be made

publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2018 and any guidelines issued by the Information Commissioner.

[Model Code]

Disclosure of pecuniary interests at meetings

- 4.25. A Council Committee member, who has a pecuniary interest in any matter with which the Council is concerned, and who is present at a meeting of the Committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.
- 4.26. The Council Committee member must not be present at, or in sight of, the meeting of the Council or Committee:
 - at any time during which the matter is being considered or discussed by the Committee, or
 - b at any time during which the Committee is voting on any question in relation to the matter
- 4.27. A disclosure made at a meeting of a Council Committee must be recorded in the minutes of the meeting.
- 4.28. A general notice may be given to the General Manager in writing by a Council Committee member to the effect that the Council Committee member, or the Council Committee member's spouse, de facto partner or relative, is:
 - a a member of, or in the employment of, a specified company or other body, or
 - b a partner of, or in the employment of, a specified person.
 - c Such a notice is, unless and until the notice is withdrawn or until the end of the term of the Council in which it is given (whichever is the sooner), sufficient disclosure of the Council Committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the Council Committee after the date of the notice
- 4.29. A Council Committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the Council Committee member has an interest in the matter of a kind referred to in clause 4.6.



- 4.30. A person does not breach clauses 4.25 or 4.26 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.
- 4.31. The Minister for Local Government may, conditionally or unconditionally, allow a Council Committee member who has a pecuniary interest in a matter with which the Council is concerned to be present at a meeting of the Committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion that it is in the interests of the electors for the area to do so.
- 4.32. A Council Committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the Committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.31, must still disclose the interest they have in the matter in accordance with clause 4.25.

[Model Code]

Note: For the purpose of clauses 4.25 to 4.32, a "Council Committee member" includes a member of staff of Council who is a member of a Council Committee.



Part 5: Non-Pecuniary Conflicts of Interests





What is a non-pecuniary conflict of interest?

- Non-pecuniary interests are private or personal interests a Council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this Code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a Council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of Council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this Code
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

[Model Code]

Managing non-pecuniary conflicts of interest

- Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of Council staff other than the General Manager, such a disclosure is to be made to the staff member's manager. In the case of the General Manager, such a disclosure is to be made to the Lord Mayor.
- 5.7 If a disclosure is made at Committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises.

- This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
 - a a relationship between a Council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the Council official's extended family that the Council official has a close personal relationship with, or another person living in the same household
 - b other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship
 - c an affiliation between the Council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a Council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation
 - membership, as the Council's representative, of the board or management Committee of organisation that is affected by a or a matter under consideration, in circumstances where the interests of the Council and the organisation are potentially in conflict in relation to the particular matter
 - e a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1



- f the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
 - by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination. or
 - b if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a Council or Committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.25 and 4.26.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 If you are a member of staff of Council other than the General Manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the General Manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the Lord Mayor.

[Model Code]

Loss of quorum as a result of compliance with this Part

5.13 The Minister for Local Government may, conditionally or unconditionally, allow a Council Committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the Committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion that it is in the interests of the electors for the area to do so.

5.14 Where the Minister exempts a Committee member from complying with a requirement under this Part under clause 5.13, the Committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Other business or secondary employment

- 5.15 The General Manager must not engage, for remuneration, in private employment, contract work or other business outside the service of the Council without the approval of the Council.
- 5.16 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the Council that relates to the business of the Council or that might conflict with the staff member's Council duties unless they have notified the General Manager in writing of the employment, work or business and the General Manager has given their written approval for the staff member to engage in the employment, work or business.
- 5.17 The General Manager may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the Council that relates to the business of the Council, or that might conflict with the staff member's Council duties.
- 5.18 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the Council if prohibited from doing so.
- 5.19 Members of staff must ensure that any outside employment, work or business they engage in will not:
 - a conflict with their official duties
 - b involve using confidential information or Council resources obtained through their work with the Council including where private use is permitted
 - c require them to work while on Council duty
 - d discredit or disadvantage the Council
 - pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

[Model Code]



Personal dealings with Council

- 5.20 You may have reason to deal with your Council in your personal capacity (for example, as a ratepayer, recipient of a Council service or applicant for a development consent granted by Council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.
- 5.21 You must undertake any personal dealings you have with the Council in a manner that is consistent with the way other members of the community deal with the Council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this Code.

[Model Code]

Former Council officials

- 5.22 You must not use your position to obtain opportunities for future employment.
- 5.23 At the end of your involvement as a staff member you must return all Council property, documents and other items and not make public or otherwise use confidential information obtained during the time of your involvement with Council.
- 5.24 You must be careful in your dealings with former Council officials and ensure that you do not give or appear to give favourable treatment or access to otherwise confidential information to former Council officials.

[Council protocol]

Sponsorship

5.25 Council actively seeks financial or in-kind sponsorship from a variety of sources to support specific events, promotions, services or other activities of Council. It is essential that sponsorships do not limit Council's ability to carry out its functions fully and impartially. All sponsorship arrangements must comply with Council's 'Sponsorship of Council Activities from External Sources' policy.

[Council protocol]

Document No: Z20/238380



Part 6: Personal Benefit





- 6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a Council official or someone personally associated with them for their personal use and enjoyment.
- 6.2 A reference to a gift or benefit in this Part does not include:
 - a items with a value of \$10 or less
 - b a political donation for the purposes of the Electoral Funding Act 2018
 - c a gift provided to the Council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual Council official or someone personally associated with them
 - d benefit or facility provided by the Council to an employee
 - attendance by a Council official at a work-related event or function for the purposes of performing their official duties.
 - f free or subsidised meals, beverages or refreshments provided to Council officials in conjunction with the performance of their official duties such as, but not limited to:
 - i the discussion of official business
 - ii work-related events such as Council-sponsored or community events, training, education sessions or workshops
 - iii conferences
 - iv Council functions or events
 - social functions organised by groups, such as Council Committees and community organisations.

[Model Code]

Note: In relation to 6.2(d) in circumstances where Council is the owner of, and is responsible for the management/operation of a facility, tickets to attend events at that facility that are provided to employees are deemed to be provided by Council in its capacity as owner of the facility. This includes, but is not limited to, the Illawarra Performing Arts Centre.

Gifts and benefits

6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable

- treatment from you or from the Council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.
- 6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

[Model Code]

- 6.5 Staff involved in procurement, tendering or sales activities for Council must not accept any gift or benefit from potential or current suppliers or buyers.
- from a person in circumstances where the person is seeking the exercise of your decision making discretion or where the person has sought the exercise of your decision making discretion in the previous 12 months must be refused.

[Council protocol]

How are offers of gifts and benefits to be dealt with?

- 6.7 You must not:
 - a seek or accept a bribe or other improper inducement
 - b seek gifts or benefits of any kind
 - c accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
 - d subject to clause 6.9, accept any gift or benefit of more than token value as defined by clause 6.11
 - e accept an offer of cash or a cash-like gift as defined by clause 6.15, regardless of the amount
 - f participate in competitions for prizes where eligibility is based on the Council being in or entering into a customer—supplier relationship with the competition organiser
 - g personally benefit from reward points programs when purchasing on behalf of the Council.
- 6.8 Where you receive an offer of a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your Manager or the General Manager in writing. The recipient, manager, or General Manager must ensure that, at a minimum, the following details are recorded in the Council's gift register:
 - a the nature of the gift or benefit



- b the estimated monetary value of the gift or benefit
- c the name of the person who provided the gift or benefit, and the name of the organisation they represent where not received from an individual
- d the date on which the gift or benefit was received, and
- e whether the gift or benefit was accepted or refused.
- 6.9 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the Council, unless the nature of the gift or benefit makes this impractical.

[Model Code]

Gifts and benefits of token value

- 6.10 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$50. They include, but are not limited to:
 - invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$50
 - b gifts of alcohol that do not exceed a value of \$50
 - c ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
 - d prizes or awards that do not exceed \$50 in value.

[Model Code]

Gifts and benefits of more than token value

- 6.11 Gifts or benefits that exceed \$50 in value are gifts or benefits of more than token value for the purposes of clause 6.7d and, subject to clause 6.9, must not be accepted.
- 6.12 Gifts and benefits of more than token value include, but are not limited to:
 - a tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$50,
 - corporate hospitality at a corporate facility at major sporting events,
 - c free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons,
 - d the use of holiday homes, artworks

- e free or discounted travel.
- 6.13 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed \$50 in value.
- 6.14 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

[Model Code]

"Cash-like gifts"

6.15 For the purposes of clause 6.7e, "cash-like gifts" include but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

[Model Code]

Improper and undue influence

- 6.16 You must not use your position to influence other Council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else.
- 6.17 You must not take advantage (or seek to take advantage) of your status or position with Council, or of functions you perform for Council, in order to obtain a private benefit for yourself or for any other person or body.

[Model Code]



Part 7: Relationships Between Council Officials





Obligations of Councillors and Administrators

- 7.1 Each Council is a body politic. The Councillors or Administrator/s are the governing body of the Council. Under section 223 of the LGA, the role of the governing body of the Council includes the development and endorsement of the strategic plans, programs, strategies and policies of the Council, including those relating to workforce policy, and to keep the performance of the Council under review.
- 7.2 Councillors or Administrators must not:
 - a direct Council staff other than by giving appropriate direction to the General Manager by way of Council or Committee resolution, or by the Lord Mayor or Administrator exercising their functions under section 226 of the LGA
 - b in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the Council in the exercise of the functions of the staff member
 - c contact a member of the staff of the Council on Council-related business unless in accordance with the policy and procedures governing the interaction of Councillors and Council staff that have been authorised by the Council and the General Manager
 - d contact or issue instructions to any of the Council's contractors, including the Council's legal advisers, unless by the Mayor or Administrator exercising their functions under section 226 of the LGA.

Obligations of staff

- 7.3 Under section 335 of the LGA, the role of the General Manager includes conducting the day-to-day management of the Council in accordance with the strategic plans, programs, strategies and policies of the Council, implementing without undue delay, lawful decisions of the Council and ensuring that the Lord Mayor and other Councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.
- 7.4 Members of staff of Council must:
 - a give their attention to the business of the Council while on duty

- ensure that their work is carried out ethically, efficiently, economically and effectively
- c carry out reasonable and lawful directions given by any person having authority to give such directions
- d give effect to the lawful decisions, policies and procedures of the Council, whether or not the staff member agrees with or approves of them
- e ensure that any participation in political activities outside the service of the Council does not interfere with the performance of their official duties

[Model Code]

Inappropriate interactions

- 7.5 You must not engage in any of the following inappropriate interactions:
 - a Councillors approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
 - b Council staff approaching
 Councillors to discuss individual or
 operational staff matters (other than
 matters relating to broader workforce
 policy), grievances, workplace
 investigations and disciplinary
 matters
 - c subject to clause 8.6, Council staff refusing to give information that is available to other Councillors to a particular Councillor
 - d Councillors who have lodged an application with the Council, discussing the matter with Council staff in staff-only areas of the Council
 - e Councillors being overbearing or threatening to Council staff
 - f Council staff being overbearing or threatening to Councillors
 - g Councillors making personal attacks on Council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this Code in public forums including social media
 - h Councillors directing or pressuring Council staff in the performance of



- their work, or recommendations they should make
- i Council staff providing ad hoc advice to Councillors without recording or documenting the interaction as they would if the advice was provided to a member of the community
- j Council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals

[Model Code]





Part 8: Access to Information & Council Resources





Councillor and Administrator access to information

- 8.1 The General Manager is responsible for ensuring that Councillors and Administrator can access information necessary for the performance of their official functions. The General Manager and public officer are also responsible for ensuring that members of the public can access publicly available Council information under the Government Information (Public Access) Act 2009 (the GIPA Act).
- 8.2 The General Manager must provide Councillors and Administrators with the information necessary to effectively discharge their official functions.
- 8.3 Members of staff of Council must provide full and timely information to Councillors and Administrators sufficient to enable them to exercise their official functions and in accordance with Council procedures.
- 8.4 Members of staff of Council who provide any information to a particular Councillor in the performance of their official functions must also make it available to any other Councillor who requests it and in accordance with Council procedures.
- 8.5 Councillors and Administrators who have a private interest only in Council information have the same rights of access as any member of the public.
- 8.6 Despite clause 8.4, Councillors and Administrators who are precluded from participating in the consideration of a matter under this Code because they have a conflict of interest in the matter, are not entitled to request access to Council information in relation to the matter unless the information is otherwise available to members of the public, or the Council has determined to make the information available under the GIPA Act.

[Model Code]

Refusal of access to information

8.7 Where the General Manager or Public Officer determine to refuse access to information requested by a Councillor or Administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the Councillor or Administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The General

Manager or public officer must state the reasons for the decision if access is refused

[Model Code]

Use of certain Council information

- 3.8 In regard to information obtained in your capacity as a Council official, you must:
 - a subject to clause 8.13, only access Council information needed for Council business
 - b not use that Council information for private purposes
 - c not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with Council
 - d only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

[Model Code]

Use and security of confidential information

- 8.9 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.
- 8.10 In addition to your general obligations relating to the use of Council information, you must:
 - a only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
 - b protect confidential information
 - c only release confidential information if you have authority to do so
 - d only use confidential information for the purpose for which it is intended to be used
 - e not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
 - f not use confidential information with the intention to cause harm or detriment to the Council or any other person or body
 - g not disclose any confidential information discussed during a



confidential session of a Council or Committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

[Model Code]

Personal information

- 8.11 When dealing with personal information you must comply with:
 - a the Privacy and Personal Information Protection Act 1998
 - b the Health Records and Information Privacy Act 2002
 - the Information Protection Principles and Health Privacy Principles
 - d Council's Privacy Management Plan
 - e the Privacy Code of Practice for Local Government

[Model Code]

Use of Council resources

- 8.12 You must use Council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.
- 8.13 Union delegates and consultative Committee members may have reasonable access to Council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:
 - a the representation of members with respect to disciplinary matters
 - b the representation of employees with respect to grievances and disputes
 - c functions associated with the role of the local consultative Committee.
- 8.14 You must be scrupulous in your use of Council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.
- 8.15 You must avoid any action or situation that could create the appearance that Council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 8.16 You must not use Council resources (including Council staff), property or

facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.

- 8.17 You must not use the Council letterhead, Council crests, Council email or social media or other information that could give the appearance it is official Council material:
 - a for the purpose of assisting your election campaign or the election campaign of others, or
 - b for other non-official purposes.
- 8.18 You must not convert any property of the Council to your own use unless properly authorised.

[Model Code]

Internet access and use of social media

8.19 You must not use Council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the Council's reputation.

[Model Code]

8.20 When using social media, you must comply with the general conduct provisions of this Code.

[Council protocol]

Council record keeping

- 8.21 You must comply with the requirements of the State Records Act 1998 and Council's Corporate Records Management policy.
- 8.22 All information created, sent and received in your official capacity is a Council record and must be managed in accordance with the requirements of the State Records Act 1998 and Council's approved records management policies and practices.
- 8.23 All information stored in either soft or hard copy on Council supplied resources (including technology devices and email accounts) is deemed to be related to the business of Council and will be treated as Council records, regardless of whether the original intention was to create the information for personal purposes.



8.24 You must not destroy, alter, or dispose of Council information or records, unless authorised to do so. If you need to alter or dispose of Council information or records, you must do so in consultation with the Council's Information Manager and comply with the requirements of the State Records Act 1998.

[Model Code]

Information Technology

8.25 You must comply with Council's information security requirements as set out in the ICT Security, Technology Acceptable Use and Corporate Records Management policies in relation to the use of information technology systems.

[Council protocol]

Councillor access to Council buildings

- 8.26 Councillors and administrators are entitled to have access to the council chamber, Committee room, mayor's office (subject to availability), Councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the General Manager.
- 8.27 Councillors and Administrators a must does not enter staff-only areas of Council buildings without the approval of the General Manager (or their delegate) or as provided for in the procedures governing the interaction of Councillors and Council
- 8.28 Councillors and Administrators must ensure that when they are within a staff only area, they refrain from conduct that could be perceived to improperly influence Council staff decisions.

[Model Code]



Part 9: Maintaining the Integrity of this Code





Complaints made for an improper purpose

- 9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this Code for an improper purpose.
- 9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
 - a to bully, intimidate or harass another Council official
 - to damage another Council official's reputation
 - c to obtain a political advantage
 - d to influence a Council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
 - e to influence the Council in the exercise of its functions or to prevent or disrupt the exercise of those functions
 - f to avoid disciplinary action under the Procedures
 - g to take reprisal action against a person for making a complaint alleging a breach of this Code
 - h to take reprisal action against a person for exercising a function prescribed under the Procedures
 - to prevent or disrupt the effective administration of this Code under the Procedures.

[Model Code]

Detrimental action

- 9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this Code.
- 9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- 9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:
 - a injury, damage or loss
 - b intimidation or harassment

- discrimination, disadvantage or adverse treatment in relation to employment
- d dismissal from, or prejudice in, employment
- e disciplinary proceedings.

