



**BUSINESS
PAPER**

ORDINARY MEETING OF COUNCIL

To be held at 6.00 pm on

Monday 17 July 2017

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

Order of Business

- 1 Acknowledgement of Traditional Owners
- 2 Civic Prayer
- 3 Apologies
- 4 Disclosures of Pecuniary Interest
- 5 Petitions and Presentations
- 6 Confirmation of Minutes - Ordinary Meeting of Council 26/06/2017
- 7 Public Access Forum
- 8 Call of the Agenda
- 9 Lord Mayoral Minute
- 10 Urgent Items
- 11 Notice of Motions
- 12 Agenda Items

Members

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

QUORUM – 7 MEMBERS TO BE PRESENT

INDEX

PAGE NO.

Minutes of Ordinary Meeting of Council 26/06/2017

ITEM F	Lord Mayoral Minute - Funding for Synthetic Football Pitch - Ian McLennan Park.....	A-1
ITEM A	Notice of Motion - Councillor Brown - World Heritage Listing - Royal National Park	1
ITEM B	Notice of Motion - Councillors Petty and Curran - Contaminated Lands Register	2
ITEM C	Notice of Motion - Councillor Kershaw - 'Pop-Up' Car Yards	4
ITEM D	Notice of Motion - Councillor Merrin - Fire Risks of Multi-Storey Buildings.....	5
ITEM E	Notice of Motion – Councillor Martin – Finalise the Marshall Mount Rezoning	5-A
ITEM 1	Draft South Wollongong Future Strategy	6
ITEM 2	Our Wollongong - Housing Discussion Paper	78
ITEM 3	Draft Planning Proposal: Lot 1 DP 534849 Staff Road, Cordeaux Heights - Post Exhibition	156
ITEM 4	Review of Council's Enforcement Policy	175
ITEM 5	Global Covenant of Mayors for Climate and Energy	189
ITEM 6	Wollongong Section 94A Development Contributions Plan (2017) - Post Exhibition.....	214
ITEM 7	Beaton Park Master Plan - Expression of Interest	258
ITEM 8	Bulli Miners Cottage Future Use - Call for Proposals.....	266
ITEM 9	Wollongong City Tourist Parks Master Plans.....	274
ITEM 10	Policy Review: CCTV and Code of Practice	290
ITEM 11	Library and Community Services Division - Review of Policies	310
ITEM 12	Tender T17/10 - Natural Area Restoration and Bush Fire Management	358
ITEM 13	Tender T17/12 - Windang Tourist Park Amenities Refurbishment - Southern Block.....	361
ITEM 14	Tender TT17/18 - Keiraville/Gwynneville Access and Movement Study.....	365
ITEM 15	Tender T17/19 - Fernhill Soccer Club Amenities	368
ITEM 16	Proposed Compulsory Acquisition of Six Properties for Road Widening, Car Park and Public Recreation	372
ITEM 17	Proposed Grant of Easement to Drain Water over Lot 80 DP 12235 Robertson Road, Woonona	381
ITEM 18	Lease of Telecommunications Facility to Telstra at Lot 2 DP716326 Bott Drive, Bellambi	384
ITEM 19	City of Wollongong Traffic Committee - Minutes of Meeting Held 21 June 2017 and the Electronic Meeting of 30 June 2017	391
ITEM 20	Bi Monthly Tabling of Returns of Disclosures of Interests and Other Matters - July 2017	423



MINUTES

ORDINARY MEETING OF COUNCIL

at 6.00 pm

Monday 26 June 2017

Present

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

In Attendance

General Manager – D Farmer, Director Corporate and Community Services – Creative, Engaged and Innovative City (Acting) – K Hunt, Director Infrastructure and Works – Connectivity, Assets and Liveable City – G Doyle, Director Planning and Environment – Future, City and Neighbourhoods – A Carfield, Manager Governance and Information (Acting) – C Phelan, Manager Finance – B Jenkins, Manager Property and Recreation – P Coyte, Manager Environmental Strategy and Planning – R Campbell, Manager City Works and Services – M Roebuck, Manager Project Delivery – G Whittaker, Manager Infrastructure Strategy and Works – M Dowd and Manager Community Cultural and Economic Development (Acting) – S Savage

INDEX

	PAGE NO.
Disclosures of Interests.....	1
Confirmation of Minutes of Ordinary Meeting of Council held on Monday, 29 May 2017	1
Public Access Forum - Dapto Town Centre Plan 2017-2027.....	1
Suspension of Standing Orders	2
Public Access Forum - Draft Planning Proposal - Former Port Kembla Public School Site, Military Road, Port Kembla	2
Public Access Forum - Former Port Kembla Public School Site and Meeting Structure and Confidential Information	3
Public Access Forum - Holiday Van Compliance Regulations.....	3
Public Access Forum - Increase and Structure of Fees in Tourist Parks.....	3
Call of the Agenda	4
ITEM A Lord Mayoral Minute – Report from Sister City visit to Ohrid, Macedonia and attendance at UK Mayoral Forum in London	4
Matter of Great Urgency - Contaminated Lands Register.....	4
ITEM 1 Draft Annual Plan and Attachments 2017-18 - Feedback Following Exhibition and	
ITEM 18 May 2017 Financials	4
Recomittal of the Call of the Agenda.....	5
ITEM 2 Dapto Town Centre Plan 2017-2027.....	6
ITEM 3 Draft Planning Proposal Former Port Kembla Public School Site Lot 1 DP811699 Military Road Port Kembla	6
ITEM 4 Draft Planning Proposal: Wests Illawarra Leagues Club and Surrounding Sites, Unanderra	7
ITEM 5 Sportsground and Sporting Facilities Strategy 2017-2021.....	8
ITEM 6 Draft Wollongong City Libraries Strategy 2017-2022.....	8
ITEM 7 Compulsory Acquisition of Additional Right of Carriageway over Crown Land to provide access to the Waterfall (Garrawarra) Cemetery.....	9
ITEM 8 Illawarra Regional Information Service Research Funding Agreement - 1 July 2017 to 30 June 2021	9
ITEM 9 Policy Review: Public Liability and Professional Indemnity Insurance Coverage for Council Delegates	10
ITEM 10 Policy Review: Asset Management.....	10

ITEM 11	Proposed Naming of Unnamed Lane in Fairy Meadow	10
ITEM 12	Tender T17/01 - Bridge replacement works on Berkeley Road near Unanderra Station	10
ITEM 13	Tender T17/16 - Mt Keira Summit Works Stage 2	11
ITEM 14	Tender T17/17 - Provision for the Fabrication and Supply of Ten Work Caravans.....	11
ITEM 15	Tender T17/20 - Dapto Memorial Pool Roof Replacement	11
ITEM 16	Financial Assistance Policy - 2017-18 Recipients Report.....	11
ITEM 17	Change to Organisational Structure Pending Review by Incoming Council	12
ITEM 18	May 2017 Financials	12
ITEM 19	Statement of Investments - May 2017	12
ITEM 20	City of Wollongong Traffic Committee - Minutes of Meeting held 31 May 2017	12

DISCLOSURES OF INTERESTS

Councillor Martin declared a non-significant, non-pecuniary conflict of interest in Items 3 and 4 insofar as they involve Planning Proposals that, if resolved that way, will find their way to the Department of Planning and Environment. Councillor Martin advised that she is employed by the Department, however does not deal with Wollongong City Council matters.

Councillor Brown declared a non-significant, non-pecuniary conflict of interest in Item 4 as he holds ordinary membership of the Corrimal Leagues Club, an organisation linked to the proposal.

Councillor Dorahy declared an interest in Item 4 as he is a Director and Treasurer of Wests Illawarra Leagues Club. Councillor Dorahy advised that he would vacate the Chamber during debate and voting on this matter.

During debate on Item 5 Councillor Dorahy declared a non-significant, non-pecuniary conflict of interest as he is a Director of Wests Illawarra and the Club leases the Parrish Park precinct from Council.

In relation to Item 4, Councillor Curran advised that she holds membership of Wests Illawarra Leagues Club.

CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON MONDAY, 29 MAY 2017

63 COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor Brown seconded Councillor Blicavs that the Minutes of the Ordinary Meeting of Council held on Monday, 29 May 2017 (a copy having been circulated to Councillors) be taken as read and confirmed.

PUBLIC ACCESS FORUM - DAPTO TOWN CENTRE PLAN 2017-2027

On behalf of Neighbourhood Forum 8, Ms F Abercrombie, supported the Dapto Town Centre Plan and advised that extensive community engagement had been undertaken to inform the project. Clear priorities were identified around the renewal of Dapto Town Square to promote a high quality space and safe town centre. Ms Abercrombie requested that the budget be adjusted to support the Town Square. The space should be listed as first on the priority list due to safety, as well as the need for an overall facelift.

In conclusion, Ms Abercrombie advised of support for Council staff as they had worked efficiently and effectively with team members of both Neighbourhood Forum 8 and the Chamber of Commerce. Both organisations are keen to work with Council staff to determine the way forward and review the plans as they are released.

During the following address by Ports NSW, Standing Orders were suspended and a procedural motion was carried to allow additional time for Mr T Brown to address the meeting.

SUSPENSION OF STANDING ORDERS

- 64 **RESOLVED** on the motion of Councillor Petty seconded Councillor Crasnich that Standing Orders be suspended to allow an extension of time for representatives from Ports NSW to address the meeting.

In favour Councillors Takacs, Blicavs, Dorahy, Colacino, Crasnich, Curran, Petty and Bradbery
Against Councillors Connor, Kershaw, Brown, Martin and Merrin

A PROCEDURAL MOTION was MOVED by Councillor Petty seconded Councillor Crasnich that representatives from Ports NSW be granted an additional five minutes to address the meeting under the Public Access Forum. The PROCEDURAL MOTION on being PUT to the VOTE was CARRIED.

PUBLIC ACCESS FORUM - DRAFT PLANNING PROPOSAL - FORMER PORT KEMBLA PUBLIC SCHOOL SITE, MILITARY ROAD, PORT KEMBLA

On behalf of Ports NSW, Mr M Cronin stated that a plan of what Port Kembla would look like in the coming decades shows that it is dominated by the Outer Harbour development. He expressed concerns for this development and invited Mr T Brown to put forward those concerns on behalf of Ports NSW.

Mr Brown advised that Port Kembla is recognised as an international trade gateway. The growth of port trade and associated logistics is a key driver for local employment and the economy. The Outer Harbour precinct is approved for major redevelopment and is identified in NSW Ports' 30 Year Master Plan as the future home of NSW's second container port. It is of vital importance to protect the port and the freight network from potential encroachment by the expansion of residential areas and other sensitive land uses.

Approximately two-thirds of the former Port Kembla School site overlooks the Outer Harbour precinct and surrounding industrial sites. The draft planning proposal would expose future residents to amenity impacts as the port and associated industry grows. NSW Ports does not support the draft planning proposal in its current form on the following grounds:

- a it is inconsistent with strategic priorities for the region and the port;
- b it will bring sensitive uses closer to industrial land that is likely to be required in the future to support the further development of the port;
- c the proposed buffer is inadequate in terms of its size and the land use which would be permitted within it;
- d the proposed relaxation of development controls would further exacerbate the above issues; and
- e the proposal does not include any detailed assessment of potential impacts from future industrial and port-related development, nor does it include appropriate dwelling design measures to protect residents from such impacts which are reasonably foreseeable given the current zoning of nearby areas.

Mr Brown said that NSW Ports would welcome an opportunity to engage with Council and relevant government agencies in a process to establish appropriate planning protection measures for land surrounding Port Kembla to secure its future as a major trade gateway and contributor to the economic prosperity of the Illawarra and NSW.

Standing Orders were resumed.

PUBLIC ACCESS FORUM - FORMER PORT KEMBLA PUBLIC SCHOOL SITE AND MEETING STRUCTURE AND CONFIDENTIAL INFORMATION

Mr J Mant advised of his opposition to the Planning Proposal for the former Port Kembla Public School site. He said that contamination, urban design and traffic were some of the many issues and he queried why Council would sterilise the site with a poorly thought-through application. Sydney Harbour was used as an example where some years ago it was announced that there would be no more cruise ships coming into the Harbour. The land was subsequently sold and high-rise built, resulting in issues between residents and the cruise ship industry. Mr Mant felt that Council should reject the Planning Proposal until a proper Strategic Plan for the Port and its surrounds is in place.

Mr Mant also raised concerns with the draft Confidential Information Policy. Due to time constraints Mr Mant was unable to deliberate on his concerns, however, the information he had submitted would be distributed to Councillors.

PUBLIC ACCESS FORUM - HOLIDAY VAN COMPLIANCE REGULATIONS

Mr D Rooke felt that his van, located at Corrimal Beach Caravan Park, fits all the criteria required by Council. However, he felt that Council is making conditions for onsite van owners very difficult as structural engineering reports are now required for each van, at considerable expense to the van owners. Being on the age pension and with the annual fee rising to \$5,710, the cost of an engineer's report would be prohibitive. He asked why Council engineers could not undertake the relevant inspections and if this was not possible, then he may have no alternative but to sign the van over to Council, as Council's policy does not allow him to sell the van in the Park. His plight was shared with others in the Park.

Mr Rooke also advised that Corrimal Beach Caravan Park had deteriorated with grounds not mowed regularly and amenities in need of maintenance.

PUBLIC ACCESS FORUM - INCREASE AND STRUCTURE OF FEES IN TOURIST PARKS

Mr S Pulis, an annual site holder at Windang Beach Tourist Park, advised that after discussion with many other annual site holders, they are in agreement that the increase in fees is unjust. The amenities block closest to the site office is being renovated for the second time in ten years, and the southern amenities block is in a state of disrepair, with no soap holders or clothes hooks, and with one working light fitting in the men's showers. The cleaning of these amenities is very lax and sometimes non-existent. Security of the park is limited to weekends only. The general state of the park grounds has deteriorated, yet the fees have increased every year, doubling in the past 10 years. Site holders feel that there should be a moratorium on fees until services have increased.

In conclusion, Mr Pulis asked that the fee structure be changed to reflect the site measurements for annual site holders. He felt it was unfair that people with smaller sites pay the same as someone who has obtained larger sites by occupying allocated green space. When he entered the park everyone had the same size site so no one could complain about getting larger sites. He felt that the adoption of a user pays system and a charge per square metre would be more fair and equitable.

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

CALL OF THE AGENDA

- 66 **COUNCIL'S RESOLUTION** - RESOLVED UNANIMOUSLY on the motion of Councillor Brown seconded Councillor Dorahy that the staff recommendations for Items 4, 6, 8 to 10, 12, 14 to 16, and 19 to 20 inclusive, be adopted as a block.

ITEM A – LORD MAYORAL MINUTE - REPORT FROM SISTER CITY VISIT TO OHRID, MACEDONIA AND ATTENDANCE AT UK MAYORAL FORUM IN LONDON

- 67 **COUNCIL'S RESOLUTION** - RESOLVED UNANIMOUSLY on the motion of Councillor Bradbery that Council note the report.

MATTER OF GREAT URGENCY - CONTAMINATED LANDS REGISTER

Councillor Petty requested the Lord Mayor consider a matter of great urgency relating to the compilation of a Contaminated Lands Register.

A PROCEDURAL MOTION was MOVED by Councillor Petty seconded Councillor Curran that Council give consideration to a matter which is considered to be of great urgency. The PROCEDURAL MOTION on being PUT to the VOTE was LOST.

DEPARTURE OF COUNCILLOR

During debate and prior to voting on Item 1, the following Councillors departed and returned to the meeting –

- Councillor Blicavs from 7.12 pm to 7.13 pm;
- Councillor Crasnich from 7.23 pm to 7.25 pm;
- Councillor Colacino from 7.34 pm to 7.38 pm.

A PROCEDURAL MOTION was MOVED by Councillor Brown seconded Councillor Kershaw that Items 1 and 18 be considered concurrently. The PROCEDURAL MOTION on being PUT to the VOTE was CARRIED.

ITEM 1 - DRAFT ANNUAL PLAN AND ATTACHMENTS 2017-18 - FEEDBACK FOLLOWING EXHIBITION AND ITEM 18 – MAY 2017 FINANCIALS

The following PROCEDURAL MOTIONS were MOVED and CARRIED to allow additional time for Councillors to address the meeting –

- Moved Councillor Crasnich seconded Councillor Dorahy – one minute for Councillor Curran;
- Moved Councillor Curran seconded Councillor Dorahy – five minutes for Councillor Petty.

68 COUNCIL'S RESOLUTION - RESOLVED on the motion of Councillor Brown seconded Councillor Crasnich that -

- 1 Council incorporate the changes recommended in the report for the following documents, and these documents be adopted:
 - a draft Annual Plan 2017-18;
 - b draft Budget 2017-18; and
 - c draft Revenue Policy, Fees and Charges 2017-18.
- 2 Council makes the rates and charges for the period 1 July 2017 to 30 June 2018, outlined in the draft Revenue Policy 2017-18 as amended in the report, including the general rate increase of 1.5% as determined by the Independent Pricing and Regulatory Tribunal (IPART).
- 3 The General Manager be authorised to make any changes to the endorsed draft Annual Plan 2017-18 as directed by resolution of the Council.
- 4 The May 2017 financials be received and noted.
- 5 Proposed changes in the 2016-17 Capital Works Program be approved.

In favour Councillors Kershaw, Connor, Brown, Martin, Takacs, Merrin, Blicavs, Dorahy, Colacino, Crasnich, Curran and Bradbery

Against Councillor Petty

DEPARTURE OF COUNCILLOR

Councillor Dorahy departed the meeting so that the Call of the Agenda could be recommitted as Item 4 had been previously included in the call of the agenda, when Councillor Dorahy was still present at the meeting. Councillor Dorahy had previously declared an interest in Item 4 and had stated that he would depart the Chamber during consideration of that matter.

RECOMITTAL OF THE CALL OF THE AGENDA

69 COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor Brown seconded Councillor Kershaw that the staff recommendations for Items 4, 6, 8 to 10, 12, 14 to 16, and 19 to 20 inclusive, be adopted as a block.

RETURN OF COUNCILLOR

During debate and prior to voting on Item 2, Councillor Dorahy returned to the meeting, the time being 8.09 pm.

ITEM 2 - DAPTO TOWN CENTRE PLAN 2017-2027

A PROCEDURAL MOTION was MOVED by Councillor Crasnich seconded Councillor Martin that an additional two minutes be granted to Councillor Connor to address the meeting in relation to Item 2.

70 COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor Connor seconded Councillor Crasnich that -

- 1 The Dapto Town Centre Plan 2017-2027 be adopted (Attachment 1 of the report).
- 2 The Dapto Town Centre Implementation Plan 2017 be noted (Attachment 2 of the report).
- 3 The Dapto Town Centre Plan Engagement Report be noted (Attachment 3 of the report).
- 4 A letter of thanks be sent to each member of the Dapto Futures Group acknowledging their commitment to preparing, refining and promoting the Plan.

DEPARTURE OF COUNCILLORS

During debate and prior to voting on Item 3, Councillors Blicavs and Connor departed and returned to the meeting, the times being from 8.38 pm to 8.39 pm, and from 8.49 pm to 8.52 pm, respectively.

ITEM 3 - DRAFT PLANNING PROPOSAL FORMER PORT KEMBLA PUBLIC SCHOOL SITE LOT 1 DP811699 MILITARY ROAD PORT KEMBLA

PROCEDURAL MOTIONS were MOVED and CARRIED to allow additional time for the following Councillors to address the meeting in relation to Item 3 –

- Moved by Councillor Crasnich seconded Councillor Merrin – an additional two minutes for Councillor Curran;
- Moved by Councillor Crasnich seconded Councillor Dorahy – an additional two minutes for Councillor Blicavs;
- Moved by Councillor Brown seconded Councillor Crasnich – an additional three minutes for Councillor Martin.

MOVED by Councillor Curran seconded Councillor Merrin that -

- 1 Council refuse the draft Planning Proposal for the former Port Kembla public school site and notify owners.
- 2 A report come to a future meeting of Council considering the preparation of a Port Kembla Precinct Plan, including Port Kembla Harbour and Industrial Lands. This report to include associated costs in preparing the Plan, benefits and financial/budgetary considerations.

71 COUNCIL'S RESOLUTION – An AMENDMENT was MOVED by Councillor Connor seconded Councillor Crasnich that –

- 1 Council defer the draft Planning Proposal for the former Port Kembla public school site and notify owners, until,
- 2 A report comes to a future meeting of Council considering the preparation of a Port Kembla Precinct Plan, including Port Kembla Harbour and Industrial Lands. This report to include associated costs in preparing the Plan, benefits and financial/budgetary considerations.

In favour Councillors Kershaw, Connor, Brown, Martin, Takacs, Blicavs, Crasnich, Curran, Petty and Bradbery

Against Councillors Merrin, Dorahy and Colacino

Councillor Connor's AMENDMENT then became the MOTION.

The MOTION on being PUT to the VOTE was CARRIED.

In favour Councillors Kershaw, Connor, Brown, Martin, Takacs, Merrin, Blicavs, Crasnich, Curran, Petty and Bradbery
Against Councillors Dorahy and Colacino

ITEM 4 - DRAFT PLANNING PROPOSAL: WESTS ILLAWARRA LEAGUES CLUB AND SURROUNDING SITES, UNANDERRA

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION –

- 1 A draft Planning Proposal be submitted to the NSW Department of Planning and Environment for the Wests Illawarra Leagues Club Site (Site 1), 19 lots on Central Road, Maynes Parade and Hargreaves Street, Unanderra seeking a Gateway determination to amend the Wollongong Local Environmental Plan 2009 Height of Buildings and Floor Space Ratio Maps to allow for a maximum building height of 15m and Floor Space Ratio of 1.5:1, respectively.
- 2 Following the Gateway determination, the draft Planning Proposal be exhibited for 28 days.
- 3 The NSW Department of Planning and Environment be requested to issue authority to the General Manager to exercise plan making delegations in accordance with Council's resolution of 26 November 2012 noting that the draft Planning Proposal includes roads and lanes under Council control.
- 4 The proposed rezoning of Sites 2 and 3 not be supported and the current R2 Low Density Residential zone, 9m Height of Buildings and 0.5:1 Floor Space Ratio development standards be retained.
- 5 The proposed additional permitted uses of Seniors Housing on Site 1 and Tourist and Visitor Accommodation on Sites 2 and 3, in Schedule 1 of Wollongong Local Environmental Plan not be supported.

DEPARTURE OF COUNCILLORS

During debate and prior to voting on Item 5, the following Councillors departed and returned to the meeting –

- Councillor Merrin from 9.49 pm to 9.54 pm;
- Councillor Crasnich from 9.50 pm to 9.54 pm;
- Councillor Martin from 9.51 pm to 9.53 pm.

DISCLOSURE OF INTEREST

During debate on Item 5 Councillor Dorahy declared a non-significant, non-pecuniary conflict of interest in Item 5 as he is a Director of Wests Illawarra and the Club leases the Parrish Park precinct from Council.

ITEM 5 - SPORTSGROUND AND SPORTING FACILITIES STRATEGY 2017-2021

72 COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor Curran seconded Councillor Kershaw that -

- 1 Council adopt the draft Sportsground and Sporting Facilities Strategy 2017-2021.
- 2 Council endorse the Sportsground and Sporting Facilities Strategy 2017-2021 proposed key focus areas, goals and strategies to inform future key deliverables within subsequent Council Annual Plans.
- 3 A report come to Council within six months identifying the ongoing funding shortfall in capital required to renew and upgrade sportsgrounds, sportsground amenities, lighting and ground drainage associated with Council's 67 sportsgrounds.
- 4 The report include a funding strategy to address the shortfall.

Variation The variation moved by Councillor Bradbery (the addition of Point 4) was accepted by the mover and seconder.

EXTENSION OF MEETING TIME

A PROCEDURAL MOTION was MOVED by Councillor Crasnich seconded Councillor Dorahy that the meeting time be extended to 10.30 pm.

ITEM 6 - DRAFT WOLLONGONG CITY LIBRARIES STRATEGY 2017-2022

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION -

- 1 Council adopt the draft Wollongong City Libraries Strategy: 2017-2022 – Your library, your place.
- 2 Council endorse the Wollongong City Libraries Strategy: 2017-2022 – Your library, your place proposed key focus areas, goals and objectives to inform key deliverables within subsequent Council Annual Plans.

DEPARTURE OF COUNCILLOR

During debate on Item 7, Councillor Curran departed the meeting, the time being 10.06 pm. Councillor Curran was not present for the vote taken for Items 7 and 11.

ITEM 7 - COMPULSORY ACQUISITION OF ADDITIONAL RIGHT OF CARRIAGEWAY OVER CROWN LAND TO PROVIDE ACCESS TO THE WATERFALL (GARRAWARRA) CEMETERY

73 COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor Colacino seconded Councillor Kershaw that -

- 1 Council compulsorily acquire a Right of Carriageway over Lot 7332 DP1160404 which is Crown Land located south of the Waterfall (Garrawarra) Cemetery.
- 2 Council seek the waiver of compensation for the additional Right of Carriageway from either the Treasurer of NSW or from Crown Lands.
- 3 Council seek approval from the Minister for Local Government in accordance with section 187 of the Local Government Act 1993 to give all necessary Proposed Acquisition Notices in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.
- 4 Council take each further step as is necessary to obtain approval from the Minister, the Governor or any public authority as may be necessary, and take all actions as may be necessary, to give notices and otherwise carry out the acquisition by means of compulsory acquisition.
- 5 The General Manager be authorised to sign any documentation necessary to finalise the acquisition and the Common Seal of Council be applied where necessary.
- 6 Officers deliver in a briefing to the new Councillors, before the next round of budget discussions begin, an estimate of how much a memorial wall or plaque will cost, as well as options for delivery.

ITEM 8 - ILLAWARRA REGIONAL INFORMATION SERVICE RESEARCH FUNDING AGREEMENT – 1 JULY 2017 TO 30 JUNE 2021

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION -

- 1 Council note the report on the IRIS Research Funding Agreement - 1 July 2017 to 30 June 2021.
- 2 In accordance with Section 55(3) of the Local Government Act 1993, Council resolves that due to the extenuating circumstances as outlined in the report, being:
 - a the extent of the services to be provided to Council, as detailed in the Agreement;
 - b the developed and rapid lines of communication between Council and the Illawarra Regional Information Service Limited; and
 - c the commercially favourable terms negotiated between Council and the Illawarra Regional Information Service Limited;a satisfactory result would not be achieved by inviting tenders for the services provided by the Illawarra Regional Information Service Limited.
- 3 Council enter into a new Funding Agreement with the Illawarra Regional Information Service Limited.
- 4 Council delegate the finalisation of the new Funding Agreement with the Illawarra Regional Information Service Limited for the period of 1 July 2017 to 30 June 2021 to the General Manager, subject to the funding arrangements not exceeding the current adopted budget.

ITEM 9 - POLICY REVIEW: PUBLIC LIABILITY AND PROFESSIONAL INDEMNITY INSURANCE COVERAGE FOR COUNCIL DELEGATES

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION - Council adopt the Public Liability and Professional Indemnity Insurance Coverage for Council Delegates Policy.

ITEM 10 - POLICY REVIEW: ASSET MANAGEMENT

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION - The revised Asset Management Policy be adopted.

ITEM 11 - PROPOSED NAMING OF UNNAMED LANE IN FAIRY MEADOW

74 COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor Colacino seconded Councillor Kershaw that action be taken under Section 162 of the Roads Act 1993 to name the lane running from Carters Lane, past the southern end of Donald Street to Storey Street, Fairy Meadow, as shown hatched in orange on the attachment to the report, as McIntyre Walk.

ITEM 12 - TENDER T17/01 - BRIDGE REPLACEMENT WORKS ON BERKELEY ROAD NEAR UNANDERRA STATION

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION -

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Kenpass Pty Ltd for Bridge Replacement Works on Berkeley Road near Unanderra Station, in the sum of \$446,850.05, 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.

ATTENDANCE OF COUNCILLOR

During debate and prior to voting on Item 13, Councillor Curran returned to the meeting, the time being 10.09 pm.

ITEM 13 - TENDER T17/16 - MT KEIRA SUMMIT WORKS STAGE 2

75 COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor Brown seconded Councillor Connor 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 Mt Keira Summit Works Stage 2, in the sum of \$642,267.38, 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 14 - TENDER T17/17 - PROVISION FOR THE FABRICATION AND SUPPLY OF TEN WORK CARAVANS

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION -

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Traymark Industrial Caravans Pty Ltd for the Fabrication and Supply of 10 Works Caravans, in the sum of \$444,450.00, 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 15 - TENDER T17/20 - DAPTO MEMORIAL POOL ROOF REPLACEMENT

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION -

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Van Mal Group Constructions Pty Ltd for Dapto Memorial Pool Roof replacement, in the sum of \$413,830.00, 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 16 - FINANCIAL ASSISTANCE POLICY - 2017-18 RECIPIENTS REPORT

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION - Council note the report.

DEPARTURE OF COUNCILLOR

During debate and prior to voting on Item 17, Councillor Takacs departed and returned to the meeting, the time being from 10.25 pm to 10.27 pm.

ITEM 17 - CHANGE TO ORGANISATIONAL STRUCTURE PENDING REVIEW BY INCOMING COUNCIL

76 COUNCIL'S RESOLUTION - RESOLVED UNANIMOUSLY on the motion of Councillor Merrin seconded Councillor Curran that –

- 1 A change in the Organisational Structure be made by removing the role of Director Corporate and Community Services and creating the roles of Director Community Services and Director Corporate Services.
- 2 The Director Community Services and Director Corporate Services be determined as Senior Staff positions in accordance with section 332 of the Local Government Act 1993.
- 3 The two new Director roles be filled internally in an acting capacity until the structure is formally reviewed by the incoming Council in accordance with legislative requirements.

ITEM 18 - MAY 2017 FINANCIALS

Item 18 was considered concurrently with Item 1 (refer Minute number 68).

ITEM 19 - STATEMENT OF INVESTMENTS - MAY 2017

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION - Council receive the Statements of Investments for May 2017.

ITEM 20 - CITY OF WOLLONGONG TRAFFIC COMMITTEE - MINUTES OF MEETING HELD 31 MAY 2017

The following staff recommendation was adopted as part of the Block Adoption of Items (refer Minute Number 69).

COUNCIL'S RESOLUTION - In accordance with the powers delegated to Council, the Minutes and recommendations of the City of Wollongong Traffic Committee meeting held on 31 May 2017 in relation to the Regulation of Traffic be adopted.

THE MEETING CONCLUDED AT 10.28 PM

Confirmed as a correct record of proceedings at the Ordinary Meeting of the Council of the City of Wollongong held on 17 July 2017.

Chairperson

ITEM F

LORD MAYORAL MINUTE - FUNDING FOR SYNTHETIC FOOTBALL PITCH -
IAN MCLENNAN PARK

RECOMMENDATION

I formally move that –

- 1 Councillors be provided with an urgent briefing on Monday 24 July which details –
 - a the shortfall of funding for a synthetic football pitch at Ian McLennan Park; and,
 - b the feasibility and budgetary implications of Council providing up to an extra \$700k to assist with the implementation of this project.
- 2 A report with options be brought to the next Council meeting on 31 July 2017 and include -
 - a details of any extra financial support from Football South Coast and the State Government to fund the completion of the project; and,
 - b information on the feasibility of staging the project and/or funding it over the present and next budgetary period (2018-2019).

ITEM A

NOTICE OF MOTION - COUNCILLOR BROWN - WORLD HERITAGE LISTING - ROYAL NATIONAL PARK

Councillor Brown has submitted the following Notice of Motion –

“I formally move that Wollongong Council supports World Heritage Listing for the Royal National Park.”

ITEM B

NOTICE OF MOTION - COUNCILLORS PETTY AND CURRAN - CONTAMINATED LANDS REGISTER

Councillors Petty and Curran have submitted the following Notice of Motion –

“We formally move that –

- 1 Council –
 - a update its website to include a Contaminated Lands Register of all properties identified within the Wollongong Local Government Area;
 - b include all information published on the Environment Protection Authority website of such properties within the Wollongong Local Government Area;
 - c conduct a search of the Property Register to identify all properties noted on the Section 149 Certificate as Contaminated Lands; and,
 - d keep the Register up-to-date in a timely and professional manner.
- 2 The Register be published by 31 July 2017.”

Background provided by Councillors Petty and Curran:

The public interest is significant. Contaminated land and groundwater can impact via migration off site eg leaching and vapour, and therefore residents neighbouring contaminated land or thinking of purchasing a property on or near such contaminated land need to have easy and free access to this information.

The past few years at Council has seen instances where migration of harmful contaminants from known contaminated land has occurred in residential areas not known by residents to be impacted by contamination, and has put their health and land/properties at risk. Such instances dictate that Council ensure it provides open accessible information about all contaminated land via a Public Register.

Council Processing Councillor Requests for Information

In an ongoing effort to achieve greater transparency of this topic, the following response was received from staff in respect of a GIPA application about land contamination in the 2508 postcode.