[Model Code]

Compliance with requirements under the Procedures

- 9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- 9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.
- 9.8 You must comply with a practice ruling made by the Office under the Procedures.

[Model Code]

Disclosure of information about the consideration of a matter under the Procedures

- 9.9 All allegations of breaches of this Code must be dealt with under and in accordance with the Procedures.
- 9.10 You must not allege breaches of this Code other than by way of a complaint made or initiated under the Procedures.
- 9.11 You must not make allegations about, or disclose information about, suspected breaches of this Code at Council, Committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.
- 9.12 You must not disclose information about a complaint you have made alleging a breach of this Code or a matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures
- 9.13 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the *Public Interest Disclosures Act 1994*.

[Model Code]

Complaints alleging a breach of this Part

9.14 Complaints alleging a breach of this Part by the General Manager are to be managed by the Office. This clause does not prevent the



Office from referring an alleged breach of this Part back to the Council for consideration in accordance with the Procedures.

9.15 Complaints alleging a breach of this Part by other Council officials are to be managed by the General Manager in accordance with the Procedures.

[Model Code]





Schedule 1:

Disclosures of Interests and other Matters in Written Returns Submitted Under Clause 4.18





PART 1: PRELIMINARY

Definitions

 For the purposes of the schedules to this Code, the following definitions apply:

address means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the designated person disclosing the address, or
- in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- in relation to any real property, the street address of the property.

de facto partner has the same meaning as defined in section 21C of the Interpretation Act 1987.

disposition of property means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property
- the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to

whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest means:

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth) in securities issued or made available by the corporation.

listed company means a company that is listed within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth.

occupation includes trade, profession and vocation.

professional or business association means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money.

return date means:

- a) in the case of a return made under clause 4.18(a), the date on which a person became a designated person
- b) in the case of a return made under clause 4.18(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.18(c), the date on which the designated person became aware of the interest to be disclosed.

relative includes any of the following:

- a) a person's spouse or de facto partner
- a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle,



- aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de factor partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

- Interests etc. outside New South Wales: A
 reference in this schedule or in schedule 2 to a
 disclosure concerning a corporation or other
 thing includes any reference to a disclosure
 concerning a corporation registered, or other
 thing arising or received, outside New South
 Wales.
- References to interests in real property: A
 reference in this schedule or in schedule 2 to
 real property in which a designated person has
 an interest includes a reference to any real
 property situated in Australia in which the
 designated person has an interest.
- 4. Gifts, loans etc. from related corporations: For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a designated person by two or more corporations that are related to each other for the purposes of section 50 of the Corporations Act 2001 of the Commonwealth are all given, made or supplied by a single corporation.



PART 2: PECUNIARY INTERESTS TO BE DISCLOSED IN RETURNS

Real property

- A person making a return under clause 4.18 of this Code must disclose:
 - a) the street address of each parcel of real property in which they had an interest on the return date, and
 - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c) the nature of the interest.
- An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
- An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a designated person.
- 8. For the purposes of clause 5 of this schedule, "interest" includes an option to purchase.

Gifts

- A person making a return under clause 4.18 of this Code must disclose:
 - a) a description of each gift received in the period since 30 June of the previous financial year, and
 - b) the name and address of the donor of each of the gifts.
- 10. A gift need not be included in a return if:
 - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - it was a political donation disclosed, or required to be disclosed, under Part 3 of the Electoral Funding Act 2018, or
 - c) the donor was a relative of the donee, or

- d) subject to paragraph (a), it was received prior to the person becoming a designated person.
- 11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

- A person making a return under clause 4.18 of this Code must disclose:
 - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
 - b) the dates on which the travel was undertaken, and
 - the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
- 13. A financial or other contribution to any travel need not be disclosed under this clause if it:
 - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or Council vehicles), or
 - b) was made by a relative of the traveller, or
 - was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
 - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
 - e) was a political donation disclosed, or required to be disclosed, under Part 3 of the Electoral Funding Act 2018, or
 - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
 - g) subject to paragraph (d) it was received prior to the person becoming a designated person.
- 14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.



Interests and positions in corporations

- 15. A person making a return under clause 4.18 of this Code must disclose:
 - a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
 - the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
 - c) the nature of the interest, or the position held, in each of the corporations, and
 - d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
- 16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
 - a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
 - required to apply its profits or other income in promoting its objects, and
 - prohibited from paying any dividend to its members.
- 17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
- 18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a designated person.

Interests as a property developer or a close associate of a property developer

- 19. A person making a return under clause 4.18 of this Code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
- 20. For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the *Electoral Funding Act 2018*. property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

Positions in trade unions and professional or business associations

- 21. A person making a return under clause 4.18 of the Code must disclose:
 - a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
 - b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
 - a description of the position held in each of the unions and associations.
- 22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a designated person.

Dispositions of real property

- 23. A person making a return under clause 4.18 of this Code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
- 24. A person making a return under clause 4.18 of this Code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
- 25. A disposition of real property need not be disclosed if it was made prior to a person becoming a designated person.

Sources of income

26. A person making a return under clause 4.18 of this Code must disclose:



- each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
- each source of income received by the person in the period since 30 June of the previous financial year.
- 27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
 - a) in relation to income from an occupation of the person:
 - a description of the occupation, and
 - (ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - (iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
 - in relation to income from a trust, the name and address of the settlor and the trustee, or
 - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
- 28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
- 29. The source of any income received by the person that they ceased to receive prior to becoming a designated person need not be disclosed.

Debts

- 30. A person making a return under clause 4.18 of this Code must disclose the name and address of each person to whom the person was liable to pay any debt:
 - a) on the return date, and
 - at any time in the period since 30 June of the previous financial year.

- 31. A liability to pay a debt must be disclosed by a person in a return made under clause 4.18 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
- 32. A liability to pay a debt need not be disclosed by a person in a return if:
 - a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
 - (i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
 - (ii) the amounts to be paid exceeded, in the aggregate, \$500, or
 - b) the person was liable to pay the debt to a relative, or
 - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
 - d) in the case of a debt arising from the supply of goods or services:
 - the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
 - e) subject to paragraph (a), the debt was discharged prior to the person becoming a designated person.

Discretionary disclosures

A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.



Schedule 2:

Form of Written Return if Interests Submitted Under Clause 4.18





'Disclosures by Councillors and designated persons' return

- The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).
- If this is the first return you have been required to lodge with the General Manager after becoming a Councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a Councillor or designated person.
- 3. If you have previously lodged a return with the General Manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the General Manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a Councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
- 4. If you have previously lodged a return with the General Manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
- This form must be completed using block letters or typed.
- If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
- If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the General Manager in a register of returns. The General Manager is required to table all returns at a Council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2018 and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.



Disclosure of pecuniary interests and other matters by [full name of Councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]

[Designated person's signature]

[date]

A. Real Property

Street address of each parcel of real property in which I had an interest at the N return date/at any time since 30 June

Nature of interest

B. Sources of income

1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June

Description of occupation

Name and address of employer or description of office held (if applicable)

Name under which partnership conducted (if applicable)

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor Name and address of trustee

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

C. Gifts

Description of each gift I received at any time since 30 Name and address of donor lune

D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June Dates on which travel was undertaken

Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken



E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June

Nature of interest (if any)

Description of position (if any)

Description of principal objects (if any) of corporation (except in case of listed company)

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June Description of position

H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

I. Dispositions of property

- 1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
- 2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures



	APPROVAL AND REVIEW	
Responsible Division	Governance and Customer Service	
Date/s adopted	EMC [updated by policy owner]	Council [To be inserted by Governance]
Date/s of previous adoptions	27/02/2019, 20/11/2017, 25/02/2013, 01/02/2011, 23/07/2008, 16/10/2007, 28/02/2005, 28/06/2004	
Date of next review	[Not more than two years from last adoption]	





Item 10 - Attachment 3 - Draft Code of Conduct for Council Committee Members, Delegates of Council and Council Advisors

WOLLONGONG CITY COUNCIL

CODE OF CONDUCT

COUNCIL COMMITTEE MEMBERS, DELEGATES OF COUNCIL AND COUNCIL ADVISERS

ADOPTED NOVEMBER 2020





STATEMENT FROM THE GENERAL MANAGER

I am pleased to introduce to you the Wollongong City Council Code of Conduct. The Executive and Senior Leadership Team of Council are strongly committed to driving a high performing organisation underpinned by robust governance practices and ethics principles. The attitudes, values, beliefs, and behaviours of our leaders and staff must support good governance. Our staff values are included in this Code and demonstrate our collective commitment to achieving the very best outcomes for our community. We are continually focused on proactively driving the highest ethical standards in our conduct and interactions and have zero-tolerance for fraud and corruption in the delivery of all our policies, processes, and projects throughout all levels of our organisation.



Protecting the reputation of the Council is vital to ensure our credibility and maintain public trust in what we do. The Code of Conduct helps all of us comply with our professional obligations and maintain high standards of ethical conduct. Everyone working with Council should expect to be treated, and must treat others, with respect, dignity and fairness. The Code does not cover every issue that may arise but provides guidance around standards of behaviour. I expect all Council employees and delegates to make themselves aware of the Code and to implement and comply with its provisions and the core values on which it is based. You are required to act both within the letter and spirit of the Code.

Greg Doyle

General Manager

Members, Delegates of Council and Council Advisors



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Item 10 - Attachment 3 - Draft Code of Conduct for Council Committee Members, Delegates of Council and Council Advisors

Part 1: Introduction



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Item 10 - Attachment 3 - Draft Code of Conduct for Council Committee Members, Delegates of Council and Council Advisors

This Code of Conduct applies to Council Committee members and delegates of Council who are not Councillors or staff of the Council. It also applies to advisers of Council for the purposes of clause 4.12. It is based on the *Model Code of Conduct for Local Councils in NSW* ("the Model Code of Conduct") which is made under section 440 of the *Local Government Act 1993* ("LGA") and the *Local Government (General) Regulation 2005* ("the Regulation").

The Model Code of Conduct sets the minimum standards of conduct for Council officials. It is prescribed by regulation to assist Council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every Council (including County Councils) and Joint Organisation to adopt a Code of Conduct that incorporates the provisions of the Model Code of Conduct. A Council's or Joint Organisation's adopted Code of Conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not "Council officials" for the purposes of the Model Code of Conduct (e.g. volunteers, contractors and members of wholly advisory Committees).

A Council's or Joint Organisation's adopted Code of Conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a Council's or Joint Organisation's adopted Code of Conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, Administrators, members of staff of Councils, delegates of Councils, (including members of Council Committees that are delegates of a Council) and any other person a Council's adopted Code of Conduct applies to, must comply with the applicable provisions of their Council's Code of Conduct. It is the personal responsibility of Council officials to comply with the standards in the Code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a Council Committee member or delegate of the Council to comply with a Council's Code of Conduct may give rise to disciplinary action.

Note: References in this Code of Conduct to Councils are also to be taken as references to County Councils and Joint Organisations

Council Values

Wollongong City Council has defined organisational values to support our purpose of creating an Extraordinary Wollongong. These

Respect - inclusive and considerate

Sustainable - use our community's resources responsibly

Courage - challenge the norm to be better

Integrity - honest and reliable

One Team - together we deliver excellent service

Our values are not meant to be just words on a page. They are part of everything we do every day. Our values are evident in this document by graphics that represent each value appearing on the cover page and each chapter page in the Code of Conduct.



Item 10 - Attachment 3 - Draft Code of Conduct for Council Committee Members, Delegates of Council and Council Advisors

Part 2: Definitions



Members, Delegates of Council and Council Advisors



In this Code the following terms have the following meanings:

in this code the following terms have the following meanings.		
Committee	see the definition of "Council Committee"	
Administrator Committee	an Administrator of a council appointed under the LGA other than an Administrator appointed under section 66 Committee	
Committee	see the definition of "Council Committee"	
complaint	a Code of Conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.	
conduct	includes acts and omissions	
Council	Wollongong City Council	
Council Committee	a Committee established by Council comprising of Councillors, staff or other persons that Council has delegated functions to and Council's Audit, Risk and Improvement Committee.	
Council Committee member	a person other than a Councillor or member of staff of a Council who is a member of a Council Committee other than a wholly advisory Committee, and a person other than a Councillor who is a member of the Council's Audit, Risk and Improvement Committee.	
Council official	includes Councillors, members of staff of Council, Administrators, Council Committee members, delegates of Council and, for the purposes of clause 4.16 of the Model Code of Conduct, Council advisers	
Councillor	any person elected or appointed to civic office, including the Lord Mayor and includes members and chairpersons of County Councils and voting representatives of the boards of Joint Organisations and chairpersons of Joint Organisations	
delegate of Council	a person (other than a Councillor or member of staff of Council) or body, and the individual members of that body, to whom a function of Council is delegated. For the purposes of this Code of Conduct, it is taken to include	
	volunteers.	
designated person	a person referred to in clause 4.8	
election campaign	includes Council, state and federal election campaigns	
General Manager	includes the executive officer of a Joint Organisation	
Joint Organisation	a Joint Organisation established under section 400O of the LGA	
LGA	the Local Government Act 1993	
mayor	includes the chairperson of a County Council or a Joint Organisation	
members of staff of a council	includes members of staff of County Councils and Joint Organisations	
the Office	Office of Local Government	
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion	
the Procedures	the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW prescribed under the Regulation	
the Regulation	the Local Government (General) Regulation 2005	
wholly advisory Committee	a Council Committee that the Council has not delegated any functions to	



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Part 3: General Conduct Obligations



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General conduct

- You must not conduct yourself in a manner that:
 - is likely to bring the Council or other Council officials into disrepute
 - is contrary to statutory requirements or the Council's administrative requirements or
 - is improper or unethical
 - is an abuse of power
 - causes, comprises or involves intimidation or verbal abuse
 - involves the misuse of your position to obtain a private benefit
 - constitutes harassment or bullying behaviour under this Code or is unlawfully discriminatory.
- You must act lawfully and honestly and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. (section 439).

Fairness and equity

- You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.5 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

Harassment and discrimination

- You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family breastfeeding, responsibilities or orientation, gender identity or intersex status or political, religious or other affiliation.
- For the purposes of this Code, "harassment" is any form of behaviour towards a person that:
 - a is not wanted by the person
 - offends, humiliates or intimidates the person,
 - creates a hostile environment.

Bullying

- 3.8 You must not engage in bullying behaviour towards others.
- For the purposes of this Code, "bullying behaviour" is any behaviour in which:
 - a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and

- the behaviour creates a risk to health and
- 3.10 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:
 - aggressive, threatening or intimidating
 - h belittling or humiliating comments
 - spreading malicious rumours
 - practical jokes or 'initiation d teasing, ceremonies'
 - exclusion from work-related events
 - unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
 - displaying offensive material
 - pressure to behave in an inappropriate manner.

Reasonable Management Action

- 3.11 Reasonable management action carried out in a reasonable manner does not constitute bullying, harassment or discrimination behaviours for the purposes of this Code. Examples of reasonable management action may include, but are not limited to:
 - а performance management processes
 - disciplinary action for misconduct
 - informing a worker about unsatisfactory work performance or inappropriate work behaviour
 - directing a worker to perform duties in keeping with their job
 - maintaining reasonable workplace goals and standards
 - legitimately exercising a regulatory function f
 - legitimately implementing a Council policy or administrative processes.

Work health and safety

- 3.12 All Council officials, including Councillors and Administrators, owe statutory duties under the Work Health and Safety Act 2011 (WHS Act). You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the Council to ensure workplace health and safety. Specifically, you must:
 - take reasonable care for your own health and safety
 - take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
 - comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act, and any policies or procedures adopted by the Council to ensure workplace health and safety
 - cooperate with any reasonable policy or procedure of the Council relating to workplace health or safety that has been notified to Council staff
 - report accidents, incidents, near misses, to the General Manager or such other staff



- Item 10 Attachment 3 Draft Code of Conduct for Council Committee Members, Delegates of Council and Council Advisors
 - member nominated by the General Manager, and take part in any incident investigations
- so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

Land use planning, development assessment and other regulatory functions

- 3.13 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.
- 3.14 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

Obligations in relation to meetings

- 3.15 You must comply with rulings by the Chair at Council and Committee meetings or other proceedings of the Council unless a motion dissenting from the ruling is passed.
- 3.16 You must not engage in bullying behaviour (as defined under this Part) towards the chair, other Council officials or any members of the public present during Council or Committee meetings or other proceedings of the Council (such as, but not limited to, workshops and briefing sessions).
- 3.17 You must not engage in conduct that disrupts Council or Committee meetings or other proceedings of the Council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.

[Model Code]

Child protection

- 3.18 All Council officials, including Councillors, are required to support and promote the safety, wellbeing and empowerment of children under the age of 18. Specifically, you must:
 - take all reasonable steps to protect children from harm
 - listen and respond to the views and concerns of children, particularly if they have stated that they or another child have been harmed in any way and/or are worried about their safety or the safety of another child
 - promote the cultural safety, participation and empowerment of Aboriginal children, and children with a disability, and with culturally or linguistically diverse backgrounds
 - model appropriate adult behaviour in an open and transparent way

- respect the privacy of parents and children by not disclosing personal information
- where child abuse is suspected, ensure that children are safe and protected from harm as quickly as possible
- encourage children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them

3.19 You must not:

- develop any 'special' relationships with children that may be seen as favouritism or inappropriate, including through the provision of gifts, showing inappropriate attention or exhibiting improper behaviour
- exhibit behaviours or engage in activities with children that may be construed as unnecessarily physical contact
- put children at risk of harm
- do things of a personal nature that a child can do for themselves such as toileting or changing clothes
- engage in open discussions of a mature or adult nature, or use inappropriate language in the presence of children
- express personal views on cultures, race or sexuality in the presence of children
- discriminate against any child, including on the basis of age, gender, sexuality, race, cultural background or disability
- ignore or disregard any concerns, suspicions or disclosures of child being harmed in any
- All Council officials, including Councillors, are required to immediately report any allegations of child abuse to Council's identified Child Protection Officer. In addition, you must:
 - Report information to the Police if you know, believe or have been informed by a child, family member or community member that a child has been abused, even if it involves another employee Council official.
 - report any breach of the Child Protection standards in this Code of Conduct Council's identified Child Protection Officer.
 - understand and comply with all reporting and/or disclosure obligations, including mandatory reporting and reportable conduct [Council protocol]



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Part 4: Pecuniary Interests





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What is a pecuniary interest?

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
 - a your interest, or
 - the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - a company or other body of which you, or your nominee, partner or employer, is a shareholder or member
- 4.4 For the purposes of clause 4.3:
 - a Your "relative" is any of the following:
 - i your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
 - b "de facto partner" has the same meaning as defined in section 21C of the Interpretation Act 1987.
- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):
 - a if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or

- b just because the person is a member of, or is employed by, a Council or a statutory body, or is employed by the Crown, or
- c just because the person is a member of, or a delegate of a Council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

What interests do not have to be disclosed?

- 4.6 You do not have to disclose the following interests for the purposes of this Part:
 - a your interest as an elector
 - b your interest as a ratepayer or person liable to pay a charge
 - c an interest you have 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 Code
 - d an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the Council in the same manner and subject to the same conditions as apply to persons who are not subject to this Code
 - e an interest you have 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 if you are a Council Committee member, an interest you have 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 you have been appointed to represent the organisation or group on the Council Committee
 - g an interest you have 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



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- exceed 10 per cent of the voting rights in the company
- an interest you have 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 your relative 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
- an interest you have arising from the making by the Council of a contract or agreement with your relative 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:
 - the performance by the Council at the expense of your relative of any work or service in connection with roads sanitation
 - security for damage to footpaths or roads
 - 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
- an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
- an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a Council Committee member
- For the purposes of clause 4.6. 4.7 "relative" has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

What disclosures must be made by a designated person?

- Designated persons include:
 - a person who is a delegate of the Council and who holds a position identified by the Council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a delegate and the person's private interest
 - a person (other than a member of the senior staff of the Council) who is a member of a Committee of the Council identified by the Council as a Committee whose members are designated persons because the functions of the Committee involve the exercise of the Council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the Committee and the member's private interest.
- 49 A designated person:
 - must prepare and submit written returns of interests in accordance with clause 4.16, and
 - must disclose pecuniary interests in accordance with clause 4.10.
- 4.10 A designated person must disclose in writing to the General Manager the nature of any pecuniary interest the person has in any Council matter with which the person is dealing as soon as practicable after becoming aware of the interest.
- The General Manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by Council advisers?

4.12 A person who, at the request or with the consent of the Council or a Council Committee, gives advice on any matter at any meeting of the Council or Committee, must disclose the nature of any pecuniary interest the person has in



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- the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.
- 4.13 A person does not breach clause 4.12 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

What disclosures must be made by a **Council Committee member?**

- 4.14 A Council Committee member must disclose pecuniary interests in accordance with clause 4.23 and comply with clause 4.24.
- 4.15 Note: A Council Committee member identified by Council as a "designated person" for the purposes of clause 4.8(b) must also prepare and submit written returns of interests in accordance with clause 4.16.

Disclosure of interests in written returns

- 4.16 A designated person must make and lodge with the General Manager a return in the form set out in Schedule 2 to this Code, disclosing the designated person's interests as specified in schedule 1 to this Code within 3 months after
 - becoming a designated person, and
 - b 30 June of each year, and
 - the designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).
- 4.17 A person need not make and lodge a return under clause 4.16, paragraphs (a) and (b) if:
 - they made and lodged a return under that clause in the preceding 3 months, or
 - they have ceased to be a designated person in the preceding 3 months.
- 4.18 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.

- 4.19 The General Manager must keep a register of returns required to be made and lodged with the General Manager.
- 4.20 Returns required to be lodged with the General Manager under clause 4.16(a) and (b) or a register of such returns, must be tabled at the first meeting of the Council after the last day the return is required to be lodged.
- Returns required to be lodged with the General Manager under clause 4.16(c), or a register of such returns, must be tabled at the next Council meeting after the return is lodged.
- 4.22 Information contained in returns made and lodged under clause 4.16 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2018 and any guidelines issued by the Information Commissioner.

Disclosure of pecuniary interests meetings

- 4.23 A Council Committee member who has a pecuniary interest in any matter with which the Council is concerned, and who is present at a meeting of the Committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable
- 4.24 The Council Committee member must not be present at, or in sight of, the meeting of the Committee:
 - 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.
- 4.25 A disclosure made at a meeting of a Council Committee must be recorded in the minutes of the meeting.
- A general notice may be given to the General Manager in writing by a Council Committee member to the effect that the Council Committee member, or the Council Committee member's spouse, de facto partner or relative, is:
 - a member of, or in the employment of, a specified company or other body, or



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b a partner of, or in the employment of, a specified person.

Such a notice is, unless and until the notice is withdrawn or until the end of the term of the Council in which it is given (whichever is the sooner), sufficient disclosure of the Council Committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the Council Committee after the date of the notice.

- 4.27 A Council Committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the Council Committee member has an interest in the matter of a kind referred to in clause 4.6.
- 4.28 A person does not breach clauses 4.22 or 4.23 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest
- 4.29 The Minister for Local Government may, conditionally or unconditionally, allow a Council Committee member who has a pecuniary interest in a matter with which the Council is concerned to be present at a meeting of the Committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion that it is in the interests of the electors for the area to do so.
- 4.30 A Council Committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the Committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.28, must still disclose the interest they have in the matter in accordance with clause 4.22.

Adopted by Council: [Date]

[Model Code]



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Part 5: Non-Pecuniary Conflicts of Interests





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What is a non-pecuniary conflict of interest?

- Non-pecuniary interests are private or personal interests a Council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this Code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature
- A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a Council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of Council decision-making. The onus is on you to identify any nonpecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this Code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts interest

- 56 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter.
- 5.7 If a disclosure is made at a Committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure

- constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
 - a relationship between a Council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the Council official's extended family that the Council official has a close personal relationship with, or another person living in the same household
 - other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
 - c an affiliation between the Council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a Council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
 - membership, as the Council's representative, of the board or management Committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the Council and the organisation are potentially in conflict in relation to the particular matter



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- a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause
- the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
 - by participating not consideration of, or decision making in relation to, the matter in which you have the significant nonpecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
 - if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at Committee meeting, managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.22 and 4.23.
- 5.11 If you determine that you have a nonpecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the nonpecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 Council Committee members are not required to declare and manage a nonpecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have 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 they have been appointed to represent the organisation or group on the Council Committee.

Loss of quorum as a result of compliance with this Part

5.13 The Minister for Local Government may, conditionally or unconditionally, allow a Council Committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the

- Committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion that it is in the interests of the electors for the area to do so.
- 5.14 Where the Minister exempts a Committee member from complying with a requirement under this Part under clause 5.13, the Committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Personal dealings with Council

- 5.15 You may have reason to deal with your Council in your personal capacity (for example, as a ratepayer, recipient of a Council service or applicant for a development consent granted by Council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.
- 5.16 You must undertake any personal dealings you have with the Council in a manner that is consistent with the way other members of the community deal with the Council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this Code.

[Model Code]

Former Council officials

- 5.17 You must not use your position to obtain opportunities for future employment.
- 5.18 You must be careful in your dealings with former Council officials and ensure that you do not give or appear to give favourable treatment or access to otherwise confidential information to former Council officials.

[Council protocol]

Sponsorship

5.19 Council actively seeks financial or inkind sponsorship from a variety of sources to support specific events, promotions, services or other activities policy.



of Council. It is essential that sponsorships do not limit Council's ability to carry out its functions fully and impartially. All sponsorship arrangements must comply with Council's Sponsorship of Council

Activities from External Sources

Members, Delegates of Council and Council Advisors

[Council protocol]



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Part 6: Personal Benefit



- For the purposes of this Part, a gift or a benefit is something offered to or received by a Council official or someone personally associated with them for their personal use and enjoyment.
- A reference to a gift or benefit in this Part does not include:
 - items with a value of \$10 or less
 - a political donation for the purposes of the Electoral Funding Act 2018
 - a gift provided to the Council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual Council official or someone personally associated with them
 - attendance by a Council official at a work-related event or function for the purposes of performing their official duties, or
 - free or subsidised meals, beverages or refreshments provided to Council officials in conjunction with the performance of their official duties such as, but not limited to:
 - the discussion of official business
 - work-related events such as Councilsponsored or community events, training, education sessions or workshops
 - conferences
 - Council functions or events
 - social functions organised by groups, such as Council Committees and community organisations.

Gifts and benefits

- You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the Council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.
- A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

[Model Code]

The offer of a gift or benefit of any value from a person in circumstances where the person is seeking the exercise of your decisionmaking discretion or where the person has sought the exercise of your decision-making discretion in the previous 12 months must be refused

[Council protocol]

How are offers of gifts and benefits to be dealt with?

- You must not: 66
 - seek or accept a bribe or other improper inducement
 - seek gifts or benefits of any kind
 - accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public
 - subject to clause 6.8, accept any gift or benefit of more than token value as defined by clause 6.10
 - accept an offer of cash or a cash-like gift as defined by clause 6.14, regardless of the amount
 - participate in competitions for prizes where eligibility is based on the Council being in or entering into a customersupplier relationship with the competition
 - personally benefit from reward points programs when purchasing on behalf of the Council.
- Where you receive an offer of a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to the General Manager in writing. The General Manager must ensure that, at a minimum, the following details are recorded in the Council's gift register:
 - the nature of the gift or benefit
 - the estimated monetary value of the gift
 - the name of the person who provided the gift or benefit and the name of the organisation they represent where not received from an individual
 - the date on which the gift or benefit was received
 - whether the gift or benefit was accepted or refused.
- Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the Council, unless the nature of the gift or benefit makes this impractical.

[Model Code]

Gifts and benefits of token value

You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed



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a value of \$501. They include, but are not limited to:

- a invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$50
- b gifts of alcohol that do not exceed a value of \$50
- ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
- d prizes or awards that do not exceed \$50 in value.

Gifts and benefits of more than token value

- 6.10 Gifts or benefits that exceed \$50 in value are gifts or benefits of more than token value for the purposes of clause 6.6(d) and, subject to clause 6.8, must not be accepted.
- 6.11 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting Codes) with a ticket value that exceeds \$50, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.
- 6.12 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed \$50 in value.
- 6.13 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

"Cash-like gifts"

6.14 For the purposes of clause 6.6(e), "cash-like gifts" include but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

Improper and undue influence

- 6.15 You must not use your position to influence other Council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else.
- 6.16 You must not take advantage (or seek to take advantage) of your status or position with Council, or of functions you perform for Council, in order to obtain a private benefit for yourself or for any other person or body.

[Model Code]





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Part 7: Access to Information & **Council Resources**





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Use of certain Council information

- In regard to information obtained in your capacity as a Council official, you must:
 - only access Council information needed for Council business
 - not use that Council information for private purposes
 - not seek or obtain, either directly or indirectly, any financial benefit or improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your position with Council
 - only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

- You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.
- In addition to your general obligations relating to the use of Council information, vou must:
 - only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
 - protect confidential information
 - only release confidential information if you have authority to do so
 - only use confidential information for the purpose for which it is intended to be used
 - not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
 - not use confidential information with the intention to cause harm or detriment to the Council or any other person or body
 - not disclose any confidential information discussed during a confidential session of a Council or Committee meeting or any other confidential forum (such as, but not

limited to, workshops or briefing sessions).

Personal information

- When dealing with personal information you must comply with:
 - the Privacy and Personal Information Protection Act 1998
 - the Health Records and Information Privacy Act 2002
 - the Information Protection Principles and Health Privacy Principles
 - the Council's privacy management
 - the Privacy Code of Practice for Local Government

Use of Council resources

- You must use Council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes unless this use is lawfully authorised and proper payment is made where appropriate.
- You must be scrupulous in your use of Council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.
- 7 7 You must avoid any action or situation that could create the appearance that Council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- You must not use Council resources (including Council staff), property or facilities for the purpose of assisting the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility
- You must not use the Council letterhead, Council crests, Council email or social media or other information that could give the appearance it is official Council material:
 - for the purpose of assisting your election campaign or the election campaign of others, or



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- for other non-official purposes.
- 7.10 You must not convert any property of the Council to your own use unless properly authorised.

Internet access

7.11 You must not use Council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the Council's reputation.

[Model Code]

7.12 When using social media, you must comply with the general conduct provisions of this Code.

[Council protocol]

Council record keeping

- 7.13 You must comply with the requirements of the State Records Act 1998 and the Council's records management policy.
- 7.14 All information created, sent and received in your official capacity is a Council record and must be managed in accordance with the requirements of the State Records Act 1998 and the Council's approved records management policies and practices.
- 7.15 All information stored in either soft or hard copy on Council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the Council and will be treated as Council records, regardless of whether the original intention was to create the information for personal purposes.
- 7.16 You must not destroy, alter, or dispose of Council information or records, unless authorised to do so. If you need to alter or dispose of Council information or records, you must do so in consultation with the Council's records manager and comply with the requirements of the State Records Act 1998.

[Model Code]

Information Technology

You must comply with Council's information security requirements as set out in the ICT Security, Technology Acceptable Use and Corporate Records Management policies in relation to the use of information technology systems.

[Council protocol]

Part 8: Maintaining the Integrity of this Code





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Complaints made for an improper purpose

- You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this Code for an improper purpose.
- 8.2 For the purposes of clause 8.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
 - to bully, intimidate or harass another Council official
 - to damage another Council official's reputation
 - to obtain a political advantage
 - to influence a Council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
 - to influence the Council in the exercise of its functions or to prevent or disrupt the exercise of those functions
 - to avoid disciplinary action under the Procedures
 - to take reprisal action against a person for making a complaint alleging a breach of this Code
 - to take reprisal action against a person for exercising a function prescribed under the Procedures
 - to prevent or disrupt the effective administration of this Code under the Procedures

Detrimental action

- You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this Code.
- You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- For the purposes of clauses 8.3 and 8.4, 8.5 a detrimental action is an action causing, comprising or involving any of the following:
 - injury, damage or loss
 - intimidation or harassment
 - discrimination, disadvantage adverse treatment in relation to employment

- dismissal from, or prejudice in, employment
- disciplinary proceedings.

Compliance with requirements under the **Procedures**

- You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.
- 88 You must comply with a practice ruling made by the Office under the Procedures.

Disclosure of information about consideration of a matter under the **Procedures**

- All allegations of breaches of this Code must be dealt with under and in accordance with the Procedures
- 8.10 You must not allege breaches of this Code other than by way of a complaint made or initiated under the Procedures.
- You must not make allegations about, or disclose information about, suspected breaches of this Code at Council, Committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.
- 8.12 You must not disclose information about a complaint you have made alleging a breach of this Code or a matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.
- 8.13 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the Public Interest Disclosures Act 1994.

Complaints alleging a breach of this Part

8.14 Complaints alleging a breach of this Part by a Council Committee member or delegate of Council are to be managed by the General Manager in accordance with the Procedures.

[Model Code]

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Schedule 1:

Disclosures of Interests and other Matters in Written Returns Submitted Under Clause 4.16





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SCHEDULE 1, PART 1: PRELIMINARY

means:

Definitions

Definitions

1 For the purposes of the schedules to this Code, the following definitions apply:

address

- a in relation to a person other than a corporation, the last residential or business address of the person known to the Councillor disclosing the address, or
- b in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c in relation to any real property, the street address of the property. de facto partner has the same meaning as defined in section 21C of the Interpretation Act 1987.

disposition property

of means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a the allotment of shares in a company
- b the creation of a trust in respect of property
- c the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e the exercise by a person of a general power of appointment over property in favour of another person
- f a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift

means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest

means:

- a in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
- b in relation to a corporation, a relevant interest (within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth) in securities issued or made available by the corporation.

listed company

means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

occupation

includes trade, profession and vocation.

professional of business association

means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property

includes money

return date

means:

a in the case of a return made under clause 4.9(a), the date on which a person became a Councillor

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- b in the case of a return made under clause 4.9(b), 30 June of the year in which the return is made
- in the case of a return made under clause 4.9(c), the date on which the С Councillor became aware of the interest to be disclosed.

relative includes any of the following:

- a person's spouse or de facto partner
- a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, b lineal descendant or adopted child
- a person's spouse's or de facto partner's parent, grandparent, brother, sister, С uncle, aunt, nephew, niece, lineal descendant or adopted child
- d the spouse or de factor partner of a person referred to in paragraphs (b) and

travel includes accommodation incidental to a journey

Matters relating to the interests that must be included in returns

Interests etc. outside New South Wales

A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.