I refer to your email of 1 June 2017 where you advised you were "interested in the additions, if any, to Councils Contaminated Land Register for properties in 2508 since 2000".

A report has been compiled taking information from Council's Land Information System which indicates that as at 9 June 2017 there are 47 properties which had contamination or potentially contaminated notations added within the 2508 region for the time period requested. It should be noted that Council continues to update the Land Information System as relevant information becomes available and is assessed.

In accordance with the Government Information (Public Access) Act 2009 provisions stated in my original Decision of 30 May 2017 the property details will not be disclosed. However, as previously advised if you are interested in specific properties you or your constituents can apply and pay for a Section 149 Certificate which will provide them with the necessary contamination information.

With respect to your comments surrounding the policy and procedures that informs and directs the Decision made under the Government Information (Public Access) Act 2009 I refer you to the "Access to Council Information and Staff by Councillors Policy".

The issue centres around the phrase "exercise of a Councillor's functions of civic office", and whether access to the documents fits those terms.

Traditionally, Councillors have been denied direct access to information where it isn't a matter currently before Council. Obviously, exercising a civic function is a wider concept than simply matters "currently before Council".

Whilst it can be understood that a matter can be characterised as exercising a function of civic office, that cannot simply mean that third parties' rights are simply overruled.

Conclusion

In our term on Council there have been significant contamination matters impacting on environment and health of residents in suburbs across our LGA including Helensburgh, Kanahooka, Koonawarra, West Dapto, Unanderra and around Cobblers Hill.

These matters involved land that Council as an organisation was aware or should have been aware was or could be impacted by contamination.

Currently Councillors, residents and prospective buyers have no ready access to information regarding actual, possible or likely contamination of land/homes or that of land surrounding them that may migrate from a contaminated neighbouring property and impact their land, home and health.

It is essential that Council maintains an up-to-date contaminated land register and makes it readily available to ensure there is no loss or misplacement of historical corporate knowledge, and so community is adequately informed to prevent the opposite from occurring as we have witnessed in our term on Council.

ITEM C NOTICE OF MOTION - COUNCILLOR KERSHAW - 'POP-UP' CAR YARDS

Councillor Kershaw has submitted the following Notice of Motion –

“I formally move that Council officers investigate and implement appropriate solutions to stop registered motor vehicles, trailers and caravans which are 'For Sale', being parked on mass on sections of our roadways.”

Background provided by Councillor Kershaw:

Recently there have been situations where residents who want to sell motor vehicles, trailers and caravans are parking these vehicles along sections of roads across our City; virtually 'Pop-Up Car Yards'. Obviously the sites chosen are busy roads such as Pioneer Road, East Corrimal. This situation has an impact on safety for drivers and local residents, as drivers are distracted when looking at the 'For Sale' signs.

There have been a number of near accidents where residents have stopped to turn into a street or their driveway and, because of the distraction, drivers of vehicles behind them are caught unawares.

Action needs to be taken to move the vehicles on before there is an accident, or worse, people are injured.

ITEM D

NOTICE OF MOTION - COUNCILLOR MERRIN - FIRE RISKS OF MULTI-STOREY BUILDINGS

Councillor Merrin has submitted the following Notice of Motion –

“I formally move that Council receive a report on the options for investigating fire safety in multi-storey buildings in Wollongong. The report to include:

- 1 All relevant buildings in Wollongong;
- 2 Consultation with Fire and Emergency Services and other relevant bodies, in relation to fire safety requirements;
- 3 Fire safety measures in all relevant buildings, and their compliance with fire safety requirements;
- 4 Types of cladding material used and their level of fire risk;
- 5 Regulatory measures in operation for fire safety in all old and new multi-storey buildings in Wollongong;
- 6 Recommendations for improvement to regulatory measures to ensure that such buildings are safe and meet fire safety standards.”

Background provided by Merrin:

An apartment block in Britain has recently burnt, with great loss of life. Subsequent studies into other multi-storey buildings has found that many of them do not meet fire safety requirements, and that the cladding material in use is not sufficiently fire retardant.

Wollongong has experienced a large number of multi-storey developments in recent years. We need to investigate and address the fire risk of buildings as a matter of urgency, to ensure the safety of our residents.

ITEM E

NOTICE OF MOTION - COUNCILLOR MARTIN - FINALISE THE MARSHALL MOUNT REZONING

Councillor Martin has submitted the following Notice of Motion –

“I formally move that in light of the recent announcement by the NSW State Government to remove the cap on S94 Funding for West Dapto, which greatly reduces the financial risk to Council in the funding of local infrastructure in West Dapto, as well as the continued pressure by the development industry, land owners and those seeking to increase the supply of housing across NSW, and in particular across the Illawarra -

- 1 Council request the Department of Planning and Environment to make the Marshall Mount Plan, which will finalise the planning proposal process and the rezoning of Marshall Mount.
- 2 The adopted Neighbourhood Plan for Marshall Mount be the basis of the Development Control Plan for Marshall Mount, and this be finalised as soon as possible.
- 3 Council pursue the finalisation of the draft State Infrastructure Contributions Plan for future State Government infrastructure in West Dapto, ensuring equity of the State funding allocation for current and future residents and home owners in West Dapto and the Wollongong Local Government Area.”

ITEM 1 DRAFT SOUTH WOLLONGONG FUTURE STRATEGY

In 2016 work commenced on the development of a vision for the South Wollongong area. The draft South Wollongong Future Strategy was exhibited from 18 April to 24 May 2017. This report outlines the project and the community feedback on the draft Vision document.

RECOMMENDATION

- 1 Council endorse the updated South Wollongong Future Strategy Vision, incorporating the following changes from the community engagement:
 - a Delete the references to rezoning flood affected properties (pages 18 and 22);
 - b Delete the references to increased height limits for properties on the southern side of Ellen Street (pages 18 and 19);
 - c Amend the timing of the Phase 3 Implementation (page 4) be changed to mid-2019.
- 2 The planning controls for the South Wollongong precinct be reviewed following the completion of the revised Wollongong City Flood Plain Risk Management Study and Plan.

REPORT AUTHORISATION

Authorised by: Andrew Carfield, Director Planning and Environment - Future City and Neighbourhoods

ATTACHMENTS

- 1 Draft South Wollongong Future Strategy
- 2 Summary of Submissions
- 3 Engagement Report

BACKGROUND

The South Wollongong study area is bordered by the ocean to the east, the Port Kembla State Environmental Planning Policy area to the south, the railway line to the west and Stewart Street to the north (a location map is included in Attachment 1). The study area has been identified for many years as requiring development of a vision to guide future development within the area. The Wollongong CBD Action Plan 2010 identified 10 priority projects that potentially affect the Wollongong City Centre – one of which was to develop a vision for the South Wollongong area and examine the role this area has in relation to the Wollongong City Centre. This is a crucial step in ensuring that the South Wollongong area supports the CBD and to protect the significant employment uses within the area.

In 2013 Council completed the Wollongong City Flood Study and in 2015 Council completed the Wollongong City Floodplain Risk Management Study and Plan. The study area contains significant flood risk constraints, with the majority of the study area being mapped as having a medium flood risk, with areas in the south and east mapped as high flood risk.

In recent times, demand for redevelopment within the precinct has risen and Council has had requests to alter planning controls. The Joint Regional Planning Panel (JRPP) reviewed one proposal, and recommended that the area needed to be considered holistically, including the relationship between the City CBD, the potential land use conflicts, the economic impacts and potential loss of employment lands. The JRPP also noted that flooding and potential ocean inundation was a significant issue that potentially affected a large portion of the area.

As part of the 2015-2016 Annual Plan, Council endorsed funding for a study of the South Wollongong precinct.

In 2016 Council commenced the study, with a land use survey and collation of issues and information. Council also engaged economic and urban design consultants to explore options for the study area.

As part of the preparation of the draft Vision, a Councillor briefing was held on 13 February 2017 and a Councillor workshop was held on 8 March 2017. The draft Vision was exhibited from 18 April to 24 May 2017. Following the exhibition a Councillor briefing was held on 15 June 2017.

PROPOSAL

In developing the draft Vision for South Wollongong, the following set of draft principles was developed:

- Keep the retail and commercial focus on the Wollongong City Centre.
- Maintain the diverse land use mix, encouraging employment opportunities that are difficult to locate in the city centre, but could leverage off facilities and services (CBD Action Plan 2010).
- Protecting peoples' lives, property and wellbeing is a key priority – restrict land uses in flood areas, planning for rising sea levels and heavier rainfall events.
- Promote increase in residential capacity in suitable locations – Council's vision to create a living city.
- Increase opportunities for pedestrian movement across/along Corrimal Street.
- Create on street amenity – maintain moderate scale at pedestrian interface.
- Promote increased residential densities on green space edges.
- Encourage flood resilient design outcomes.
- Promote through site permeability in future designs/redevelopments.
- Recognise the contribution public transport can play in changing the area.
- Promote a tapering of height, scaling buildings down from the railway and CBD.
- Maintain the green belt towards the Port of Port Kembla.

The draft Vision aims to promote development that complements, rather than competes, with the Wollongong City Centre. The precinct contains significant employment generating industries which need to be protected from incompatible land uses, whilst maintaining a retail and commercial focus on the city centre.

Economics

The South Wollongong precinct has a mix of land uses with some 59% of lots being used for residential purpose and 41% of lots being used for industrial or business use. Some 11% of properties have a second use or mixed use. The precinct provides employment for an estimated 3,470 persons.

Council's economic consultants have recommended that Council support urban renewal, residential and commercial development in the northern portion of the study area (the areas north of Ellen Street and Glebe Street). It has also been recommended that Council may need to consider requiring commercial floor space within the B3 Commercial Core area to the north of Ellen Street.

The area to the north of Ellen Street and Glebe Street contains sufficient potential residential development capacity to meet demand within existing planning controls.

The area between Ellen/Glebe Streets and Swan Street contains a mix of low density residential uses, and service/light industry uses that are suitable for location on the periphery of the city centre. As demand for higher density residential growth can be accommodated to the north, there is not a need to accommodate significant residential growth within this area, enabling maintenance of the established low density residential areas. This area is considered suitable for service industry uses, which can exist on the periphery and might not be compatible with higher density residential uses.

The area to the south of Swan Street, around Coniston Railway Station has potential to accommodate manufacturing and freight/service roles, particularly as it is within proximity of the Port of Port Kembla.

The commercial centres hierarchy establishes Wollongong Central Business District as the primary centre in the region. A key principle of the Vision is to guide development to avoid development within

South Wollongong that would undermine the city centre. The economic rationale above would assist in guiding development to the appropriate locations within the study area.

Flooding

Flood risk is a major constraint within the study area. The area is low lying, in close proximity to sea level, very flat and is susceptible to flooding. The 1911 Parish of Wollongong Map identified the area to the south of Swan Street as an extensive swamp area around Tom Thumb Lagoon. Over time parts of the swamp and lagoon have been filled, and urban development has occurred within the catchment area and within these low lying areas. Past records indicate that the lower lying areas have often been subjected to severe flooding – causing property damage and loss.

The majority of the study area is mapped as medium flood risk, with areas to the south and east mapped as high flood risk. Many of the roads within the study area become a flow path for flood waters during storm events, which can prevent access to areas within the precinct during flood events. In particular, Ellen Street and Glebe Street in the north, and Swan Street in the south convey high risk flood flows that effectively isolate the central portion of the study area. Predicted sea level rises and higher rainfall intensities are likely to increase the risk of flooding events in the area in the future.

Transport/Access

The study area is in close proximity to Wollongong Railway Station and Coniston Railway Station. The areas close to these public transport nodes have good potential for employment and residential uses.

The road network within the study area is predominantly a grid pattern. While this provides a generally good accessible pattern, Corrimal Street/Spring Hill Road is both a major access route, and a barrier to movement from the main urbanised area and the foreshore. Corrimal Street carries approximately 16,000 vehicles per day and is the main vehicle route north-south through the study area.

There are shared pedestrian and cycleway routes along the foreshore. The Access and Movement Strategy 2013, proposes expanding and improving this network. Pedestrian opportunities within the study area are generally good within the grid street pattern; though the condition of footpaths varies greatly. The railway line to the west and Corrimal Street to the east are major barriers to pedestrian movement, with limited opportunities for crossing. The Access and Movement Strategy proposes some intersection upgrades on Corrimal Street, with potential to improve pedestrian access east-west to link the study area and the foreshore, in the northern part of the study area.

Within the study area, Council has both paid and unpaid parking areas. Council's parking strategy is to encourage parking provision into large off street parking stations and also develop park and ride features on the perimeter of the Wollongong City Centre.

Draft Vision

The three major influences within the study area (economics, flooding and access) point to the area north of Ellen Street and Glebe Street as having the best potential to accommodate higher densities of development for both employment and residential uses. These areas already generally contain appropriate development controls to enable redevelopment to meet projected demand. Some minor changes to development controls to enhance improved urban design outcomes could be considered. These potential improvements include:

- a transition in height between the northern side of Ellen Street (60m height limit) and the southern side of Ellen Street (9m height limit);
- potential changes for development on the streets fronting MacCabe Park to enable adaptable residential or commercial development on the ground floor; and
- protect a minimum (eg two floors) of commercial floor space for areas between Kenny Street and the railway.

The areas to the north of Ellen Street and Glebe Street are also considered the best potential to encourage seniors living and aged care development. This particularly applies to the area north of

Glebe Street, which is relatively flat, has good access to services; open space and will (with improved intersection treatments planned on Corrimal Street) have improved access to the eastern foreshore.

MacCabe Park is located within the northern area and is a highly significant public park, located within easy reach of the Wollongong City Centre. As the population within and around the city centre increases, and the employment numbers within the city centre increase, MacCabe Park will be a crucial area for public recreation and open space. A masterplan for MacCabe Park would guide future embellishment of this significant public resource.

The central portion of the study area – between Ellen/Glebe Streets and Swan Street is considered less suitable for intensified development density. Economic demand for high density floor space in commercial and residential development can be met in the northern portions of the study area, closer to the Wollongong City Centre. This precinct is suitable for maintaining the existing low density residential character within the residential areas. The non-residential areas are suitable for peripheral service industries. The current planning controls have allowed the organic development of these service industries and are considered suitable. The central area does not warrant increased heights and floor space ratio controls, as this is not necessary from an economic perspective and is not desirable from a flood risk management perspective.

The central area could benefit from streetscape improvements, particularly along Church Street which has potential to incorporate a significant pedestrian and cycle link to the Wollongong City Centre. Further pedestrian crossing opportunities could be considered on Corrimal Street.

The area close to Coniston Railway Station is considered suitable for light industrial, freight and service industries, which benefit from proximity to the Port of Port Kembla and the railway station.

The significant “green belt” between the urban area and the Port of Port Kembla (including JJ Kelly Park and Wollongong Greenhouse Park) should be maintained.

CONSULTATION AND COMMUNICATION

The draft vision document – “Draft South Wollongong Future Strategy” was exhibited from 18 April to 24 May 2017. Staff undertook a letterbox drop within the study area. Two drop-in information sessions were held:

- kiosk in Crown Street Mall, Saturday 29 April (three hours); and
- drop-in information session at Council, Wednesday 3 May (three and a half hours).

Council received 50 submissions in response to the exhibition (including submissions received into June). Council also received 18 submissions in response to the Annual Plan relating to flooding issues within the study area. The draft Vision document is at Attachment 1. A summary of submissions is at Attachment 2.

Generally, the submissions are supportive of the draft vision in respect to:

- the options for the area north of Ellen Street;
- the options for the area north of Glebe Street;
- the options for the MacCabe Park precinct; and
- the options for the streetscape and cycleway improvements.

A number of submissions however, do not support the draft options in relation to:

- flooding impacts – submissions want a solution to be found for the flood problems; and
- options to limit development within the most flood affected urban areas within the precinct (such as changing R2 Low Density Residential zone to E4 Environmental Living zone).

Other comments made in submissions include:

- within the broader study area, a number of submissions want to retain low density development as they have concerns with overshadowing, traffic and parking;
- some submissions also seek improvements to footpaths; and
- some submissions seek increased densities within the southern areas of South Wollongong, such as along Corrimal Street.

After considering the submissions, it is suggested that Council could further consider the options for the flood affected areas in more detail once the review of the current flood study and management plan is complete. This would allow the options for some flood mitigation works to be reconsidered, prior to Council forming a future direction for the flood affected areas.

It is considered appropriate to maintain a focus on the northern areas (north of Ellen Street and Glebe Street) for higher densities, as this fits in with Council's economic advice, enables Council and other agencies to focus provision of infrastructure and services, and enables Council to meet both the demand for additional higher density housing (in the north), while maintaining low density residential areas in the southern areas, thereby catering for a diverse mix of housing types and densities.

MacCabe Park is a significant parcel of public open space, which will increase in importance as the population within the proximity of the Wollongong City Centre grows. This area will require future master planning, and submissions generally support planning for MacCabe Park as a significant community focal point and asset.

As a consequence of the exhibition it is recommended that the following amendments be made to the Vision:

- deleting the references to rezoning flood affected residential properties from R2 Low Density Residential to E4 Environmental Living;
- deleting the references to increasing the height limits on the southern side of Ellen Street;
- amending the timing of Phase 3 of the study till after the review of the Wollongong City Flood Plain Risk Management Study and Plan; and
- other minor amendments, such as removing the references to "draft" and the exhibition details.

PLANNING AND POLICY IMPACT

The Vision largely supports Council's existing zonings, height limits and floor space ratios. Adopting the draft Vision itself will not change any planning controls. Should the Vision be adopted, Council would then need to implement projects to realise the Vision. In terms of planning and policy, this could include the following:

- review of urban design and built form controls in the Wollongong Development Control Plan 2009 to ensure development translates into good urban design outcomes on the street to advise an improved public domain interface;
- setback requirements for development above three stories on blocks to the north of Ellen Street in the Wollongong Development Control Plan 2009;
- review of planning controls in Wollongong Local Environmental Plan 2009 to:
 - 1 mandate a minimum of two floors of commercial floor space for development north of Ellen Street, between Kenny Street and the railway; and
 - 2 rezone the B3 Commercial Core land facing MacCabe Park to B4 Mixed Use and include a clause which requires ground floor development to be adaptable to cater for either residential or commercial uses.

These two precincts are within both the City Centre and South Wollongong. The review of the planning controls can occur as part of the review of the City Centre Planning Controls which is commencing.

The South Wollongong Vision also interacts with a number of Council and government studies and projects, including:

- Wollongong City Catchment Floodplain Risk Management Study and Plan (2015);
- Access and Movement Strategy Review;
- “A City for People” vision and strategic direction (2016);
- City of Wollongong Bike Plan (2014-2018);
- Wollongong Station Masterplan (2007);
- Grand Pacific Walk Vision (2012);
- Illawarra Regional Transport Plan (2014);
- CBD Action Plan (2010);
- NSW Ports Masterplan 2015;
- “Planning People Place” (2006);
- Illawarra Shoalhaven Regional Plan (2015); and
- Future Masterplan for MacCabe Park.

As part of the exhibited vision, it was also suggested that Council explore options to rezone flood affected lands to a more appropriate zone. At this stage it is recommended that Council not proceed with this option and further consider options following a review of the flood study and management options.

The Vision also suggested consideration of increasing height limits for properties on the southern side of Ellen Street. Considering the flood risk and economic advice, it is recommended that Council not proceed with this option.

This report contributes to the delivery of Wollongong 2022 goal “We are a health community in a livable city”. It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2016-17
Strategy	5 Year Action	Annual Deliverables
5.1.6 Urban areas are created to provide a healthy living environment for our community	5.1.6.1 Review planning controls for priority locations	Continue to progress the South Wollongong Precinct Plan

FINANCIAL IMPLICATIONS

There are no immediate financial implications arising from this report. Implementing the Vision would involve expenditure of financial resources, some of which is already planned in Council’s future program and some (eg MacCabe Park Masterplan) would require Council to allocate funding in order to progress these projects.

CONCLUSION

The South Wollongong Precinct has significant potential to support the Wollongong City Centre. For many years this area has developed organically without having a vision or guided direction. It is important to maintain the significant employment generated in this area, whilst not undermining commercial activity within the city centre. The draft Vision provides high level guidance to enable individual projects and redevelopment of sites to achieve a positive outcome.



South Wollongong

FUTURE STRATEGY

JULY 2017



Acknowledgements

Wollongong City Council would like to show its respect and acknowledge the Traditional Custodians of the Land to which this Plan applies, of Elders past and present, and extend that respect to other Aboriginal and Torres Strait Islander people.

Cover image: Artistic perspective showing potential character surrounding MacCabe Park (Harnes Sharley 2017)

Contents

Introduction to South Wollongong	4
Introduction	4
Background	6
About South Wollongong	7
South Wollongong Character	7
Housing & Demographics	8
History & Heritage	9
Current Planning Controls	10
Flooding	12
Existing Land Uses	13
Open Space	14
Economy	15
Transport, Movement & Accessibility	16
A Vision for the Future	17
South Wollongong - Draft Principles	17
Options	18
Ellen Street Precinct	19
Glebe Street Precinct	20
MacCabe Park Precinct	21
Broader South Wollongong	22

Introduction

We are seeking community and stakeholder comments to help us begin to plan a Vision for the future growth and development of the South Wollongong precinct, and identify the infrastructure that would be required to support this vision and develop a South Wollongong Future Strategy. In planning for South Wollongong we are aiming to:

- Articulate a shared vision for the area, developed together with the community and stakeholders
- Be consistent with regional and local transport, retail, economic, social, environmental, demographic and housing strategies and policies
- Identify precincts, themes and a preferred future character for the area that facilitates growth and change over time
- Provide for housing choice in locations free of flood constraint
- Provide opportunities for retail, entertainment, business services and commercial activities that complement the city centre and overall LGA (identify opportunity sites and what they can accommodate)
- Provide for and protect well designed and well located passive and active public spaces that serve the needs of the community and visitors to the area
- Facilitate an improved pedestrian environment
- Support greater transport mode choice
- Outline appropriate built form outcomes, including best practice flood resilient design.

The South Wollongong Study area is depicted in the image to the right, bounded by the railway line to the west, ocean to the east, Port of Port Kembla to the south, and Stewart Street in the north.

The South Wollongong Future Strategy will be delivered via 3 Phases



South Wollongong study area map

Introduction

Phase 1 - Initial Research

- Research and Land Use Survey
- Development of Issues Paper
- Enquiry by Design Workshop to explore potential roles and improvements for the area, in the context of identified constraints and opportunities.

Phase 1 has been completed and involved research into the current character of the South Wollongong study area, including key demographic indicators and site context. An Enquiry by Design forum was organised involving specialists in the fields of economics, architecture and urban design, as well as Council staff representing a variety of disciplines. Arising from the Enquiry by Design forum was a series of principles and a number of options for consideration to shape the future development of the South Wollongong area.

Information and research gathered during Phase 1 of this project is summarised in this document, largely under the section titled 'About South Wollongong'.

Phase 2 - Community Engagement and Visioning

- Sharing of initial research findings with the Community and Stakeholders;
- Community and Stakeholder engagement and research to better understand the key issues affecting the future planning of South Wollongong;
- Report to Council seeking endorsement of Community Vision and Principles to guide future development.

Community and stakeholder input will shape a draft Vision for the future development of South Wollongong. The purpose of this document is to share information and seek ideas and feedback on a number of options to better understand the opportunities and constraints to future development of South Wollongong. The key objective of this Phase is the engagement of the wider Community in imagining a Vision for the South Wollongong area.

The Strategy may include recommendations to amend Wollongong Local Environmental Plan 2009 (LEP) amendments and changes to Development Control Plan 2009 (DCP) controls required, as well as flagging the scope of infrastructure works that will be required to support the implementation of the Strategy recommendations.

Phase 3 - Implementation

- Strategy and Implementation Plan Development
- Community and Stakeholder engagement to develop and implement the future vision for South Wollongong

Phase 3 will again look to engage the community in refining the projects needed to realise the endorsed Community Vision and Principles to guide future use and renewal of the South Wollongong area.

Background

The South Wollongong study area overlaps the southern part of the Wollongong City Centre and is bordered by the railway line to the west and the foreshore to the east. The precinct extends from Stewart Street Wollongong, south to JJ Kelly Park and Greenhouse Park, Coniston and has an area of 224 hectares. The Port Kembla industrial area lies to the south.

South Wollongong is an area that has been identified for future strategic analysis and visioning for many years. The Wollongong CBD Action Plan 2010 identified ten priority projects or initiatives with the potential to drive development of the Wollongong City Centre. One priority project was to develop a vision for South Wollongong and explore the role this area could play to support the city centre.

Council has received numerous requests to alter planning controls on individual sites in the South Wollongong area, including zonings, maximum permitted height and floor space ratios. In 2011, when considering a rezoning request, and following completion of the FRMS and Plan for this catchment, Council stressed the importance of preparing a vision to inform planning and development decisions within South Wollongong.

In 2013 Council endorsed the Wollongong City Flood Study, which confirmed significant flood risk constraints in this precinct. The second stage of the flood investigation process, the preparation of a Floodplain Risk Management Study and Plan, was completed 2015. The majority of the precinct has been mapped as medium flood risk, with areas to the south and east identified as high risk of flood.

The Joint Regional Planning Panel (JRPP) has reviewed one Planning Proposal request in the study area since its commencement in July 2009, resulting in the following recommendations/ conclusions:

- The area needs to be considered holistically as part of a study that examines the structure of the city, the interrelationships between the commercial core and surrounding mixed use and enterprise zones, and appropriate bulk and scale controls across the precinct.
- The potential for land use conflict between high density residential living and neighboring commercial and industrial uses that occupy adjoining land. Such conflict may force the closure or relocation of these uses with a consequent loss of employment lands.
- The economic impact of proposed changes to development controls is uncertain in terms of relocating existing commercial and industrial uses to appropriate sites, and of enabling competing uses with the commercial core and mixed uses zones is uncertain, and
- There is uncertainty about how much the proposed increased intensity of development may have on flooding and ocean inundation of the South Wollongong area.

As part of the 2015/16 Annual Plan, Council endorsed funding in 2016/2017 to enable the commencement of the South Wollongong Future Strategy, to consider:

- The broader issue of the constraints and ability of the precinct to accommodate additional development,
- If there is additional capacity, where within the precinct that capacity should be accommodated,
- The consideration of built form controls in the context of the relationship to the Wollongong CBD, and
- The potential loss of employment lands within the precinct.

South Wollongong Character

Regulated Block Pattern with Limited Connections

South Wollongong continues to reflect the regulated block patterns of its early subdivision. The grid delivers long north-south blocks without rear lanes and limited mid block connections in the west of the area. Standard residential blocks remain established across the study area, particularly in east-west direction along Church and Kembla Streets, and the southern end of the precinct.

Over time, site amalgamations have facilitated redevelopment for walk-up flats, industrial warehouses and larger office and retail development. This is particularly evident in the northern end of Keira Street and Atchison Street.

Residential Character Supporting a Mix of Business Uses

Much of the area presents as one- and two-storey residential dwellings. While the majority of these dwellings accommodate residential uses, many have been adapted to deliver a mixed use precinct, converted for uses such as professional offices, child care and specialist medical practices. This adaption generally corresponds with land located in the centre of the South Wollongong study area zoned R2 Low Density Residential and B6 Enterprise Corridor.

Built Form

South Wollongong supports a range of older, mixed use building stock with a range of forms and setbacks. With the exception of some of the residential streets, there is a very inconsistent built form character. Parts of South Wollongong, including the northern end of Kenny Street, Keira Street and Atchison Streets (between Burrell and Ellen Streets), are more commercial in nature with a scattering of old industrial and commercial buildings present.

New Development Scattered throughout

New development is occurring on both single and amalgamated sites for residential, commercial or industrial purposes. New commercial, mixed use and residential apartment development is being taken up in areas closer to the city centre along Atchison Street, Auburn Street, Kembla Street and Beatson Street, with current height and floor space controls facilitating such development.

Renewal of lower-density residential development (dwellings, dual occupancy, townhouses and villas) is occurring throughout the area, predominantly in the residential zoned areas in the central and southern portion of the study area.

Constrained by the Railway, Port and Coast

The South Wollongong precinct is physically bounded by the railway to the west, including Wollongong and Coniston railway stations, and the foreshore to the east. The port of Port Kembla, established in the 1890's, lies to the south of the precinct.

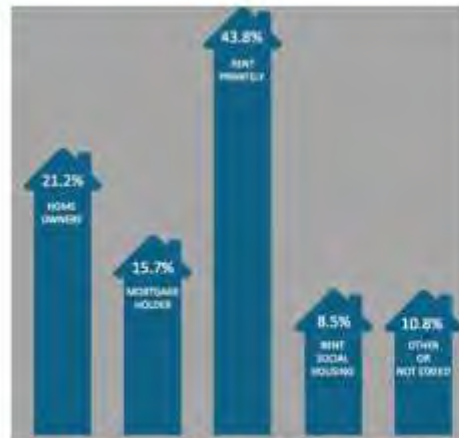
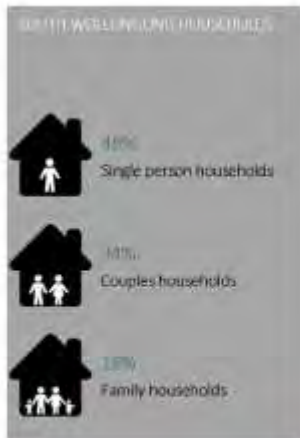


Linear block pattern with historic east-west connections



Examples of built form in South Wollongong

Housing & Demographics



Demographic and employment statistics obtained from Atlas.id "http://atlas.id.com.au/", based on 2011 ABS Census of Population and Housing

History & Heritage

History

South Wollongong was established in the early 1900s through several subdivisions and land sales. This southern part of the town of Wollongong merged into low lying and swampy land towards Tom Thumb Lagoon.

The subdivision pattern was initially focused between Church and Corrimal Streets (between Stewart and Bank Streets) in 1911, with subdivision patterns transitioning further south and west toward the station in the 1920s.

Some residential development had occurred in these estates by the 1920s, but much more building occurred in late 1930.



Above: Parish of Wollongong map (1911) depicting early pattern of subdivision and extensive swamp areas supporting Tom Thumb Lagoon.

Local Heritage

The South Wollongong study area supports nine locally listed heritage items including Wollongong cemetery and former cemetery, Pioneer Park, and a cluster of houses on Atchison Street. There are also two trees on Stewart Street listed as heritage items.



Heritage listed houses on Atchison Street



Left: 1948/1951 aerial photography

Right: 2014 aerial photography

Current Planning Controls

The South Wollongong study area contains a mix of commercial, residential and industrial zones with a range of permitted land uses, height limits, floor space ratios and minimum lot sizes. The Wollongong Local Environmental Plan (LEP) 2009 is the key planning document guiding development and land use in this area.

Land in the north west of the study area is zoned Commercial Core (B3) and aims to provide a range of retail, business, office, entertainment and other suitable land uses. The zone encourages employment in accessible locations and aims to strengthen the role of the Wollongong City Centre. This area contains the highest allowable height of buildings in the study area, ranging from 48m to 120m, with a base floor space ratio of 1.5:1. Special FSR controls of up to 6:1 are available within the city centre, subject to site size and land use controls

Land zoned Mixed Use (B4) is located in the north east of the precinct and adjoins the Wollongong City Centre. This area aims to integrate suitable business, office, retail and residential land uses and supports a permissible height limit of 24m and floor space ratio of 1.5:1.

A mix of Residential (R1 and R2) and Enterprise Corridor (B6) zoned land spans the central section of the South Wollongong study area with a maximum height of 9m and floor space ratio of 0.5:1.

Land located to the south west of the study area is zoned for general and light industrial land uses (I1 and I2) with a maximum height limit of 11m and floor space ratio of 0.5:1.