3 References to interests in real property:

> A reference in this schedule or in schedule 2 to real property in which a Councillor has an interest includes a reference to any real property situated in Australia in which the Councillor has an interest.

Gifts, loans etc. from related corporations:

For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a Councillor by two or more corporations that are related to each other for the purposes of section 50 of the Corporations Act 2001 of the Commonwealth are all given, made or supplied by a single corporation.



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SCHEDULE 1, PART 2: PECUNIARY INTERESTS TO BE DISCLOSED IN RETURNS

Real property

- 5 A person making a return under clause 4.15 of this Code must disclose:
 - a the street address of each parcel of real property in which they had an interest on the return date, and
 - b the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c the nature of the interest.
- An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - b as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
- 7 An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a designated person.
- 8 For the purposes of clause 5 of this schedule, "interest" includes an option to purchase.

Gifts

- 9 A person making a return under clause 4.15 of this Code must disclose:
 - a description of each gift received in the period since 30 June of the previous financial year, and
 - b the name and address of the donor of each of the gifts.
- 10 A gift need not be included in a return if:
 - a it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - it was a political donation disclosed, or required to be disclosed, under Part 3 of the Electoral Funding Act 2018, or
 - c the donor was a relative of the donee, or

- d subject to paragraph (a), it was received prior to the person becoming a designated person.
- 11 For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

- 12 A person making a return under clause 4.15 of this Code must disclose:
 - a the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
 - b the dates on which the travel was undertaken, and
 - c the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
- 13 A financial or other contribution to any travel need not be disclosed under this clause if it:
 - a was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or Council vehicles), or
 - b was made by a relative of the traveller,
 - c was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
 - d did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12month period or less, or
 - was a political donation disclosed, or required to be disclosed, under Part 3 of the Electoral Funding Act 2018, or
 - f was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
 - g subject to paragraph (d) it was received prior to the person becoming a designated person.



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For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

- A person making a return under clause 4.15 of this Code must disclose:
 - the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
 - the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
 - the nature of the interest, or the position held, in each of the corporations, and
 - a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
- An interest in, or a position held in, a 16 corporation need not be disclosed if the corporation is:
 - formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
 - required to apply its profits or other income in promoting its objects, and
 - prohibited from paying any dividend to its members.
- An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
- An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a designated person.

Interests as a property developer or a close associate of a property developer

- A person making a return under clause 4.15 of this Code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
- 20 For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the Electoral Funding Act 2018.

property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

Positions in trade unions and professional or business associations

- A person making a return under clause 4.15 of the Code must disclose:
 - the name of each trade union, and of professional or business each association, in which they held any position (whether remunerated or not) on the return date, and
 - the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
 - a description of the position held in each of the unions and associations.
- A position held in a trade union or a 22 professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a designated person

Dispositions of real property

- A person making a return under clause 4.15 of this Code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to reacquire the property.
- A person making a return under clause 4.15 24 of this Code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return. being a disposition under which the person making the return obtained wholly or partly the use of the property.
- 25 A disposition of real property need not be disclosed if it was made prior to a person becoming a designated person.



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Sources of income

- A person making a return under clause 4.15 of this Code must disclose:
 - a each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
 - b each source of income received by the person in the period since 30 June of the previous financial year.
- 27 A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
 - a in relation to income from an occupation of the person:
 - i a description of the occupation, and
 - ii if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - iii if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
 - b in relation to income from a trust, the name and address of the settlor and the trustee, or
 - c in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
- 28 The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
- 29 The source of any income received by the person that they ceased to receive prior to becoming a designated person need not be disclosed.
- 30 A fee paid to a Councillor or to the Lord Mayor or Deputy Lord Mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

31 A person making a return under clause 4.15 of this Code must disclose the name and

address of each person to whom the person was liable to pay any debt:

- a on the return date, and
- b at any time in the period since 30 June of the previous financial year.
- 32 A liability to pay a debt must be disclosed by a person in a return made under clause 4.15 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
- 33 A liability to pay a debt need not be disclosed by a person in a return if:
 - a the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
 - i the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
 - ii the amounts to be paid exceeded, in the aggregate, \$500, or
 - b the person was liable to pay the debt to a relative, or
 - c in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
 - d in the case of a debt arising from the supply of goods or services:
 - i the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - ii the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
 - subject to paragraph (a), the debt was discharged prior to the person becoming a designated person.



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Discretionary disclosures

A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.



Schedule 2:

Form of Written Return if **Interests Submitted Under** Clause 4.16





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'Disclosures by Councillors or designated persons' return

- The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct)
- If this is the first return you have been required to lodge with the General Manager after becoming a Councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a Councillor or designated person.
- If you have previously lodged a return with the General Manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the General Manager. you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a Councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
- If you have previously lodged a return with the General Manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
- This form must be completed using block 5 letters or typed.
- 6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
- If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the General Manager in a register of returns. The General Manager is required to table all returns at a Council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.



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Disclosure of pecuniary interests and other matters by [full name of Councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]

[Designated person's signature]

[Date]

A. Real Property

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June

Nature of interest

B. Sources of income

Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June:

Description of occupation Name and address of employer or Name under which description of office held (if partnership conducted (if applicable) applicable)

Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor

Name and address of trustee

Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

C. Gifts

Description of each gift I received at any time since 30

Name and address of donor

D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June

Dates on which travel was undertaken

Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken

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E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June

Nature of interest (if any) Description of position (if any) Description of principal objects (if anv) of corporation (except in case of listed company)

. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June

Description of position

H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

I. Dispositions of property

- Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
- Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures



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APPROVAL AND REVIEW			
Responsible Division	Governance and Customer Service		
Date/s adopted	EMC [updated by policy owner]	Council [To be inserted by Governance]	
Date/s of previous adoptions	27/02/2019, 20/11/2017, 25/02/2013, 01/02/2011, 23/07/2008, 16/10/2007, 28/02/2005, 28/06/2004		
Date of next review	[Not more than two years from last adoption]		

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Item 10 - Attachment 4 - Draft Proceedures for the Administration of the Codes of Conduct

WOLLONGONG CITY COUNCIL

PROCEDURES FOR THE **ADMINISTRATION OF THE**

CODE OF CONDUCT

ADOPTED NOVEMBER 2020

city of innovation





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Item 10 - Attachment 4 - Draft Proceedures for the Administration of the Codes of Conduct

Part 1: Introduction





These procedures ("the Model Code Procedures") are prescribed for the administration of the Model Code of Conduct for Local Councils in NSW ("the Model Code of Conduct").

The Model Code of Conduct is made under section 440 of the *Local Government Act* 1993 ("the LGA") and the *Local Government (General) Regulation 2005* ("the Regulation"). Section 440 of the LGA requires every Council (including County Councils) and Joint Organisation to adopt a Code of Conduct that incorporates the provisions of the Model Code of Conduct.

The Model Code Procedures are made under section 440AA of the LGA and the Regulation. Section 440AA of the LGA requires every Council (including County Councils) and Joint Organisation to adopt procedures for the administration of their Code of Conduct that incorporate the provisions of the Model Code Procedures.

In adopting procedures for the administration of their adopted Codes of Conduct, Councils and Joint Organisations may supplement the Model Code Procedures. However, provisions that are not consistent with those prescribed under the Model Code Procedures will have no effect.

Note: Parts 6, 7, 8 and 11 of these procedures apply only to the management of Code of Conduct complaints about Councillors (including the Lord Mayor) or the General Manager.



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Part 2: Definitions







In this Procedure the following terms have the following meanings:

Code of Conduct	a Code of Conduct adopted under section 440 of the LGA
Code of Conduct complaint	a complaint that is a Code of Conduct complaint for the purposes of clauses 4.1 and 4.2 of these procedures
complainant	a person who makes a Code of Conduct complaint
complainant Councillor	a Councillor who makes a Code of Conduct complaint
complaints coordinator	a person appointed by the General Manager under these procedures as a complaints coordinator
conduct reviewer	a person appointed under these procedures to review allegations of breaches of the Code of Conduct by Councillors or the General Manager
Council Committee	a Committee established by a Council comprising of Councillors, staff or other persons that the Council has delegated functions to and the Council's Audit, Risk and Improvement Committee
Council Committee member	a person other than a Councillor or member of staff of a Council who is a member of a Council Committee other than a wholly advisory Committee, and a person other than a Councillor who is a member of the Council's Audit, Risk and Improvement Committee
Councillor	any person elected or appointed to civic office, including the Lord Mayor, and includes members and chairpersons of county Councils and voting representatives of the boards of joint organisations and chairpersons of Joint Organisations
Council official	any Councillor, member of staff of Council, administrator, Council Committee member, delegate of Council and, for the purposes of clause 4.16 of the Model Code of Conduct, Council adviser
delegate of Council	a person (other than a Councillor or member of staff of a Council) or body, and the individual members of that body, to whom a function of the Council is delegated
external agency	a state government agency such as, but not limited to, the Office, the ICAC, the NSW Ombudsman or the police
ICAC	the Independent Commission Against Corruption
LGA	the Local Government Act 1993
the Office	the Office of Local Government
investigator	a conduct reviewer

Part 3: Administrative Framework





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The establishment of a panel of conduct reviewers

- 3 1 The Council must establish a panel of conduct reviewers.
- 32 The Council may enter into an arrangement with one or more other Councils to share a panel of conduct reviewers including through a joint organisation or another regional body associated with the Councils.
- The panel of conduct reviewers is to be 3.3 established following a public expression of interest process.
- 3.4 An expression of interest for members of the Council's panel of conduct reviewers must, at a minimum, be advertised locally and in the Sydney metropolitan area.
- To be eligible to be a conduct reviewer, a 3.5 person must, at a minimum, meet the following requirements:
 - an understanding government and
 - knowledge of investigative processes including but not limited to procedural fairness requirements and the requirements of the Public Interest Disclosures Act 1994, and
 - knowledge and experience of one or more of the following:
 - investigations
 - law
 - public administration iii
 - public sector ethics
 - alternative dispute resolution,
 - meet the eligibility requirements for membership of a panel of conduct reviewers under clause 3.6.
- A person is not eligible to be a conduct reviewer if they are:
 - a Councillor, or
 - b a nominee for election as a Councillor or
 - an administrator, or
 - an employee of a Council, or
 - a member of the Commonwealth Parliament or any State Parliament or Territory Assembly, or
 - a nominee for election as a member of the Commonwealth Parliament or any State Parliament or Territory Assembly, or
 - a person who has a conviction for an indictable offence that is not an expired conviction.
- A person is not precluded from being a 3.7 member of the Council's panel of conduct reviewers if they are a member

- of another Council's panel of conduct reviewers.
- 38 An incorporated or other entity may be appointed to a Council's panel of conduct reviewers where the Council is satisfied that all the persons who will be undertaking the functions of a conduct reviewer on behalf of the entity meet the selection and eligibility criteria prescribed under this Part.
- 3.9 A panel of conduct reviewers established under this Part is to have a term of up to four years.
- 3.10 The Council may terminate the panel of conduct reviewers at any time. Where a panel of conduct reviewers has been terminated, conduct reviewers who were members of the panel may continue to deal with any matter referred to them under these procedures prior to the termination of the panel until they have finalised their consideration of the matter.
- 3.11 When the term of the panel of conduct reviewers concludes or is terminated, the Council must establish a new panel of conduct reviewers in accordance with the requirements of this Part.
- 3.12 A person who was a member of a previous panel of conduct reviewers established by the Council may be a member of subsequent panels of conduct reviewers established by the Council if they continue to meet the selection and eligibility criteria for membership of the panel.

The appointment of an internal ombudsman to a panel of conduct reviewers

- 3.13 Despite clause 3.6(d), an employee of a Council who is the nominated internal ombudsman of one or more Councils may be appointed to a Council's panel of conduct reviewers with the Office's consent.
- 3.14 To be appointed to a Council's panel of conduct reviewers, an internal ombudsman must meet the qualification requirements for conduct reviewers prescribed under clause 3.5 as modified by the operation of clause 3.13.
- 3.15 An internal ombudsman appointed to a Council's panel of conduct reviewers may also exercise the functions of the Council's complaints coordinator. For the purposes of clause 6.1, an internal ombudsman who is a Council's complaints coordinator and has been appointed to the Council's panel of



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 - conduct reviewers, may either undertake a preliminary assessment and investigation of a matter referred to them under clauses 5.26 or 5.33 or refer the matter to another conduct reviewer in accordance with clause 6.2.
 - 3.16 Clause 6.4(c) does not apply to an internal ombudsman appointed to a Council's panel of conduct reviewers.

The appointment of complaints coordinators

- 3.17 The General Manager must appoint a member of staff of the Council or another person (such as, but not limited to, a member of staff of another Council or a member of staff of a joint organisation or other regional body associated with the Council), to act as a complaints coordinator. Where the complaints coordinator is a member of staff of the Council, the complaints coordinator should be a senior and suitably qualified member of staff.
- 3.18 The General Manager may appoint other members of staff of the Council or other persons (such as, but not limited to, members of staff of another Council or members of staff of a joint organisation or other regional body associated with the Council), to act as alternates to the complaints coordinator.

- 3.19 The General Manager must not undertake the role of complaints coordinator.
- 3.20 The person appointed as complaints coordinator or alternate complaints coordinator must also be a nominated disclosures coordinator appointed for the purpose of receiving and managing reports of wrongdoing under the Public Interest Disclosures Act 1994.
- 3.21 The role of the complaints coordinator is to:
 - a coordinate the management of complaints made under the Council's Code of Conduct
 - b liaise with and provide administrative support to a conduct reviewer
 - c liaise with the Office, and
 - d arrange the annual reporting of Code of Conduct complaints statistics.

Part 4:

How may Code of Conduct complaints be made?

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What is a Code of Conduct complaint?

- 4.1 For the purpose of these procedures, a Code of Conduct complaint is a complaint that shows or tends to show conduct on the part of a Council official in connection with their role as a Council official or the exercise of their functions as a Council official that would constitute a breach of the standards of conduct prescribed under the Council's Code of Conduct if proven.
- 4.2 The following are not "Code of Conduct complaints" for the purposes of these procedures:
 - a complaints about the standard or level of service provided by the Council or a Council official
 - b complaints that relate solely to the merits of a decision made by the Council or a Council official or the exercise of a discretion by the Council or a Council official
 - c complaints about the policies or procedures of the Council
 - d complaints about the conduct of a Council official arising from the exercise of their functions in good faith, whether or not involving error, that would not otherwise constitute a breach of the standards of conduct prescribed under the Council's Code of Conduct.
- 4.3 Only Code of Conduct complaints are to be dealt with under these procedures. Complaints that do not satisfy the definition of a Code of Conduct complaint are to be dealt with under the Council's routine complaints management processes.

When must a Code of Conduct complaint be made?

- 4.4 A Code of Conduct complaint must be made within 3 months of the alleged conduct occurring or within three months of the complainant becoming aware of the alleged conduct.
- 4.5 A complaint made after 3 months may only be accepted if the General Manager or their delegate, or, in the case of a complaint about the General Manager, the Lord Mayor or their delegate, is satisfied that the allegations are serious and compelling grounds exist for the matter to be dealt with under the Code of Conduct.

How may a Code of Conduct complaint about a Council official other than the General Manager be made?

- 4.6 All Code of Conduct complaints other than those relating to the General Manager are to be made to the General Manager in writing. This clause does not operate to prevent a person from making a complaint to an external agency.
- 4.7 Where a Code of Conduct complaint about a Council official other than the General Manager cannot be made in writing, the complaint must be confirmed with the complainant in writing as soon as possible after the receipt of the complaint.
- 4.8 In making a Code of Conduct complaint about a Council official other than the General Manager, the complainant may nominate whether they want the complaint to be resolved by mediation or by other alternative means.
- 4.9 The General Manager or their delegate, or, where the complaint is referred to a conduct reviewer, the conduct reviewer, must consider the complainant's preferences in deciding how to deal with the complaint.
- 4.10 Notwithstanding clauses 4.6 and 4.7, where the General Manager becomes aware of a possible breach of the Council's Code of Conduct, they may initiate the process for the consideration of the matter under these procedures without a written complaint.

How may a Code of Conduct complaint about the General Manager be made?