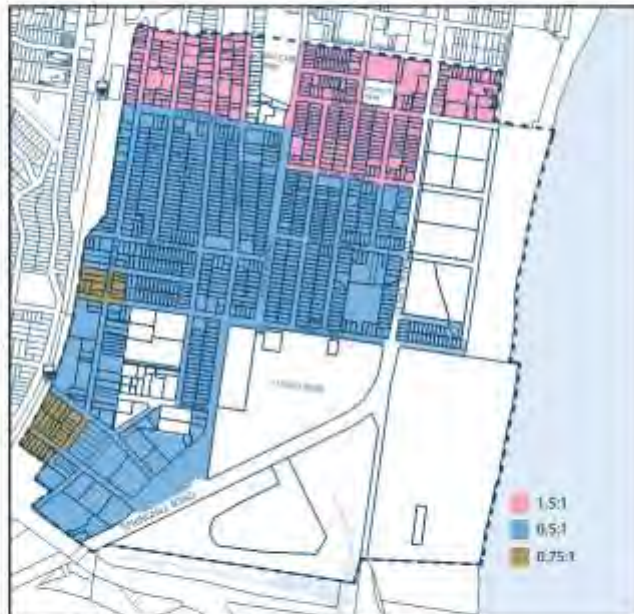


Current Land Zoning Map for South Wollongong



Current Height of Buildings Map for South Wollongong

Current Planning Controls



Current Flood Space Ratio Map for South Wollongong

Other Planning Provisions applicable in South Wollongong:

State Environmental Planning Policies

- SEPP 71 Coastal Protection and draft Coastal Management SEPP
- SEPP 2013 Three Ports (adjoining the study area to the south)
- SEPP (Exempt and Complying Development Codes) 2008

Wollongong LEP 2009

- Acid Sulfate Soil mapping and provisions

Wollongong Development Control Plan (DCP) 2009 applies to the study area including provisions relating to:

- Wollongong City Centre (north of Ellen and Glebe Streets, Wollongong)
- Floodplain management controls
- Coastal zone controls
- Car parking and access
- Residential, commercial and industrial development

Related Strategy

- The Illawarra Shoalhaven Regional Plan 2015

Flooding

South Wollongong is a low lying area, established to the north of Tom Thumb Lagoon. The majority of the precinct is mapped as medium flood risk, with areas toward the south and east identified as having a high risk of flooding with The Wollongong City Catchment Floodplain Risk Management Study and Plan 2015 includes consideration of climate change impacts including sea level rise, and potential changes to rainfall intensities, coupled with tidal inundation impacts. The topography of much of the area is flat, with no grade to convey water and limited opportunity for upgrading stormwater drainage or water diversion. Flood events are frequent, with many of the roads becoming the flow path for flood waters. Higher rainfall intensities being forecasted and predicted sea level rises increase the risk of flooding in this area.

Wollongong Development Control Plan 2009 regulates development on flood prone lands. A key objective included in the DCP includes minimise potential impacts from development, and risk to life and property. The DCP seeks to prevent sensitive land uses, such as hospitals, nursing homes and essential community services from being located within flood affected areas.



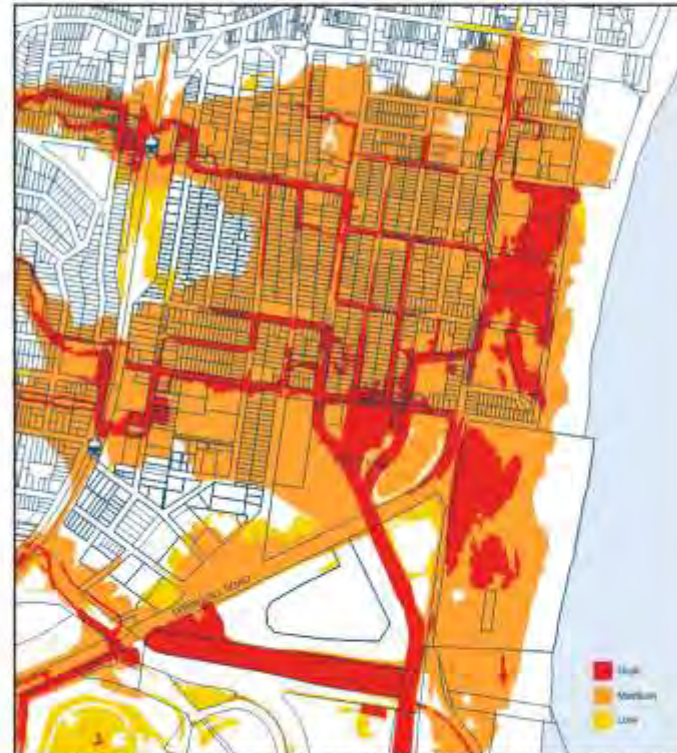
Kerribla street after an east coast low weather event in 2016



Corner of Swan and Kerribla Streets before and after an east coast low weather event in 2016

Key Relevant Strategies/Plans

- Wollongong City Floodplain Risk Management Study and Plan 2015
- Wollongong Development Control plan 2009



Flood risk categories and mapping in accordance with the Wollongong City Catchment Flood Plain Management Study and Plan 2015

Existing Land Uses

South Wollongong presents a mix of land uses ranging from residential, healthcare and social assistance, education and training, through to financial and insurance services, professional scientific and technical services, and retail trade.

In 2016, the primary land use identified throughout the South Wollongong study area was housing for residential purposes (59% of all properties). The remaining 41% of properties provided an industry or business specific service. 11.5% of all properties included a secondary or multiple uses onsite, additional to the primary use identified.



Proportion of lots being used primarily for residential or non-residential purposes based on the 2016 WCC South Wollongong Land Use Survey

Open Space

South Wollongong supports 0.93 square kilometres of recreation/open space including MacCabe Park, JJ Kelly Park, Pioneer Rest Park, Peace Grove and Greenhouse Park. South Wollongong also lies in close proximity to the foreshore. Open spaces lack a clear identity, and are not supported by residential density, resulting in inactive edges.

High quality private recreation lands, including the Wollongong Golf Club, are positioned along the eastern edge of the precinct.

Wollongong Local Environmental Plan 2009 contains a Sun Plane Protection clause to protect specified public open space from excessive overshadowing by restricting the height of buildings. This clause applies to MacCabe Park and Pioneer Park in the South Wollongong study area.

Planning, People, Places - 2006 Open Space, Recreation Facilities and Community Facilities Strategy highlights the importance of open space in contributing to the enhancement of the urban environment and contains specific directions for South Wollongong including:

- Redesign and upgrade MacCabe Park to provide a safe and appealing destination that enhances the character and appeal of the city centre
- Establish walking and cycle connections between high profile and high activity areas, e.g. the foreshore
- Enhance the cultural precinct around MacCabe Park through quality and innovative urban design and streetscaping.
- Ensuring open space and facilities are physically accessible and appealing to cater to people with varying levels of mobility, and are designed and managed to be available and affordable to a range of groups in the community
- Connections between open space and facilities will be created and maintained through trails and transport links.

Key Relevant Strategies/Plans

- Planning People, Places 2006 Open Space, Recreation Facilities and Community Facilities Strategy
- Wollongong City Council Generic Plan of Management for Community Land
- A City for People, Wollongong Public Spaces Public Life 2016

The Wollongong City Council Generic Plan of Management for Community Land includes the following Community Value: *"To provide parks that are highly valued as social and passive recreational spaces as well as being venues for organised and non-organised recreation activities. The provision of children's play areas is a major priority in the future planning of parks."*

Council adopted *A City for People*, in May 2016, which includes a celebration of MacCabe Park as a lively, high quality urban park supporting a balanced lifestyle for city residents and workers. *A City for People* implementation plan includes Master Planning and Feasibility Investigations, targeted for 2017-2019.



Open space and recreation areas in South Wollongong

(Adapted from SWWollongong)

Economy

The South Wollongong precinct contains a mix of land use, zoning and land constraints collectively contributing to its organic and evolving nature. In 2011 there were 3,470 jobs in the precinct, comprising a mix of commercial, service professionals, and light industrial land uses.

Primacy of City Centre

The Commercial Centres Hierarchy establishes the primacy of the Wollongong CBD, and notes the need to curb pressure (in part due to land costs) which makes the development of commercial space in both commercial centres and “out-of-centre” locations more attractive than developing within the City Centre. A key recommendation of the Major Development Approvals in the city centre report (February 2011) is to ensure that the CBD retains its primacy in this regard, such that the city centre remains the major focus of future employment and growth. Council has committed to major expenditure as part of the City Centre revitalisation program to encourage office and commercial development in the heart of the city and build investor confidence. The Wollongong Investor Prospectus confirms the role of the city centre as the commercial and administrative centre for Wollongong and the Illawarra. *A City for People, Wollongong Public Spaces Public Life 2016* was adopted by Council in May 2016, setting a renewed vision and key actions for revival of the city centre.

CBD Action Plan

The CBD Action Plan 2010 identified the need to develop a vision for South Wollongong in terms of the potential to drive development of the city centre by accommodating an increased population and attracting commercial activities that are difficult to locate in the heart of the CBD, but could leverage off facilities and services within the CBD. The South Wollongong study area appears to play an “incubator” role on the southern fringe of the city centre in developing a mix of smaller and start-up businesses, utilising older former residential buildings. Current examples of the type of businesses being attracted to the periphery of the city centre include small-scale breweries, photocopier servicing and supplies, and smaller-scale professional and technical services.

Key Relevant Strategies/Plans

- A City for People, Wollongong Public Spaces Public Life 2016
- CBD Action Plan 2010
- NSW Ports Masterplan 2015
- Major Development Approvals in the City Centre Report 2011

Port of Port Kembla

The South Wollongong study area lies to the north of Port Kembla which is a major contributor to the economy of the Illawarra region. The Port is forecast to expand, and has been identified as the location for the development of a future container terminal to augment the capacity of Port Botany when required. The role of South Wollongong to support port- and freight related activities requires further investigation.

South Wollongong sits alongside the Wollongong City Centre. *A City for People, Wollongong Public Spaces Public Life 2016* was adopted by Council on 30 May 2016. This is an important strategic document for the Wollongong City Centre, setting a renewed Vision and identifying a range of key actions to deliver change. Key reflections of *A City for People* centred on the conclusion that the city centre is too large, diluting the energy needed for a successful city, and that built-form controls promote tall buildings (up to 120 metres) threatening the delivery of a human scale city. The work did not identify the need to extend the city into South Wollongong. The role and identity of South Wollongong needs to continue to support the city centre as the higher order centre, with the focus on employment growth and retail activity.



Transport, Movement & Accessibility

Road Network

Corrimal Street is the main north-south route, serving both a through traffic carrying function as well as a 'to city centre' function it carries an average of 16,000 vehicles per day. South Wollongong reflects the regulated block patterns of its early subdivision, the grid form delivering long north-south blocks without rear lanes. With the exception of Swan Street, all east-west connector streets terminate at Corrimal Street, with no roads connecting to the foreshore.

Railway

Wollongong Station lies to the north west of the study area, serviced by bus connections to the city centre and surrounds. The future vision for the Wollongong Station and railway precinct is for a fully integrated transport interchange and residential towers. Coniston Station is a minor station to the south. A proposal is being considered for a southern shuttle bus, incorporating a 'park and ride' facility, serving the employment and industrial areas south of the city centre and linking these with the railway station.

Cycle Network

The majority of the bicycle network in Wollongong is made up of shared paths (used by pedestrians and cyclists), with a regional shared path running north-south along the coastal foreshore. Bicycle network expansion and existing facility improvements are detailed in the Access and Movement Strategy, with a more direct north-south route to serve commuters to the city centre and a proposal for a route along the railway line being investigated.

Pedestrian Routes

There are limited opportunities for pedestrian movement across the railway line and heavily trafficked road corridor of Corrimal Street. The Access and Movement Strategy review is investigating measures to provide safe and direct pedestrian routes and a greater degree of permeability for pedestrians. Intersection upgrades (signalisation) are being considered to ensure opportunities to cross Corrimal Street from the shared path, as well as consideration of reduced speed limits. The southern section of Council's vision for a Grand Pacific Walk begins in this South Wollongong precinct. The vision is to create a safe route for both pedestrians and cyclists for the entire 60 km length of Wollongong's coastline, taking advantage of the areas of high scenic quality.

Parking Strategy

The Strategy for parking in this area is to reduce fragmented parking and encourage parking provision into major off street parking stations on the perimeter of the city centre, along with more remote 'park and ride' car parking facilities to encourage sustainable transport modes.



Map of South Wollongong with existing and proposed cycleways and major parking stations.

- Key Relevant Strategies/Plans**
- Illawarra Regional Transport Plan 2014
 - Access & Movement Strategy 2013
 - City of Wollongong Bike Plan 2014-18
 - Grand Pacific Walk Vision 2012
 - Wollongong Station Masterplan 2007



Corrimal Street



Corrimal Street Off Road Cycleway

South Wollongong - a Vision for the Future

Development of a Vision for the Area

Phase 1 of the development of a Strategy for South Wollongong has been completed and involved research into the current character of the South Wollongong study area, including key demographic indicators, site context and current land uses. Phase 1 additionally included Enquiry by Design to further explore options for the future.

Phase 2 of the development of this Strategy involves community engagement to better understand the issues affecting South Wollongong, and develop a vision for the area. This vision may include principles to guide future growth and renewal. Draft principles are included on this page.

It is important to remember the protection of people's lives, property and wellbeing has emerged as key priority through the Phase 1 research and consultation activities, and is included as one of the draft Principles to guide development in the area. The majority of South Wollongong is mapped as medium flood risk, with areas toward the south and east identified as having a high risk of flooding. Flood events are frequent, with higher rainfall intensities being experienced and predicted sea level rises leading to increased risk of flooding throughout the South Wollongong study area. A high hazard flood line has been mapped along Ellen and Glebe Streets in recognition of these flooding constraints, with one option presented to focus development on priority precincts to the north of this flood hazard line.

In addition to the draft principles, Council has identified priority precincts based on an evaluation of opportunities and constraints of the area, and in recognition of the draft Principles that have emerged to date. Through completion of Phase 1, a number of options have been identified and are on the following pages for consideration. These options are designed to stimulate ideas and feedback to gain a better appreciation of the issues affecting the future planning of South Wollongong, and in imagining a Vision for the area. Comment may also be provided in relation to such options, to be integrated into the eventual development of the South Wollongong Future Strategy and Implementation Plan.

Draft Principles for future growth and renewal of South Wollongong

- Keep retail & commercial focus on the Wollongong City Centre.
- Protecting people's lives, property and wellbeing is a key priority - restrict land uses in flood areas, planning for rising sea levels and heavier rainfall events
- Maintain diverse land use mix, encouraging employment opportunities difficult to locate in the city centre, but could leverage off facilities and services. (CBD Action Plan 2010)
- Promote increase in residential capacity in suitable locations - Council's vision to create a living city
- Increase opportunities for pedestrian movement across/ along Corrimal Street
- Create on street amenity - maintain moderate scale at pedestrian interface
- Promote increased residential densities on green space edges
- Encourage positive flood resilient design outcome.
- Promote through site permeability in future designs/redevelopments
- Recognise contribution public transport can play in changing the area
- Promote a tapering of height, scaling buildings down from railway
- Maintenance of green belt towards the Port of Port Kembla



Information Kiosk



Enquiry by design workshop



Ellen Street Precinct

Current planning controls are translating to development on the ground. This includes both commercial and mixed use developments comprising a range of apartment, retail, and childcare facilities.

Options

The following short and medium term options may be considered to enhance development outcomes and shape the future of this precinct.

Short term - 3 years

1. Maintain the current B3 Commercial Core zoning for this precinct to protect and foster employment uses.
2. Review urban design and built form controls in the Wollongong DCP 2009 to ensure development translates into good urban design outcomes on the street, and an improved public domain interface.
3. Introduce Wollongong DCP 2009 setback requirements for development above 3 storeys on blocks to the north of Ellen Street to ensure development responds to the human scale and creates street amenity.



Current building height disconnect on Ellen Street



Example of flood resilient design that achieves pedestrian amenity (www.sjb.com.au, 2017)



Concept examples from recent Development Applications for mixed use development under assessment (DA-2016/1354)

Glebe Street Precinct



It is considered strategic to maintain a residential development focus in this precinct due to its location north of the Glebe Street high hazard floodway, flat topography, close proximity to the Wollongong City Centre, Pioneer Park, MacCabe Park and shops. These factors combine to make it an appropriate location for aged care facilities.

Options

The following short and medium term options may be considered to enhance development outcomes and shape the future of this precinct.

Short term - 3 years

1. Maintain existing planning controls which facilitate mixed use and residential developments up to 24m maximum building height.
2. Review urban design and built form controls in the Wollongong DCP 2009 to ensure development translates into good urban design outcomes on the street, and an improved public domain interface.

Medium term - 4 -10 years

1. Investigate measures to improve pedestrian amenity (e.g. 'green belt') along Bank Street to link in with the Access and Movement Strategy, with a vision of crossing at Bank and Corrimal Streets, to reconnect to the coastline and Blue Mile.



Landscaped setback which contributes to the residential character of the street



flood resilient design that incorporates landscaping to soften the change in heights (Hames Sharley, 2017)



concept examples from recent Development Applications for residential apartment building under assessment (DA-2016/1443)



This strategy does not include the master planning work for MacCabe Park which would be a separate project.



Artistic perspective of MacCabe Park Surrounds (Hames Sharley, 2017)

MacCabe Park Precinct

This precinct includes land to the east and west, immediately fronting and adjacent to MacCabe Park. The vision is to create a mini central park in this precinct.

Options

The following short and medium term options are proposed to enhance development outcomes and shape the future of this precinct.

Short term - 3 years

1. Review urban design and built-form controls in the Wollongong DCP 2009 to ensure development translates into good urban design outcomes on the street, and an improved public domain interface.
2. Encourage a greater proportion of residential development along the western side of MacCabe Park in order to activate the street frontage and MacCabe Park itself. This could be facilitated by rezoning land immediately fronting MacCabe Park from B3 Commercial Core to B4 Mixed Use Development and including an additional LEP clause which requires development to be built adaptable, to cater for ground floor commercial development, but that permits either residential or commercial development at the ground level.
3. Maintain the existing 24m height limit east and west of MacCabe Park to promote a sense of enclosure with MacCabe Park being extended as existing buildings within the park are gradually removed.
4. Interaction with the northern side of Burelli Street needs to be consistent with Wollongong City Council's *A City for People* vision and strategic direction.

Medium Term - 4 - 10 years

1. Council adopts a Masterplan to realise the vision for MacCabe Park in accordance with Wollongong City Council's *A City for People*.

"MacCabe Park will be celebrated as a lively, high quality urban park supporting a balanced lifestyle for city residents and workers. A Place of pride for the city supported by activities (large scale events and festivals), cafes, and public facilities, it will be an active space connected to the City Centre".



MacCabe Park in the City for People - Public Spaces Public Life 2016.

A Vision for the Future

Broader South Wollongong

Priority precincts have been identified for a focus on further development, based on an evaluation of opportunities and constraints of the area and in recognition of the draft Principles to guide future growth and renewal of the South Wollongong area, developed through research and consultation to date.

Flood constraints, predicted impacts from climate change (including sea level rise and potential changes to rainfall intensities), coupled with tidal inundation impacts and characteristic low-lying topography, preclude further land use intensification south of the Ellen and Glebe Streets high hazard flood line. Protecting people's lives, property and wellbeing is a key priority. Any options for areas south of the high hazard flood line will concentrate on improving amenity and encouraging flood resilient building design.

The draft Principles reinforce the primacy of the Wollongong City Centre as the focus of retail and commercial activities, with the role of the broader South Wollongong area to foster the development of employment opportunities difficult to locate in the city centre, but could leverage off the CBD facilities and services. The Strategy would discourage development that could undermine the commercial focus within the City Centre. One option for the South Wollongong area is to maintain the mixed use character, while protecting employment lands and encouraging businesses suited to the city centre fringe.

The southern part of the study area around Coniston has the potential to further accommodate employment and freight uses in support of the Port of Port Kembla operations, which are forecast to expand.

In line with Council's vision to create a living city, there is opportunity to promote an increase in residential capacity in suitable locations in the South Wollongong area. Demand for residential development has been increasing, however there remains capacity within the priority areas to the north of Ellen and Glebe Streets to accommodate additional demand in the short to medium term under existing planning controls.

Future development in the broader South Wollongong study area will be influenced by Council's City Centre Economic Strategy and the Access and Movement Strategy review (2017-19).

Options

The following short and medium term options are proposed for the broader South Wollongong area.

Short term – 3 years

1. Review urban design and built-form controls in the Wollongong DCP 2009 to ensure development translates into good urban design outcomes on the street, and an improved public domain interface.
2. Do not encourage intensification of development within the flood affected areas near Swan and Beach Streets, Wollongong.
3. Implement short term recommendations from the Wollongong City Catchment Floodplain Risk Management Study and Plan (2015).
4. Investigate amenity improvements for pedestrians and cyclists as part of the Access and Movement Strategy review, including pedestrian crossing opportunities to the Blue Mile, and improvements along Corrimal and Church Streets.
5. Maintain the existing green belt between the locality and the Port of Port Kembla operations by preserving greenspace of JJ Kelly Park and Greenhouse Park, Wollongong.
6. Maintain the existing industrial zonings in the south of the study area to protect employment uses and support the operations of the Port of Port Kembla.

Medium Term – 4 - 10 years

1. Implement medium term recommendations from the Wollongong City Catchment Floodplain Risk Management Study and Plan (2015).
2. Implement findings from the Access and Movement Strategy Review regarding cycle ways, improved pedestrian amenity and the proposed Southern Shuttle / park and ride service.
3. Encourage permeability for pedestrians through mid-block laneways/ access as part of future redevelopments throughout the South Wollongong study area.



DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
Z16/179400 Z16/29358 Z17/95640	Neighbourhood Forum 5	<p>A rich mixed use, flood free, pedestrian friendly locality, providing jobs, housing and open space.</p> <p>Low residential density cores, primarily for single dwelling housing with landscaping, in areas zoned Residential R2.</p> <p>Two to three storey medium density housing in limited areas near the city centre.</p> <p>Light industrial and warehouse uses to the west, along the South Coast Railway.</p> <p>Commercial development to the south near Coniston railway station and on the west side of Corrimal Street.</p> <p>The maintenance of a green belt between the locality and the steelworks.</p> <p>Council urgently needs to address flooding and sewage overflow in the area.</p> <p>There is a need for adequate parking and compliance with timed parking and parking obstructions.</p> <p>The current state of cycle ways and paths is unsatisfactory, and to advise the community on the time frame for the implementation of proposed cycle ways.</p>	<p>The vision provides for mixed uses, including jobs, housing and open space.</p> <p>Low density housing areas will be retained.</p> <p>Higher density housing is appropriate closer to the city centre.</p> <p>Light industrial areas will be retained.</p> <p>The Coniston area is suitable for light industry and freight transport uses. There are also medium density areas near the railway station.</p> <p>The green belt would be retained in the vision.</p> <p>Council has a current Flood Study and Risk Management Plan for the area, which is being reviewed.</p> <p>Council has a parking strategy.</p> <p>Council's Access and Movement Strategy review will be able to consider these issues.</p>
Z17/101006	Illawarra Bicycle User Group	<p>A focal point of the vision for the area to be on designing a community friendly city with active transport over parked cars.</p> <p>The Wollongong 2014-2018 Bike Plan was based on the existing streetscape and the proposed bicycle route along Burelli Street should be replaced by a direct route from the Railway Station to MacCabe Park noting there are a number of carparks and undeveloped properties that could be utilised to provide the route.</p> <p>The proposed bicycle route on Keira</p>	<p>Council's Access and Movement Strategy review will be able to consider these issues.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>Street should be relocated onto Kenny Street to linkup with the shared path from Fox to Keira Streets and extended to the Bridge Corrimal intersection through the park off Tate Street.</p> <p>The speed limit should be 40km/hr to improve community safety.</p> <p>Provide a link to the shared path on Gladstone Avenue via the existing railway underpass. And, Swan Street and Stuart Street should east west bicycle connections.</p> <p>All new developments should include off street parking to reduce on demand for on street parking.</p> <p>New streetscapes need to include seats and shade to encourage more community usage.</p>	
Z17/101468 Z17/101469 Z17/101473	Kiosk 1 Crown Street Mall	<p>More open space and better activation of MacCabe park:</p> <ul style="list-style-type: none"> • No development on MacCabe Park. • More need for green space. • Remove buildings on MacCabe Park and do not replace them. <p>Keep zonings as is until further consultation and solutions to flooding are conducted/provided.</p> <p>Concerns raised regarding new development and its impact on flooding.</p> <p>Better drainage within the streets - Raised by 3 people.</p> <p>Protecting foreshore areas. Much more considered application of current and future flood modelling.</p> <p>Increase in variety of shops – Raised by 3 people.</p> <p>Traffic congestion is an increasing issue that needs addressing.</p> <p>Not enough adequate parking. Support for park and ride facility with shade for parked vehicles – raised</p>	<p>The vision does not plan for development (eg. sale of parts of) MacCabe Park. A masterplan for the park will be a separate project. The vision acknowledges that MacCabe Park is an important parcel of public open space.</p> <p>Council has a current Flood Study and Risk Management Plan for the area, which is being reviewed.</p> <p>The vision would enable retail businesses close to the Wollongong City Centre.</p> <p>Council's Access and Movement Strategy review will be able to consider these issues.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>by 3 people.</p> <p>Paths need to be fixed up, better connections and shared paths need to be expanded and extended to encourage more cyclists. Needs to be a connection between Corrimal and Bank Streets. With better public transport – raised by 3 people.</p> <p>Reduce speed limit to 40km/h within the city – raised by 3 people.</p> <p>Maximum of 4 stories and enough parking spaces for residents of them to reduce need for on street parking. – raised by 2 people.</p> <p>Port Kembla could play a more increased role with tourism and help to make Wollongong a tourist hub/starting point for tourists – raised by 2 people.</p>	<p>The vision provides for higher densities close to the city centre and maintains areas of low density development.</p> <p>Port Kembla is outside the study area. It is agreed that Port Kembla has increased tourism potential. Tourism is one of many strategies to maintain economic and social activity within Wollongong.</p>
Z17/122966	TCG on behalf of Warrigal Care	<p>Strategy lacks foresight into potential alternative options and solutions for innovation and management of future built form in this location.</p> <ul style="list-style-type: none"> • Provide a Vision for the southern entrance to the Wollongong City Centre to reflect its significance as a major regional centre for the Sydney Metropolitan Area. • Investigate options for innovative infrastructure provision to address potential environmental constraints. • The Draft should achieve the 'shared' broader vision commensurate with the main southern entrance to the Wollongong City Centre and should support the growth and development of the commercial core of the City Centre. • The draft Strategy should emphasize the opportunities to support the viability of the City Centre, not just focus on the constraints. 	<p>The Vision has considered options for the future development within the study area, and recognised that improvements in built form. The Vision does not agree that development should be intensified in the flood affected area near Swan Street. It is recommended that Council review the flood study prior to further consideration of options for development within the flood affected areas.</p> <p>The vision provides for a variety of housing densities, though it does not agree that the area discussed in the submission is the right place for higher density housing.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<ul style="list-style-type: none"> • The recommendations on the Draft Strategy should not place restrictions on land already developed for urban purposes which will render certain lands relatively undevelopable. • The lands located centrally and to the south-west of the precinct area need to be considered and discussed in detail as part of the Draft Strategy. • Potential alternative building design solutions and options for innovation and management of desired future built form outcomes in this location, particularly along Corrimal Street need to be provided. • The major issues relating to housing demand, economic and employment growth need to be addressed. • Transportation and infrastructure links to the southern Wollongong suburbs and the city's major employment areas needs to be addressed. • Given the constraints outlined in the Strategy in relation to flooding, dedication to investing in infrastructure works in this region needs to be planned for and considered before sterilising these lands, as is recommended by the Draft Strategy. • Details of how different housing choices and different built forms can be provided across the Strategy area need to be provided, in addition to encouraging housing for older persons close to the City Centre. • The Strategy needs to identify additional sites for retail, entertainment, business services and commercial activities that might complement the city centre. • The opportunities to support the open space areas around JJ Kelly Park at the southern 	<p>Council will be reviewing the Access and Movement Strategy, which will be able to consider these issues.</p> <p>The Vision identifies the areas suitable for these peripheral activities.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>gateway entrance to Wollongong City Centre need to be recognized and supported by the Strategy.</p> <ul style="list-style-type: none"> • Opportunity exists for Council to implement alternative infrastructure solutions, options which are provided in the Wollongong City (Gurungaty Waterway) Catchment Floodplain Risk. • Management Plan, 2015 (as discussed in detail in the Flood Impact Assessment prepared by Jones Nicholson Consulting Engineers provided in association with this Submission), rather than applying a blanket moratorium on redevelopment in this southern precinct. • Any Draft Strategy for this southern precinct should recognize the area as a Key Priority precinct area, just as the northern entrance to Wollongong City Centre is. • The recommendations of the Draft Strategy need to reflect the Draft Aims and Draft Principles of the document by providing opportunities for future growth and renewal of South Wollongong. • A coordinated a strategic approach to the whole Strategy area, including all southern Blocks along the major link through Corrimal Street needs to be detailed. • Consideration of built form needs to identify potential changes to height or scaling of buildings (outside the existing City Centre boundaries) down from the railway line, or along the major traffic and transport links within the Precinct such as along Corrimal Street. • The growing need for addressing aged care housing need within 	

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>this precinct as a whole needs to be recognised, with larger land holdings such as the existing Warrigal site on the corner of Beach and Corrimal Street providing a crucial link between the existing seniors living development on the opposite side of Corrimal Street to the south, and the connection to the commercial core, providing further opportunity for seniors housing. There is no sound reasoning to support the southern blocks of the Strategy area being considered in a different manner to the residential blocks to the north of the Strategy area.</p> <ul style="list-style-type: none"> • The proposal for an Environmental Living zone or Low Density Residential zoning within such close proximity to the Wollongong commercial core is not supported having regard to the limited permissible uses, the objectives of the zone and the current land use patterns and lot sizes and should be removed from the Draft Strategy recommendations. • The recommendations of the Draft Strategy need to recognise this area as an existing urbanised location. All blocks within the south-eastern portion of the Strategy area should be zoned in a consistent manner (R1 Residential zone) with a consistent and graded height towards the existing green belt of JJ Kelly Park (ie. from a 24m building height restriction and 1.5:1 floor space ratio). • Natural watercourses, creek lines and existing green belt at the southern boundary of the Strategy area should form the boundary of what is considered to be the 'Wollongong City Centre'. 	