- 4.11 Code of Conduct complaints about the General Manager are to be made to the Lord Mayor in writing. This clause does not operate to prevent a person from making a complaint about the General Manager to an external agency.
- 4.12 Where a Code of Conduct complaint about the General Manager cannot be made in writing, the complaint must be confirmed with the complainant in writing as soon as possible after the receipt of the complaint.
- 4.13 In making a Code of Conduct complaint about the General Manager, the complainant may nominate whether they want the complaint to be resolved by mediation or by other alternative means.
- 4.14 The Lord Mayor or their delegate, or, where the complaint is referred to a conduct reviewer, the conduct reviewer,



- must consider the complainant's preferences in deciding how to deal with the complaint.
- 4.15 Notwithstanding clauses 4.11 and 4.12, where the Lord Mayor becomes aware of a possible breach of the Council's Code of Conduct by the General Manager, they may initiate the process for the consideration of the matter under these procedures without a written complaint.

Part 5: How may Code of Conduct complaints be managed?

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Delegation by General Managers and Lord Mayors of their functions under this Part

5.1 A General Manager or Lord Mayor may delegate their functions under this Part to a member of staff of the Council or to a person or persons external to the Council other than an external agency. References in this Part to the General Manager or Lord Mayor are also to be taken to be references to their delegates.

Consideration of complaints by General Managers and Lord Mayors

5.2 In exercising their functions under this Part, General Managers and Lord Mayors may consider the complaint assessment criteria prescribed under clause 6.31.

What complaints may be declined at the outset?

- 5.3 Without limiting any other provision in these procedures, the General Manager or, in the case of a complaint about the General Manager, the Lord Mayor, may decline to deal with a complaint under these procedures where they are satisfied that the complaint:
 - a is not a Code of Conduct complaint, or
 - b subject to clause 4.5, is not made within 3 months of the alleged conduct occurring or the complainant becoming aware of the alleged conduct, or
 - c is trivial, frivolous, vexatious or not made in good faith, or
 - d relates to a matter the substance of which has previously been considered and addressed by the Council and does not warrant further action, or
 - e is not made in a way that would allow the alleged conduct and any alleged breaches of the Council's Code of Conduct to be readily identified.

How are Code of Conduct complaints about staff (other than the General Manager) to be dealt with?

- 5.4 The General Manager is responsible for the management of Code of Conduct complaints about members of staff of Council (other than complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the Code of Conduct) and for determining the outcome of such complaints.
- 5.5 The General Manager must refer Code of Conduct complaints about members of staff of Council alleging a breach of the pecuniary interest provisions contained in Part 4 of the Code of Conduct to the Office
- 5.6 The General Manager may decide to take no action in relation to a Code of Conduct complaint about a member of staff of Council other than one requiring referral to the Office under clause 5.5 where they consider that no action is warranted in relation to the complaint.
- 5.7 Where the General Manager decides to take no action in relation to a Code of Conduct complaint about a member of staff of Council, the General Manager must give the complainant reasons in writing for their decision and this shall finalise the consideration of the matter under these procedures.
- 5.8 Code of Conduct complaints about members of staff of Council must be managed in accordance with the relevant industrial instrument or employment contract and make provision for procedural fairness including the right of an employee to be represented by their union.
- 5.9 Sanctions for breaches of the Code of Conduct by staff depend on the severity, scale and importance of the breach and must be determined in accordance with any relevant industrial instruments or contracts.

with?

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How are Code of Conduct complaints about delegates of Council, Council advisers and

Council Committee_members to be dealt

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- 5.10 The General Manager is responsible for the management of Code of Conduct complaints about delegates of Council and Council Committee members (other than complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the Code of Conduct) and for determining the outcome of such complaints.
- The General Manager must refer Code of Conduct complaints about Council advisers, delegates of Council and Council Committee members alleging a breach of the pecuniary interest provisions contained in Part 4 of the Code of Conduct to the Office.
- 5.12 The General Manager may decide to take no action in relation to a Code of Conduct complaint about a delegate of Council or a Council Committee member other than one requiring referral to the Office under clause 5.11 where they consider that no action is warranted in relation to the complaint.
- 5.13 Where the General Manager decides to take no action in relation to a Code of Conduct complaint about a delegate of Council or a Council Committee member, the General Manager must give the complainant reasons in writing for their decision and this shall finalise the consideration of the matter under these procedures.
- 5.14 Where the General Manager considers it to be practicable and appropriate to do so, the General Manager may seek to resolve Code of Conduct complaints about delegates of Council or Council Committee members, by alternative means such as, but not limited to, counselling, explanation, training. informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a Code of Conduct complaint under this clause is not to be taken as a determination that there has been a breach of the Council's Code of Conduct.
- 5.15 Where the General Manager resolves a Code of Conduct complaint under clause 5.14 to the General Manager's satisfaction, the General Manager must notify the complainant in writing of the

- steps taken to resolve the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.16 Sanctions for breaches of the Code of Conduct by delegates of Council and/or Council Committee members depend on the severity, scale and importance of the breach and may include one or more of the following:
 - censure
 - requiring the person to apologise to any person or organisation adversely affected by the breach in such a time and form specified by the General Manager
 - prosecution for any breach of the law removing or restricting the person's
 - delegation removing the person from membership of the relevant Council Committee.
- 5.17 Prior to imposing a sanction against a delegate of Council or a Council Committee member under clause 5.16, the General Manager or any person making enquiries on behalf of the General Manager must comply with the requirements of procedural fairness. In particular:
 - the substance of the allegation (including the relevant provision/s of the Council's Code of Conduct that the alleged conduct is in breach of) must be put to the person who is the subject of the allegation, and
 - the person must be given an opportunity to respond to the allegation, and
 - the General Manager must consider the person's response in deciding whether to impose a sanction under clause 5.16.

How are Code of Conduct complaints about administrators to be dealt with?

- 5.18 The General Manager must refer all Code of Conduct complaints about administrators to the Office for its consideration
- 5.19 The General Manager must notify the complainant of the referral of their complaint in writing.

How are Code of Conduct complaints about Councillors to be dealt with?

5.20 The General Manager must refer the following Code of Conduct complaints about Councillors to the Office:



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 - complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the Code of Conduct
 - complaints alleging a failure to comply with a requirement under the Code of Conduct to disclose and appropriately manage conflicts of interest arising from political donations (see section 328B of the LGA)
 - complaints alleging a breach of the provisions relating maintenance of the integrity of the Code of Conduct contained in Part 9 of the Code of Conduct
 - complaints that are the subject of a special complaints management arrangement with the Office under clause 5.49.
 - 5.21 Where the General Manager refers a complaint to the Office under clause 5.20, the General Manager must notify the complainant of the referral in writing.
 - 5.22 The General Manager may decide to take no action in relation to a Code of Conduct complaint about a Councillor, other than one requiring referral to the Office under clause 5.20, where they consider that no action is warranted in relation to the complaint.
 - 5.23 Where the General Manager decides to take no action in relation to a Code of Conduct complaint about a Councillor, the General Manager must give the complainant reasons in writing for their decision within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.
 - 5.24 Where the General Manager considers it to be practicable and appropriate to do so, the General Manager may seek to resolve Code of Conduct complaints about Councillors, other than those requiring referral to the Office under clause 5.20, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a Code of Conduct complaint under this clause is not to be taken as a determination that there has been a breach of the Council's Code of Conduct.
 - 5.25 Where the General Manager resolves a Code of Conduct complaint under clause
 - 5.24 General Manager's to the

Adopted by Council: [Date]

- satisfaction, the General Manager must notify the complainant in writing of the steps taken to resolve the complaint within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.26 The General Manager must refer all Code of Conduct complaints about Councillors, other than those referred to the Office under clause 5.20 or finalised under clause 5.23 or resolved under clause 5.24, to the complaints coordinator.

How are Code of Conduct complaints about the General Manager to be dealt with?

- The Lord Mayor must refer the following Code of Conduct complaints about the General Manager to the Office:
 - complaints alleging a breach of the provisions pecuniary interest contained in Part 4 of the Code of Conduct
 - complaints alleging a breach of the provisions relating to maintenance of the integrity of the Code of Conduct contained in Part 9 of the Code of Conduct
 - complaints that are the subject of a special complaints management arrangement with the Office under clause 5.49.
- 5.28 Where the Lord Mayor refers a complaint to the Office under clause 5.27, the Lord Mayor must notify the complainant of the referral in writing.
- 5.29 The Lord Mayor may decide to take no action in relation to a Code of Conduct complaint about the General Manager. other than one requiring referral to the Office under clause 5.27, where they consider that no action is warranted in relation to the complaint.
- 5.30 Where the Lord Mayor decides to take no action in relation to a Code of Conduct complaint about the General Manager, Lord Mayor must give the complainant reasons in writing for their decision within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.31 Where the Lord Mayor considers it to be practicable and appropriate to do so, the Lord Mayor may seek to resolve Code of Conduct complaints about the General Manager, other than those requiring referral to the Office under clause 5.27,

by alternative means such as, but not



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- limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a Code of Conduct complaint under this clause is not to be taken as a determination that there has been a breach of the Council's Code of Conduct.
- 5.32 Where the Lord Mayor resolves a Code of Conduct complaint under clause 5.31 to the Lord Mayor's satisfaction, the Lord Mayor must notify the complainant in writing of the steps taken to resolve the complaint within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.33 The Lord Mayor must refer all Code of Conduct complaints about the General Manager, other than those referred to the Office under clause 5.27 or finalised under clause 5.30 or resolved under 5.31, to the complaints clause coordinator.

How are complaints about both the General Manager and the Lord Mayor to be dealt

- 5.34 Where the General Manager or Lord Mayor receives a Code of Conduct complaint that alleges a breach of the Code of Conduct by both the General Manager and the Lord Mayor, the General Manager or Lord Mayor must either:
 - delegate their functions under this part with respect to the complaint to a member of staff of the Council other than the General Manager where the allegation is not serious, or to a person external to the Council, or
 - refer the matter to the complaints coordinator under clause 5.26 and clause 5.33.

Referral of Code of Conduct complaints to external agencies

- 5.35 The General Manager, Lord Mayor or a conduct reviewer may, at any time, refer a Code of Conduct complaint to an external agency for its consideration. where they consider such a referral is warranted
- 5.36 The General Manager, Lord Mayor or a conduct reviewer must report to the ICAC matter that they suspect on

- reasonable grounds concerns or may concern corrupt conduct.
- 5.37 Where the General Manager, Lord Mayor or conduct reviewer refers a complaint to an external agency under clause 5.35, they must notify the complainant of the referral in writing unless they form the view, on the advice of the relevant agency, that it would not be appropriate for them to do so.
- 5.38 Referral of a matter to an external agency shall finalise consideration of the matter under these procedures unless the Council is subsequently advised otherwise by the referral agency.

Disclosure of the identity of complainants

- 5.39 In dealing with matters under these procedures, information that identifies or tends to identify complainants is not to be disclosed unless:
 - the complainant consents in writing to the disclosure, or
 - it is generally known that the complainant has made the complaint as a result of the complainant having voluntarily identified themselves as the person who made the complaint,
 - c it is essential, having regard to procedural fairness requirements, that the identifying information be disclosed, or
 - a conduct reviewer is of the opinion that disclosure of the information is necessary to investigate the matter effectively, or
 - it is otherwise in the public interest to do so
- 5.40 Clause 5.39 does not apply to Code of Conduct complaints made by Councillors about other Councillors or the General Manager.
- 5.41 Where a Councillor makes a Code of Conduct complaint about another Councillor or the General Manager, and the complainant Councillor considers that compelling grounds exist that would warrant information that identifies or tends to identify them as the complainant not to be disclosed, they may request in writing that such information not be disclosed.
- 5.42 A request made by a complainant Councillor under clause 5.41 must be made at the time they make a Code of Conduct complaint and must state the grounds upon which the request is made.

- 5.43 The General Manager or Lord Mayor, and where the matter is referred to a conduct reviewer, the conduct reviewer, must consider a request made under clause 5.41 before disclosing information that identifies or tends to identify the complainant Councillor, but they are not obliged to comply with the request.
- Where a complainant Councillor makes a 5.44 request under clause 5.41, the General Manager or Lord Mayor or, where the matter is referred to a conduct reviewer. the conduct reviewer, shall notify the Councillor in writing of their intention to disclose information that identifies or tends to identify them prior to disclosing the information.

Code of Conduct complaints made as public interest disclosures

- 5.45 These procedures do not override the provisions of the Public Interest Disclosures Act 1994. Code of Conduct complaints that are made as public interest disclosures under that Act are to be managed in accordance with the requirements of that Act, the Council's internal reporting policy, and any the NSW guidelines issued by Ombudsman to the that relate management of public interest disclosures.
- Where a Councillor makes a Code of Conduct complaint about another Councillor or the General Manager as a public interest disclosure, before the matter may be dealt with under these procedures, the complainant Councillor must consent in writing to the disclosure of their identity as the complainant.
- 5.47 Where a complainant Councillor declines to consent to the disclosure of their identity as the complainant under clause 5.46, the General Manager or the Lord Mayor must refer the complaint to the Office for consideration. Such a referral must be made under section 26 of the Public Interest Disclosures Act 1994.

Special complaints management arrangements

- 5.48 The General Manager may request in writing that the Office enter into a special complaints management arrangement with the Council in relation to Code of Conduct complaints made by or about a person or persons.
- 5.49 Where the Office receives a request under clause 5.48, it may agree to enter

- into a special complaints management arrangement if it is satisfied that the number or nature of Code of Conduct complaints made by or about a person or persons has:
- imposed undue and an disproportionate cost burden on the Council's administration of its Code of Conduct, or
- impeded or disrupted the effective administration by the Council of its Code of Conduct, or
- impeded or disrupted the effective functioning of the Council.
- 5.50 A special complaints management arrangement must be in writing and must specify the following:
 - the Code of Conduct complaints the arrangement relates to, and
 - the period that the arrangement will be in force.
- 5.51 The Office may, by notice in writing, amend or terminate a special complaints management arrangement at any time.
- 5.52 While a special complaints management arrangement is in force, an officer of the Office (the assessing OLG officer) must undertake the preliminary assessment of Code of Conduct complaints specified in the arrangement in accordance with the requirements of Part 6 of these procedures.
- 5.53 Where, following а preliminary assessment, the assessing OLG officer determines that a Code of Conduct complaint warrants investigation by a conduct reviewer, the assessing OLG officer shall notify the complaints coordinator in writing of their determination and the reasons for their determination. The complaints coordinator must comply with the recommendation of the assessing OLG
- 5.54 Prior to the expiry of a special complaints management arrangement, the Office may, at the request of the General Manager, review the arrangement to determine whether it should be renewed or amended.
- 5.55 A special complaints management arrangement shall expire on the date specified in the arrangement unless renewed under clause 5.54.



Part 6:

Preliminary Assessment of Code of Conduct complaints about Councillors or the General Manager by conduct reviewers





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Referral of Code of Conduct complaints about Councillors or the General Manager to conduct reviewers

- The complaints coordinator must refer all Code of Conduct complaints about Councillors or the General Manager that have not been referred to an external agency or declined or resolved by the General Manager, Lord Mayor or their delegate and that have been referred to them under clauses 5.26 or 5.33, to a conduct reviewer within 21 days of receipt of the complaint by the General Manager or the Lord Mayor.
- 6.2 For the purposes of clause 6.1, the complaints coordinator will refer a complaint to a conduct reviewer selected from:
 - a panel of conduct reviewers established by the Council, or
 - a panel of conduct reviewers established by an organisation approved by the Office.
- 6.3 In selecting a suitable conduct reviewer, the complaints coordinator may have regard to the qualifications and experience of members of the panel of conduct reviewers. Where the conduct reviewer is an incorporated or other entity, the complaints coordinator must also ensure that the person assigned to receive the referral on behalf of the entity meets the selection and for conduct eliaibility criteria reviewers prescribed under Part 3 of these procedures.
- A conduct reviewer must not accept the referral of a Code of Conduct complaint where:
 - they have a conflict of interest in relation to the matter referred to them, or
 - a reasonable apprehension of bias arises in relation to their consideration of the matter, or
 - they or their employer has entered into one or more contracts with the Council (other than contracts relating to the exercise of their functions as a conduct reviewer) in the 2 years preceding the referral, and they or their employer have received or expect to receive payments under the contract or contracts of

- a value that, when aggregated, exceeds \$100,000, or
- at the time of the referral, they or their employer are the Council's legal service provider or are a member of a panel of legal service providers appointed by the Council.
- For the purposes of clause 6.4(a), a 6.5 conduct reviewer will have a conflict of interest in a matter where a reasonable and informed person would perceive that they could be influenced by a private interest when carrying out their public duty (see clause 5.2 of the Model Code of Conduct).
- 66 For the purposes of clause 6.4(b), a reasonable apprehension of bias arises where a fair-minded observer might reasonably apprehend that the conduct reviewer might not bring an impartial and unprejudiced mind to the matter referred to the conduct reviewer
- 6.7 Where the complaints coordinator refers a matter to a conduct reviewer, they will provide the conduct reviewer with a copy of the Code of Conduct complaint and any other information relevant to the matter held by the Council, including any information about previous proven breaches and any information that would indicate that the alleged conduct forms part of an ongoing pattern of behaviour.
- 68 The complaints coordinator must notify the complainant in writing that the matter has been referred to a conduct reviewer and advise which conduct reviewer the matter has been referred to.
- 6.9 Conduct reviewers must comply with procedures these in consideration of matters that have been referred to them and exercise their functions in a diligent and timely manner
- 6.10 The complaints coordinator may at any time terminate the referral of a matter to a conduct reviewer and refer the matter to another conduct reviewer where the complaints coordinator is satisfied that the conduct reviewer has failed to:

- a comply with these procedures in their consideration of the matter, or
- b comply with a lawful and reasonable request by the complaint's coordinator, or
- c exercise their functions in a timely or satisfactory manner.
- 6.11 Where the complaints coordinator terminates a referral to a conduct reviewer under clause 6.10, they must notify the complainant and any other affected person in writing of their decision and the reasons for it and advise them which conduct reviewer the matter has been referred to instead.