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<ul style="list-style-type: none"> It is requested that Council review the recommendations of the Draft Strategy to enable changes in development density and built form which would be suitable in the two south-eastern blocks (which include the Warrigal site) commensurate with R1 lands to the north of the area. 	
Z17/124642	Property Council (Illawarra Chapter) of Australia	<p>Supports the direction of the strategy.</p> <p>Supports improvements to the E-W pedestrian links.</p> <p>Would like noted importance of Corrimal Street as a through traffic and its connection with the port facilities and wider road transport network accessing the north. Also the railway connections importance to the Port and wider connections associated.</p> <p>The freight lines need to be protected, as there are no alternatives.</p> <p>The Draft Principles do not acknowledge the importance of the light industrial land uses within the precinct and wider Wollongong. The south west portion of the precinct should be addressed in more detail and provided with a direction and certainty for this area.</p> <p>Suggests undertaking a land use, traffic, utilities and economic studies to fully understand the area. The strategy also needs an implementation plan.</p> <p>Supports vision identified within the options and direction of northern precincts. Detail regarding the MacCabe Park Master Plan could have articulated the increased residential development better.</p> <p>There is little mention of the importance or role that Wollongong Golf Club and Greenhouse Park can</p>	<p>Noted.</p> <p>Noted.</p> <p>Council's Access and Movement Strategy review will be able to consider these issues.</p> <p>Noted.</p> <p>The employment uses are noted and are important. The Vision aims to enable these uses to continue.</p> <p>Council's Access and Movement Strategy review will be able to consider some of the issues raised. Council has undertaken an economic study. There are a number of projects which will be needed to implement the Vision.</p> <p>The Vision will not be master-planning MacCabe Park. This is a separate major project.</p> <p>The Golf Club is important for tourist and local activity. Greenhouse Park is relatively isolated, which limits its potential compared to MacCabe Park</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>play within the study area.</p> <p>It is important to not key hole only specific demographics into areas of the city, it is important to open up the demographic appeal of the city to all age groups, and open up housing options, with an affordable housing target of 5% to be supplied within the area.</p> <p>There is no mention of tourism opportunities that could be developed.</p> <p>Respectfully suggest that the document goes further in terms of land use economics ad property-related matters. And the 'high level' nature of the document sits oddly with some of the bold policies considered ie. 'down zoning'.</p> <p>Greater clarity needs to be provided for how controls and measures will be implemented such as in Ellen Street Precinct. An increase in density needs to acknowledge existing transport networks, particularly the freight using the rail corridor.</p> <p>MacCabe Park needs to be given a higher priority – and that adopting a master plan needs to be given a high priority.</p> <p>Flexible designs should still be allowed that minimise flood impact through sacrificial floor levels, elevated floor levels and more appropriate flood-tolerant land uses (industrial and commercial).</p> <p>Buffers between the Port and residential areas needs to be protected and enhanced where possible. Development within the southern portion needs to acknowledge the importance of the Port. The rezoning to E4 will further protect these buffer areas.</p>	<p>and JJ Kelly Park.</p> <p>The Vision enables a mix of housing types, from low density to higher density living.</p> <p>Tourism is one of a number of strategies to maintain economic and social activity within Wollongong. The Vision is a high-level plan, which would require a number of individual projects for implementation.</p> <p>The planning controls for the Ellen Street precinct are largely adequate to achieve the Vision. Updated Local Environmental Plan and Development Control Plan controls will be separate projects which will involve greater detail and further public consultation.</p> <p>Noted. MacCabe Park master-planning would be a separate project.</p> <p>This issue is better considered once Council has reviewed the current Flood Study and Risk Management Plan.</p> <p>The "green belt" is proposed to be retained. The importance of the port to the southern area around Coniston is noted.</p>
Z17/125713	Office of Environment and	It is recommended that the strategy incorporate heritage principles,	The study identified some items of potential heritage, which have been

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
	Heritage	objectives, constraints and opportunities which identify, promote and encourage the protection and enhancement of the existing cultural heritage items within the study area.	added to the list of potential items under review.
Z17/122459	IRT	<p>Supportive of objective to transition density and taper height from the railway line towards the sea.</p> <p>IRT would like to see Council consider the wider 'land use' elements of WCC DCP2009 other than just being limited to urban design.</p> <p>Supports the 'Green belt'. Suggests linking new cycle links along Bank Street rather than Stewart Street.</p> <p>Committed to human scale and pedestrian friendly communities.</p>	<p>Noted.</p> <p>The land use elements are largely controlled by Wollongong Local Environmental Plan 2009. The vision recommends that Council mostly retain the existing zoning mix.</p>
Z17/123642	NSW Ports	<p>Supports the revitalisation of the study area.</p> <p>Appreciates the areas significance in both assisting the Port and CBD.</p> <p>Recommends that Council consider the following:</p> <ul style="list-style-type: none"> • Identification, retention and protection of key freight infrastructure/corridors. It needs to be noted that this area plays a significant role in the transportation and access of heavy vehicles and freight travelling north via the Illawarra Rail Line and Corrimal Street for over height trucks. • Land use compatibility and residential density. With an increase in density along the rail corridor it needs to be made clear that it will come with increased noise from the freight and other traffic on the line particularly during the night time, and complaints or curfews would be detrimental to the local and state economies. Also separation of industrial land uses 	<p>Noted. The Port of Port Kembla has its own planning controls, as a state significant development area. The significance and importance of the railway line is noted.</p> <p>The Vision suggests that increased residential densities should be concentrated in the north, close to the city centre, leaving the southern areas for low density residential and industries.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>from residential and sensitive uses. Supports the 'buffer zone'.</p> <ul style="list-style-type: none"> • Continued demand and need for port related and industrial lands. There also needs to be a focus and acknowledgement of the industry, industrial lands and port/freight related uses within the aims and objectives of the final strategy. • Encourage and support the expansion of businesses and industry which could mean 24/7 operations. The operational environment (current and future) need to be considered before any changes to planning controls or increasing of residential development. 	
Z17/129685	Illawarra Occupational Health	<p>Finds it unacceptable for Council to present a draft strategy that does nothing to alleviate flooding in the area.</p> <p>Believes the LEP should not be considered until the flooding issue is resolved.</p>	<p>Council is reviewing the Flood Study and Risk Management Plan for the area. This needs to be completed before Council carefully considers future development within the flood affected areas.</p>
Z17/130077	Roads and Maritime Service	<p>Encourages Council to ensure future development along classified roads (Corrimal Street) be assessed and determined cognisant of the opportunity to consolidate existing lots and thereby reduce the number of access points to classified roads or even eliminate access to classified roads.</p> <p>Recommends a Traffic Impact Study be undertaken to identify any required upgrades into access and mobility and Corrimal Street. This should include identification of pedestrians, cyclists and public transport infrastructure.</p> <p>Following the identification of upgrades appropriate planning mechanisms to fund the required upgrades should be established eg. Section 94 Contributions Plan or Voluntary Planning Agreement.</p>	<p>Agreed that driveways on main roads should be reduced.</p> <p>The review of the Access and Movement Strategy will be able to consider many of these issues in greater detail.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>Strongly support development that will reduce car dependency and encourage the use of sustainable modes of travel; Buses, bikes and walking. Recommends that the LEP ensures support for the aims and objectives of the State Government policies related to this matter.</p> <p>The Premiers Council for Active Living (PCAL) designing places for active living seeks to contribute to the range of initiatives addressing urban design considerations having the potential to positively impact individual and community health and wellbeing in urban and metropolitan areas. The key design considerations found on the following web link should be taken into consideration in the preparation of any new draft LEPs or major rezonings.</p>	<p>The vision is not proposing to make major rezoning of land within the study area.</p>
Individual Submissions			
TRIM No.	Submission	Issue	Response
Z17/94187	Individual Submission 1	Footpaths on both sides of Atchison Street remove old trees and stumps and plant smaller trees that do not interfere with power lines.	Council's Access and Movement Strategy review will be able to consider some of these issues. Council has an ongoing maintenance strategy for the whole of our local government area.
Z17/97141	Individual Submission 2	<p>Greater footpath connections, with footpaths maintained and footpaths on both sides of the road. Key streets needing footpaths are northern side of Swan Street, filling in the missing sections of Kembla Street, southern and missing sections along Kenny Street. The streets surrounding the cemetery on Swan and Kenny Street need footpaths.</p> <p>Parking around the cemetery is difficult for visitors due to the lack of parking for workers in Coniston during working days. Timed parking should be introduced around the perimeter of the cemetery.</p> <p>Street trees and street scaping in South Wollongong is poor, and</p>	<p>Council's Access and Movement Strategy review will be able to consider some of these issues. Council has an ongoing maintenance strategy for the whole of our local government area.</p> <p>Council has a parking strategy for the City, and consideration of a park and ride facility in the southern area is one option to help alleviate parking issues.</p> <p>Council has an ongoing maintenance strategy for the whole of our local</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>needs to be enhanced. A street tree master plan for Wollongong should be developed, the work on the Wollongong Urban Forest Strategy needs to be accelerated and actioned.</p> <p>Greater urban design and flood resilient design in flood prone areas, 'rain gardens' should be installed in the streetscapes where practical.</p> <p>Supports plans for MacCabe Park.</p>	<p>government area.</p> <p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas.</p>
Z17/101483	Individual Submission 3	<p>Need more shops and more customers within the local businesses.</p> <p>More medium street trees.</p> <p>BBQ area within MacCabe Park and greater servicing of toilets.</p> <p>MacCabe Park should host markets.</p> <p>Supports park and ride facility.</p>	<p>Comments noted. The Vision provides for a variety of businesses within the study area. Embellishment of MacCabe Park and streets are separate projects.</p>
Z17/101488	Individual Submission 4	<p>Questions parking availability within South Wollongong area.</p> <p>Wants to see better drainage during rain events along flood prone streets.</p> <p>Buildings should incorporate flood resilient and minimising design.</p>	<p>Council has a parking strategy for the city and review of Council's Access and Movement Strategy can investigate some of the parking issues.</p> <p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas.</p>
Z17/102885	Individual Submission 5	<p>Moved to the area for its residential feel and proximity to city, wants to keep it this way.</p> <p>Commuting is becoming more stressful and time consuming.</p> <p>Does not want to see excessive high rise development like the Gold Coast or the congestion of Sydney.</p> <p>Keep green spaces, and have better streetscaping and street trees.</p> <p>Does not support current planning controls in Beatson Street and would not like to see it spread.</p>	<p>The Vision proposes to maintain some areas for low density residential development, whilst allowing higher densities close to the city centre.</p> <p>The Vision proposes to keep the "green belt" and the major open space areas, such as MacCabe Park, Pioneer Park and JJ Kelly Park.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
Z17/103047	Individual Submission 6	<p>Does not support further development around MacCabe Park.</p> <p>Does not like the increase of high rise apartment buildings, as it creates an eye sore.</p> <p>Would like to see pop up cafes and other like activities to activate MacCabe Park.</p> <p>Council to take the flooding in the southern area seriously.</p> <p>Supports better parking and public transport south of the city centre.</p>	<p>Council's existing planning controls allow for higher densities around MacCabe Park and close to the city centre. This is appropriate for a major city such as Wollongong and provides the population to support new businesses, such as cafes.</p> <p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas.</p> <p>Council's review of the Access and Movement Strategy can investigate traffic and parking issues in more detail.</p>
Z17/103904	Individual Submission 7	<p>Concerned with development being approved without adequate parking, on top of a lack of adequate parking options for people within the city.</p>	<p>Council's development assessment process includes assessment of parking and traffic impacts. There are a range of parking and transport options within the city centre, with further improvements to be considered as part of the Access and Movement Strategy review.</p>
Z17/107938	Individual Submission 8	<p>Lack of pathways and footpaths around the southern area of Wollongong, with paths that lead to nowhere and have uneven surfaces and are not maintained, combined with a lack of paths and adequate connections.</p> <p>Concerned that the Port of Port Kembla is becoming a venue for tourist movements with the lack of a wow factor when arriving; it is not a pleasant place to land.</p> <p>A parking system where residents pay for a sticker on their vehicles that allows them to park on residential streets and exempt from paid parking on their own street.</p> <p>Wants to see more parking options and facilities, with development that provides more parking for its</p>	<p>Council's review of the Access and Movement Strategy will be able to examine these issues in more detail. Council already has a maintenance program for replacement or repair of civil infrastructure, which considers the need and priority for public works.</p> <p>The Port area is beyond the scope of the Vision.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		residents to keep their cars off the streets.	
Z17/113433 and Z17/129690	Individual Submission 9	<p>Does not support the linking of Bank Street through Corrimal Street. Due to the current width of the eastern side of Bank Street and vehicular movements in that area.</p> <p>The Council urgently needs to address the flooding issue before creating a vision for the area.</p>	<p>Council already has a program for the intersection of Bank Street and Corrimal Street. This is an important potential improvement to link the area to the foreshore, especially for pedestrians.</p> <p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas.</p>
Z17/113615	Individual Submission 10	<p>Bank street should be extended to Keira Street (through MacCabe Park).</p> <p>Southern part of MacCabe Park should be excused from the park and sold to finance the northern part's upgrade. With the land zoning to allow 24m, residential apartments and Ellen street frontage should be mixed use.</p> <p>MacCabe Park should be 1-3 year priority, with all buildings on MacCabe Park (owned by Council) be removed. An overall planned approach needs to be adopted.</p> <p>More residential car parking within unit blocks for the residents.</p> <p>Overall project needs to be expedited.</p>	<p>The masterplanning of MacCabe Park is an important project which warrants separate, detailed consideration. At this stage, the Vision would envisage that MacCabe Park is kept intact.</p> <p>Council can consider parking requirements as part of the Access and Movement Strategy review and as part of reviews of Council's Development Control Plan.</p>
Z17/116592	Individual Submission 11	<p>Referred to a map of the old Tom Thumb Lagoon.</p> <p>Made note that this area was called "Salt Flats" and used as a car racing, motor biking and learner driver area.</p> <p>Noted that speaking to older residents, they cannot remember it flooding in this area until recently.</p>	<p>Information noted. Historical records indicate that the area is low lying and has had significant flooding events for many years.</p>
Z17/118710	Individual Submission 12	<p>The area appears to be currently unplanned with a mix of factory businesses, professional suites,</p>	<p>Agreed, which is why Council has commenced the study to create a vision. The mix of business and</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>apartments, housing and senior living.</p> <p>The area is a good place for seniors to reside due to proximity to facilities, recreation and the flat land.</p> <p>The area on the western side of Corrimal Street should be revisited, as there is enough area to provide senior living, minimising the crossing of the busy road.</p> <p>Corrimal Street could become a prominent place for new builds and services creating an impressive entrance into Wollongong from the south.</p>	<p>industries does provide valuable employment for Wollongong.</p> <p>The Vision has identified areas suitable to encourage seniors living.</p> <p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas.</p>
Z17/120149	Individual Submission 13	The Floor Space Ratio in the Ellen Street Precinct should be revised to the pre 2009 Floor Space Ratio of 1.5:1, with height limits increased to meet future demand.	The building height controls and development potential within this precinct currently meet with projected demand and have been reviewed by Council's economic consultant.
Z17/121251	Individual Submission 14	<p>Does not support idea of rezoning to E4 along Ross Street.</p> <p>Does not feel flooding is an issue along eastern end of Ross Street.</p>	Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.
Z17/121259	Individual Submission 15	<p>Does not support idea of rezoning to E4 along eastern swan (east of Corrimal street) and Ross Street as it is 1.3m above intersection and has not flooded in serve weather events compared to other parts of Swan Street. It will penalise residents for Councils past failures.</p> <p>An engineering solution needs to be reached to stop or reduce flooding, and is the responsibility of Council to achieve.</p>	Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.
Z17/122729	Individual Submission 16	Does not support idea of rezoning to E4 in flooding areas. It will dramatically reduce land value and impose higher insurance costs. It will also misuse the intent of the	Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		zoning. The flooding will continue to occur and intensify after the rezoning, which is not solving the issue.	flood prone areas. It is not recommended that Council proceed with rezoning.
Z17/122928	Individual Submission 17	<p>Wollongong does not need to become another Gold Coast. It is loved because of the mix between city and country living.</p> <p>There is the opportunity to re-consider the development at all cost philosophy that has been seen previously.</p> <p>Any more development needs to be met with the consideration of increased population and all affects it causes; parking, flooding, schooling etc.</p> <p>Supports the idea to rezone severe flooding areas to E4.</p> <p>Strongly wants fair, future minded planning and development decisions that are not influenced by developers.</p>	<p>Council's existing planning controls allow for higher densities around areas close to the city centre. This is appropriate for a major city such as Wollongong and provides the population to support new businesses. The vision also proposes to retain areas of low density housing to provide a wide variety of housing mix.</p>
Z17/123833	Individual Submission 18	<p>Good area for senior living; the whole area is suitable.</p> <p>The Corrimal strip would be a good place for buildings and services, to become an impressive entrance to the City.</p>	<p>The vision identifies areas that would be ideal to encourage seniors living.</p> <p>Council's existing planning controls allow for higher densities around areas close to the city centre. This is appropriate for a major city such as Wollongong and provides the population to support new businesses. The vision also proposes to retain areas of low density housing to provide a wide variety of housing mix.</p> <p>It is noted that Corrimal Street is a major thoroughfare. The vision proposes that urban design controls and access improvements be considered.</p>
Z17/124073	Individual Submission 19	<p>Good area for senior living; the whole area is suitable.</p> <p>The Corrimal strip would be a good place for buildings and services, to become an impressive entrance to the City.</p>	<p>The vision identifies areas that would be ideal to encourage seniors living.</p> <p>Council's existing planning controls allow for higher densities around areas close to the city centre. This is appropriate for a major city such as</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
			<p>Wollongong and provides the population to support new businesses. The vision also proposes to retain areas of low density housing to provide a wide variety of housing mix.</p> <p>It is noted that Corrimal Street is a major thoroughfare. The vision proposes that urban design controls and access improvements be considered.</p>
Z17/124667	Individual Submission 20	<p>Good area for senior living; the whole area is suitable.</p> <p>The Corrimal strip would be a good place for buildings and services, to become an impressive entrance to the City.</p> <p>Encourage other seniors living providers to offer services within this area.</p>	<p>The vision identifies areas that would be ideal to encourage seniors living.</p> <p>Council's existing planning controls allow for higher densities around areas close to the city centre. This is appropriate for a major city such as Wollongong and provides the population to support new businesses. The vision also proposes to retain areas of low density housing to provide a wide variety of housing mix.</p> <p>It is noted that Corrimal Street is a major thoroughfare. The vision proposes that urban design controls and access improvements be considered.</p>
Z17/125854	Individual Submission 21	<p>Does not want to see neighbourhood change too much as it is good the way it is.</p> <p>Enjoys using open space and parks.</p> <p>To have tall buildings would be like Sydney which is not what the community wants – and wants sunshine in backyard not shade.</p>	<p>The vision identifies areas that would be ideal to encourage seniors living.</p> <p>Council's existing planning controls allow for higher densities around areas close to the city centre. This is appropriate for a major city such as Wollongong and provides the population to support new businesses. The vision also proposes to retain areas of low density housing to provide a wide variety of housing mix.</p>
Z17/121068	Individual Submission 22	<p>Does not support idea of rezoning to E4 in flooding areas.</p> <p>States it is Council's responsibility not the land owners to fix the flooding issue, to not reduce property values.</p>	<p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
			with rezoning.
Z17/121694	Individual Submission 23	Does not support the idea of rezoning to E4 in flooding areas. States it will not alleviate existing flooding issues and decrease land values.	Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.
Z17/121702	Individual Submission 24	Better/more access footpaths and cycle ways along Swan Street from Keira Street to Golf Course at end of Swan Street. Activating area on JJ Kelly Park; potentially have a Basketball court or skate park to accommodate growing population's needs. Does not support the idea of rezoning to E4 in flooding areas.	Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.
Z17/122449	Individual Submission 25	Does not support the idea of rezoning to E4 in flooding areas. Believes Strategy falls short of creating a better precinct.	Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.
Z17/122468	Individual Submission 26	Reside in Evans street, feels there needs to be a buffer between low residential and high rises or commercial businesses in Kembla or Church Street. The flood map indicates the residence floods, which it never has done. Would suggest that there is no reason to rezone or prevent development in the flooding area. Glebe Street needs adequate street lighting and trees. Some buildings need maintenance and litter and graffiti removal. Believe MacCabe Park is unsafe, and therefore do not visit, due to intoxication and anti-social behaviour of people who visit the park. This needs to be addressed.	Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning. Council's review of the Access and Movement Strategy will be able to examine these issues in more detail. Council already has a maintenance program for replacement or repair of civil infrastructure, which considers the need and priority for public works. MacCabe Park is an important parcel of public open space. Further master-planning will enable this significant park achieve its potential.

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

Community and Kiosk Submissions/Comments			
TRIM No.	Submission	Issue	Response
		<p>In residential streets, on street parking is used by workers from within the city centre, there is unsafe driving and traffic is congested during peak times.</p> <p>The bike path along Corrimal Street needs to be maintained. There needs to be better access and cycle paths in the whole area, most importantly Kembla Street into the city.</p> <p>Would like to see further residential development along Corrimal Street.</p>	<p>The Vision encourages higher density residential close to the city centre. The southern areas have some areas suitable for low density residential. The southern areas also contain important areas for light industrial and service industries, which need to be protected from incompatible land uses.</p>
Z17/130690	Individual Submission 27	<p>Appreciates the areas characteristics and placed a holding deposit on the proposed Warrigal site on Corrimal/Beach Street.</p> <p>Considers objections and reasons for refusal were flimsy considering the IRT across the road.</p> <p>Would like to live in the area and Warrigals development is integral for her continuation in the area.</p>	<p>Noted. The Vision has identified areas suitable for seniors living. It is not agreed that the southern area is the best location.</p>
Z17/131628	Individual Submission 28	<p>Indicated his intention to live in the area in a seniors living facility.</p> <p>Is surprised that there is no allowance for Warrigal Care's proposed development in the strategy.</p> <p>Urges Council to reconsider to make a provision for the development.</p>	<p>The vision identifies areas that would be ideal to encourage seniors living around areas close to the city centre. This is appropriate for a major city such as Wollongong and provides the population to support new businesses. The vision also proposes to retain areas of low density housing to provide a wide variety of housing mix.</p>
Z17/93135	Survey 1	<p>Council needs to do more to reduce flooding.</p> <p>Higher density is good for the area, but it must be high quality visually and functionally.</p>	<p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

		<p>Support the residential surrounds of MacCabe Park, increase in heights and floor space ratios, if in exchange, higher levies are paid to improve the park. Denser vegetation and greater activities for a wider range of people would be more attractive.</p> <p>Link all paths and cycle paths to complete them and make them more usable, paths on both sides of roads. There needs to be greater connections east-west. With traffic lights at Bank Street.</p> <p>Parking is not a priority.</p>	<p>recommended that Council proceed with rezoning.</p> <p>Council's review of the Access and Movement Strategy will be able to examine these issues in more detail. Council already has a maintenance program for replacement or repair of civil infrastructure, which considers the need and priority for public works.</p>
Z17/94028	Survey 2	<p>Encourage the relocation of large companies and NGO's to bring high paid professions and job opportunities into Wollongong.</p> <p>Supporting the importing and exporting abilities of the port in Port Kembla.</p> <p>Flood prone land should be used as green space with no new buildings allowed in flood prone land, and those near it to be made flood resilient.</p> <p>Any increase in density must be matched with great urban design, employing sustainable practises and materials and energy efficient, with 30% of units available for affordable housing. Better cycle ways and paths to connect the city, with large trees to provide shade and have cafes open to street and onto parks.</p> <p>The city is for people not cars.</p>	<p>Council's review of the Access and Movement Strategy will be able to examine these issues in more detail. Council already has a maintenance program for replacement or repair of civil infrastructure, which considers the need and priority for public works.</p> <p>The vision identifies areas that would be ideal to encourage seniors living.</p> <p>Council's existing planning controls allow for higher densities around areas close to the city centre. This is appropriate for a major city such as Wollongong and provides the population to support new businesses. The vision also proposes to retain areas of low density housing to provide a wide variety of housing mix.</p>
Z17/103686 & Z17/110499	Survey 3	<p>Supports strategies recommendations for jobs and business.</p> <p>Would like to see faster processing of development applications.</p> <p>Clearing and cleaning drains within the area.</p> <p>Would like to townhouses and villas within South Wollongong rather than high rise apartments.</p>	<p>The vision identifies areas that would be ideal to encourage seniors living.</p> <p>Council's existing planning controls allow for higher densities around areas close to the city centre. This is appropriate for a major city such as Wollongong and provides the population to support new businesses. The vision also proposes to retain areas of low density housing to provide a wide</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

		<p>A priority should be more accessible and better connected shared pathways.</p> <p>Provide more rubbish bins and waste collection within parks and open spaces.</p> <p>Construction of a multistorey parking station.</p> <p>Provide a pedestrian/cycle crossing on Corrimal Street along Bank Street.</p> <p>Supports MacCabe Park recommendations.</p>	<p>variety of housing mix.</p> <p>Council's review of the Access and Movement Strategy will be able to examine these issues in more detail. Council already has a maintenance program for replacement or repair of civil infrastructure, which considers the need and priority for public works.</p> <p>Noted</p>
Z17/110491	Survey 4	<p>Strongly objects to rezoning of E4 as it does not meet the zones aims, and smaller floor space ratios as are not adequate means of preventing and stopping the flooding issue.</p> <p>Maintain the status quo of current developments – restrict high rise apartments like the IRT to areas that will not affect flooding.</p>	<p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.</p>
Z17/110480	Survey 5	<p>Pedestrian crossing is important across Corrimal Street along Bank Street, however, raised concerns regarding increase in vehicle movements in the narrow 'local traffic' Bank street (on eastern side).</p> <p>Raised suggestion of traffic lights at Glebe and Corrimal Streets, allowing entry to the Golf Club carpark to alleviate traffic on eastern Bank Street for players.</p> <p>Keep Ellen Street Precinct height limit at 9m.</p> <p>Expressed concern of 24m height limit on Glebe Street Precinct.</p>	<p>Council's review of the Access and Movement Strategy will be able to examine these issues in more detail. Council already has a maintenance program for replacement or repair of civil infrastructure, which considers the need and priority for public works.</p> <p>The Vision largely supports the current height limits, though setback provisions for development on the northern side of Ellen Street could improve urban design outcomes.</p>
Z17/120052	Survey 6	<p>South Wollongong could support start-ups, small retailers and cafes/restaurants. Providing an extension/overflow of the businesses in the city centre, where parking and rental costs are an issue.</p> <p>The area could help support the Port, both for small industrial businesses and speciality retail, arts</p>	<p>It is best to focus retail and commercial activity close to the city centre, though the Vision acknowledges that there are peripheral activities that would suit the South Wollongong precinct.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

		<p>and crafts for cruise ship passengers.</p> <p>Rezoning properties along Swan Street to E4 will do nothing to alleviate flooding. Business should be encouraged in this area, not discouraged. The rezoning could affect the property values and insurance costs adding to the problems they already face.</p> <p>Supports the housing ideas of the plan; higher density closer to the city, moving down to lower height limits and two storey residences further south.</p> <p>Concerns regarding the capacity of Coniston Primary and Wollongong Primary School with growing population of city.</p> <p>Supports ideas for MacCabe park surrounds. Allowing development along Church Street with Cafes and specialty retail fronting the park, playground equipment for children, greenspace used for events/concerts/cinema – making it nicer place and increasing the incentive to spend more time there.</p> <p>Supports access along Bank Street through Corrimal Street – mindful of traffic flow, but a crossing is necessary.</p> <p>Supports the ideas presented in plan, apart from the rezonings to E4, and it presents a very encouraging future for the South Wollongong area.</p>	<p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.</p> <p>Noted.</p>
<p>Z17/120053 & Z17/120158</p>	<p>Survey 7</p>	<p>To support business in South Wollongong the Council needs to clean up the eastern end of Swan Street, create more car spaces, and maintain the road and road reserves.</p> <p>Clean up the causeway on eastern side of Corrimal Street just south of the Golf Club. Maintain pipes under Corrimal Street.</p> <p>Speed bumps along Swan Street, as well as creating more car parking</p>	<p>Council's Access and Movement Strategy review will be able to consider these issues.</p> <p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

		<p>spots on eastern end of Swan Street.</p> <p>More green areas.</p> <p>Limit and remove anti-social behaviour in MacCabe Park.</p> <p>Does not support rezoning to E4.</p>	<p>The Vision proposes to retain the green areas and to improve the streetscape on some main access routes.</p>
Z17/120588	Survey 8	<p>Encourage small service businesses such as small medical practises, and financial services etc. in this area as it is cheaper than the mall.</p> <p>The boundaries between housing and residential are blurred – have streets for business and streets for residential.</p> <p>Footpath and access is important; bring the free bus down to this area, increase parking and add footpaths.</p> <p>States that flooding problems within the area are of recent occurrence (2012 >). E4 rezoning will not achieve desired outcomes to reduce flooding. IRT building is a likely cause or an amplifier of the problem.</p> <p>Requests the council share the outcomes of the flood study with the community.</p> <p>Lower the Gurunday causeway or remove completely. Address leaching into inner harbour. Remove silt build up and deepen. Bring forward works at JJ Kelly Park. Remove the detention basin from the golf course, so it acts as a flood path across Old Port Road.</p> <p>Low density residential housing for whole area. High density housing needs to take into account water displacement.</p> <p>Supports “mini central park”. Encourage businesses like cafes into/on the park and improve lighting, seating and build community BBQ’s. Have monthly events.</p> <p>Supports better access across</p>	<p>It is best to focus retail and commercial activity close to the city centre, though the Vision acknowledges that there are peripheral activities that would suit the South Wollongong precinct.</p> <p>Council’s review of the Access and Movement Strategy will be able to examine these issues in more detail. Council already has a maintenance program for replacement or repair of civil infrastructure, which considers the need and priority for public works.</p> <p>Council’s review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.</p> <p>The Vision identifies large areas to be retained for low density residential development.</p> <p>Noted.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

		<p>Corrimal Street – pedestrian foot bridge. Supports park and ride. Supports Glebe Street Precinct.</p> <p>Requests Council surveys residents to determine costs associated with flood damage.</p>	
Z17/128944	Survey 9	<p>Encouraging green/environmentally friendly businesses that do not compete with residential demands. Exercise facilities and gyms with plenty of parking.</p> <p>Strongly opposed to heavy industry as the “gateway” from the south into Wollongong.</p> <p>Flooding is a huge issue for the area. It has only intensified since recent large developments on Corrimal Street and in the northern areas of the study area.</p> <p>Make the flood study outcomes available to the community. Fix the flooding issue. Does not support the negative approach to the flooding issues.</p> <p>Corrimal Street is a good area for aged car facilities. More developments should be encouraged in the area.</p> <p>Requests more information on the Draft Principles and how they were formulated.</p> <p>Would like a more transparent and open process. Request Council officers demonstrate positivity towards the flood issue.</p>	<p>The Vision acknowledges that there are peripheral activities that would suit the South Wollongong precinct. This includes the light industrial and service uses.</p> <p>The Port area includes heavy industrial uses and forms the southern gateway to the city. This area is of state significance and is expected to retain its character and uses.</p> <p>Council’s review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.</p> <p>The Vision has identified areas suitable for seniors living, and also areas for low density housing.</p>
Z17/128949	Survey 10	<p>Believes that E4 may be a step to far. However needs to be managed somehow. Maintain flood/storm water drains.</p> <p>Would like to see less light industry and more professional services. Providing more parking for customers.</p> <p>Council needs to put in adequate footpaths. Shops fronting MacCabe Park will better activate it and encourage more people to use it.</p>	<p>Council’s review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.</p> <p>Council’s review of the Access and Movement Strategy will be able to examine these issues in more detail. Council already has a maintenance program for replacement or repair of</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

		<p>Does not believe the area can support the Port.</p> <p>Wants low density residential for the area. As the areas around the north of study area have a significant height difference and is out of character with the rest of the study area.</p> <p>Parking is a huge issue in residential streets, changes to parking restrictions/solutions need to be made north of area to stop the cars clogging streets.</p>	<p>civil infrastructure, which considers the need and priority for public works.</p> <p>The Vision has identified areas suitable for retaining low density housing. The Vision proposes to address the height differential between the north and south side of Ellen Street.</p>
Z17/128951	Survey 11	<p>Does not support the idea of rezoning to E4 in flooding areas.</p> <p>The Southern portion of Corrimal Street for seniors living (warrigal).</p> <p>Notes impacts of increased traffic on roads in and out of the area.</p> <p>JJ Kelly Park playing fields made into a retaining basin.</p> <p>Wants to encourage residential and aged care housing within the study area.</p> <p>Improve amenities and services in parks to encourage more use. Age appropriate playground facilities.</p> <p>Traffic calming devices on all of the main north-south roads, pedestrian crossing along Corrimal Street and anywhere there are roundabouts.</p> <p>Multi Storey Parking station with shuttle bus. All streets have a time limit to encourage use of parking station. Residents have a sticker on their car so they can park out the front of their homes.</p>	<p>Council's review of the current Flood Study and Risk Management Plan needs to be completed before Council carefully considers the options for development within the flood prone areas. It is not recommended that Council proceed with rezoning.</p> <p>The Vision has identified areas suitable for seniors living.</p> <p>Council's review of the Access and Movement Strategy will be able to examine these issues in more detail. Council already has a maintenance program for replacement or repair of civil infrastructure, which considers the need and priority for public works.</p>
Z17/128952	Survey 12	<p>Disagrees with community engagement process.</p> <p>Requests a review of all relevant plans to MacCabe Park and development of MacCabe Park Master Plan within 5 years.</p> <p>Supports a mix of housing supply in precincts.</p> <p>Requests revision of City Centre</p>	<p>Comments noted.</p> <p>The Vision suggests that master-planning for MacCabe Park should be undertaken. This will be a significant project in its own right.</p> <p>The Vision supports a mix of housing from high density near the city centre, to low density areas.</p>

DRAFT SOUTH WOLLONGONG FUTURE STRATEGY SUMMARY OF SUBMISSIONS

		and Access & Movement Strategy. Supports comments from NF5 relating to the Strategy.	Council will be reviewing the Access and Movement Strategy
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South Wollongong

FUTURE STRATEGY

ENGAGEMENT REPORT

June 2017



Acknowledgements

Wollongong City Council would like to show its respect and acknowledge the Traditional Custodians of the Land to which this Plan applies, of Elders past and present, and extend that respect to other Aboriginal and Torres Strait Islander people.

Cover Image: Artistic perspective showing potential character surrounding MacCabe Park (Hames Sharley 2017)

Contents

Executive Summary	4
Introduction	5
Community Engagement Objectives	6
Engagement Methods	7
Feedback - What we heard	11
Online Feedback Form	11
Information Kiosk	12
Written submissions - Community	13
Written submissions - Business	15
Written submissions - Government	16
Written submissions - 2017-18 Annual Plan	17
Conclusion	18
Appendix	19
Figure 1	11
Online Feedback Form submissions	
Figure 2	13
Written submissions	

Executive Summary

Community Engagement Process

The draft South Wollongong Future Strategy public exhibition started on the 18th April 2017 and concluded on the 24th May 2017. Wollongong City Council conducted a series of community engagement activities and opened an online survey, with a total of 84 comments, and 50 documented submissions which were received and gathered by the end of the exhibition period.

The community engagement exercises included:

- a kiosk session at Crown Street Mall which had over 60 attendees over the 3 hour duration,
- a drop in session at the Council Administration Building.

All comments gathered from the process will inform council's finalisation and implementation of the future strategy.

The comments received recorded majority support for the plan across all engagement methods. The community supported greater activation of green and open spaces, high quality developments, more parking availability and options. Specifics included:

MacCabe Park

Many comments have indicated support for the activation of MacCabe Park with some innovative ideas to curb underutilised open spaces. The comments, generally speaking, have indicated that it is time for Council to plan for this area, as well as activate and allow greater use of MacCabe Park through the creation and implementation of a MacCabe Park Master Plan.

Streetscaping and pathways

Support for the vision has been centred on streetscaping, access across Corrimal Street along Bank Street and greater connectedness of pathways and cycle ways.

Business and employment opportunities

The community see that this area plays a vital role in supporting a dynamic of business and residential forms and opportunities, supporting businesses that would otherwise struggle to survive in the City Centre and require the parking and quieter streets to operate with.

During the exhibition period, the community raised concerns on a range of issues; mostly relating to flooding within the area.

Flooding

The community are concerned regarding the intensity and ferocity of the flooding within the area. A number of comments have indicated that the flooding issue should be resolved before suggestions for changes to the planning controls or a vision is created.

Rezoning of areas with high flooding

A number of submissions and comments indicated opposition to rezoning the high flood affected areas to Environmental Living (E4) to restrict further intensification of development in the area. It was noted that 'down-zoning' would not alleviate the current flooding issue and should not be pursued as it will devalue land and restrict homeowners from utilising their properties.

Building heights and densities

Throughout the engagement process a number of comments have indicated support for reducing the heights and densities to as low as possible preserving the current feel of the study area. Many residents felt that the current height controls are excessive and that any increases will be to the detriment of the area.

Parking and congestion

The community is concerned about traffic congestion, parking, safety on residential streets and public transport for the area. The strategies and vision incorporate the idea of a Park and Ride Facility in JJ Kelly Park which is identified as a potential solution and generally supported along with the activation of MacCabe Park.

Following from the community comments received, Council has removed the recommendation to rezone high flood affected areas to E4, along with the increased heights in the Ellen Street Precinct.

Introduction

The South Wollongong study area overlaps the southern part of the Wollongong City Centre and is bordered by the railway line to the west and the foreshore to the east. The precinct extends from Stewart Street Wollongong, south to JJ Kelly Park and Greenhouse Park, Coniston and has an area of 224 hectares. The Port Kembla industrial area lies to the south.

South Wollongong is an area that has been identified for future strategic analysis and visioning for many years. The Wollongong CBD Action Plan 2010 identified ten priority projects or initiatives with the potential to drive development of the Wollongong City Centre. One priority project was to develop a vision for South Wollongong and explore the role this area could play to support the city centre.

In 2013 Council endorsed the Wollongong City Flood Study, which confirmed significant flood risk constraints in this precinct. The second stage of the flood investigation process, the preparation of a Floodplain Risk Management Study and Plan, was completed 2015. The majority of the precinct has been mapped as medium flood risk, with areas to the south and east identified as high risk of flood.

The Joint Regional Planning Panel (JRPP) has reviewed one Planning Proposal request in the study area since its commencement in July 2009, resulting in the following recommendations/conclusions:

- The area needs to be considered holistically as part of a study that examines the structure of the city, the interrelationships between the commercial core and surrounding mixed use and enterprise zones, and appropriate bulk and scale controls across the precinct.
- The potential for land use conflict between high density residential living and neighbouring commercial and industrial uses that occupy adjoining land. Such conflict may force the closure or relocation of these uses with a consequent loss of employment lands
- The economic impact of proposed changes to development controls is uncertain in terms of relocating existing commercial and industrial uses

to appropriate sites, and of enabling competing uses with the commercial core and mixed uses zones is uncertain, and

- There is uncertainty about how much the proposed increased intensity of development may have on flooding and ocean inundation of the South Wollongong area.

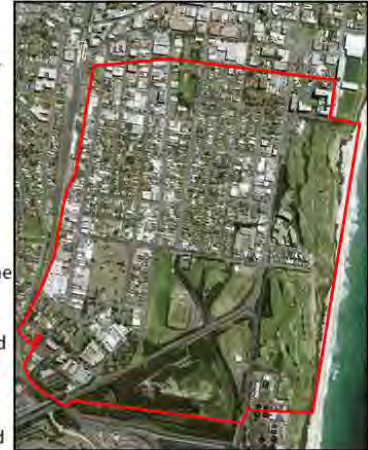
As part of the 2015/16 Annual Plan, Council endorsed funding in 2016/2017 to enable the commencement of the South Wollongong Future Strategy, to consider:

- The broader issue of the constraints and ability of the precinct to accommodate additional development.
- If there is additional capacity, where within the precinct that capacity should be accommodated.
- The consideration of built form controls in the context of the relationship to the Wollongong CBD, and
- The potential loss of employment lands within the precinct.

We sought community and stakeholder comments to help us begin to plan a vision for the future growth and development of the South Wollongong precinct, and identify the infrastructure that would be required to support this vision and develop a South Wollongong Future Strategy.

The Strategy may include recommendations to amend Wollongong Local Environmental Plan 2009 (LEP) amendments and changes to Development Control Plan 2009 (DCP) controls required, as well as flagging the scope of infrastructure works that will be required to support the implementation of the Strategy recommendations.

South Wollongong Study area



Community Engagement Objectives

Objectives

Community and stakeholder input will shape a draft vision for the future development of South Wollongong. The purpose of this process is to share information and seek ideas and feedback on a number of options to better understand the opportunities and constraints to future development of South Wollongong. The key objective of the community engagement process is the engagement of the wider Community in imagining a vision for the South Wollongong area. In planning for South Wollongong we are aiming to:

- Articulate a shared vision for the area, developed together with the community and stakeholders
- Be consistent with regional and local transport, retail, economic, social, environmental, demographic and housing strategies and policies
- Identify precincts, themes and a preferred future character for the area that facilitates growth and change over time
- Provide for housing choice in locations free of flood constraint
- Provide opportunities for retail, entertainment, business services and commercial activities that complement the city centre and overall LGA (identify opportunity sites and what they can accommodate)
- Provide for and protect well designed and well located passive and active public spaces that serve the needs of the community and visitors to the area
- Facilitate an improved pedestrian environment
- Support greater transport mode choice
- Outline appropriate built form outcomes, including best practice flood resilient design.

Who we heard from

Over the engagement period 50 written submissions

- 29 Individuals,
- 5 Businesses,
- 2 Community groups,
- 2 Government agencies, and
- 12 online survey responses

The kiosks held on the 29th April had over 60 people attend, running overtime by an hour. Council staff held a community drop in session in the Council administration building, over 30 people attend. 84 comments arising from the kiosk and community drop in session were received and gathered.

The majority of submissions received were supportive of the strategy and its vision for the South Wollongong area. A small number of objections to the strategy were received, while many submissions suggested other improvements not noted within the strategy for the area.

2,200 letters were sent to all property owners, occupants and residents in the South Wollongong area.

56 webpage visits

12 online survey responses

84 comments received

50 written submissions received

Hard copies sent to Wollongong Library, and Wollongong City Council Customer Service Centre

Advertisements in the Illawarra Mercury and the Advertiser

Engagement Methods

**OUR PLACE
our voice
FOR THE FUTURE**

Home Search Sign In

Home » A Vision for the Future of South Wollongong

A Vision for the Future of South Wollongong

REGISTER to get involved!

Map of South Wollongong

Key Dates

- Kiosk at Crown Street Mall, 9-11am
29 April 2017
- Information Session at Council's Administration Building, 5:30-7pm
03 May 2017
- Feedback closes
24 May 2017

FAQ

Why is the draft South Wollongong Future Strategy needed?

What area does the Strategy apply to?

What does the Strategy address?

Can we change the height restrictions and zoning of buildings in South Wollongong area as part of this Strategy?

more...

Draft South Wollongong Future Strategy

Draft South Wollongong Future Strategy (10.4 MB) (pdf)

Feedback Form

Take Survey

Creating the Vision

Once you've read the draft Strategy, we'd like to hear from you about what you see as the vision for South Wollongong into the future. Specific comment is also invited on the series of draft development principles which may guide development and growth for the area, as well as a number of preliminary options for priority areas.

There are eleven (11) sections in this feedback form, and you can skip past any sections or leave questions blank that you don't want to respond to (just click 'save and continue'). The sections are:

1. Jobs and Business
2. Flooding, Sea level Rise and Coastal Management Issues
3. Housing - Living in South Wollongong
4. Public Spaces, Streets and Buildings
5. Moving Around Safely and Efficiently
6. Draft Principles for Development
7. Options for the Eilen Street Precinct
8. Options for the Glebe Street Precinct
9. Options for the MacCabe Park Precinct
10. Options for broader South Wollongong
11. General comments

Please sign in or register to share your feedback via this form and read Council's Privacy Notification before submitting your response.

Project webpage

The South Wollongong Future Strategy was promoted on a project specific webpage on Council's 'Have Your Say' online engagement platform.

The webpage contained links to download the draft South Wollongong Future Strategy, FAQ's, Key dates, photos and the option to submit an online feedback form.

The webpage had 56 views.

Online Feedback Form

Online feedback form was completed by 12 people.

Respondents were asked to provide comment on the ideas and options within the strategy.

Comments received from the feedback form were very constructive and provided valuable ideas and comments on the options and vision for South Wollongong.

Engagement Methods

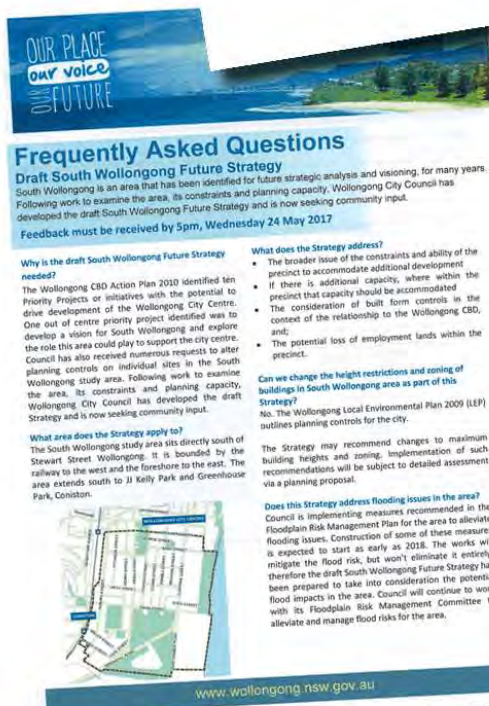


Online Feedback Form

At the commencement of the exhibition period every premise and dwelling was letterboxed. Addressed to the Resident/Occupant within the study area, informing them of the draft strategy and the exhibition period.

Letters were mailed to all property owners within the study area to ensure that landowners and occupants had the opportunity to comment on the draft strategies vision for the area.

Notification was also sent to government agencies such as the RMS & OEH, along with letters to key stakeholders and industry.



Engagement Methods



Newspaper Advertisements and Articles

Advertisements were placed in the local papers, in The Advertiser on Wednesday 21st April and in the Mercury on Saturday 22nd April.

The draft strategy received a mix of coverage and reaction from readers, primarily due to community groups feeling they had not been properly consulted prior to public consultation.



Draft strategy

During the exhibition, the draft strategy was available at the Wollongong City Library and customer service centre in hard copy.

Signage at JJ Kelly Park

During the exhibition period a sign was erected in JJ Kelly Park to inform park users about the strategy and exhibition period.

Engagement Methods



Information Kiosk

On Saturday 29th April 2017, from 9am – 12pm, Council staff engaged with the community at an Information Kiosk in Crown Street Mall.

Over 60 people attended and 84 comments were received regarding the plan.



Community drop-in session

On Wednesday 3rd May 2017, from 5.30pm – 7pm, Council staff held a drop in session for the community to ask questions or make comment on the draft strategy in the Council's administration building, overlooking the study area.

Over 30 people attended.

Feedback - What we heard

Online Feedback Form

We asked for comment on the 11 sections within the feedback form;

1. Jobs and Business
2. Flooding, Sea level Rise and Coastal Management Issues
3. Housing – Living in South Wollongong
4. Public Spaces, Streets and Buildings
5. Moving Around Safely and Efficiently
6. Draft Principles for Development
7. Options for Ellen Street Precinct
8. Options for Glebe Street Precinct
9. Options for MacCabe Park Precinct
10. Options for Broader South Wollongong
11. General comments.

Completing all sections was not compulsory, however, the majority of respondents provided comment on at least 10 sections.

12 Online survey forms were submitted commenting on the Draft South Wollongong Future Strategy.

Issues and ideas raised are displayed in **Figure 1**, the issues most raised were the support for fixing the flooding issue, the activation and support for MacCabe Park Precinct options, along with opposition to the rezoning of flood affected lands. Support was also received for fixing pathways and building better connections e.g. access for pedestrians across Corrimal Street along Bank Street. As well as overall support for the Glebe and Ellen Street Precincts

The concerns raised in the online forms were very similar to those raised in the written submissions such as the flooding issue, the idea to rezone the high flood prone lands to E4.

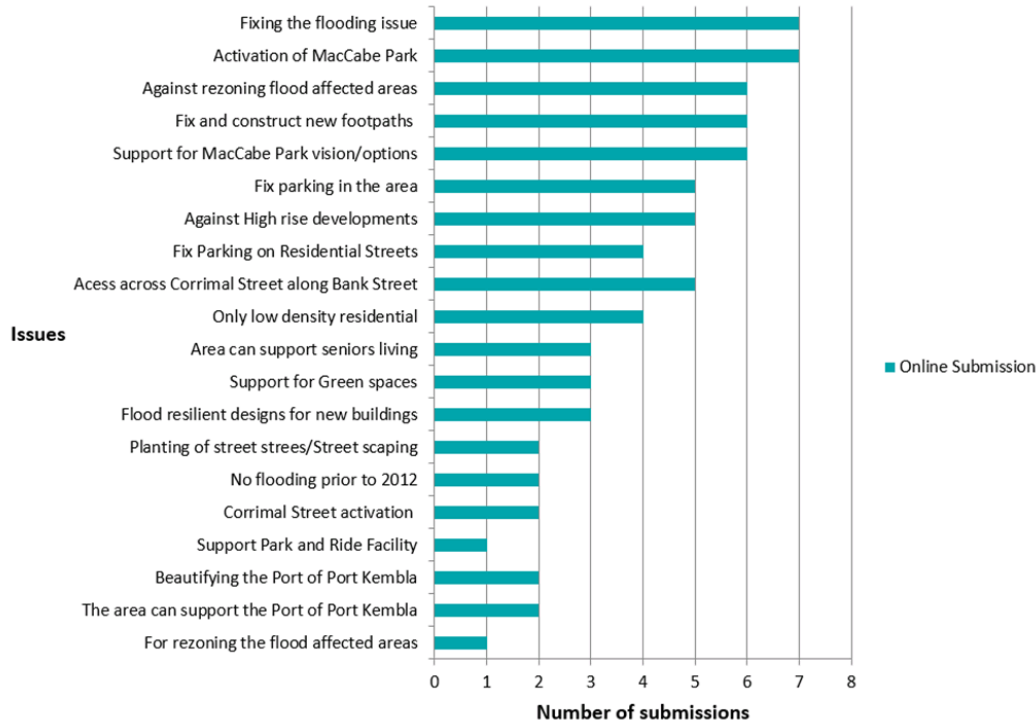
In the submissions we also received comments relating to development application processing speeds and the state of pathways or lack thereof in the area. Overall the submissions we received from the online form respondents were very constructive.

Demographics of Responders

The mean age of the respondents was **54** with a variation of **26** years to **75** years, **67%** responders were male and **33%** were female.

Figure 1

Online Feedback Form



Feedback - What we heard

Information Kiosk Comments

On Saturday 29th April 2017 Council staff held a kiosk from 9am till 12pm, with over 60 people attending. During the kiosk residents spoke with Council staff and provided some comments on specific sections on butchers paper. The comments received at the kiosk are detailed below;

- More open space and better activation of MacCabe Park
 - No development on MacCabe Park
 - More green space is needed within the city.
 - Remove buildings on MacCabe Park (except the Youth Centre) and not replacing them.
- Keep zonings as is until further consultation and solutions are provided/constructed regarding the flooding.
- What are the consequences of new developments on flooding within the study area?
- Better drainage is needed within the streets
- Protecting foreshore areas and sea level rise/flooding impacts.
- Identified a need for increased variety of shops
- Traffic congestion is an issue that is increasing and needs addressing
- Not enough adequate parking. Support for the Park and Ride Facility with shade for parked vehicles
- Pathways need to be repaired, better connections need to be made and the pathways need to be expanded and extended to encourage more cyclists.
 - There needs to be a connection between Corrimal and Bank Streets.
 - Better public transport is needed
- Reduce speed limit to 40km within the city
- Maximum of 4 stories and enough parking spaces for residents to reduce the need for on street parking
- Port Kembla could play a more increased role with tourism and help to make Wollongong a tourist hub/starting point for tourists



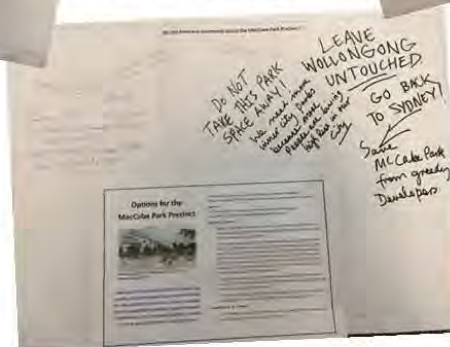
"Leave Wollongong untouched"

"Knock down the existing buildings on MacCabe Park and make it more green space"



"Not enough parking, and better drainage for new buildings"

"Keep a big park"



"Increase the variety of shops"

Feedback - What we heard

Written submissions

29 individual written submissions were received commenting on the Draft South Wollongong Future Strategy.

13 submissions indicated support for the majority of ideas within the plan, whilst 4 indicated support along with identifying challenges and 11 submissions made comment on the vision or provided challenges and constraints facing the area.

As can be seen in [Figure 2](#) the most mentioned issues were to direct attention at fixing the flooding issue.

10 submissions indicated opposition towards the idea of rezoning high flood areas to Environmental Living (E4) to reduce and prevent further development in the area.

Along with concern regarding increased heights and densities causing; shadowing, increased traffic and congestion, and placing more demand on the already limited parking within the residential streets and wider area.

Providing adequate parking solutions and street scaping were the next most mentioned issues, followed by an acknowledgement that the area can support seniors living facilities and services.

Total of **48** written submissions

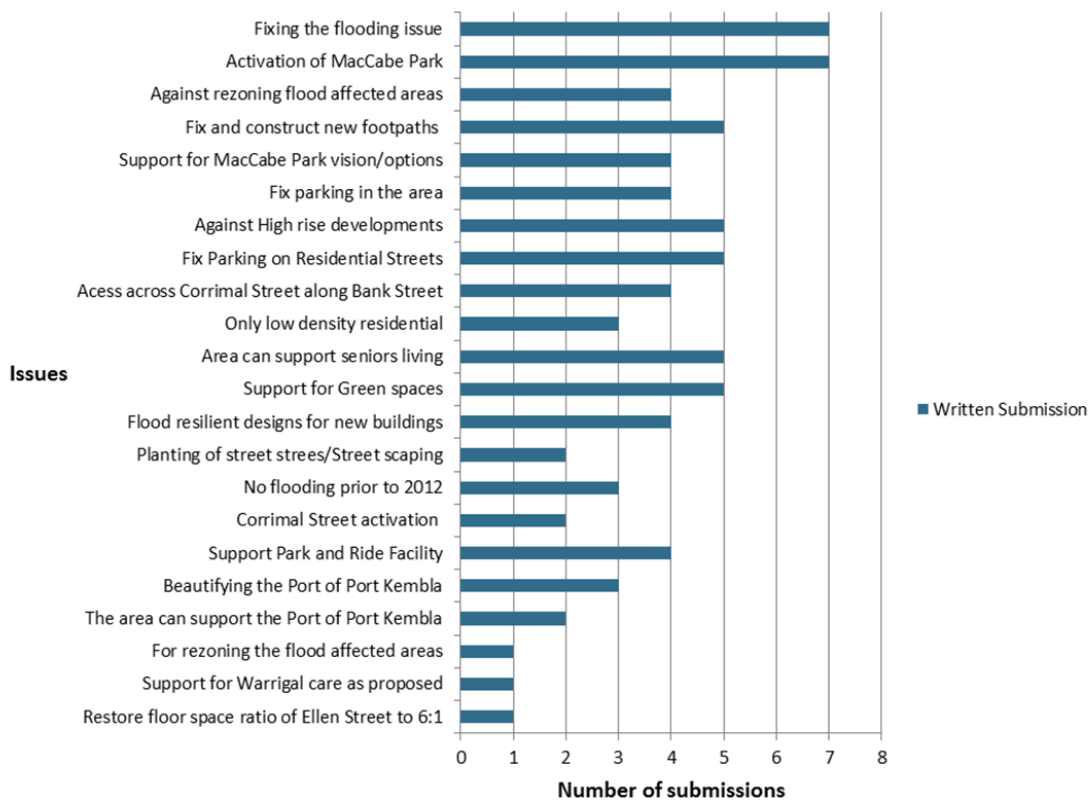
29 Individual Submissions were made

5 Business or Industry Submissions

2 Community groups made Submissions

2 Government agencies made submissions

Figure 2 Written submissions



Feedback - What we heard

Written submissions - Community

Two (2) community groups made submissions; the Illawarra Bicycle Users Group and the Neighbourhood Forum 5.

The Illawarra Bicycle Users Group was supportive of the idea of the future vision. The Illawarra Bicycle Users Group also wanted to see a focal point of the vision to be on designing a community friendly city, with active transport prioritised over cars, along with recommendations for changing of cycle routes, increasing public seating and shade on paths, ensuring all developments provide enough parking to reduce demand for on street parking, as well as reducing residential speed limits.

Neighbourhood Forum 5 submitted multiple submissions regarding the visioning of the area. In their submissions Neighbourhood Forum 5 indicated that their vision for South Wollongong is to support a rich mixed use, flood free, pedestrian friendly locality; providing jobs, housing and open space.

Neighbourhood Forum 5 supports

- low residential density cores, primarily for single dwelling housing with landscaping in areas zoned low Residential (R2),
- two to three storey medium density housing in limited areas near the city centre.
- retaining industrial uses in the south western portion of the area and along the South Coast railway, and
- maintenance of a green belt between the locality and the steelworks.
- need for cycle ways and paths that service the community better, through better connections and maintenance as well as increasing pathways to serve all members of the community,
- parking restrictions along residential streets and the provision of adequate parking in the area.

Neighbourhood Forum 5 requested Council urgently address flooding and sewage overflow in the area, as well as advise the community with the time frame for implementation of proposed cycle ways.

Feedback - What we heard

Written submissions - Business

Five (5) business submissions were received over the period of the exhibition. Three (3) submissions were supportive of the strategies direction and two (2) raised concern or suggested alternative options to be considered.

IRT

IRT is supportive of the objective to transition density and taper height from the railway line towards the sea. Supports the 'Green Belt' between the port and the locality, and would like to suggest linking new cycle links along Bank Street rather than Stewart Street. IRT made note that they are committed to human scale and pedestrian friendly communities, along with suggesting that Council consider the wider land use elements and DCP requirements other than being limited to urban design within the area.

Property Council (Illawarra Chapter) of Australia

The Property Council in their submission indicated their support for the direction of the strategy, particularly with improvements to pedestrian links.

The Property Council made note of the need to expedite the MacCabe Park Master Plan, along with acknowledging importance of; industrial lands in the south western portion of the area, trade and transport links within the study area notably Corrimal Street and the Railway, these considerations should be acknowledged when considering increasing densities and planning controls within the study area.

The Property Council also noted that it is important to open up the demographic appeal of the city to all age groups, and open

up wider housing options along with a target of 5% affordable housing to be supplied within the area.

New South Wales Ports Authority (NSW Ports)

NSW Ports' submission indicates their support for the visioning of the study area. NSW Ports recommends Council consider the importance and protection of the key freight and infrastructure corridors, as the study area plays a vital role in the functioning of the Port and Port related activities with the industrial lands, railway and Corrimal Street.

Warrigal Care

Warrigal indicates their objection to the draft strategy in their submission, making comment on the strategies potential options. The submission recommends that Council reconsider the area on the southern end of Corrimal Street, the south western portions' role in the study area, Warrigals' large land holding for an aged care/seniors living facility.

Illawarra Occupational Health

Illawarra Occupational Health in their submission, expressed their concern that policy changes are being considered before alleviation of flooding.

Feedback - What we heard

Written submissions - Government

Written responses were received from two (2) government agencies – Roads and Maritime Service and the Office of Environment and Heritage.

Roads and Maritime Services (RMS)

The RMS provided comments relating to the Regional classified status of Corrimal Street encouraging Council to ensure future development be assessed and determined cognisant of the opportunity to consolidate existing lots and reduce the number of access points to classified roads or even eliminate access to classified roads.

The RMS recommended that Council undertake a Traffic Impact Study to identify any required upgrades for access and mobility. Following the identification of upgrades appropriate planning mechanisms to fund the required upgrades should be established.

RMS strongly support development that will reduce car dependency and encourage the use of sustainable modes of travel; buses, cycling and walking and requests that the LEP supports the aims and objectives of the State Government policies related to this matter. RMS recommends that Council investigate the Premiers Council for Active Living (PCAL) designing places for active living guides for development control plans and design considerations.

Office of Environment and Heritage (OEH)

OEH notes that the study area does not include items listed on the State Heritage Register, the area holds nine (9) locally listed heritage items.

OEH recommends that the Draft South Wollongong Future Strategy incorporate heritage principles, objectives, constraints and opportunities which identify, promote and encourage the protection and enhancement of the existing cultural heritage items within the South Wollongong study area.

Feedback - What we heard

Written submissions - 2017-18 Annual Plan

During the exhibition of the Draft 2017-18 Annual Plan, 18 submissions were identified to make reference to flooding in the South Wollongong area. Paul Scully MP Member for Wollongong's submission urged Council to allocate funds for the lowering of the Gurungaty Causeway from 1.3 Australian Height Datum (AHD) to 0.7 AHD to the 2017-18 financial year, while offering support to progress the matter with relevant NSW Government departments. The submissions made by residents requested Council immediately fund flood alleviation works.

Conclusion

The feedback we received from the community, residents, businesses, and stakeholders assisted in understanding the aspirations for the future of South Wollongong.

Submissions received indicated support for

- MacCabe Park Precincts vision and activation
- Increased pedestrian links
- Access along Bank Street over Corrimal Street
- Supporting flood resilient design
- The areas' suitability for aged care/ seniors living facilities.
- Support for the Glebe and Ellen Street Precinct

The concerns of the strategy are related to flooding in the area;

- The idea to rezone high flood prone lands to Environmental Living (E4)
- Creating a strategy for the area without proposing a solution to the flooding
- Increases in current heights and densities
- Parking in residential streets

The feedback received will inform the development of the South Wollongong Future Strategy Implementation Plan, which is to guide change and growth in the South Wollongong area that aligns with the community's vision for South Wollongong across the next 30 years.

The Engagement Process was designed to receive feedback on the options for precincts and the vision for the area, and to do so within a short 5 week period.

Following the written community submissions and the online feedback form results, it is clear there is strong support for resolution of the flooding issue in the study area, along with the opposition to the idea of rezoning in the area that is heavily impacted by flood. Increased densities has also been raised, it is clear that the residents of South Wollongong do not want increased building heights, increased traffic, demand for parking and subsequent congestion.

Consequently the recommendation to rezone areas to E4 has been removed along with increasing the building heights from 9m to 15m in the Ellen Street Precinct.

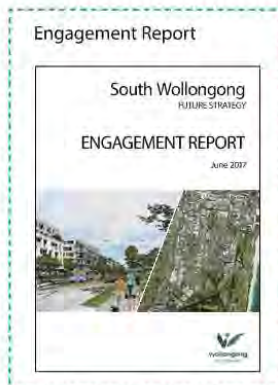
Support for the activation of MacCabe Park and increased pedestrian links has also been very strong with comments received.

The suite of documents

Draft South Wollongong Future Strategy



Engagement Report



ITEM 2 OUR WOLLONGONG - HOUSING DISCUSSION PAPER

The Wollongong Housing Study was prepared in 2005 and was used as Council's Housing Strategy and to inform the preparation of the draft Wollongong Local Environmental Plan 2009. In 2013 work commenced on the preparation of a new housing strategy through a review of the 2005 Housing Study, a review of development in the R3 Medium Density zone and the preparation of a draft Discussion Paper on housing issues. In 2016 the project was put on hold and has recently recommenced. This report presents the earlier work to begin the discussion on the preparation of a new Housing Strategy for the City.

The report also considers the option of seeking the inclusion of the Wollongong LGA in State Environmental Planning Policy No.70 Affordable Housing (Revised Schemes). It is recommended that rather than seeking the inclusion in SEPP 70, Council prepare a draft Planning Proposal to include similar provisions in the Wollongong LEP 2009.

RECOMMENDATION

- 1 The discussion paper "Our Wollongong – a discussion paper identifying issues for housing our community" and supporting documents be made available on Council's website for community information and to begin the discussion on the preparation of a new Housing Strategy for the City.
- 2 The discussion paper and community feedback inform the preparation of the Housing Strategy options paper.
- 3 A draft Planning Proposal be prepared to introduce an Affordable Housing clause into the Wollongong Local Environmental Plan 2009, based on clause 6.8 of the Willoughby Local Environmental Plan 2012 or a similar provision recommended by the NSW Department of Planning and Environment.
- 4 The draft Planning Proposal be forwarded to the NSW Department of Planning and Environment for Gateway determination, and if endorsed exhibited for a minimum period of 28 days.
- 5 Council advise the NSW Department of Planning and Environment that it is willing to accept Plan making delegation, should the NSW Department of Planning and Environment agree.

REPORT AUTHORISATIONS

Report of: Vanni De Luca, Manager Environmental Strategy and Planning (Acting)
Authorised by: Andrew Carfield, Director Planning and Environment - Future City and Neighbourhoods

ATTACHMENTS

- 1 Wollongong Residential Density Study
- 2 Our Wollongong - a discussion paper identifying issues for housing our community
- 3 Willoughby LEP 2012 Clause 6.8 Affordable Housing

BACKGROUND

Over the past couple of years, housing affordability has become a topical issue as a consequence of soaring house and land prices, low interest rates, available land supply and infrastructure costs. The housing supply and demand equation is complex. Over the past two years, the Federal and State Government, a number of development industry peak bodies and social housing providers' organisations have released discussion papers and policies suggesting ways to address housing affordability issues. On 1 June 2017, the NSW Premier released the "Plan to Improve Housing Affordability".

Council has a limited but important role in the housing supply and demand equation.

On 3 April 2017, Council considered a report on the draft West Dapto Section 94 Plan (post IPART recommendations) and a Notice of Motion, Council resolved (in part) that:

- 1 Council organise a delegation to meet the new Minister for Planning, The Hon Anthony Roberts MP, to seek an assurance from NSW State Government that the following steps will be taken to ensure land release for housing will match demand in Wollongong:
 - a Fast-tracking of a resolution of the State Infrastructure Contributions (SIC) funding program toward the cost of significant road, overpass and other relevant infrastructure construction in West Dapto - noting that delays in this process will add significantly to the current costs of development in this area, thus reducing the affordability of each new home;
 - b In-principle support be given to Wollongong Council to investigate the possibility of including the Local Government Area within the area covered by Affordable Housing SEPP 70 which provides for inclusionary zoning, identifying a percentage of affordable housing with incentives in future housing development of more than a set number of dwellings (note that some LGAs have chosen five dwellings, for example);
 - c The NSW Government will as a matter of priority adopt/endorse the IPART report which reviewed West Dapto Infrastructure needs and costs, and the revised Section 94 Plan for West Dapto when it is forwarded to the Department of Planning.
- 2 Council:
 - a Following adoption of the West Dapto Section 94 Plan by the Department, expedite zoning of those lands with adopted structure plans, including Marshall Mount, which includes medium density housing and housing on smaller lots;
 - b Develop, concurrently with all of Part 1 (above), a Development Control Plan (DCP) that reflects the adopted structure plan and facilitates the targeted medium density and smaller lots at Marshall Mount as above, contributing to the diversity of choice of new housing stock in West Dapto;
 - c Following or in conjunction with the forthcoming Wollongong Housing Discussion Paper, a report be prepared that identifies the potential for Council to play a best practice role in the facilitation and delivery of suitable green-field and infill housing utilising Council-owned land in partnership with housing providers to increase the local supply for sale and the local rental market of affordable and adaptable housing;
 - d Following or in conjunction with the forthcoming Wollongong Housing Discussion Paper, a report be prepared that considers the pros and cons for the Wollongong LGA to be included in the amendments to SEPP 70.

Following the resolution, on 11 May 2017 the Lord Mayor, Deputy Lord Mayor and Executive met with staff from the Minister for Planning's office and discussed part 1 of the resolution relating to SEPP 70 and the Special Infrastructure Contribution. The advice was provided that SEPP 70 and other value capture mechanisms are usually considered as part of any 'upzoning' process.

This report will address the housing issues associated with the Council resolution, excluding the West Dapto infrastructure components, which are being addressed separately.

Wollongong Housing Study 2005

In 2005 consultants for Council prepared the Wollongong Housing Study (SGS 2005) which was used to inform the preparation of the draft Wollongong LEP. The Housing Study examined the current and future population and demographic trends to determine the future housing supply and demand which guided decisions on the draft Wollongong LEP.

A number of trends in the housing market were identified, which were key determinants in forecasting future housing demand and supply requirements. The key trends included:

- Strong regional population growth (2,000 people per year);
- High levels of in-migration, which impacts upon the demand and price of housing;
- An aging population with an increased need for aged care facilities and housing;

- Changing family composition, resulting in smaller household sizes and occupancy rates. The average household size in Wollongong is 2.6 people and is predicted to be 2.23 by 2026; and
- Issues around affordable housing are increasing in the face of higher land and dwelling prices in the area, and upward pressure on interest rates.