Preliminary assessment of Code of Conduct complaints about Councillors or the General Manager by a conduct reviewer

- 6.12 The conduct reviewer is to undertake a preliminary assessment of a complaint referred to them by the complaints coordinator for the purposes of determining how the complaint is to be managed.
- 6.13 The conduct reviewer may determine to do one or more of the following in relation to a complaint referred to them by the complaint's coordinator:
 - a to take no action
 - b to resolve the complaint by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour
 - to refer the matter back to the General Manager or, in the case of a complaint about the General Manager, the Lord Mayor, for resolution by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour

- d to refer the matter to an external agency
- e to investigate the matter.
- 6.14 In determining how to deal with a matter under clause 6.13, the conduct reviewer must have regard to the complaint assessment criteria prescribed under clause 6.31.
- 6.15 The conduct reviewer may make such enquiries the conduct reviewer considers to be reasonably necessary to determine what options to exercise under clause 6.13.
- 6.16 The conduct reviewer may request the complaints coordinator to provide such additional information the conduct reviewer considers to be reasonably necessary to determine what options to exercise in relation to the matter under clause 6.13. The complaints coordinator will, as far as is reasonably practicable, supply any information requested by the conduct reviewer.
- 6.17 The conduct reviewer must refer to the Office any complaints referred to them that should have been referred to the Office under clauses 5.20 and 5.27
- 6.18 The conduct reviewer must determine to take no action on a complaint that is not a Code of Conduct complaint for the purposes of these procedures.
- 6.19 The resolution of a Code of Conduct complaint under clause 6.13, paragraphs (b) or (c) is not to be taken as a determination that there has been a breach of the Council's Code of Conduct.
- 6.20 Where the conduct reviewer completes their preliminary assessment of a complaint by determining to exercise an option under clause 6.13, paragraphs (a), (b) or (c), they must provide the complainant with written notice of their determination and provide reasons for it, and this will finalise consideration of the matter under these procedures.
- 6.21 Where the conduct reviewer refers a complaint to an external agency, they must notify the complainant of the referral in writing unless they form the view, on the advice of the

- relevant agency, that it would not be appropriate for them to do so.
- 6.22 The conduct reviewer may only determine to investigate a matter where they are satisfied as to the following:
 - that the complaint is a Code of Conduct complaint for the purposes of these procedures, and
 - that the alleged conduct is sufficiently serious to warrant the formal censure of a Councillor under section 440G of the LGA or disciplinary action against the General Manager under their contract of employment if it were to be proven, and
 - that the matter is one that could not or should not be resolved by alternative means
- 6.23 In determining whether a matter is sufficiently serious to warrant formal censure of a Councillor under section 440G of the LGA or disciplinary action against the General Manager under their contract of employment, the conduct reviewer is to consider the following:
 - the harm or cost that the alleged conduct has caused to any affected individuals and/or the Council
 - the likely impact of the alleged conduct on the reputation of the Council and public confidence in
 - whether the alleged conduct was deliberate or undertaken with reckless intent or negligence
 - any previous proven breaches by the person whose alleged conduct is the subject of the complaint and/or whether the alleged conduct forms part of an ongoing pattern of behaviour.
- 6.24 The conduct reviewer must complete their preliminary assessment of the complaint within 28 days of referral of the matter to them by the complaints coordinator and notify the complaints coordinator in writing of the outcome of their assessment.
 - 6.25 The conduct reviewer is not obliged to give prior notice to or to consult

with any person before making a determination in relation to their preliminary assessment of complaint, except as may be specifically required under these procedures.

Referral back to the General Manager or Lord Mayor for resolution

- 6.26 Where the conduct reviewer determines to refer a matter back to the General Manager or to the Lord Mayor to be resolved by alternative and appropriate means, they must write to the General Manager or, in the case of a complaint about the General Manager, to the Lord Mayor, recommending the means by which the complaint may be resolved.
- 6.27 The conduct reviewer must consult with the General Manager or Lord Mayor prior to referring a matter back to them under clause 6.13(c)
- The General Manager or Lord Mayor may decline to accept the conduct reviewer's recommendation. In such cases, the conduct reviewer may determine to deal with the complaint by other means under clause 6.13.
- 6.29 Where the conduct reviewer refers a matter back to the General Manager or Lord Mayor under clause 6.13(c), the General Manager or, in the case of a complaint about the General Manager, the Lord Mayor, is responsible for implementing or overseeing the implementation of the conduct reviewer's recommendation.
- 6.30 Where the conduct reviewer refers a matter back to the General Manager or Lord Mayor under clause 6.13(c), the General Manager, or, in the case of a complaint about the General Manager, the Lord Mayor, must advise the complainant in writing of the steps taken to implement the conduct reviewer's recommendation once these steps have been completed.

Complaints assessment criteria

- 6.31 In undertaking the preliminary assessment of a complaint, the conduct reviewer must have regard to the following considerations:
 - whether the complaint is a Code of Conduct complaint for the purpose of these procedures

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whether the complaint has been made in a timely manner in accordance with clause 4.4, and if not, whether the allegations are sufficiently serious for compelling grounds to exist for the matter to be dealt with under the Council's Code of Conduct

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- whether the complaint is trivial, frivolous, vexatious or not made in good faith
- whether the complaint discloses prima facie evidence of conduct that, if proven, would constitute a breach of the Code of Conduct
- whether the complaint raises issues that would be more appropriately dealt with by an external agency
- whether there is or was an alternative and satisfactory means of redress available in the relation to complained of
- whether the complaint is one that can be resolved by alternative and appropriate strategies such but not limited to, explanation, counselling, training, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour

- whether the issue/s giving rise to the complaint have previously been addressed or resolved
- any previous proven breaches of the Council's Code of Conduct
- whether the conduct complained of forms part of an ongoing pattern of behaviour
- whether there were mitigating circumstances giving rise to the conduct complained of
- the seriousness of the alleged conduct (having regard to the criteria specified in clause 6.23)
- m the significance of the conduct or the impact of the conduct for the Council
- how much time has passed since the alleged conduct occurred
- such other considerations that the conduct reviewer considers may be relevant to the assessment of the complaint.

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Part 7:

Investigations of Code of Conduct complaints about Councillors or the General Manager

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What matters may a conduct reviewer investigate?

- A conduct reviewer (hereafter referred to as an "investigator") may investigate a Code of Conduct complaint that has been referred to them by the complaints coordinator and any matters related to or arising from that complaint.
- 7.2 Where an investigator identifies further separate possible breaches of the Code of Conduct that are not related to or do not arise from the Code of Conduct complaint that has been referred to them, they are to report the matters separately in writing to the General Manager, or, in the case of alleged conduct on the part of the General Manager, to the Lord Mayor.
- 7.3 The General Manager or the Lord Mayor or their delegate is to deal with a matter reported to them by an investigator under clause 7.2 as if it were a new Code of Conduct complaint in accordance with these procedures.

How are investigations commenced?

- 7.4 The investigator must at the outset of their investigation provide a written notice of investigation to the respondent. The notice of investigation must:
 - disclose the substance of the allegations against respondent, and
 - advise of the relevant provisions of the Code of Conduct that apply to the alleged conduct, and
 - advise of the process to be followed in investigating the matter, and
 - advise the respondent of the requirement to maintain confidentiality, and
 - invite the respondent to make a written submission in relation to the matter within a period of not less than 14 days specified by the investigator in the notice, and
 - provide the respondent the opportunity to address the investigator on the matter within

such reasonable time specified in the notice.

- 7.5 The respondent may, within 7 days of receipt of the notice of investigation, request in writing that the investigator provide them with such further information thev consider necessary to assist them to identify the substance of the allegation against them. An investigator will only be obliged to provide such information that the investigator considers reasonably necessary for the respondent to identify the substance of the allegation against them.
- An investigator may at any time prior to issuing a draft report, issue an amended notice of investigation to the respondent in relation to the matter referred to them.
- Where an investigator issues an amended notice of investigation, they must provide the respondent with a further opportunity to make a written submission in response to the amended notice of investigation within a period of not less than 14 days specified by the investigator in the amended notice.
- 7.8 The investigator must also, at the outset of their investigation, provide written notice of the investigation to the complainant, the complaints coordinator and the General Manager, or in the case of a complaint about the General Manager, to the complainant, the complaints coordinator and the Lord Mayor. The notice must:
 - advise them of the matter the investigator is investigating, and
 - in the case of the notice to the complainant, advise them of the requirement maintain to confidentiality, and
 - invite the complainant to make a written submission in relation to the matter within a period of not less than 14 days specified by the investigator in the notice.

Written and oral submissions

Where the respondent or the complainant fails to make a written submission in relation to the matter within the period specified by the

- investigator in their notice of investigation or amended notice of investigation, the investigator may proceed to prepare their draft report without receiving such submissions.
- 7.10 The investigator may accept written submissions received outside the period specified in the notice of investigation or amended notice of investigation.
- 7.11 Prior to preparing a draft report, the investigator must give the respondent an opportunity to address the investigator on the matter being investigated. The respondent may do so in person or by telephone or other electronic means.
- 7.12 Where the respondent fails to accept the opportunity to address the investigator within the period specified by the investigator in the notice of investigation, the investigator may proceed to prepare a draft report without hearing from the respondent.
- 7.13 Where the respondent accepts the opportunity to address the investigator in person, they may have a support person or legal adviser in attendance. The support person or legal adviser will act in an advisory or support role to the respondent only. They must not speak on behalf of the respondent or otherwise interfere with or disrupt proceedings.
- 7.14 The investigator must consider all written and oral submissions made to them in relation to the matter.

How are investigations to be conducted?

- 7.15 Investigations are to be undertaken without undue delay.
- 7.16 Investigations are to be undertaken in the absence of the public and in confidence.
- 7.17 Investigators must make any such enquiries that may be reasonably necessary to establish the facts of the matter.
- 7.18 Investigators may seek such advice or expert guidance that may be reasonably necessary to assist them with their investigation or the conduct of their investigation.

7.19 An investigator may request that the complaints coordinator provide such further information that the investigator considers may be reasonably necessary for them to establish the facts of the matter. The complaints coordinator will, as far as is reasonably practicable, provide the information requested by the investigator.

Referral or resolution of a matter after the commencement of an investigation

- 7.20 At any time after an investigator has issued a notice of investigation and before they have issued their final report, an investigator may determine to:
 - a resolve the matter by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour, or
 - b refer the matter to the General Manager, or, in the case of a complaint about the General Manager, to the Lord Mayor, for resolution by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour, or
 - c refer the matter to an external agency.
- 7.21 Where an investigator determines to exercise any of the options under clause 7.20 after the commencement of an investigation, they must do so in accordance with the requirements of Part 6 of these procedures relating to the exercise of these options at the preliminary assessment stage.
- 7.22 The resolution of a Code of Conduct complaint under clause 7.20, paragraphs (a) or (b) is not to be taken as a determination that there has been a breach of the Council's Code of Conduct.
 - 7.23 Where an investigator determines to exercise any of the options under

- 7.20 after clause commencement of an investigation, they may by written notice to the respondent, the complainant, the complaints coordinator and the General Manager, or in the case of a complaint about the General Manager, to the respondent, the complainant, the complaints coordinator and the Lord Mayor, discontinue their investigation of the matter.
- 7.24 Where the investigator discontinues their investigation of a matter under clause 7.23, this shall finalise the consideration of the matter under these procedures.
- 7.25 An investigator is not obliged to give prior notice to or to consult with any person before making a determination to exercise any of the options under clause 7.20 or to discontinue their investigation except as may be specifically required under these procedures.

Draft investigation reports

- 7.26 When an investigator has completed their enquiries and considered any written or oral submissions made to them in relation to a matter, they must prepare a draft of their proposed report.
- 7.27 The investigator must provide their draft report to the respondent and invite them to make a written submission in relation to it within a period of not less than 14 days specified by the investigator.
- 7.28 Where the investigator proposes to make adverse comment about any other person (an affected person) in their report, they must also provide the affected person with relevant extracts of their draft report containing such comment and invite the affected person to make a written submission in relation to it within a period of not less than 14 days specified by the investigator.
- 7.29 The investigator must consider written submissions received in relation to the draft report prior to finalising their report in relation to the matter.
- 7.30 The investigator may, after consideration of all written submissions received in relation to

- their draft report, make further enquiries into the matter. If, as a result of making further enquiries, the investigator makes any material change to their proposed report that makes new adverse comment about the respondent or an affected person, they must provide the respondent or affected person as the case may be with a further opportunity to make a written submission in relation to the new adverse comment.
- 7.31 Where the respondent or an affected person fails to make a written submission in relation to the draft report within the period specified by the investigator, the investigator may proceed to prepare and issue their final report without receiving such submissions.
- 7.32 The investigator may accept written submissions in relation to the draft report received outside the period specified by the investigator at any time prior to issuing their final report.

Final investigation reports

- 7.33 Where an investigator issues a notice of investigation, they must prepare a final report in relation to the matter unless the investigation is discontinued under clause 7.23.
- 7.34 An investigator must not prepare a final report in relation to the matter at any time before they have finalised their consideration of the matter in accordance with the requirements of these procedures.
- 7.35 The investigator's final report must:
 - make findings of fact in relation to the matter investigated, and,
 - make a determination that the conduct investigated either,
 - i constitutes a breach of the Code of Conduct, or
 - ii does not constitute a breach of the Code of Conduct, and
 - c provide reasons for the determination.
- 7.36 At a minimum, the investigator's final report must contain the following information:
 - a a description of the allegations against the respondent

- the relevant provisions of the Code of Conduct that apply to the alleged conduct investigated
- a statement of reasons as to why matter warranted investigation (having regard to the criteria specified in clause 6.23)
- a statement of reasons as to why the matter was one that could not or should not be resolved by alternative means
- a description of any attempts made to resolve the matter by use of alternative means
- the steps taken to investigate the matter
- the facts of the matter
- the investigator's findings in relation to the facts of the matter and the reasons for those findings
- the investigator's determination and the reasons for that determination
- any recommendations.
- 7.37 Where the investigator determines that the conduct investigated constitutes a breach of the Code of Conduct, the investigator may recommend:
 - in the case of a breach by the General Manager, that disciplinary action be taken under the General Manager's contract of employment for the breach, or
 - in the case of a breach by a Councillor, that the Councillor be formally censured for the breach under section 440G of the LGA.
 - in the case of a breach by a Councillor, that the Council resolves as follows:
 - that the Councillor be formally censured for the breach under section 440G of the LGA, and
 - ii that the matter be referred to the Office for further action under the misconduct provisions of the LGA.

- 7.38 Where the investigator proposes to make a recommendation under clause 7.37(c), the investigator must first consult with the Office on their proposed findings, determination recommendation prior to finalising their report, and must take any comments by the Office into consideration when finalising their report.
- 7.39 Where the investigator determined that there has been a breach of the Code of Conduct, the investigator may, in addition to making a recommendation under clause 7.37, recommend that the Council revise any of its policies, practices or procedures.
- 7.40 Where the investigator determines that the conduct investigated does not constitute a breach of the Code of Conduct, the investigator may recommend:
 - that the Council revise any of its policies, practices or procedures
 - that a person or persons undertake any training or other education
- 7.41 The investigator must provide a copy of their report to the complaints coordinator and the respondent.
- 7.42 At the time the investigator provides a copy of their report to the complaints coordinator and the respondent, the investigator must provide the complainant with a written statement containing the following information:
 - the investigator's findings in relation to the facts of the matter and the reasons for those findinas
 - the investigator's determination and the reasons for that determination
 - any recommendations, and
 - such other additional information that the investigator considers may be relevant.
- 7.43 Where the investigator determined that there has not been a breach of the Code of Conduct, the complaints coordinator must provide a copy of the investigator's report to the General Manager or, where the report relates to the Genera

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- Manager's conduct, to the Lord Mayor, and this will finalise consideration of the matter under these procedures
- 7.44 Where investigator the has determined that there has been a breach of the Code of Conduct and makes a recommendation under 7.37, the complaints clause coordinator must, where practicable, arrange for the investigator's report to be reported to the next ordinary Council meeting for the Council's consideration, unless the meeting is to be held within the 4 weeks prior to an ordinary local government election, in which case the report must be reported to the first ordinary Council meeting following the election.
- 7.45 Where it is apparent to the complaints coordinator that the Council will not be able to form a quorum to consider the investigator's report, the complaints coordinator must refer the investigator's report to the Office for its consideration instead of reporting it to the Council under clause 7.44.

Consideration of the final investigation report by Council

- 7.46 The role of the Council in relation to a final investigation report is to impose a sanction if the investigator has determined that there has been a breach of the Code of Conduct and has made a recommendation in their final report under clause 7.37.
- 7.47 The Council is to close its meeting to the public to consider the final investigation report in cases where it is permitted to do so under section 10A of the LGA.
- 7.48 Where the complainant is a Councillor, they must absent themselves from the meeting and take no part in any discussion or the matter. on complainant Councillor may absent themselves without making any disclosure of interest in relation to the matter unless otherwise required to do so under the Code of Conduct.
- 7.49 Prior to imposing a sanction, the Council must provide the respondent with an opportunity to make a the Council. submission to submission may be made orally or in

- writing. The respondent is to confine their submission to addressing the investigator's recommendation.
- 7.50 Once the respondent has made their submission, they must absent themselves from the meeting and, where they are a Councillor, take no part in any discussion or voting on the matter.
- 7.51 The Council must not invite submissions from other persons for the purpose of seeking to rehear evidence previously considered by the investigator.
- 7.52 Prior to imposing a sanction, the Council may by resolution:
 - request that the investigator make additional enquiries and/or provide additional information to it in a supplementary report, or
 - seek an opinion from the Office in relation to the report.
- 7.53 The Council may, by resolution, defer further consideration of the matter pending the receipt of a supplementary report from the investigator or an opinion from the Office.
- 7.54 The investigator mav make additional enquiries for the purpose of preparing a supplementary report.
- 7.55 Where the investigator prepares a supplementary report, they must provide copies to the complaints coordinator who shall provide a copy each to the Council and the respondent.
- 7.56 The investigator is not obliged to notify or consult with any person prior to submitting the supplementary report to the complaints coordinator.
- 7.57 The Council is only required to provide the respondent a further opportunity to make an oral or written submission on a supplementary report if the supplementary report contains new information that is adverse to them.
- 7.58 A Council may by resolution impose one of the following sanctions on a respondent:
 - a in the case of a breach by the General Manager, that disciplinary action taken under the General Manager's contract of employment for the breach, or



- Item 10 Attachment 4 Draft Proceedures for the Administration of the Codes of Conduct
 - in the case of a breach by a Councillor, that the Councillor be formally censured for the breach under section 440G of the LGA,
 - in the case of a breach by a Councillor:
 - i that the Councillor be formally censured for the breach under section 440G of the LGA, and
 - ii that the matter be referred to the Office for further action under the misconduct provisions of the LGA.
 - 7.59 Where the Council censures a Councillor under section 440G of the LGA, the Council must specify in the censure resolution the grounds on which it is satisfied that the Councillor should be censured by disclosing in the resolution, the findings investigator's and determination and/or such other grounds that the Council considers may be relevant or appropriate.
- 7.60 The Council is not obliged to adopt the investigator's recommendation. Where the Council proposes not to adopt the investigator's recommendation, the Council must adopt resolve not to recommendation and state in its resolution the reasons for its decision.
- 7.61 Where the Council resolves not to adopt the investigator's recommendation, the complaints coordinator must notify the Office of the Council's decision and the reasons for it.



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Part 8: Oversight and rights of review





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The Office's powers of review

- The Office may, at any time, whether or not in response to a request, review the consideration of a matter under a Council's Code of Conduct where it is concerned that a person has failed to comply with a requirement prescribed under these procedures or has misinterpreted or misapplied the standards of conduct prescribed under the Code of Conduct in their consideration of a matter.
- 8.2 The Office may direct any person, including the Council, to defer taking further action in relation to a matter consideration under the Council's Code of Conduct pending the completion of its review. Any person the subject of a direction must comply with the direction.
- Where the Office undertakes a 8.3 review of a matter under clause 8.1. will notify the complaints coordinator and any other affected persons, of the outcome of the review.

Complaints about conduct reviewers

- The General Manager or their delegate must refer Code of Conduct complaints about conduct reviewers to the Office for its consideration.
- 8.5 The General Manager must notify the complainant of the referral of their complaint about the conduct reviewer in writing.
- 8.6 The General Manager must implement any recommendation made by the Office as a result of its consideration of a complaint about a conduct reviewer.

Practice rulings

- Where a respondent and an 8 7 investigator are in dispute over a requirement under these procedures, either person may make a request in writing to the Office to make a ruling on a question of procedure (a practice ruling).
- 88 Where the Office receives a request in writing for a practice ruling, the Office may provide notice in writing of its ruling and the reasons for it to the person who requested it and to the investigator, where that person is different.

- 89 Where the Office makes a practice ruling, all parties must comply with it.
- 8.10 The Office may decline to make a practice ruling. Where the Office declines to make a practice ruling, it will provide notice in writing of its decision and the reasons for it to the person who requested it and to the investigator, where that person is different.

Review of decisions to impose sanctions

- 8.11 A person who is the subject of a sanction imposed under Part 7 of these procedures other than one imposed under clause 7.58, paragraph (c), may, within 28 days of the sanction being imposed, seek a of the investigator's determination and recommendation by the Office.
- 8.12 A review under clause 8.11 may be sought on the following grounds:
 - that the investigator has failed to comply with a requirement under these procedures, or
 - that the investigator misinterpreted or misapplied the standards of conduct prescribed under the Code of Conduct, or
 - that in imposing its sanction, the Council has failed to comply with a requirement under these procedures
- 8.13 A request for a review made under clause 8.11 must be made in writing and must specify the grounds upon which the person believes the investigator or the Council has erred.
- 8.14 The Office may decline to conduct a review, in cases where the grounds upon which the review is sought are not sufficiently specified.
- 8.15 The Office may undertake a review of a matter without receiving a request under clause 8.11.
- 8.16 The Office will undertake a review of the matter on the papers. However, the Office may request that the complaints coordinator provide such further information that the Office considers reasonably necessary for it to review the matter. The complaints coordinator must, as far as is reasonably practicable, provide



the information requested by the Office.

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- 8.17 Where a person requests a review under clause 8.11, the Office may direct the Council to defer any action to implement a sanction. The Council must comply with a direction to defer action by the Office.
- 8.18 The Office must notify the person who requested the review and the complaints coordinator of the outcome of the Office's review in writing and the reasons for its decision. In doing so, the Office may comment on any other matters the Office considers to be relevant.
- 8.19 Where the Office considers that the investigator or the Council has erred, the Office may recommend that a decision to impose a sanction under these procedures be reviewed.

- 8.20 Where the Office recommends that the decision to impose a sanction be reviewed:
 - a the complaints coordinator must, where practicable, arrange for the Office's determination to be tabled at the next ordinary Council meeting unless the meeting is to be held within the 4 weeks prior to an ordinary local government election, in which case it must be tabled at the first ordinary Council meeting following the election, and
 - b the Council must:
 - i review its decision to impose the sanction, and
 - ii consider the Office's recommendation in doing so, and
 - resolve to either rescind or reaffirm its previous resolution in relation to the matter
- 8.21 Where, having reviewed its previous decision in relation to a matter under clause 8. 20(b), the Council resolves to reaffirm its previous decision, the Council must state in its resolution its reasons for doing so.



Part 9: Procedural irregularities





- Item 10 Attachment 4 Draft Proceedures for the Administration of the Codes of Conduct
 - 9.1 A failure to comply with these procedures does not, on its own, constitute a breach of the Code of Conduct, except as may be otherwise specifically provided under the Code of Conduct.
- 9.2 A failure to comply with these procedures will not render a decision made in relation to a matter invalid where:
 - a the non-compliance is isolated and/or minor in nature, or
 - b reasonable steps are taken to correct the non-compliance, or
 - c reasonable steps are taken to address the consequences of the non-compliance.

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Part 10: Practice directions

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- Item 10 Attachment 4 Draft Proceedures for the Administration of the Codes of Conduct
 - 10.1 The Office may at any time issue a practice direction in relation to the application of these procedures.
 - 10.2 The Office will issue practice directions in writing, by circular to all Councils.
- 10.3 All persons performing a function prescribed under these procedures must consider the Office's practice directions when performing the function.



Part 11:

Reporting statistics on Code of Conduct complaints about Councillors and the General Manager



each year:

of Conduct

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11.1 The complaints coordinator must arrange for the following statistics to

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the total number of Code of Conduct complaints made about Councillors and the General Manager under the Code of Conduct in the year to September (the reporting period)

be reported to the Council within 3

months of the end of September of

- the number of Code of Conduct complaints referred to a conduct reviewer during the reporting period
- the number of Code of Conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints
- the number of Code of Conduct complaints investigated by a conduct reviewer during the reporting period

- without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period
- the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and
- the total cost of dealing with Code of Conduct complaints made about Councillors and the General Manager during the reporting period, including staff costs.
- 11.2 The Council is to provide the Office with a report containing the statistics referred to in clause 11.1 within 3 months of the end of September of each year.

Adopted by Council: [Date] P a g e | 39 Document No: Z20/238378

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Part 12: Confidentiality



of Conduct



12.1 Information about Code of Conduct complaints and the management and investigation of Code of Conduct complaints is to be treated as confidential and is not to be publicly disclosed except as may be otherwise specifically required or permitted under these procedures.

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- 12.2 Where a complainant publicly discloses information on one or more occasions about a Code of Conduct complaint they have made or purported to make, the General Manager or their delegate may, with the consent of the Office, determine that the complainant is to receive no further information about their complaint and any future Code of Conduct complaint they make or purport to make.
- 12.3 Prior to seeking the Office's consent under clause 12.2, the General Manager or their delegate must give the complainant written notice of their intention to seek the Office's consent, invite them to make a written submission within a period of not less than 14 days specified by the General Manager or their delegate, and consider any submission made by them.
- 12.4 In giving its consent under clause 12.2, the Office must consider any submission made by the complainant to the General Manager or their delegate.

- 12.5 The General Manager or their delegate must give written notice of a determination made under clause 12.2 to:
 - a the complainant
 - b the complaints coordinator
 - c the Office, and
 - d any other person the General Manager or their delegate considers should be notified of the determination.
- 12.6 Any requirement under these procedures that a complainant is to be provided with information about a Code of Conduct complaint that they have made or purported to make, will not apply to a complainant the subject of a determination made by the General Manager or their delegate under clause 12.2.
- 12.7 Clause 12.6 does not override any entitlement a person may have to access to Council information under the Government Information (Public Access) Act 2009 or to receive information under the Public Interest Disclosures Act 1994 in relation to a complaint they have made.



APPROVAL AND REVIEW			
Responsible Division	Governance and Customer Sen	Governance and Customer Service	
Date/s adopted	EMC [updated by policy owner]	Council [To be inserted by Governance]	
Date/s of previous adoptions		27/02/2019, 20/11/2017, 25/02/2013, 01/02/2011, 23/07/2008, 16/10/2007, 28/02/2005, 28/06/2004	
Date of next review	[Not more than two years from I	[Not more than two years from last adoption]	





File: FI-230.01.646 Doc: IC20/579

ITEM 11

TENDER T20/26 - DETAILED DESIGN AND CONSTRUCTION OF MOUNTAIN BIKE AND WALKING TRAILS AT CRINGILA HILLS

This report recommends acceptance of a tender for detailed design and construction of mountain bike and walking trails within the Cringila Hills Recreation Precinct in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

In March 2020, Wollongong City Council endorsed the Cringila Hills Recreational Master Plan that focuses on providing new recreational opportunities for residents and visitors and to improve the activation of the area. Stage 1B of the Master Plan, the subject of this report, includes detailed design and construction of mountain bike trails, formalisation and enhancement of the existing informal walking trail network including weed management and vegetation works. The overall Master Plan also includes a pump track, mountain bike skills track, playground, car parking and other associated facilities supporting the use of the site.

RECOMMENDATION

- In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Dirt Art Pty Ltd for detailed design and construction of mountain bike and walking trails within the Cringila Hills Recreation Precinct, in the sum of \$1,280,462.00 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.

REPORT AUTHORISATIONS

Report of: Glenn Whittaker, Manager Project Delivery

Authorised by: Andrew Carfield, Director Infrastructure + Works - Connectivity Assets + Liveable City

ATTACHMENTS

1 Location Plan

BACKGROUND

In March 2020, Wollongong City Council endorsed the Cringila Hills Recreational Master Plan that focuses on providing new recreational opportunities for residents and visitors and to activate the area. The key aspects of the endorsed Master Plan include:

- Mountain bike trails
- Formalising the existing walking trail network
- Asphalt pump track
- Mountain bike skills playground
- Car parking area and upgrades to the existing access from Lackawanna Street
- District level playground
- Improvements to the site including park signage, new gates, landscaping, tree planting, picnic shelters, tables and drinking water facilities



- Perimeter controls to limit unauthorised access and anti-social activities
- Suitable management of contamination and illegally dumped wastes.

Stage 1B of the Master Plan, the subject of this report, includes detailed design and construction of up to 11.5km of mountain bike trails and formalising and enhancing up to 3.1km of the existing informal walking trail network. The scope also includes weed management, revegetation of part of the trail corridor, installation of trail and wayfinding signage and provisional allowances for the suitable management of contamination and illegally dumped wastes discovered within the trail corridor during construction.

Tenders were invited for this project by the open tender method with a close of tenders of 10.00 am on 8 October 2020.

Two (2) 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 Project Delivery, Property and Recreation and Governance and Customer Service 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:

Mandatory Criteria

- 1 Satisfactory references from referees for previous projects of similar size and scope
- 2 Financial assessment acceptable to Council which demonstrates the tenderer's financial capacity to undertake the works
- 3 Minimum Health and Safety Policy and WHS Management System Manual or Plan
- 4 Demonstrated experience in the design and construction of mountain bike trails

Assessable Criteria

- 1 Cost to Council 40%
- 2 Appreciation of scope of works and construction methodology 15%
- 3 Experience and satisfactory performance in undertaking projects of similar size, scope and risk profile, including staff qualifications and experience 15%
- 4 Proposed sub-contractors 5%
- 5 Project Schedule 5%
- 6 Work Health and Safety and Environmental Management systems 10%
- 7 Demonstrated strengthening of local economic capacity 10%

The mandatory assessment criteria have been met by the recommended tenderer.

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. Table 1 below summarises the tenders received.



TABLE 1 - SUMMARY OF TENDERS RECEIVED

Name of Tenderer
Dirt Art Pty Ltd
Local Land Services t/a Soil Conservation Service

PROPOSAL

Council should authorise the engagement of Dirt Art Pty Ltd to carry out the works 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.

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

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 Our Wollongong 2028 goal 5 "We have a healthy community in a liveable city". It specifically delivers on the following:

Community Strategic Plan Strategy	Delivery Program 2018-2022 4 Year Action	Operational Plan 2020-21 Operational Plan Actions
5.2.1 Provide a variety of quality public spaces and opportunities for sport, leisure, recreation, learning and cultural activities in the community	5.2.1.3Use data to assess the current community infrastructure available, community demand and develop a strategic framework and policies to either rationalise, enhance or expand to meet community needs	In consultation with the community develop the Cringila Hills Master Plan

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 is considered medium based upon Council's risk assessment matrix and appropriate risk management strategies will be implemented.

SUSTAINABILITY IMPLICATIONS

The following sustainability implications have been considered:

- Sourcing of trail construction materials from within the site boundary where suitable
- Localised remediation of areas either known or suspected to be contaminated
- Removal of illegally dumped waste along trail alignments



• Weed management and revegetation of some trail alignments

FINANCIAL IMPLICATIONS

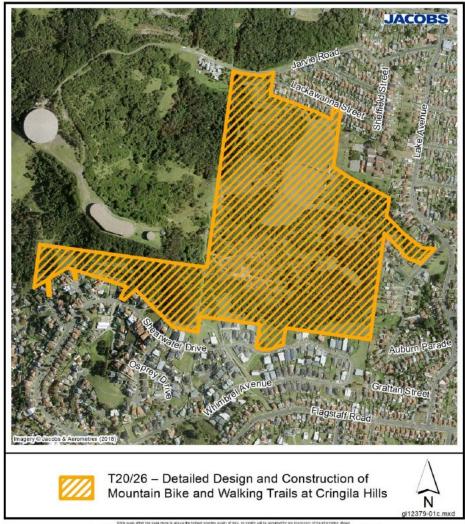
It is proposed that the total project be funded from the following source/s as identified in the Operational Plan –

2020/21 Capital Budget

CONCLUSION

Dirt Art Pty Ltd has submitted an acceptable tender for these works and Council should endorse the recommendations of this report.