In 2006, Wollongong had 77,029 dwellings. Wollongong demonstrated an above average proportion of lone person households and retired population. The population was expected to increase by 52,000 by 2031, or roughly 2,000 persons per year. This translates into a demand for an additional 32,383 dwellings. Council's analysis suggests around 50% of these new dwellings should be in the form of detached housing, 31% semi-detached or townhouses, and the balance high density or other types of dwellings in order to cater for different needs and income levels. This equated to a forecast demand for 10,040 medium density dwellings (duplexes, villas and townhouses) and around 5,040 apartments by 2031.

West Dapto was and remains the only area within Wollongong offering significant Greenfield (vacant land) development potential. In 2007-08 Council exhibited the draft West Dapto Plans which proposed that West Dapto had the capacity to supply approximately 19,390 dwellings, comprising 14,400 low density dwellings and 4,990 medium density dwellings.

The study identified that with West Dapto progressing, there was sufficient dwelling supply to meet the projected demand, as summarised in the following table:

Projected Supply and Demand Comparison: Dwellings – Wollongong LGA 2031

Dwelling Type	Demand	Supply (including West Dapto)
Low density	16,560	21,707
Medium density	10,041	6,656
High density	5,038	3,888
Total	31,639	32,251

The Housing Study promoted a mix of initiatives, including:

- New release areas, such as West Dapto (19,390 dwellings over 50 years), Tallawarra (1,000 dwellings), McCauley's Beach at Thirroul (now developed);
- Infill subdivisions and minor rezonings;
- Medium density housing around transport nodes and commercial centres, such as Corrimal, Fairy Meadow and Dapto;
- Higher density housing and mixed use development in the Wollongong City Centre;
- The rezoning of brownfields site / employment land to provide housing opportunities, such as the former Woonona Brickworks site (now Edgewood Estate) and the former Bulli Works site. As part of each of these rezoning, Council considers the loss of employment land against the need for more housing;
- Not increasing housing in the Illawarra Escarpment or other sensitive landscapes. It is noted that some additional housing is proposed in the Mt Kembla – Farmborough Heights area, as a consequence of the strategic assessment that occurred in that area, which will enable some older subdivisions to be completed, and provide a graduation of housing density;
- Permitting a range of housing types in all residential zones, to enable a mix of housing product and density;
- Permitting boarding houses in all residential zones; and

- Enabling Seniors Housing in all residential and business zones, although this is also facilitated by State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004.

The recommendations of the Housing Study were implemented through Wollongong LEP 2009 which came into force in 2010. It is noted that some initiatives and recommendations of the Housing Study were superseded / overridden by subsequent events, such as the introduction of the Standard LEP Template. A review of the 2005 Housing Study was undertaken as part of the current projects, and is discussed later in this report.

New Housing Strategy

In 2013, work commenced on the preparation of a new Housing Study for the City. The first steps being a review of the 2005 Housing Study, a review of development take up in the R3 Medium Density zones, the preparation of a Residential Density Study and more recently the preparation of a draft Housing Our Community Discussion paper. These documents are discussed later in the report.

The draft Housing Our Community Discussion paper was presented to Councillors at a Councillor briefing on 23 November 2015. In December 2015 the State Government's announced the proposed merger of Wollongong and Shellharbour City Councils. As the housing issues have City wide implications, the project was put on hold in early 2016. In February 2017, the State Government announced the abandonment of the proposed Council merger. Following the announcement, the draft Discussion Paper has been updated and is being reported to Council to enable it to be publically released.

A Councillor briefing on the Housing Study project occurred on 14 June 2017.

PROPOSAL

In 2016, Wollongong had an estimated residential population of 211,213 persons (id community profile) who were housed in over 80,000 dwellings. The Illawarra Shoalhaven Regional Plan (2016) estimates that by 2036 the Wollongong population will grow by 33,000 persons, who will require an additional 14,600 dwellings. It is noted that the results from the 2016 census are currently being released.

Council has limited but important roles to play in the housing market, including:

- Setting the housing policy for the LGA, to implement the State and Regional housing targets;
- Reviewing and amending provisions within the Wollongong LEP 2009, including rezoning land, changing floor space ratio or minimum lot size provisions;
- Reviewing and amending the Wollongong DCP 2009, including parking standards, setbacks and landscaping provisions;
- Reviewing and amending the Wollongong Section 94A Development Contributions Plan 2016, and West Dapto Section 94 Development Contributions Plan, to determine development contributions, noting any funding shortfall would need to be made up by the general community through rates and other charges;
- Assessing Development Applications and Planning Proposal requests;
- Providing attractive places to live, through infrastructure projects arising from Town and Village Planning, Public Art programs, community facilities, recreation areas and infrastructure projects;
- Encouraging local employment opportunities, through planning controls, economic development programs and encouraging investment;
- Reviewing Council land holdings and identifying surplus land that could be made available for housing; and
- Developing Council's commercial land holdings in accordance with Best Practice principles.

Council does not influence many other factors in the housing supply and demand equation, such as migration policy, taxation policy, stamp duty, bank lending policies, construction costs, developer policies or the provision of State infrastructure investment.

Review of 2005 Housing Study

As part of the preparation of a new Housing Study, it is important to review the previous strategy to gauge the success, reflect on shortcomings and lessons learnt.

In 2013, a review of the recommendations of the 2005 Housing Study occurred (Attachment 1). The Study had 31 actions and the review found that only eight actions had been completed, 10 were underway, 11 were not completed and the other two were undertaken on a case by case basis. Many of the actions were aspirational and were not easily measurable. It is also noted, that housing initiatives and actions, such as rezonings and reviewing planning policies, can be spread over a number of years, and don't have to occur in a single year, or a 10 year period.

The review also noted that many of the actions involved a range of stakeholders and were resource intensive.

The 2005 Housing Study also included Council's first detailed population projections to forecast housing demand into the future. The demographic analysis took up a lot of the study and was important at the time. More recently this demographic information been provided by the State and by .idcommunity through Council's population profile and forecast which is available on Council's website. A future Housing Study does not need to undertake this analysis.

Review of R3 Medium Density residential precincts

During 2014 a review of the built form within the R3 Medium Density Residential precincts occurred. There are 1,811 lots located within nine precincts throughout the City that are zoned R3 Medium Density Residential under Wollongong Local Environmental Plan 2009. The boundaries of the precincts originate in the Urban Consolidation precincts that existed under Wollongong LEP 1990 and the Urban Consolidation Policy TP94/3. Following the exhibition of the draft Wollongong LEP 2009, some of the precincts were removed due to community submissions, the boundaries of other precincts were modified to exclude land affected by medium and high flood hazard.

The purpose of the review was to examine the take up of the Medium Density precincts and determine the remaining capacity for additional housing within those precincts.

The review found that there has been limited development in the precincts, with some 78% of lots being single dwelling houses, 2% dual occupancies, 6% town houses, 4% villas and 4% residential flat buildings.

There is likely to be a combination of reasons for the low take-up, including medium density development not being financially feasible at the moment, bank lending policies, the planning control settings (eg FSR) not encouraging development, the value of improvements in many single dwellings, and existing owners not willing to sell for the amount offered.

The reasons for the low take-up will be reviewed as part of the future stages of the housing study, including consultation with the development sector.

The review did not examine the commercial zones, such as within the Wollongong City Centre, where there has been strong growth in mixed use and residential development in recent years.

Residential Density Study

In 2014, Council engaged consultants Hames Sharley to prepare the Wollongong Residential Density Study (Attachment 1) to examine housing density issues. The study explains housing density, housing types and policies that affect density to assist the community in understanding density issues. The study suggests the following six principles to be considered when examining areas that may be suitable for increased residential density:

- 1 Locate close to transport services;
- 2 Provide a mix of densities;
- 3 Encourage diversity of housing types;

- 4 Integrate public and private spaces;
- 5 Implement contextually sensitive site design; and
- 6 Defined boundary and connected to precinct.

The study makes a number of recommendations that can be considered as part of the future stages of the Housing Study, including:

- Continue to focus density around the rail corridor, and other key locations such as around the University of Wollongong;
- Consider reducing minimum lot size subdivision standards, especially in medium and high density residential zones;
- Consider the use of the R4 High Density zone to encourage higher residential densities;
- Consider the removal of the integrated development requirement;
- Increase the density in existing medium density zones;
- Prepare design guidelines and review DCP controls to clarify built form expectations;
- Set density targets at precinct scale, ie growth centres and neighbourhoods; and
- Achieve design diversity through a hierarchy of controls.

Importantly the study notes that to ensure the benefits of higher density living is achieved, there needs to be parallel programs to improve walkability, quality of life and public realm amenities.

Draft Housing Our Community Discussion paper

During 2015, the discussion paper “Housing Our Community” was prepared. The discussion paper contains facts and information about the population, housing type and structure, employment, transport and the environment of our City.

The discussion paper is the first step in preparing a new Housing Strategy. The State Government’s proposed merger of Wollongong and Shellharbour City Council areas, resulted in the project being put on hold for a year, as a Housing Strategy would affect both areas. Following the State Government’s announcement that they were no longer pursuing a merger of the two areas, the draft Discussion Paper was reviewed and updated (Attachment 2). A further consequence of the delay, is that much of the data is now up to five years old, and the 2016 census information is due to be released in the coming months. Once available, the new census information will update some of the statistics in the discussion paper.

The discussion paper contains a lot of useful information about the City, which is of use to the community and development industry, and it is worth sharing.

To progress the Housing Strategy, the following steps are proposed:

1. Release the discussion paper and other supporting documents for community information (as recommended by this report);
2. Update the discussion paper to reflect the 2016 Census information (expected mid 2017);
3. Review the current housing controls and legislative changes that affect housing supply (eg changes to the Environmental Planning and Assessment Act 1979, the draft Medium Density Housing SEPP);
4. Review land capability issues, such as slope, flooding, bushfire, where increased housing density may not be appropriate;
5. Determine our population growth targets – high, medium or low;
6. Prepare a Housings Options paper on ways to house the projected future housing growth, as well as options for issues such as affordable housing, and undertake further community consultation;
7. Develop preferred strategies to house our future population; and

8. Prepare amendments to the Wollongong LEP 2009 and Wollongong DCP 2009 to implement the endorsed strategy.

State Environmental Planning Policy No.70 Affordable Housing (Revised Schemes)

On 3 April 2017, Council resolved for a report to be prepared to consider the introduction of State Environmental Planning Policy No.70 Affordable Housing (Revised Schemes) (SEPP 70) for the City.

SEPP 70 was introduced in 2002 because of the expiry of savings made by the Environmental Planning and Assessment Amendment (Affordable Housing) Act 2000. By definition the SEPP applies to the Greater Metropolitan Region, which includes Wollongong.

The aims of the policy are:

- (a) *identify that there is a need for affordable housing in the local government areas within which that land is situated, and*
- (b) *describe the kinds of households for which affordable housing may be provided, and*
- (c) *make a requirement with respect to the imposition of conditions relating to the provision of affordable housing.*

The Policy inserted affordable housing provisions into three environmental planning instruments that applied to the following precincts:

- (a) *the Ultimo-Pyrmont Precinct of City West and subject to Sydney Regional Environmental Plan No 26—City West, and*
- (b) *the City of Willoughby and subject to Willoughby Local Environmental Plan 1995, and*
- (c) *at Green Square and subject to South Sydney Local Environmental Plan 1998,*

These planning Instruments have been superseded by more recent LEPs and LGA boundary changes. The Green Square and Ultimo – Pyrmont provisions are now contained in the Sydney LEP 2012 and the Willoughby provisions are in the Willoughby LEP 2012.

In 2009 the SEPP was amended by deleting the schedule that inserted the affordable housing provisions into the LEPs and REP noted above.

The SEPP defines affordable housing to be very low income households, low income households and moderate income households are those whose gross incomes fall within the following ranges of percentages of the median household income for the time being for the Greater Sydney (Greater Capital City Statistical Area) according to the Australian Bureau of Statistics:

Very low income household	less than 50%
Low income household	50 or more but less than 80%
Moderate income household	80–120%

The SEPP contains the following affordable housing principles:

- 1 *Where any of the circumstances described in section 94F (1) (a), (b), (c) or (d) of the Act occur, and a regional environmental plan or local environmental plan authorises an affordable housing condition to be imposed, such a condition should be imposed so that mixed and balanced communities are created.*
- 2 *Affordable housing is to be created and managed so that a socially diverse residential population representative of all income groups is developed and maintained in a locality.*
- 3 *Affordable housing is to be made available to a mix of very low, low and moderate income households.*

- 4 *Affordable housing is to be rented to appropriately qualified tenants and at an appropriate rate of gross household income.*
- 5 *Land provided for affordable housing is to be used for the purpose of the provision of affordable housing.*
- 6 *Buildings provided for affordable housing are to be managed so as to maintain their continued use for affordable housing.*
- 7 *Rental from affordable housing, after deduction of normal landlord's expenses (including management and maintenance costs and all rates and taxes payable in connection with the dwellings), is generally to be used for the purpose of improving or replacing affordable housing or for providing additional affordable housing.*
- 8 *Affordable housing is to consist of dwellings constructed to a standard that, in the opinion of the consent authority, is consistent with other dwellings in the vicinity.*

Apart from the affordable housing definition and principles, the SEPP no longer includes any specific provisions and is now largely irrelevant.

It is considered that rather than seeking to be included in the SEPP, Council could prepare a Planning Proposal to include housing affordability provisions, within the Wollongong LEP 2009; this would be similar to the other Councils to which the SEPP originally applied.

A copy of Willoughby LEP 2012, clause 6.8 Affordable Housing is included as Attachment 3. A similar clause could be prepared for the Wollongong LEP 2009. Council would need to determine to which land the clause applies to, sub-clause (2) of the Willoughby LEP 2012 refers to Area 3 on the Special Provisions Area Map. The LEP map shows numerous sites identified as "Area 3" within the LGA. Similarly, Council would need to nominate specific sites and identify them on the map, this would not need to occur now and additional sites could be added over time when Planning Proposal requests are considered. This would require some additional investigation before a specific recommendation is made.

It is recommended that Council commence the preparation of a draft Planning Proposal to introduce a Housing Affordability clause into the Wollongong LEP 2009. Once a clause is included in the LEP, it will provide the framework and will create a process to add sites to a map.

CONSULTATION AND COMMUNICATION

The work on the initial stages of the preparation of a new Housing Study has been undertaken in consultation with other Divisions.

If endorsed the draft Discussion Paper, the Residential Density Study, and other supporting documentation, will be made available to the community, development sector and other stakeholders, to enable input into the next stages of the Housing Strategy.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal "We are a health community in a liveable city". It specifically delivers on the following:

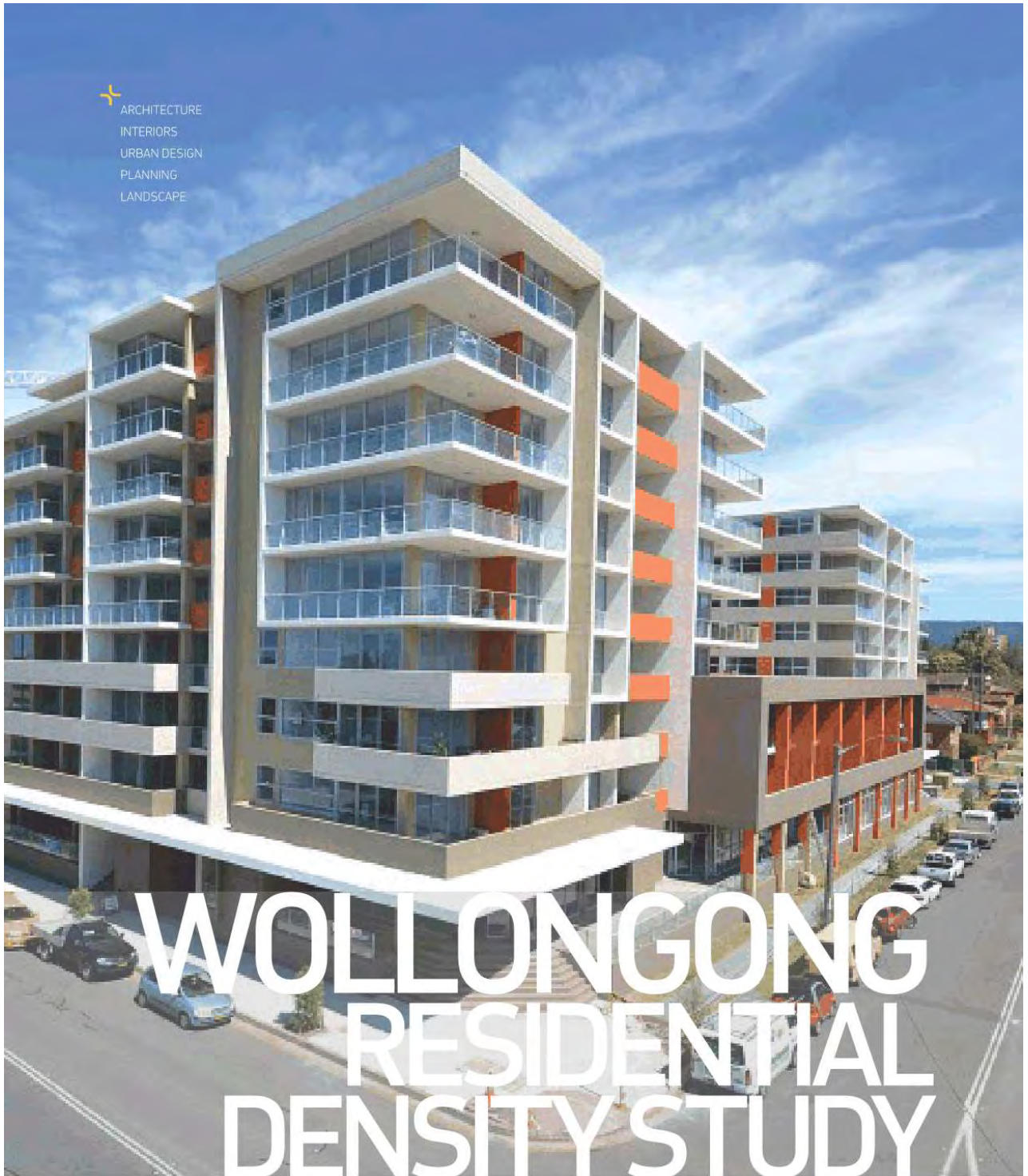
Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2017-18
Strategy	5 Year Action	Annual Deliverables
5.2.1 Housing choice in the Wollongong Local Government Area is improved, taking into account population growth, community needs and affordability	5.2.1.1 Prepare a Housing Study and Strategy incorporating Affordable Housing issues	Continue the preparation of the Housing Study

CONCLUSION

The Wollongong Housing Study was prepared in 2005 and was used as Council's Housing Strategy and to inform the preparation of the draft Wollongong Local Environmental Plan 2009. In 2013, work commenced on the preparation of a new Housing Study, but the project was deferred due to the proposed Council merger announcement. Subsequent to the State abandoning the proposed merger, work on the project has recommenced. This report provides an update on the work undertaken to date, and recommends seeking community input into future stages of the project.

The report also recommends that Council resolve to prepare a draft Planning Proposal to introduce an Affordable Housing clause into the Wollongong LEP 2009.

✦
ARCHITECTURE
INTERIORS
URBAN DESIGN
PLANNING
LANDSCAPE



WOLLONGONG RESIDENTIAL DENSITY STUDY

DRAFT REPORT

Prepared for Wollongong City Council

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wollongong
city of innovation

JUNE 2014

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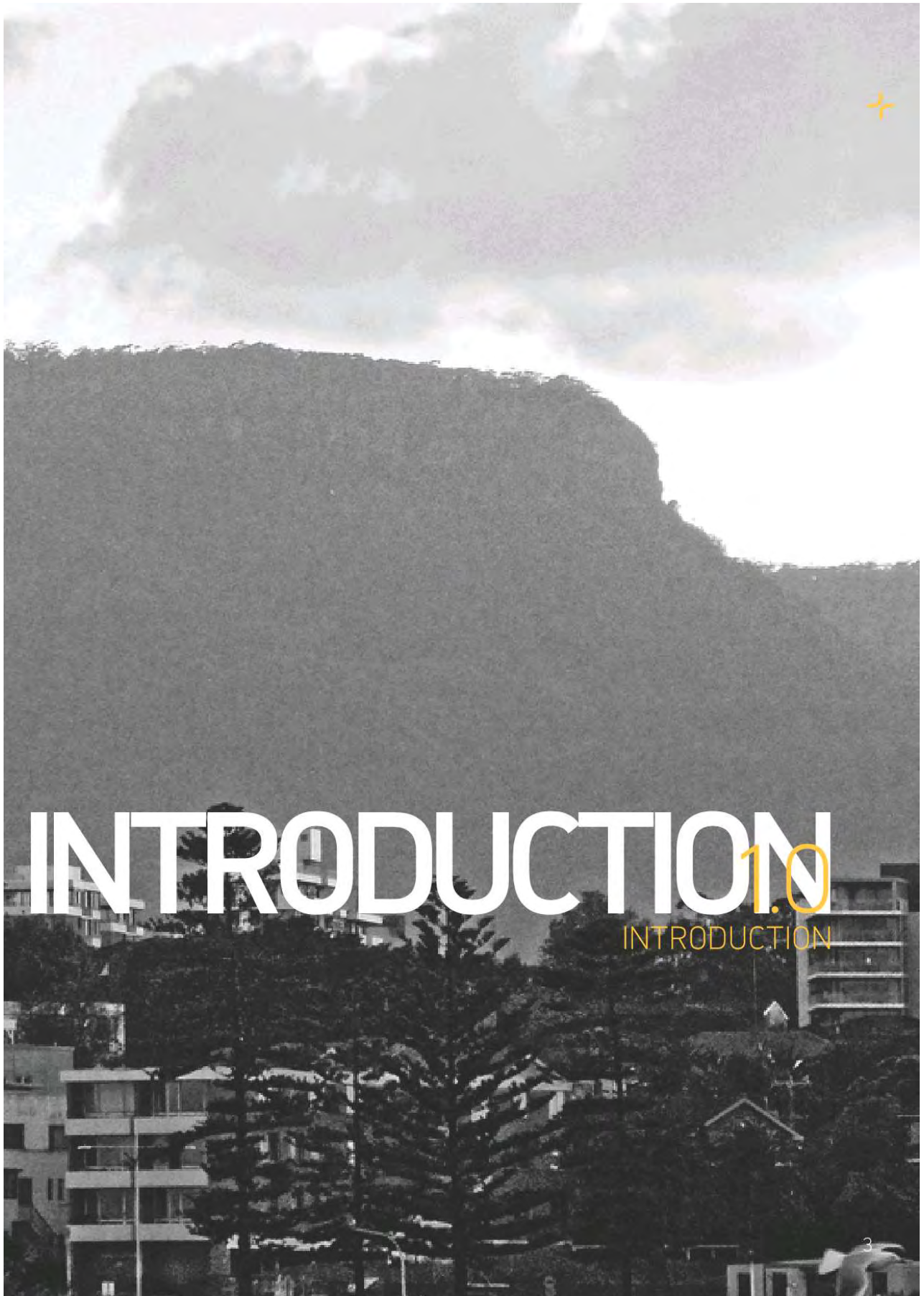
Revision Letter	Date	Reason for Issue
A	27/06/2016	Final Draft Report
B	27/06/2016	Final Report

contents

1.0	INTRODUCTION	2
2.0	DENSITY RESEARCH	6
3.0	DENSITY PRINCIPLES	16
4.0	PLANNING REVIEW	24
5.0	RECOMMENDATIONS	34







1.0 Introduction

Project Purpose and Understanding

The main driver behind the Wollongong Residential Study Density Study is the Local Government Area's (LGA) population growth. Over the next 20 years, Wollongong will add nearly 30,000 residents, putting pressure on existing transport and services, the environment, and current housing supply.

These issues aren't unique to Wollongong; across Australia cities are growing at rapid paces and urbanising for the 21st Century knowledge economy. As Wollongong looks to face these challenges head on, Wollongong Council realises that strategically increasing housing density in targeted areas will go a long way towards making the city competitive, resilient, sustainable and a great place to live.

It is recognised that a new strategy is needed for housing in Wollongong, one that respects the character and fabric of existing suburbs while anticipating for future market demands and needs of an increasingly diverse and urban population.

This study analyses housing density across the entire Wollongong Local Government Area and is meant to inform the Housing Study Review currently being undertaken by Wollongong City Council. In doing so, these two studies will assist Council in managing the LGA's anticipated population growth sustainably, improve housing choice for a broader population spectrum, and increase affordability in high demand areas.

An understanding of demographic, lifestyle and environmental opportunities in Wollongong, coupled with research into housing trends from around Australia, has led to the defining considerations for the Wollongong Residential Density Study:

- Affordability drives housing decisions for all but the highest income earners. Affordability determines a range of accessible locations and, in turn, the type and size of dwellings affordable in those locations.

- Attributes of location matter most to households. Specifically safety and security; easy access to work and schools; and being located near family and friends and public transport.
- Changing attitudes to the "Australian Dream" means a shift towards residential living other than the quarter acre block and an interest in urban living.
- Households are prepared to make housing type and number of bedroom trade-offs, primarily to access a preferred location.
- The housing market needs to evolve to accommodate changing perceptions to housing and include models, such as increased semi-detached and apartment typologies. This will allow households to make location, house type, bedroom and affordability trade-offs.
- The Grattan Institute reports in *The Housing We'd Choose* for Sydney and Melbourne identify a need to shift the balance of new supply away from a focus on separate houses to semi-detached and apartment options.

These considerations provide a platform for investigating a dwelling supply and density study for Wollongong that enables affordable accommodation matched to household preferences that would result in an increasingly compact city rich with amenity, accessibility, and improving quality of life standards.

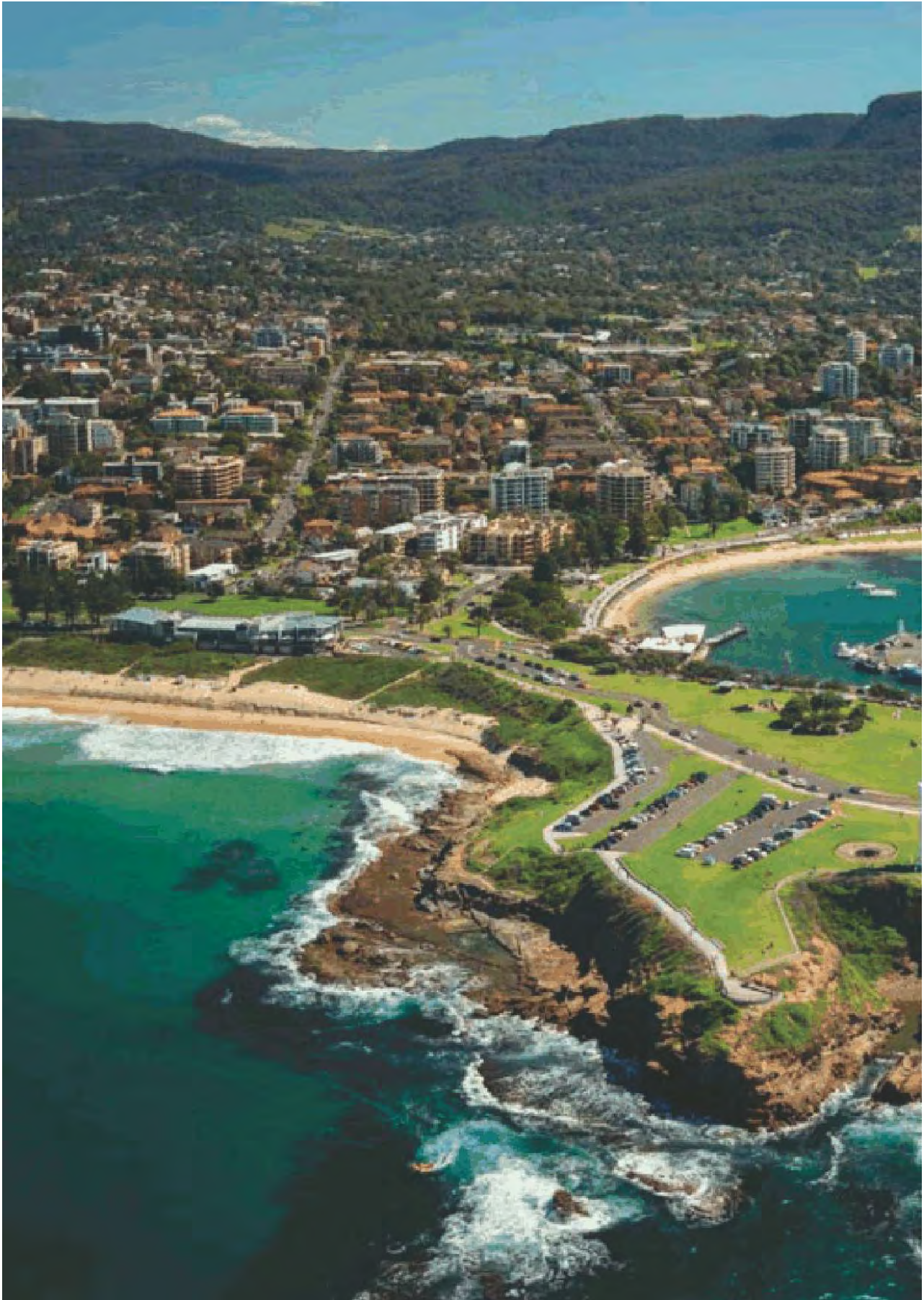


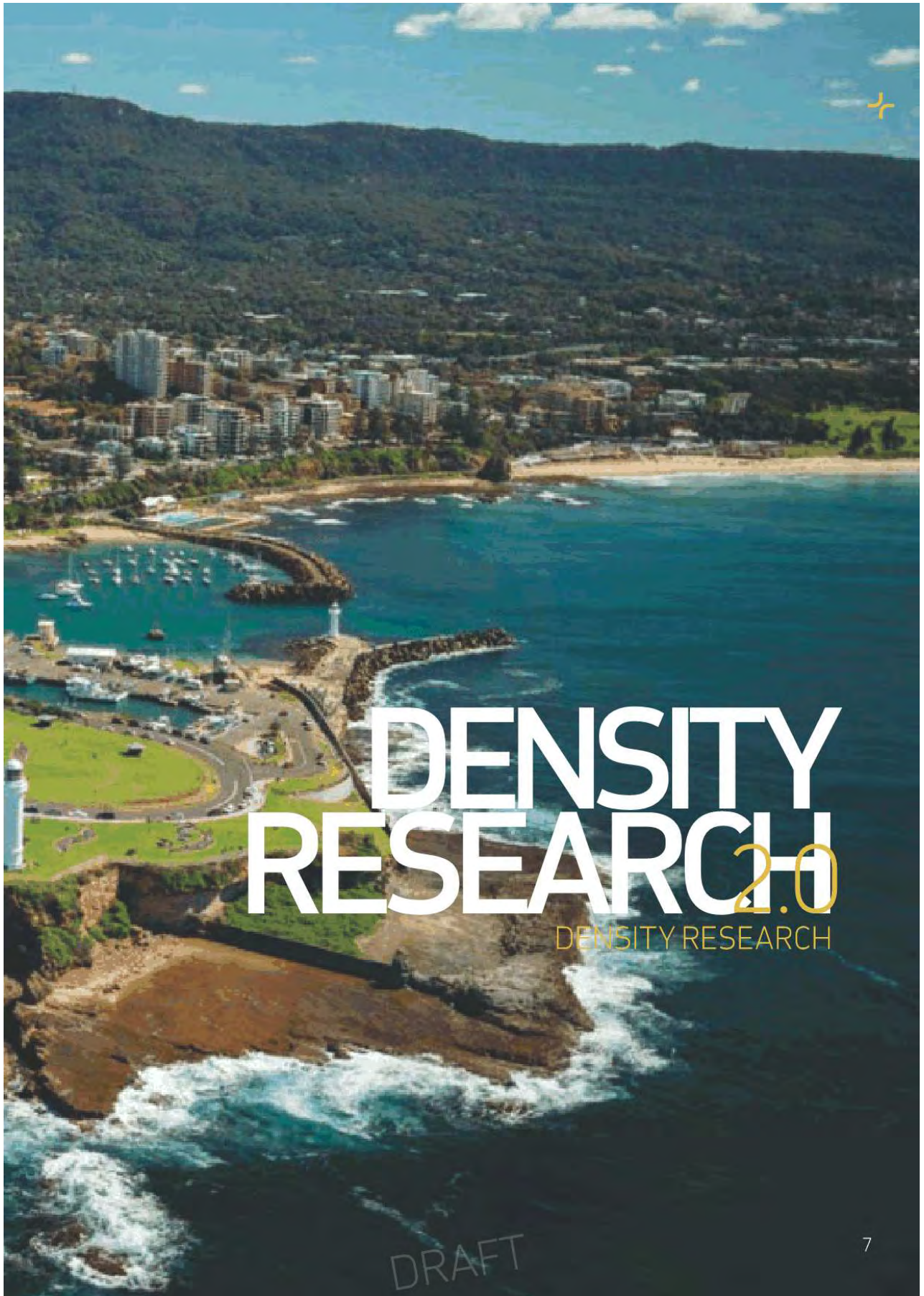
Project Methodology

The following stages outline the project's overarching methodology. This methodology focuses on understanding the local context, understanding density, understanding best practice principles, understanding market drivers and

understanding the impact of planning policies upon outcomes. This process leads to a series of recommendations that are place based and implementable in Wollongong.