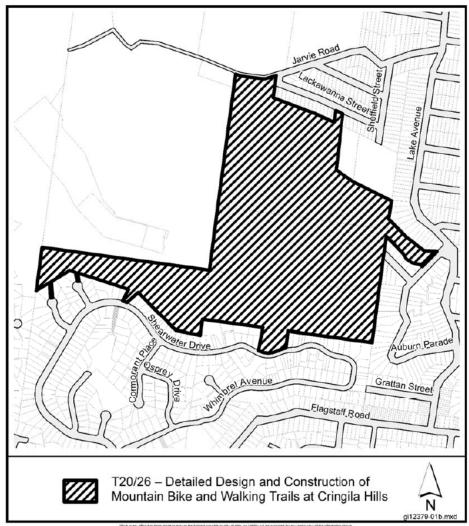




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File: FI-230.01.690 Doc: IC20/610

ITEM 12

TENDER T20/39 - AUTOMATIC IRRIGATION SYSTEM AT ROBERT ZIEMS PARK CRICKET OVAL - CORRIMAL

This report recommends acceptance of a tender for the supply and installation of an Automatic Irrigation System at Robert Ziems Park – Cricket Oval Corrimal in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

WCC is endeavouring to improve facilities offered to residents in the LGA and this includes the installation of an automatic irrigation system at Robert Ziems Park – Cricket Oval.

RECOMMENDATION

- In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Water Well Sales Pty Ltd for the supply and Installation of an automatic irrigation system, in the sum of \$153 340.00, 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.

REPORT AUTHORISATIONS

Report of: Joanne Page, Manager Open Space & Environmental Services

Authorised by: Andrew Carfield, Director Infrastructure + Works - Connectivity Assets + Liveable City

ATTACHMENTS

1 Irrigation Design

BACKGROUND

This work is part of the Open Space & Environmental Services Capital Works Program 2020/2021

Tenders were invited for this project by the Open tender method with a close of tenders of 10.00 am on 20 October 2020.

Two 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 Open Space & Environmental Services; Supply Chain & Logistics; and Governance 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:

Mandatory Criteria

- 1 Satisfactory references from referees for previous projects of similar size and scope
- 2 Financial capacity Tenderers may be required to provide information required by an independent financial assessment provider engaged by Council. Council will review and determine whether such financial assessment is acceptable to Council and demonstrates the tenderer's financial capacity to undertake the works.
- Workplace Health & Safety Management system Tenderers have as a minimum a Health & Safety Policy and WHS Management System Manual or Plan



Assessable Criteria

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

The mandatory assessment criteria have been met by the recommended tenderer.

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. Table 1 below summarises the results of the tender assessment and the ranking of tenders.

TABLE 1 – SUMMARY OF TENDER ASSESSMENT

Name of Tenderer	Ranking
Water Well Sales Pty Ltd	1
SPK Plumbing & Civil Pty Ltd	2

PROPOSAL

Council should authorise the engagement of Water Well Sales Pty Ltd to carry out the supply and installation of the Automatic Irrigation System at Robert Ziems Park– Cricket Oval Corrimal 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 Jeff Wearing; Deborah Arney; Michelle Martin; Chris Hayne; Steve Maidment; Sandra Bass
- 2 Nominated Referees Shellharbour City Council, Craig's Coastal Landscapes



PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 goal "We have a healthy community in a liveable city". It specifically delivers on the following Objective 5.1 'There is an increase in the health and wellbeing of our community'.

Community Strategic Plan	Delivery Program 2018-2022	Operational Plan 2020-21
Strategy	4 Year Action	Operational Plan Actions
5.1 - Urban areas are created to provide a healthy and safe living environment for our community'	5.1.4.1 - Provide an appropriate and sustainable range of quality passive and active open spaces and facilities	Increase utilisation of Council's recreation and leisure assets. Pursue key actions outlined in the 2017 – 2021 Sports Ground and Sporting Facilities Strategy

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 work's or services is considered low based upon Council's risk assessment matrix and appropriate risk management strategies will be implemented.

SUSTAINABILITY IMPLICATIONS

This project will provide a more efficient and improved service for keeping our sports fields adequately irrigated. This will ensure the grass cover remains in good condition lowering the incidence of soil cracking and airborne particles.

Other actions taken include:

- Specification of fittings and fixtures that have minimum water efficiency and labelling standards (WELS) 'star' ratings
- Sustainable procurement by providing an open tender to give local companies the opportunity to tender for the work
- Weighting in the tender assessment for using local services, labour and materials.

FINANCIAL IMPLICATIONS

It is proposed that the total project be funded from the Capital Work Program 2020-2021 in particular:

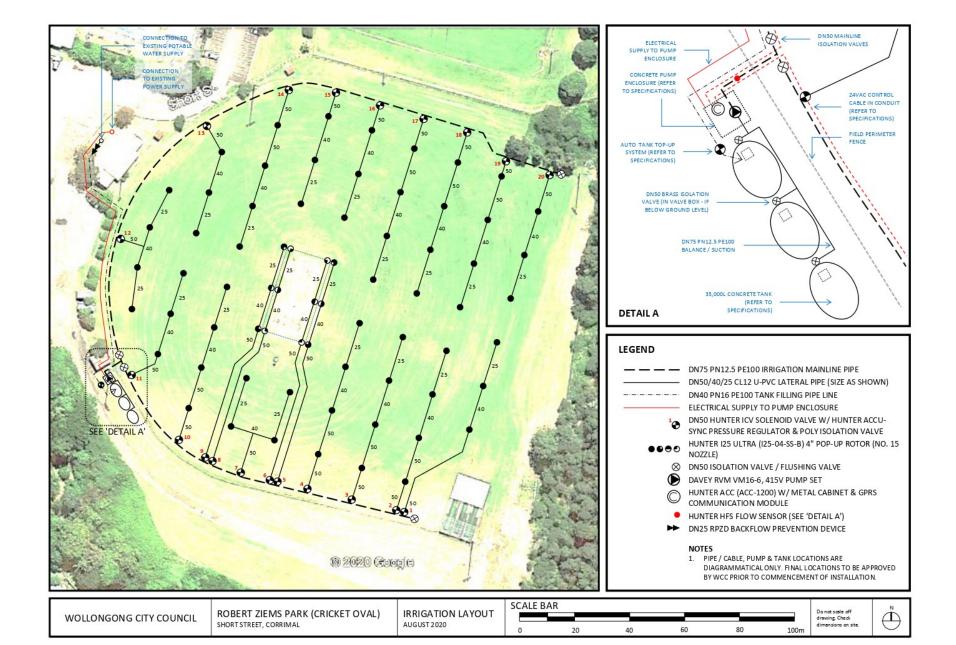
125120 - Ziems Park Irrigation \$130 000

125109 - New Sporting Facilities \$23 340

CONCLUSION

Water Well Sales Pty Ltd has submitted the successful tender and Council should endorse the recommendations of this report.







File: FI-230.02.1666 Doc: IC20/614

ITEM 13

QUOTATIONS VP197651 AND E5573 - HELENSBURGH TODDLERS' POOL - NEW FILTRATION SYSTEM

Council has identified the need to separate the operation of the toddlers' pool from the existing 25m main pool so that both pools operate independently from each other and satisfy the current NSW Department of Health Guidelines regarding separation of pools.

Council considered a tender report on 20 July 2020 where it was resolved that tenders not be invited for these works due to extenuating circumstances and determined that a formal quotation process be undertaken in accordance with Council's procurement policies and procedures.

This report provides Council with the outcome of that process for this project.

RECOMMENDATION

Council note the engagement of SPK Plumbing and Civil Pty Ltd to complete the proposed new filtration system to the Helensburgh Toddlers' Pool for the total sum of \$223,309.00 (Ex GST).

REPORT AUTHORISATIONS

Report of: Glenn Whittaker, Manager Project Delivery

Authorised by: Andrew Carfield, Director Infrastructure + Works - Connectivity Assets + Liveable City

ATTACHMENTS

1 Location Plan

BACKGROUND

The Helensburgh Aquatic Centre is located off Walker Street, Helensburgh. Currently the toddlers' pool does not meet the current NSW Department of Health Guidelines and therefore cannot function as a public swimming pool in relation to water circulation. If an incident occurs, currently both pools are required to be shut down for extended periods. Should the operation of the pools be separated, the impact of any shutdown will be considerably reduced.

A scope of works was developed by an aquatic consultant which encompassed the following:

- Installation of a new cartridge filter, pumps and associated plant and equipment servicing the toddlers' pool
- Installation of new pipework, fittings and fixtures from the new filter to the toddlers' pool
- Installation of a new automated chemical controller and chlorinator
- Installation of a separate 5,000 litre balance tank and associated fittings
- Installation of a solar heating controller with controls and sensors.

The successful implementation of the proposed works is expected to ensure the serviceability of the Helensburgh Aquatic Centre in providing ongoing support to the local community throughout the summer months.

Council on 20 July 2020 considered a tender report regarding the Helensburgh Toddlers' Pool New Filtration System and resolved the following – Minute No. 410:

1 a In accordance with clause 178(1)(b) of the Local Government (General) Regulation 2005, Council decline to accept any of the tenders received for T20/08 - Supply and Installation of a new filtration system and associated works to Helensburgh Toddlers' Pool.



- b In accordance with clause 178(4) of the Local Government (General) Regulation 2005, the reason for Council hereby resolving to decline all of the tenderers is that none of the tenders received were within the allocated budget for this project.
- 2 Pursuant to section 55(3)i of the Local Government Act 1993, a new tender not be invited for the contract for the Supply and Installation of a new filtration system and associated works to Helensburgh Toddlers' Pool due to extenuating circumstances, being the time frame required for tendering for this contract would involve the construction works extending significantly into the summer swimming season, with consequential adverse impact on the community.
- Council delegate to the General Manager the authority to undertake and finalise a formal quotation process, in accordance with Council's procurement policies and procedures with contractors with demonstrated experience and ability to undertake the works with a view to entering into a contract for the works.
- 4 Council delegate to the General Manager authority to enter into a contract with the contractor selected following the formal quotation process outlined above.
- 5 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.
- 6 A report describing the outcome of the procurement process be submitted to the next available meeting following the successful engagement of the contractor.

This report addresses Item 6 of that resolution and provides Council with the outcomes of the formal quotation and engagement process.

The works were separated into two separate packages (Stage 1A and Stage 1B). The purpose of this staging was to quickly implement the plumbing under the concourse and reinstatement of the concrete paving prior to the commencement of the summer swimming season which commenced on 24 September 2020. This allowed the final redesign and selection of filter equipment to be refined with little impact on the users of the main pool.

The separation of Stage 1 Works and the proposed procurement process were as follows:

- Stage 1A Pipeline works under concourse (VP197651)
- Stage 1B Installation of Cartridge Filter for the Toddlers' Pool (E5573)

Stage 1A Quotation (VP197651)

Two (2) quotations were received by the close of quotations for Stage 1A works and all quotations were scrutinised and assessed by a Quotation Assessment Panel (QAP) constituted in accordance with Council's Procurement Policies and Procedures and comprising representatives of the Project Delivery, Property and Recreation and Governance and Customer Service Divisions.

The QAP assessed the Stage 1A quotations in accordance with the following assessment criteria and weightings as set out in the formal quotation documents:

Mandatory Criteria

1 Satisfactory references from referees for previous projects of similar size and scope

Assessable Criteria

- 1 Cost to Council 60%
- 2 Demonstrated experience and satisfactory performance in undertaking projects of similar size, scope and risk profile 20%



3 Project schedule – 20%

Stage 1B Quotation (E5573)

In the lead up to the completion of Stage 1A works, Stage 1B works was issued out for quotation. Four (4) aquatic specialists were invited by selective quotation method which closed on 29 September 2020.

One (1) submission was received by close of quotations and has since been scrutinised and assessed by the QAP and Council's internal Quantity Surveyor.

The QAP assessed the Stage 1B quotation in accordance with the following assessment criteria and weightings as set out in the formal quotation documents:

Mandatory Criteria

1 Satisfactory references from referees for previous projects of similar size and scope

Assessable Criteria

- 1 Cost to Council 45%
- 2 Demonstrated experience and satisfactory performance in undertaking projects of similar size, scope and risk profile 15%
- 4 Proposed sub-contractors 5%
- 5 Project schedule 15%
- 6 Workplace Health and Safety Management System 5%
- 7 Environmental Management Policies and Procedures 5%
- 8 Demonstrated strengthening of local economic capacity 10%

The mandatory assessment criteria was met by the recommended respondent.

The QAP utilised a weighted scoring method for the assessment of quotations which allocates a numerical score out of 5 in relation to the level of compliance offered by the quotations to each of the assessment criteria as specified in the quotation 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 quotation. The quotation with the highest total score is considered to be the quotation that best meets the requirements of the quotation documentation in providing best value to Council. Tables 1 and 2 below summarise the results of the quotation assessment and the ranking for each of the quotations:

TABLE 1 - STAGE 1A SUMMARY OF VENDOR PANEL ASSESSMENT

Name of Respondent	Ranking
SPK Plumbing and Civil Pty Ltd	1
M & A Lukin	2

TABLE 2 - STAGE 1B SUMMARY OF QUOTATION ASSESSMENT

Name of Respondent	Ranking
SPK Plumbing and Civil Pty Ltd	1

PROPOSAL

SPK Plumbing and Civil Pty Ltd has been engaged to carry out both the Stage 1A and subsequently Stage 1B proposed Helensburgh Toddlers' Pool New Filtration System works in accordance with the scope of works and technical specifications developed for the project.



The recommended respondent satisfied the QAP that it is capable of undertaking the works to Council's standards and in accordance with the technical specifications.

Referees nominated by the recommended respondent have been contacted by the QAP and expressed satisfaction with the standard of work and methods of operation undertaken on their behalf.

Stage 1A works were successfully completed on 24 September 2020, prior to the main pool's opening for the summer swimming season.

Stage 1B works are scheduled for commencement on 29 October 2020.

CONSULTATION AND COMMUNICATION

- 1 Members of the Quotation Assessment Panel
- 2 Nominated Referees

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 goal 5 "We are a healthy community in a liveable city".

It specifically delivers on core business activities as detailed in the Infrastructure Planning & Support and Aquatic Services Service Plans 2020-21.

RISK ASSESSMENT

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

FINANCIAL IMPLICATIONS

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

2020/21 Capital Budget

CONCLUSION

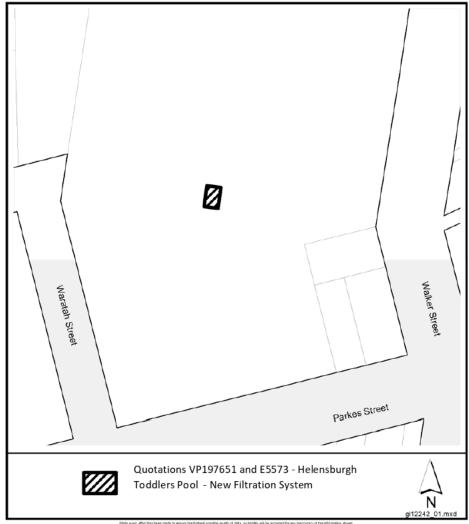
SPK Plumbing and Civil Pty Ltd has submitted acceptable quotations for this project and has been engaged to complete the work in accordance with Council's requirements.





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File: IW-911.01.206 Doc: IC20/608

ITEM 14

CITY OF WOLLONGONG TRAFFIC COMMITTEE MINUTES OF MEETING HELD ON 21 OCTOBER 2020

The City of Wollongong Traffic Committee meeting was held on 21 October 2020. Items listed in Sections 2 and 4 are to be adopted by Council through delegated authority. The item listed in Section 3 of the minutes is the object of this report and must be determined by Council. It is are recommended to Council for approval for temporary Regulation of Traffic on public roads for works or events by independent parties.

RECOMMENDATION

In accordance with powers delegated to Council, the Minutes and Recommendation related to Regulation of Traffic, of the City of Wollongong Traffic Committee held on 21 October 2020, be adopted.

REPORT AUTHORISATIONS

Report of: Andrew Heaven, Manager Infrastructure Strategy and Planning (Acting)

Authorised by: Andrew Carfield, Director Infrastructure + Works - Connectivity Assets + Liveable City

ATTACHMENTS

There are no attachments for this report.

WEST WOLLONGONG Lexburn Avenue – Ward 2
 (Item 3.1 of Wollongong Traffic Committee Minutes of Meeting)
 Lexburn Avenue Street Christmas Party – Road Closure Saturday 12 December 2020.

Background

The community of residents in Lexburn Avenue have applied for a Street Christmas party for 12 December 2020. The road closure at end of Lexburn Avenue will take effect from 5pm until 11pm on the day. The application came complete with signatures of affected residents giving consent to the event. This event has been held in previous years and has established good relations with the community in the area.

The police representative requested that the applicant be advised of the on-line assistance available to applicants in preparing a <u>COVID19 Safety Plan</u> for the event. The <u>link provided here</u> relates to outdoor music events, however in the categories available on NSW Government website this is the closest to a street party.

Consultation

Consultation with affected residents has been undertaken.

Committees Recommendation

The road closure of Lexburn Avenue on Saturday 12 December 2020 be approved subject to <u>Council's Standard Conditions for Street Parties</u>, and that attendees be required to abide by the <u>COVID19 Health Orders</u> which apply at the time.

Proposal Supported Unanimously

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2028 goal "We have affordable and accessible transport". It specifically delivers on the Service Plan 2020-21.