DRAFT

2.0 Density Research

Why Research Density?

In its simplest form density means how much of something there is in a specified area. Housing density refers to how many dwellings are located within an area, usually within one hectare. Measuring residential density across space lets us compare different areas and can assist in planning for services because higher density areas generally have higher infrastructure and service needs; for example, trains would not efficiently service a very low density area because there would not be enough people to use the service, similarly shopping precincts tend to appear where the highest numbers of customers are.

However, there are many different definitions of density and confusion around the topic can arise when we categorise different densities, for example the categories of low, medium and high. These categories depend on context, the countless number of housing types and configurations of varying densities and peoples' own attitudes, perceptions and experiences.

This study aims to present a clear, consistent definition of housing density and to illustrate the different densities present in Wollongong. It is acknowledged that the inherent subjectivity of residential density will not be removed by this study, and this is not the aim of the study, because the diversity of experiences, desires and views of our population make Wollongong what it is. Indeed, residents need to plan for an increasingly diverse population and meet a varying range of housing needs into the future and providing a mixture of densities can assist in providing greater housing choices. The purpose of this study is to inform an open conversation with community, industry and government leaders about what density means for Wollongong and where and how the city should be planning for a mixture of housing types and densities in the future.

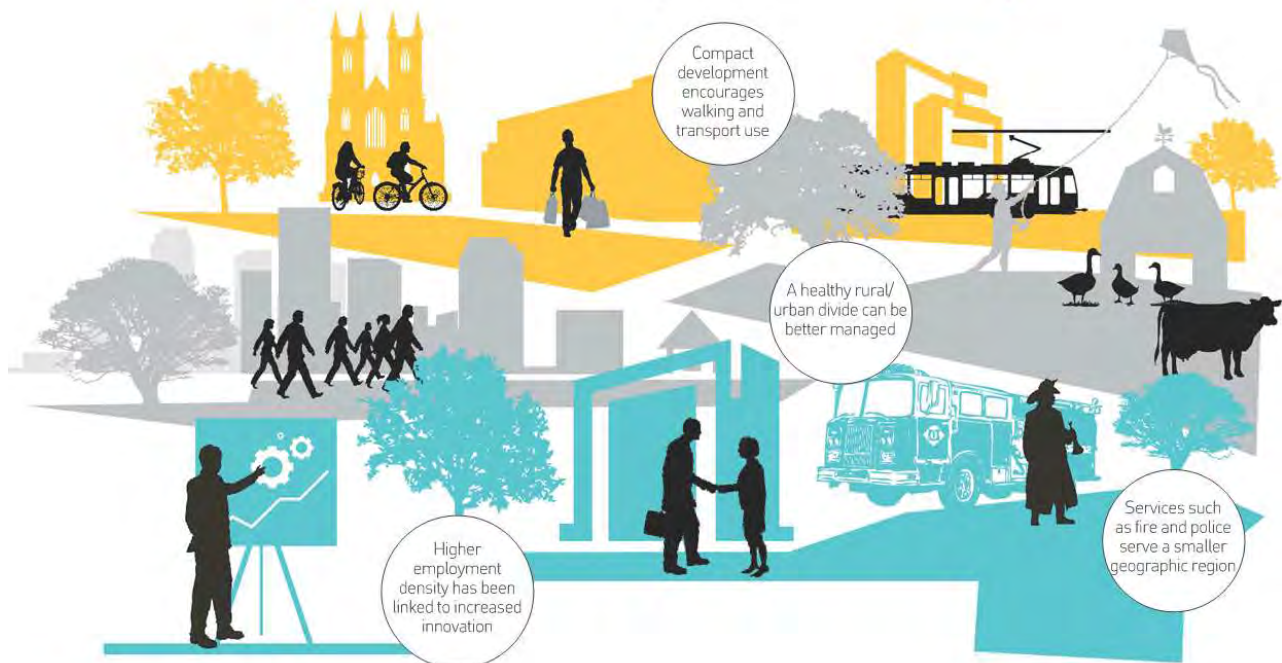




Benefits of Higher Density Living

Higher density housing types, when well-designed and well-located, can provide many lifestyle benefits to residents which are illustrated below; however trade-offs (e.g. small or no backyards) can deter some people from living in these types of housing. Similarly, living in lower density areas can provide lifestyle benefits but can also have trade-offs (e.g. distance

to employment and cost of transportation). Choosing where we live is a very personal decision, and unfortunately many people, for various reasons including affordability, have limited or no choice in where they live. Providing a mixture of different housing types at different densities can help in providing housing choice.



Density Defined

When we think about residential density, we often think of high density skyscrapers and low density detached houses; however, there are many different housing types and many different housing densities. But there are no agreed upon standard definitions of density, but rather a variety of ideas coming from differing schools of thought. And it makes sense

why there is no agreed upon definition; after all, low density in Wollongong is not the same as low density in Sydney. In order to create a clear definition for Wollongong, there are industry leaders and governing bodies to look to, each of which provides their own school of thought on the matter. Outlined below are three pertinent definitions of density.

SCHOOLS OF THOUGHT ON DENSITY



“Density is used to describe, predict and control the use of land. It shapes how cities look, feel and are experienced in obvious and subtle ways.”



“Residential density does not measure the qualitative factors that affect the feel of a place such as mature trees, traffic or design quality.”



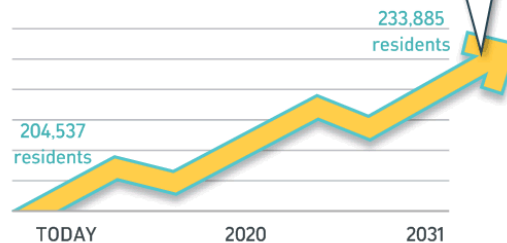
“The definition depends on the context. Higher density simply means new development at a density higher than what is found in the existing community.”

A CONSENSUS DEFINITION IS NEEDED - WOLLONGONG'S POPULATION WILL GROW

MORE PEOPLE are expected to live in Wollongong over the next 30 years

MORE EMPLOYMENT and spin-off development are expected to support the population growth

BY 2031 Wollongong will add nearly **30,000 new residents**. With geographic constraints to growth, the need for medium and high density precincts is more important now than ever.






Density Defined

A DEFINITION OF DENSITY FOR WOLLONGONG

Demystifying density and agreeing on one measuring scale is an important task to undertake. Wollongong is expected to grow by nearly 15% over the next 20 years and the topic of increasing density will no doubt come up many times.

Taking various schools of thought into consideration, a clear, simple working definition of density and what it means for Wollongong has been developed.

This definition, summarised to the right, can be applied to both a precinct as well as a development site.

DEFINITION FOR THIS REPORT HOW CONCENTRATED A DEFINED POPULATION IS.	
EXPRESSED AS:	$\frac{\text{\# of dwelling units}}{\text{land area (ha)}}$ <p><i>This only includes the number of dwellings within land zoned for housing, not land for open spaces, roads, etc.</i></p>
LOW/MEDIUM/HIGH (NSW Standards) LOW DENSITY: Fewer than 25 net dwellings per hectare. MEDIUM DENSITY: Between 25 and 60 net dwellings per hectare OR 20-45 HIGH DENSITY: More than 60 net dwellings per hectare.	HOW TO MEASURE  UNITS PER HECTARE
THE AIM Creating and maintaining better neighbourhoods and precincts for people, not just increased housing supply	

HIGHER DENSITY DOES NOT ALWAYS MEAN HIGHER BUILDINGS

When we define density, we aren't necessarily talking about taller buildings. A lot of people associate how tall a building is and the numbers of storeys it has with how dense it is. More objectively, a building's density can be defined by the number of dwellings it provides in proportion to the site area it sits on.

It is recognised that numerical measures of density cannot alone capture the 'look and feel' of different areas and developments. As the graphic below indicates developments

of the same or similar densities can look and feel very different depending on a multitude of different design factors, including the bulk of the building, the site coverage and boundary setbacks of the building, the landscaping and building materials used, the solar orientation of the dwellings within the building and the interface of the building with the street. Simply put, high density and high quality built precincts can be achieved through with smaller block sizes, narrower rights of way, and consistent low-to-medium rise buildings with diverse unit types.



Density Defined

FACTORS THAT SUPPORT SUCCESSFUL RESIDENTIAL DENSITY

If higher density precincts aren't well designed and integrated into an urban context, the benefits of density won't be achieved. As the image of a Las Vegas suburb suggests, density, when not designed with walkability, transport connections, and other factors in mind, leads to auto-dominated streetscapes with increased congestion.

But with the right factors, including accessible public transport, green spaces, a wide variety of services and walkable neighbourhoods, higher densities can work well. This indicates that precincts with more medium and high density development are best co-located in areas with these characteristics and some suburbs may not be able to support too much medium or high density development if these factors are not present or can't be provided. Even where some or all of these factors are present or planned for, increased residential densities need to be designed well. That is they need to have consideration for local factors such as climate, streetscape, resident comfort, neighbourhood amenity and environmental sustainability.



This Las Vegas neighbourhood achieves high density, but without place factors, doesn't achieve desired benefits

SIX RELEVANT FACTORS THAT, WITH DENSITY, MAKE FOR GREAT PLACES



TRANSPORT safe, reliable, efficient transport supports a higher density of living. High density development also supports transport with higher ridership.



MIX OF USES includes supportive retail, offices, entertainment, leisure, educational, civic, and hospitality, all within close proximity to one another.



OPEN SPACE complements dense living with recreation and green space to offer respite from urban environments and encourages active living.



WALKABILITY high density should be built in a walkable environment with amenity geared towards pedestrian activity above car-based activity.



COMMUNITY FACILITIES includes necessary functions needed to support a more diverse population with varying needs and services.



SMART DESIGN smartly designed urban precincts function holistically, meaning numerous design aspects of a neighbourhood works in concert.



Density in Wollongong

HOUSING TYPES IN WOLLONGONG

There is so much terminology used in planning and other professions to describe different housing types. Many of the common terms are sorted into density categories by their respective (numerical) densities below. Some housing types can achieve a variety of different densities, for example a townhouse development could be low, medium or high density

depending on its site area and design – traditional terraces (a type of attached townhouse) can achieve very high densities, sometimes as high, if not higher, than some residential flat buildings. These categories are generalised since what is considered medium-rise around a suburban town centre may be different to a medium-rise building in the city centre.

Housing Type	Definition	Density	Wollongong image example
Single detached - large lot	Solitary building, relatively large private open space	LOW	
Single detached - small lot	Solitary building, smaller private open space	LOW MEDIUM	
Dual Occupancy/ Duplex	On individual lot of land and attached to only one other dwelling	LOW MEDIUM	




Density in Wollongong

HOUSING TYPES IN WOLLONGONG

Outlined below are additional housing types found in Wollongong, each attaining higher levels of density than previous types.

OTHER HOUSING TYPES?

Wollongong does feature other housing types, and still others could be encouraged as the LGA grows. The nine selected for this study represent notable types common in the LGA.




Housing Type	Definition	Density	Wollongong image example
Villas	Multiple dwellings in groups on a large block of land	LOW MEDIUM	
Townhouse (detached or semi-attached)	Detached multi-story dwellings, that is, multiple units on one lot of land	MEDIUM HIGH	
Terrace (attached)	Attached dwelling with numerous units on one lot of land	MEDIUM HIGH	

Density in Wollongong

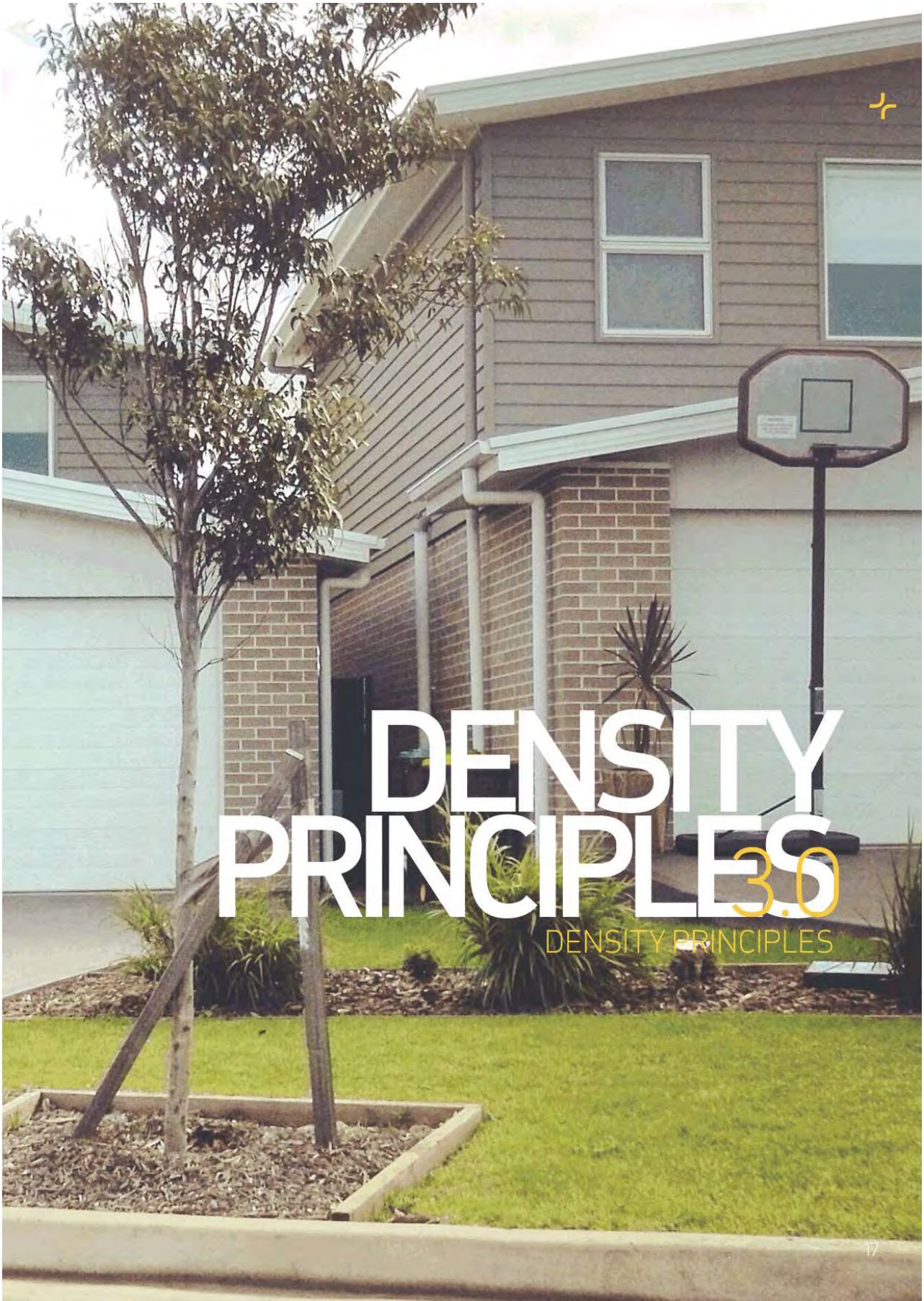
HOUSING TYPES IN WOLLONGONG

Outlined below are low, medium, and high rise apartment housing types, each capable of attaining high levels of density and not appropriate for lower density zones.



Housing Type	Definition	Density	Wollongong image example
Low-rise apartments (2-3 storeys)	Could include commercial, retail, office on ground floor, may include elevator	MEDIUM HIGH	
Medium-rise apartments (4-6 storeys)	Could include commercial, retail, office, elevator shaft	MEDIUM HIGH	
High-rise apartments (7+ storeys)	Could be mixed use, elevator shaft, typically tower with podium structure	MEDIUM HIGH	





3.0 Density Principles

Principles Guide Future Decision Making

The following six density principles are not intended to represent design solutions for every new development in Wollongong. Rather, they propose values and intentions that are considered essential to the future of higher density development in Wollongong. They are intended to guide a flexible approach for redevelopment for Wollongong while still being considered as agreed upon ideals for all future projects.

While meant to be general in tone, each principle also features specific descriptions that deliver more detail in how they relate to Wollongong and its context.

Principles are informed by best practices and general urbanism ideals, as well as the growth expectations for Wollongong's future. They are both aspirational in tone while grounded in an understanding of existing density throughout Wollongong.

Development of the principles are an important step in the process towards developing more specific recommendations for density in Wollongong. When recommendations are solidified the integrity of the guiding density principles remains, and aren't altered as changes are made moving forward. This ensures certain values hold true even if proposed redevelopment schemes are altered and market realities change.

This will ensure that future density policy solutions for Wollongong can be implemented successfully and the results will reflect intended outcomes, whatever they may be, removing uncertainty and enabling optimisation of the environmental, social, cultural, political, contextual and economic sustainability of higher densities within a known and acceptable framework.

When considering future redevelopment proposals, not all principles must be delivered in order to commence a project. Rather, projects will likely embody a combination of the six principles.

Outlined in the following page are the six guiding principles, followed by an analysis of how nine already identified housing types attain each principle. A benchmarking exercise of medium and high density residential development outside Wollongong is also completed to showcase ideas Wollongong can learn from as they determine the best course for increasing density within the LGA.



Six Principles for Wollongong

When thinking about the best areas to increase densities or provide a mix of densities, the following principles should be considered. They are informed by best practice residential development across global cities that provide a number of lessons Wollongong can draw from as the LGA determines how to craft policy around future urban density.

01 Locate close to transport services

Placing higher density residential development within walking distance of transport nodes increases use of public transport services, lessens parking requirements in developments, and creates a more walkable environment. Higher density housing is generally more attractive when located in and around activity centres as these areas provide easy access to services and entertainment.

02 Provide a mix of densities

A mix of densities and dwelling diversity is an important component to healthy, mixed communities. Achieving a certain net residential density will not in itself guarantee a certain design outcome. A mix of densities will promote different neighbourhood characters as opposed to blanket density and design controls that could create monocultures.

03 Encourage diversity of housing types

Improving housing choice for existing residents and newcomers ensures Wollongong can tap into new markets and satisfy unmet demands. Improving housing choice can also affect housing affordability and overall quality, as more housing typologies can bring competition to the status quo and cause current landowners to upgrade or change existing offerings in the LGA.

04 Integrate public and private spaces

Integrating and connecting well designed public and private open spaces, which includes streets, with higher density development and within an urban fabric helps soften the hard edges of a built up cityscape and provides city dwellers green space away from urban life. Ensuring they are active spaces, have active frontage, are attractive and comfortable to use also helps increase safety through more eyes on the street.

05 Implement contextually sensitive site design

Site design and building form involve careful consideration of surrounding environment, building scale, movement patterns and how the building interacts with the street. Shared areas in higher density development are important to achieve good design. Design measures also ensure that buildings function well, are efficient, capable of being properly maintained and do not hinder other uses and places. Good design will inevitably provide for the internal amenity and comfort of residents through considering orientation, natural light, ventilation and features such as sufficient storage space.

06 Defined boundary and connected to precinct

In a city the size of Wollongong, higher density precincts (areas with, or planned for, greater proportions of medium/high density housing) should have relatively defined boundaries but still be wholly integrated into an urban context. This encourages place creation within a walkable catchment and limits the creep of higher densities into lower density areas. Some types of low-rise higher density housing is compatible with suburban areas and it may be appropriate to provide housing types such as dual occupancies and townhouses in traditionally lower density areas.

Principles Applied to Wollongong

HOUSING TYPES IN WOLLONGONG REVISITED

Wollongong already has a variety of housing typologies at different scales and achieving varying densities. Outlined below are field observations of the nine common housing types found in the Wollongong LGA introduced in Chapter 2, from low density detached housing to high density apartment towers.

Principle Key

- Locate close to transport **U1**
- Provide mix of densities **U2**
- Encourage diversity of housing types **U3**
- Integrate public + private spaces **U4**
- Implement contextually sensitive site design **U5**
- Defined boundary and connected to precinct **U6**



NAME: House in Figtree (1970s)
 ADDRESS: 18 Herne St
 INFO: 1 dwelling, 796.7 m2 site
 CATEGORY: Residential
DENSITY: 12 units/Ha (LOW)
 PRINCIPLES: **U3 U5**



NAME: House in Edgewood Estate (2008)
 ADDRESS: 24 Flame Tree Circuit
 INFO: 1 dwelling, 267 m2 site
 CATEGORY: Residential
DENSITY: 37 units/Ha (MEDIUM)
 PRINCIPLES: **U2 U3 U5**



NAME: Bourke Street (2006)
 ADDRESS: 12-12A Bourke St
 INFO: 2 attached dwellings, 863.5 m2 site
 CATEGORY: Residential
DENSITY: 23 units/Ha (LOW)
 PRINCIPLES: **U1 U2 U5**



NAME: Villa at Gilmore (1988)
 ADDRESS: 19-21 Gilmore St
 INFO: 1 storeys, 6 units, 2226 m2 site
 CATEGORY: Residential
DENSITY: 27 units/Ha (MEDIUM)
 PRINCIPLES: **U2 U3 U5 U6**



NAME: Townhouse at Gilmore (1980s)
 ADDRESS: 8 Gilmore St
 INFO: 2 storeys, 3 units, 863.2 m2 site
 CATEGORY: Residential
DENSITY: 35 units/Ha (MEDIUM)
 PRINCIPLES: **U1 U2 U3 U5**



NAME: Paddington Terraces (1999)
 ADDRESS: 24-28 Fisher St
 INFO: 2 storeys, 11 units, 2477 m2 site
 CATEGORY: Residential
DENSITY: 44 units/Ha (MEDIUM)
 PRINCIPLES: **U3 U5 U5 U6**



Principles Applied to Wollongong

HOUSING TYPES IN WOLLONGONG REVISITED

Below are some examples each of low-rise, medium-rise, and high-rise apartment buildings which indicate different densities achieved with each typology. This shows that higher building height does not always mean higher densities.

Principle Key

- Locate close to transport **U1**
- Provide mix of densities **U2**
- Encourage diversity of housing types **U3**
- Integrate public + private spaces **U4**
- Implement contextually sensitive site design **U5**
- Defined boundary and connected to precinct **U6**



NAME: Daisy Street Flats (2009)
 ADDRESS: 15 Daisy St
 INFO: 2 storeys, 8 units, 1466 m2 site
 CATEGORY: Residential
DENSITY: 55 units/Ha (MEDIUM)
 PRINCIPLES: **U1 U2 U4 U5**



NAME: Northgate Fairy Meadow (2003)
 ADDRESS: 214-220 Princes Hwy
 INFO: 4 storeys, 156 units, 6588 m2 site
 CATEGORY: Residential
DENSITY: 237 units/Ha (HIGH)
 PRINCIPLES: **U1 U2 U3 U4 U5 U6**



NAME: The Vantage (2013-14)
 ADDRESS: 22-30 Gladstone Ave
 INFO: 9 storeys, 214 units, 9275 m2 site
 CATEGORY: Mixed Use
DENSITY: 230 Units/Ha (HIGH)
 PRINCIPLES: **U1 U2 U3 U4 U5**



NAME: The Avenue (2013)
 ADDRESS: 51-59 Princes Hwy
 INFO: 3 storeys, 34 units, 2063 m2 site
 CATEGORY: Mixed Use
DENSITY: 165 units/Ha (HIGH)
 PRINCIPLES: **U1 U2 U3 U6**



NAME: The Creston (1983)
 ADDRESS: 22-26 Corrimal St
 INFO: 16 storeys, 82 units, 4366 m2 site
 CATEGORY: Residential
DENSITY: 188 Units/Ha (HIGH)
 PRINCIPLES: **U1 U2 U3 U6**



NAME: Landmark
 ADDRESS: 313-323 Crown St
 INFO: 10 storeys, 86 units, 2453 m2 site
 CATEGORY: Mixed Use
DENSITY: 357 units/Ha (HIGH)
 PRINCIPLES: **U1 U3 U4 U5**

Other Places to Learn From

BENCHMARKING DENSE RESIDENTIAL (NEW) DEVELOPMENT OUTSIDE WOLLONGONG

Numerous residential developments, both infill and greenfield, offer positive and negative lessons for increasing density in context sensitive locations and delivering high quality public and private spaces. Outlined below are some relevant examples.

Principle Key

- Locate close to transport **01**
- Provide mix of densities **02**
- Encourage diversity of housing types **03**
- Integrate public + private spaces **04**
- Implement contextually sensitive site design **05**
- Defined boundary and connected to precinct **06**



SUMMARY: Large, mixed use infill development on former brownfield site featuring mid-rise structures
RELEVANCE: Density is most successful with access to transport
PRINCIPLES: **01 02 04 05 06**



SUMMARY: Mixed use development with multiple low- to mid-rise buildings next to traditional built environment
RELEVANCE: Contextually sensitive, high density, mix of housing types
PRINCIPLES: **02 03 04 05 06**



SUMMARY: Environmentally smart urban redevelopment project with balance of natural and built components
RELEVANCE: Smartly designed, sensitive infill with nature component
PRINCIPLES: **01 02 03 04 05 06**



SUMMARY: Policy supporting laneway development that permits small scale infill on small alleyway and laneway lots
RELEVANCE: Density can be achieved through small scale infill
PRINCIPLES: **01 02 03 05**



SUMMARY: Mixed use with multiple low- to mid-rise buildings next to industrial uses
RELEVANCE: Smartly designed, high density, high mix of housing types
PRINCIPLES: **01 02 03 04 05 06**



SUMMARY: Controversial urban renewal project in Australia, featuring high rise housing towers
RELEVANCE: High rise towers doesn't always equate to high quality of life
PRINCIPLES: **01 06**



Other Places to Learn From

BENCHMARKING DENSE RESIDENTIAL (NEW) DEVELOPMENT OUTSIDE WOLLONGONG

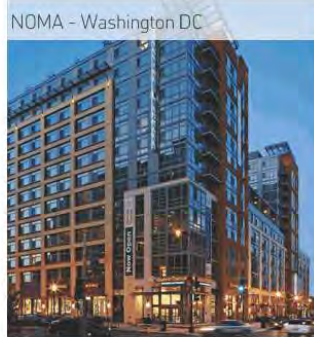
Principle Key

- Locate close to transport **U1**
- Provide mix of densities **U2**
- Encourage diversity of housing types **U2**
- Integrate public + private spaces **U2**
- Implement contextually sensitive site design **U5**
- Defined boundary and connected to precinct **U6**



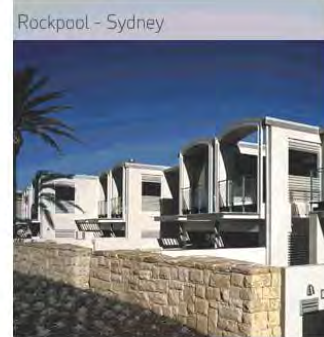
Thornton - Penrith

SUMMARY: Large mixed use redevelopment site adjacent to Penrith's rail stop and CBD
RELEVANCE: Broad range of housing types with average lot size 240m2.
PRINCIPLES: **U1 U2 U3 U4 U5**



NOMA - Washington DC

SUMMARY: Rapidly developing neighbourhood with high density of living sparked by opening of transport stations
RELEVANCE: Direct link between transport and urban density
PRINCIPLES: **U1 U2 U3 U4 U5**



Rockpool - Sydney

SUMMARY: 17 one and two-storey apartments with organised in two groups separated by pedestrian spine.
RELEVANCE: Contextually sensitive infill on narrow lots
PRINCIPLES: **U4 U5 U6**



BedZed Pavilion - London

SUMMARY: Environmentally friendly housing development that includes community related facilities
RELEVANCE: Principles of project link density with sustainability
PRINCIPLES: **U1 U2 U3 U4 U5 U6**



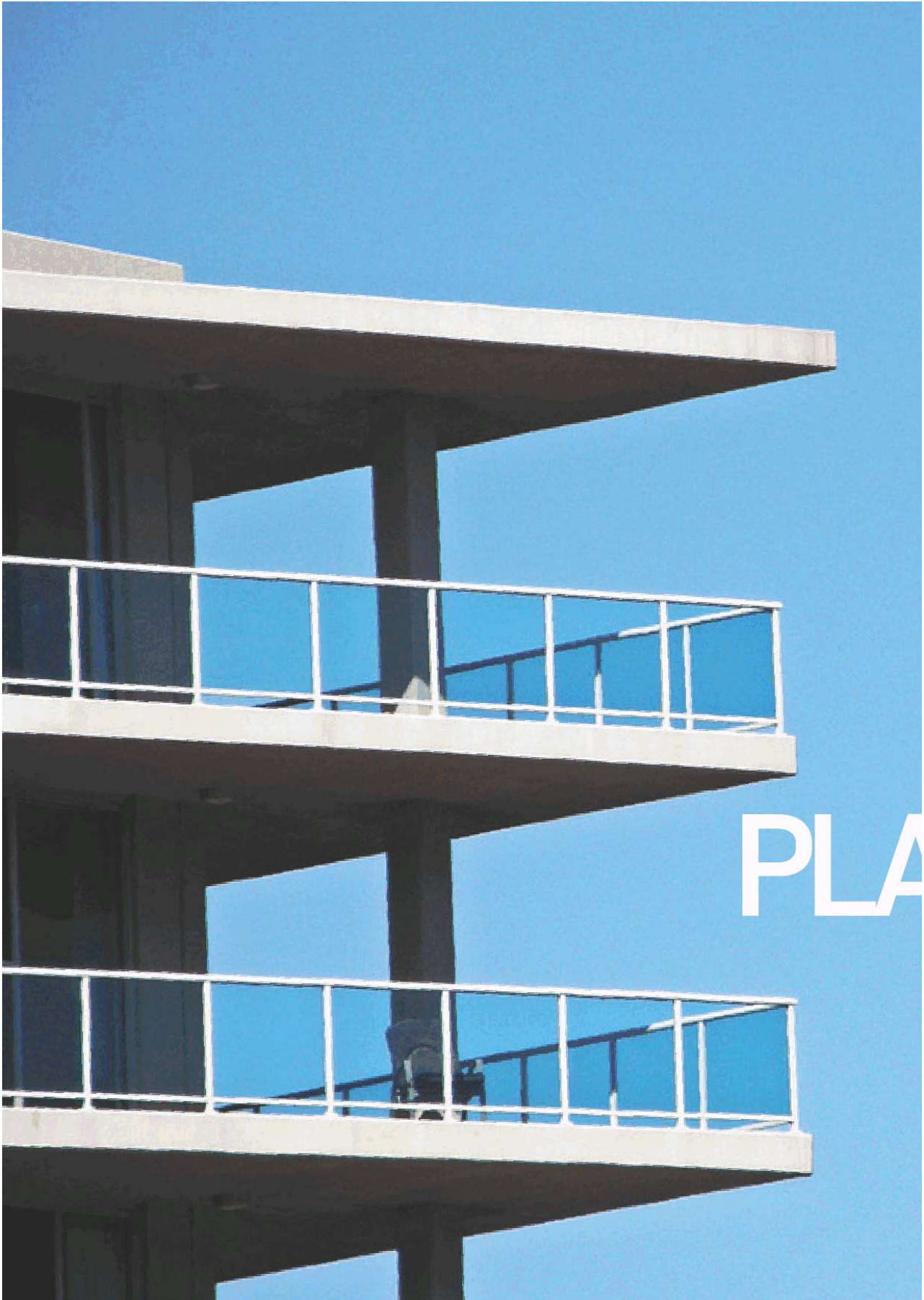
Lightsview - Adelaide

SUMMARY: Award winning project of affordable attached homes designed by local architects and designers
RELEVANCE: Diverse housing types can be intermixed with affordable options
PRINCIPLES: **U1 U2 U3 U4 U5 U6**



Kingston the Second - Perth

SUMMARY: 4 building development around central square within Cockburn Central transit-oriented development
RELEVANCE: Strong links to transport and existing pedestrian networks
PRINCIPLES: **U1 U2 U3 U4 U5 U6**





PLANNING REVIEW 4.0

PLANNING REVIEW

4.0 Planning Review

State Policies That Affect Density

RECENT STATE POLICIES THAT AFFECT RESIDENTIAL DENSITY IN WOLLONGONG



SEPP 65: DESIGN FOR RESIDENTIAL FLAT DEVELOPMENT (2002)

This 2002-era policy is concerned with the design quality of residential flats. The SEPP applies to all residential flat development of three or more storeys which also includes four or more dwellings. The provision covers new residential flat buildings, redevelopment of existing structures, and the conversion of existing buildings to residential uses.

With this SEPP, it provides the 'how to' of designing better built outcomes in Wollongong, a critical tool for the LGA in encouraging developments that achieve higher design principles. The State Government established design review panels and created a Residential Flat Design Pattern Book to assist Councils in improving the design quality of development proposals.



SEPP: HOUSING FOR PEOPLE WITH A DISABILITY (2004)

This document modernises policy on housing for disabled persons, encouraging the provision of housing (including residential care) that will increase the supply and diversity of senior and/or disabled housing while still being focused on balancing growing demand for accommodation with maintaining the character and feel of local neighbourhoods.

The LGA is known to have an above average retired population and there is an identified shortage of aged care housing within the area. Creating policy to encourage senior/disability housing will meet demand and concentrating it in high density precincts will improve resident accessibility while meeting Council density goals.



SEPP: AFFORDABLE RENTAL HOUSING (2009)

Amended in 2011, the policy provides a consistent planning structure for the provision of affordable housing across NSW. It covers housing types such as villas, townhouses and apartments which contain an affordable rental housing, along with secondary dwellings, new generation boarding houses, group homes, social housing and supportive accommodation.

For Wollongong, a shortage of affordable rental housing and the loss of existing supply is an identified modern issue in the LGA. Under these provisions, Council can include bonuses or incentives to encourage new development includes an affordable component. Such bonuses can also be used to increase project densities.



Local Policies That Affect Density

LOCAL POLICIES THAT AFFECT RESIDENTIAL DENSITY IN WOLLONGONG



WOLLONGONG LOCAL ENVIRONMENTAL PLAN (2009)

Wollongong's Local Environmental Plan (LEP) includes a set of land use zones and their associated overarching definitions in order to provide more detailed requirements for development. The LEP acts as a base document that establishes what types of development may be permitted on a particular parcel of land with the permission of Council. More detailed controls are then outlined in the DCP.

The varying residential densities are defined, in writing and geographically, in the LEP. Definitions outline permissible housing types within certain densities and where they can be built within the LGA.



WOLLONGONG DEVELOPMENT CONTROL PLAN (2009)

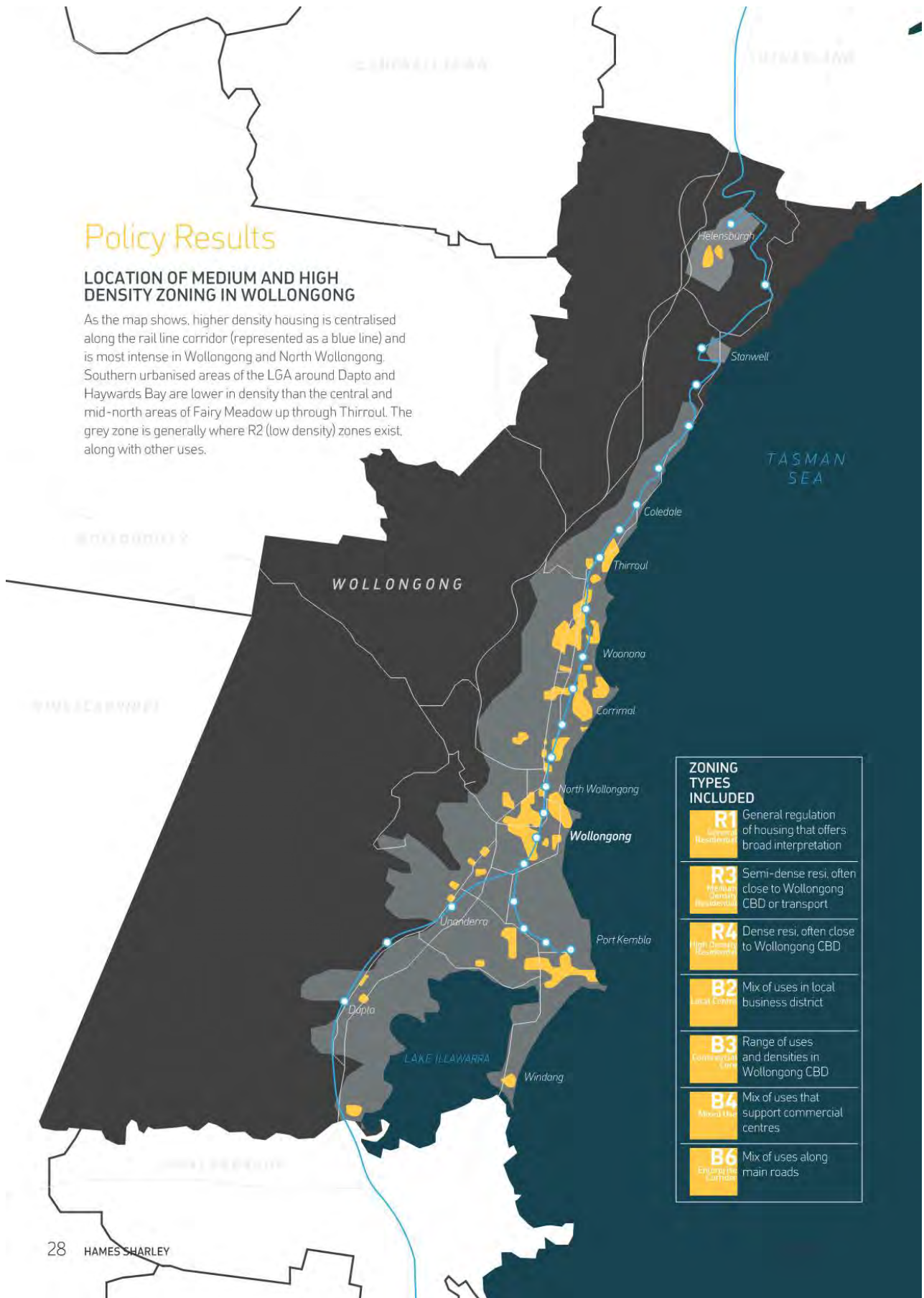
The Development Control Plan (DCP) goes one step further than the LEP and outlines recommended planning controls for the City. It sets out parameters that apply to all future development proposals. Controls can include the height, setback, FSR, and landscape requirements for anything from residential development to controls on signage, bed and breakfast accommodation, retail, etc. The aim is to help make the planning process clearer and more consistent for residents, developers and planners.

Controls outlined in the DCP that affect residential density in Wollongong include height, setback, landscape requirements, and FSR restrictions on greenfield, brownfield, and infill development sites.

Policy Results

LOCATION OF MEDIUM AND HIGH DENSITY ZONING IN WOLLONGONG

As the map shows, higher density housing is centralised along the rail line corridor (represented as a blue line) and is most intense in Wollongong and North Wollongong. Southern urbanised areas of the LGA around Dapto and Haywards Bay are lower in density than the central and mid-north areas of Fairy Meadow up through Thirroul. The grey zone is generally where R2 (low density) zones exist, along with other uses.



ZONING TYPES INCLUDED	
R1 General Residential	General regulation of housing that offers broad interpretation
R3 Medium Density Residential	Semi-dense resi, often close to Wollongong CBD or transport
R4 High Density Residential	Dense resi, often close to Wollongong CBD
B2 Local Centre	Mix of uses in local business district
B3 Commercial Core	Range of uses and densities in Wollongong CBD
B4 Mixed Use	Mix of uses that support commercial centres
B6 Employment Centre	Mix of uses along main roads

Policy Results

MAXED OUT RESIDENTIAL SITE DEVELOPMENTS UNDER CURRENT STATE AND LOCAL POLICY

WHERE IS B2,B3,B4,+ B6?

Even though residential development is permissible in the above zoning precincts, this level of analysis focuses on residential zoning districts (R1, R2, R3)

INPUTS

LOW DENSITY RESIDENTIAL (R2)

Height: **1-2 storeys**

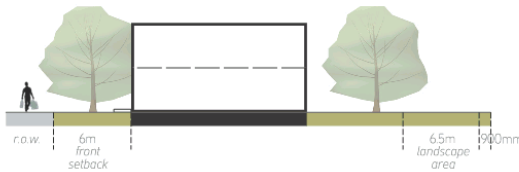
Setback: **6m front, 900mm else**

Landscape %: **20%**

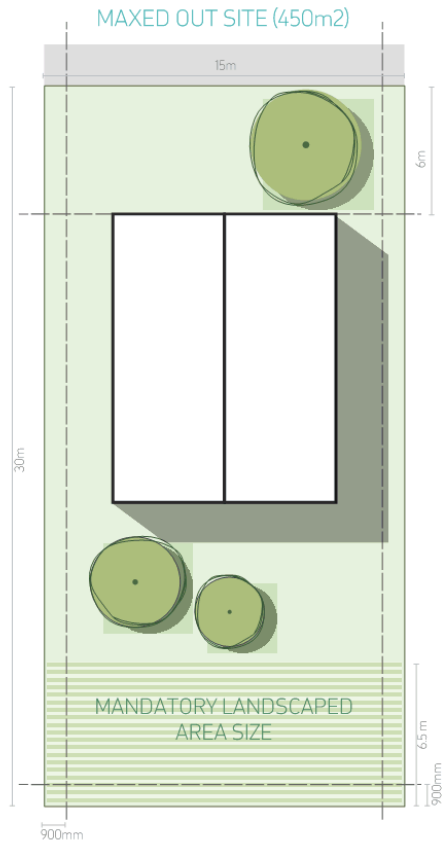
FSR: **0.5**

MINIMUM LOT SIZE: **450m²**

SECTION - side view



SECTION - front view



ASSUMPTIONS

A density maximisation scheme under current R2 zoning standard inputs on a 450 m² site nets 2-storey attached terraces. **Each terrace is approximately 225m² (112.5m² on each floor) meeting the 0.5 FSR requirement. Carpark access is to the back of site.**

OUTCOME

Under these assumptions two dwelling units are developed and **a maximum density of 44 DU/Ha is achieved.**

Policy Results

MAXED OUT RESIDENTIAL SITE DEVELOPMENTS UNDER CURRENT STATE AND LOCAL POLICY

Where is R4 (High Density)?
R4 High Density zoning is defined by the LGA, yet not utilised anywhere. Therefore, design outcomes cannot currently be measured

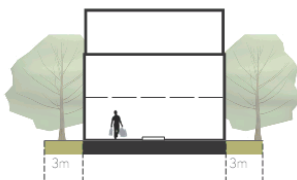
INPUTS

MEDIUM DENSITY RESIDENTIAL (R3)
Height: **1-4 storeys**
Setback: **6m front, 3m side, 900mm else**
Landscape %: **20%**
FSR: **0.75**
MINIMUM LOT SIZE: **450m²**

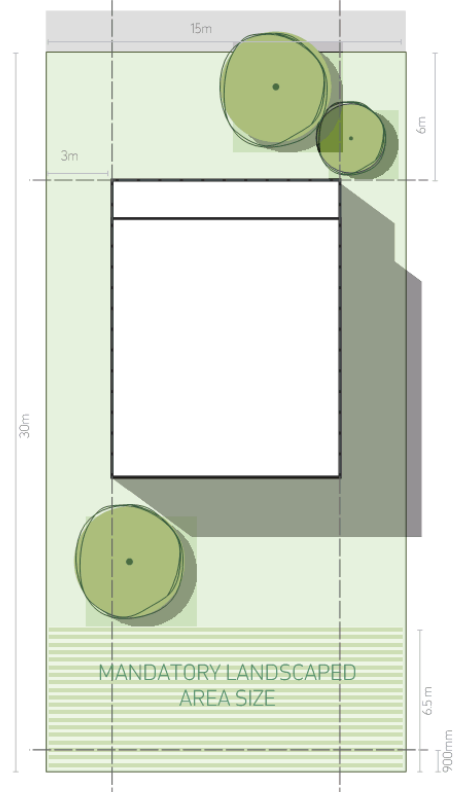
SECTION - side view



SECTION - front view



MAXED OUT SITE (450m²)



ASSUMPTIONS

A density maximisation scheme under current R2 zoning standard inputs on a 450 m² site nets a 3-storey low rise apartment with 6 dwelling units. **Each unit ranges from 55-60m², with total floor space of 337.5 m² meeting the 0.75 FSR requirement. Carpark access is to the back of site.**

OUTCOME

Under these assumptions six dwelling units are developed and **a maximum density of 130 DU/Ha is achieved.**

Policy Results

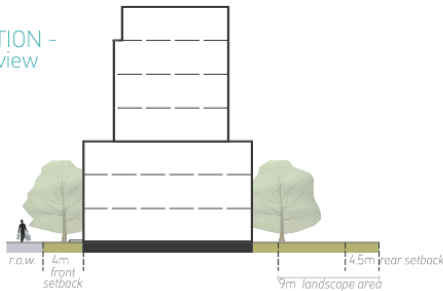
MAXED OUT RESIDENTIAL SITE DEVELOPMENTS UNDER CURRENT STATE AND LOCAL POLICY

More on R1 General Residential
With R4 not utilised in the LGA, R1 has become the default high density zoning precinct, with permissible heights up to 10 storeys.

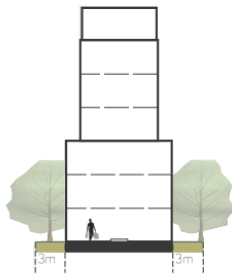
INPUTS

GENERAL RESIDENTIAL (R1)
Height: **1-10 storeys**
Setback: **4m front, assumed 3-4.5m else**
Landscape %: **30%**
FSR: **1.5**
MINIMUM LOT SIZE: **450m²**

SECTION - side view



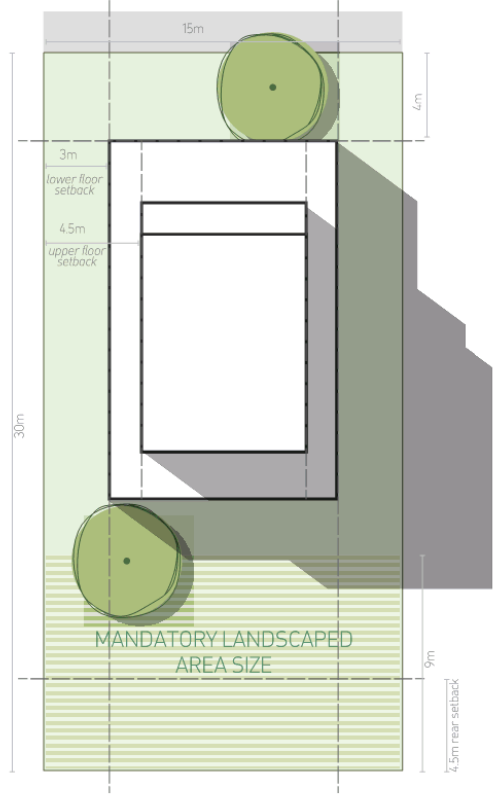
SECTION - front view



ASSUMPTIONS

A density maximisation scheme under current R1 zoning standard inputs on a 450 m² site nets a 7-storey high rise apartment with 10 dwelling units. **Each unit ranges from 60-70m², with a total floor space of 675m² meeting the 1.5 FSR requirement. Carpark access is to the back of site.**

MAXED OUT SITE (450m²)



OUTCOME

Under these assumptions 10 dwelling units are developed and a **maximum density of 222 DU/Ha is achieved.**

Policy Observations

The following observations summarises key findings regarding Wollongong's various policies as they relate to delivering density and highlight shortcomings that could be altered or improved upon.

01 Existing higher densities centred along rail transport

The existing medium and high density map on page 28 reveals trends of where higher density development already exists. As the map indicates, much of the land zoned to allow for higher densities is located around the rail line, which falls in line with Principle One defined in Chapter 3. Still, higher densities could afford to be focused around the University of Wollongong as well as major arterials and business districts.

02 Small lot development is costly

Council currently require plans for houses to be submitted with the subdivision of lots below a certain lot size threshold (less than 450m²). To ensure that the house is constructed in accordance with those plans, Council will not allow the subdivision to be registered until the house is constructed. There is a need to ensure the assessment and approval processes for more dense housing forms does not restrict the ability of developers and builders to finance projects.

03 High density zoning (R4) is not utilised

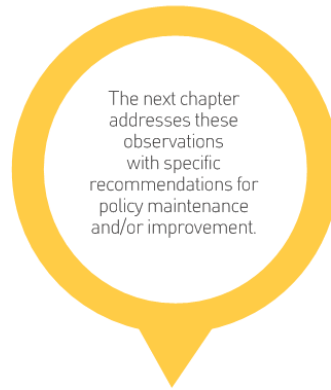
The LEP defines permissible 'High Density' uses within R4 zoning precincts, yet is not utilised anywhere in the LGA. Instead, higher density developments can be found in the R1 zoning precinct, which is typically placed in locations not particularly sensitive to one type of density or another. R1 features height permissions anywhere from 1-10 storeys. From a developer's perspective, new residential in R1 would be high risk due to uncertainty of what development the look and feel of adjacent development will take on.

04 Medium density is not being absorbed

The ability to finance and deliver development projects that include diverse and smaller housing forms is constrained by a requirement for 'integrated housing' delivery. Integrated housing involves the design, approval and construction of the subdivision works and the dwelling prior to registration of the subdivision.

Due to marginal costs, this has resulted in inactivity in rezoned precincts with development densities of more than 20 DU/Ha that require the integrated development of housing (eg. in medium density residential zones).

Policy Observations



The next chapter addresses these observations with specific recommendations for policy maintenance and/or improvement.

05 Difficult to achieve maximum height in R3

Given the existing regulations in the R3 Medium Density zoning district, including FSR, setback and open space requirements, it is difficult to achieve higher densities above what is possible at 3-storeys. The scenario tested on page 30 assumes small dwelling units to achieve a high density of 130 DU/Ha. A 4-storey building could be delivered on this site but density would be forfeited for larger dwelling units.

06 Absence of design guidelines affects outcomes

The SEPP 65 Design for Residential Flat Development provides general guidelines for some types of development and the DCP establishes guidelines for other housing typologies. What is missing is a civic design review process that would require meetings with a community stakeholder group and an advisory design board before construction can begin. Not all projects would be subject to such a process (a review trigger could be cost or floor space), only projects seen as sensitive or critical to Wollongong's density needs.

07 Ideal precinct level densities not defined

Overall density targets are not set for higher density precincts. In general, an average density of 70-80 dwelling units per hectare is thought to be sufficient in supporting a walkable, mixed use neighbourhood with high amenity. Precinct planning on density could help the city figure out how to achieve such densities through a mix of housing types and densities instead of achieving density on a site by site basis.

08 Controls too stringent in some places, not stringent enough in others

On a 450m² site, testing the R1 scenario on page 31 proved challenging to maximise density given the FSR, setback and open space requirements. Sometimes the space needed for to accommodate all that comes with taller buildings simply won't fit on small lots. But this could also be the result of overarching controls that blanket higher density precincts and don't match certain site conditions, which can result in form and architectural homogeneity.





RECOMMENDATIONS 5.0

RECOMMENDATIONS

5.0 Recommendations

Recommendations for Future Density in Wollongong

A NEW VISION FOR DENSITY IN WOLLONGONG

At the centre of the following recommendations is the need for a new housing vision from which progressive affordable housing policies can be created. With so much population growth expected over the next 20+ years, but with little room to expand, the LGA's future rests on the advantages it already has and with what an urban centre can offer: access to transport, walkability and convenience.

The zoning code reviewed in Chapter 4 is perhaps the single most powerful tool in shaping future neighbourhoods and precincts. Outlined on the following pages are a series of zoning and policy recommendations aimed to increase residential density in Wollongong and make current policy more effective in achieving those goals.

It is important for Wollongong to define what is expected regarding future density needs. Other cities that "take what they can get" when it comes to urban design and increasing density can end up being stuck with low quality developments for years to come. On the other hand, having high and clear

design expectations maximises and protects value for both the public and private interests, something smart developers can understand and appreciate.

Other councils across New South Wales are already innovating when it comes to modern density policies. Innovations include modifying approval pathways by allowing smaller lots without requiring integrated approvals, introducing envelope controls at the time of subdivision, and allowing the registration of the subdivision prior to the construction of dwellings. These modified approval pathways have provided developers with alternatives that suit their current delivery model.

This set of recommendations take into account best practices from other councils across Sydney and New South Wales and are adapted for Wollongong's immediate needs.

Recommendations

OBSERVATION

01 Existing higher densities centred along rail transport

The existing medium and high density map on page 28 reveals trends of where higher density development already exists. As the map indicates, much of the land zoned to allow for higher densities is located around the rail line, which falls in line with Principle One defined in Chapter 3. Still, higher densities could afford to be focused around the University of Wollongong as well as major arterials and business districts.

RECOMMENDATION

CONTINUE EXISTING DENSITY PATTERNS AND EXPAND

Continuing to concentrate additional housing around transport stations will be key for Wollongong's future density needs. This includes targeting land within a 400 metre radius (typical 5-minute walk) of stations from Thirroul to Unanderra and an 800 metre radius (typical 10-minute walk) around central stations including Wollongong and North Wollongong to promote walkability and access around these stations. The LGA can also expand higher density precincts towards the University of Wollongong and along major roads such as Princes Highway through Fairy Meadow and Corrimal. Transitioning lower density or non-conforming uses within identified growth centres to higher and better uses will be key.

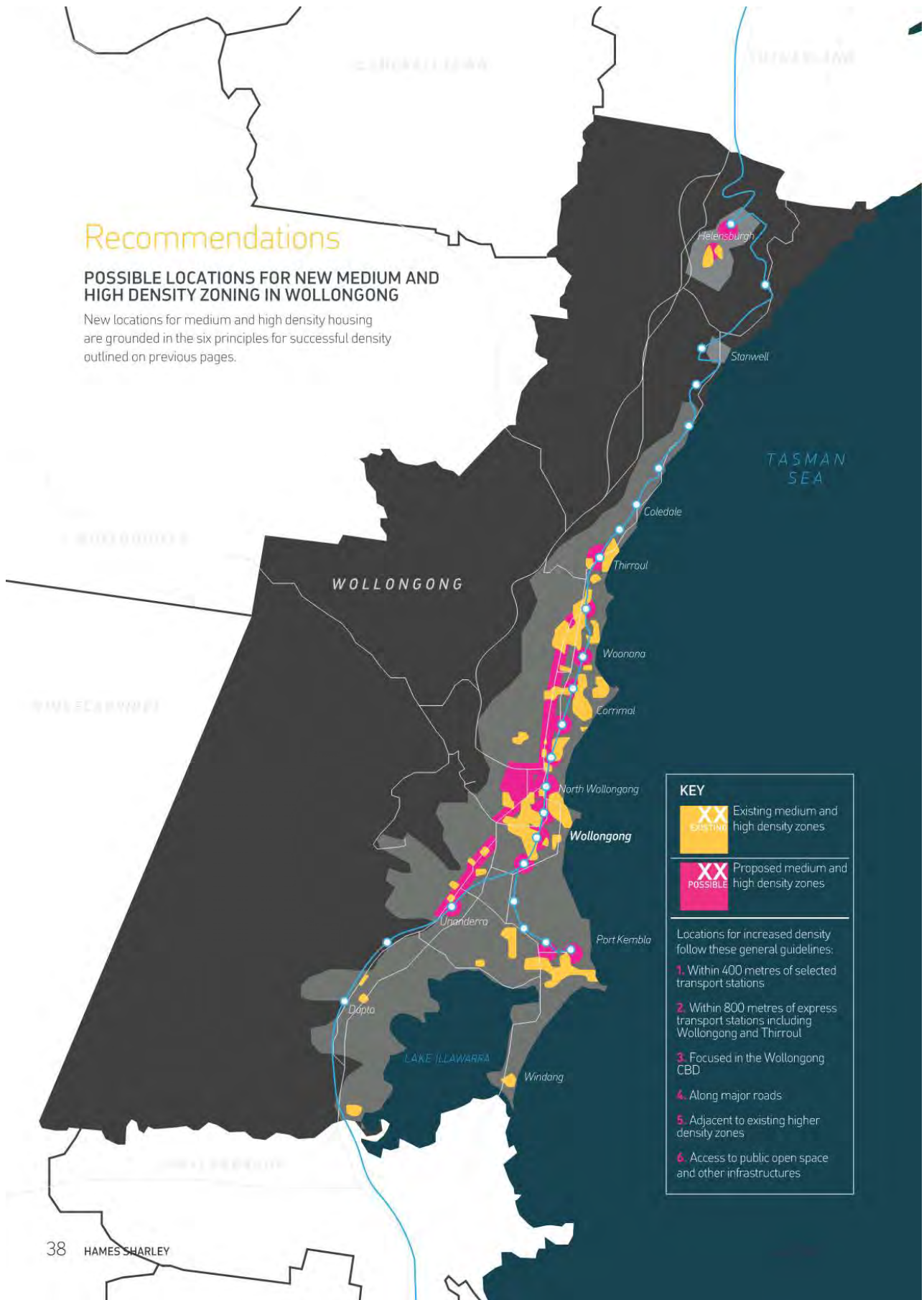
Wollongong's existing pattern of medium and high density precincts should be continued. The following page identifies target areas for expanding density that are in keeping with the already identified six principles of density



Recommendations

POSSIBLE LOCATIONS FOR NEW MEDIUM AND HIGH DENSITY ZONING IN WOLLONGONG

New locations for medium and high density housing are grounded in the six principles for successful density outlined on previous pages.





Recommendations

OBSERVATION

02

Small lot development is costly

Council currently require plans for houses to be submitted with the subdivision of lots below a certain lot size threshold (less than 450m²). To ensure that the house is constructed in accordance with those plans, Council will not allow the subdivision to be registered until the house is constructed. There is a need to ensure the assessment and approval processes for more dense housing forms does not restrict the ability of developers and builders to finance projects.

RECOMMENDATION

CREATE NEW SUBDIVISION PATHWAYS

Allowing developers to subdivide land on lots smaller than 450m² with medium and high density development provides flexibility and lowers upfront cost, particularly in neighbourhoods targeting medium density with detached or semi-detached housing. High densities can still be achieved with these housing typologies and can be encouraged throughout the LGA.



In Thornton, Penrith, developers have worked with Penrith City Council to deliver average lot sizes of 240m², bringing 1,100 dwellings to 41ha adjacent to Penrith's regional centre. This effort has brought new housing typologies that appeal to 21st Century homebuyers, with examples shown to the right such as 'cottage lot' dwellings, manor homes, and triplexes.



Recommendations

OBSERVATION

03 High density zoning (R4) is not utilised

The LEP defines permissible 'High Density' uses within R4 zoning precincts, yet is not utilised anywhere in the LGA. Instead, higher density developments can be found in the R1 zoning precinct, which is typically placed in locations not particularly sensitive to one type of density or another. R1 features height permissions anywhere from 1-10 storeys. From a developer's perspective, new residential in R1 would be high risk due to uncertainty of what development the look and feel of adjacent development will take on.

RECOMMENDATION

UTILISE R4 AND RECAST WITH URBAN DESIGN PRINCIPLES

With R4 not being utilised, R1 General Residential zoning precincts have become the default zoning precinct for higher density development. However, a range of densities are permissible under R1 regulations, leaving the purpose of the zoning precinct unclear and risk for developers high. Council could recast portions of R1 that is being absorbed by developers into R4 to encourage utilisation. Council could also urbanise the R4 code and study market demands of automobile usage in the LGA to consider instituting parking maximums in select areas near transport stations on a trial basis. This might alleviate construction costs for some developers who want to deliver less parking than current minimums permit and thus make R4 a more attractive option.

Zurich's Limmatquai before and after the parking maximum enforcement



In 1989, Zurich, Switzerland instituted parking maximums in their code, a device used to protect the city from having too much parking that could degrade character. The city has since found success in increasing residential density and improving public space, as shown in the images above. Similar trends are found in the United States, where a recent University of Connecticut study found that cities with small numbers of parking spaces have two to four times more people per hectare.



Recommendations

OBSERVATION

04 Medium density is not being absorbed

The ability to finance and deliver development projects that include diverse and smaller housing forms is constrained by a requirement for 'integrated housing' delivery. Integrated housing involves the design, approval and construction of the subdivision works and the dwelling prior to registration of the subdivision.

Due to marginal costs, this has resulted in inactivity in rezoned precincts with development densities of more than 20 DU/Ha that require the integrated development of housing (eg. in medium density residential zones).

RECOMMENDATION

CONSIDER REMOVAL OF INTEGRATED DEVELOPMENT REQUIREMENT

On lots smaller than 450m² and in higher density precincts, Council can consider the removal of the integrated development requirement prior to completing the construction of dwellings. This could reduce up front costs associated with higher density development while also making it easier to build residential shop-top dwellings within existing business districts. To reduce costs for developers further, Council could consider leveraging affordable and/or elderly housing contributions to achieve increased densities.



Medium density housing types such as terraces, townhouses and low-rise apartments are high in demand yet difficult to finance under current integrated development standards and thus not being delivered.

Recommendations

OBSERVATION

05 Difficult to achieve maximum height in R3

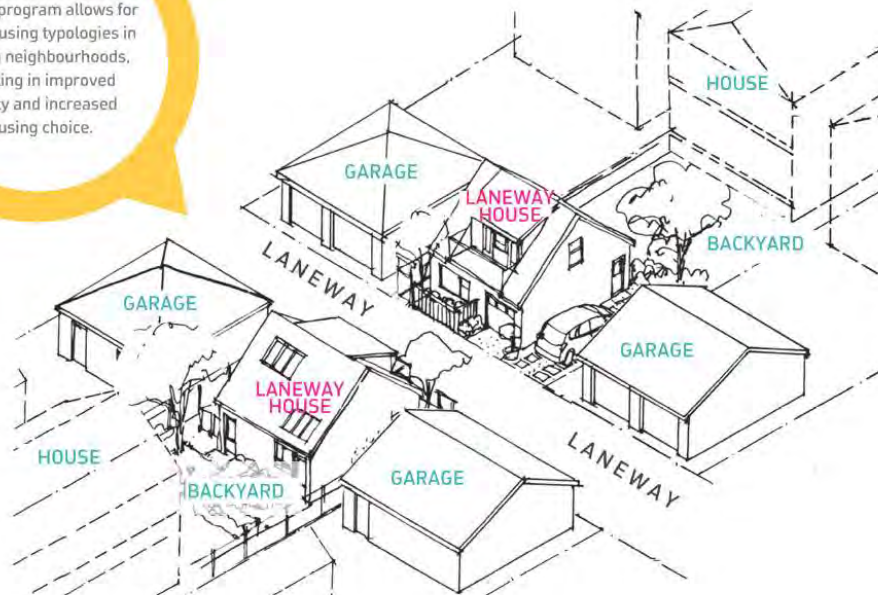
Given the existing regulations in the R3 Medium Density zoning district, including FSR, setback and open space requirements, it is difficult to achieve higher densities above what is possible at 3-storeys. The scenario tested on page 30 assumes small dwelling units to achieve a density of 130 DU/Ha. A 4-storey building could be delivered on this site but density would be forfeited for larger dwelling units.

RECOMMENDATION

DENSIFY MEDIUM DENSITY ZONES

In conjunction with creating new subdivision pathways could be a plan to densify current medium density zones to allow for more housing types on smaller lots, complete with smaller block sizes, narrower streets, and reduced parking requirements. Increasing allowable FSR and lessening setback requirements in growth centres will help achieve density goals and encourage absorption of medium density zones. Allowing new, smaller housing types in small spaces is an attractive way to increase density without dramatically altering character.

Vancouver's laneway housing program allows for more housing typologies in existing neighbourhoods, resulting in improved density and increased housing choice.





Recommendations

OBSERVATION

06 Absence of design guidelines affects outcomes

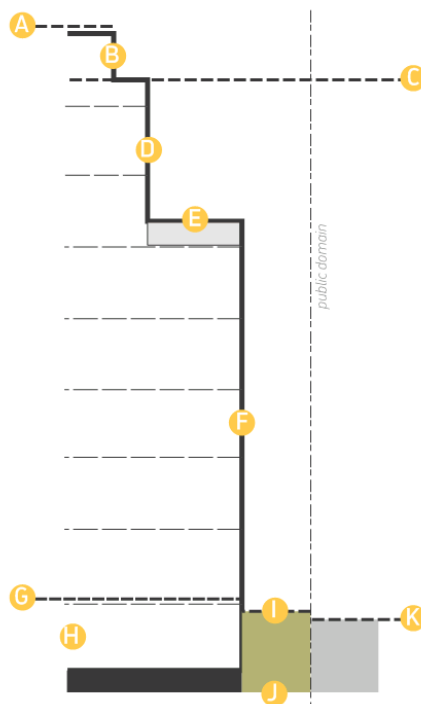
The SEPP 65 Design for Residential Flat Development provides general guidelines for some types of development and the DCP establishes guidelines for other housing typologies. What is missing is a civic design review process that would require meetings with a community stakeholder group and an advisory design board before construction can begin. Not all projects would be subject to such a process (a review trigger could be cost or floor space), only projects seen as sensitive or critical to Wollongong’s density needs.

RECOMMENDATION

CREATE DESIGN GUIDELINES AND CIVIC REVIEW PROCESS

A new Civic Design Review Committee could be formed for the purpose of considering impact of development and site design on the public realm, particularly streets, sidewalks, and open spaces. It would be an opportunity for major development projects to be reviewed in a public forum and evaluated against consistent standards regardless of where they are in the LGA.

The Committee could use to-be-created urban design guidelines and a pattern book of density guidelines to align with building controls and make density expectations clear.



Common design guidelines of a building’s interface with the public realm can have dramatic impacts on density. The Civic Design Review Committee would consider these guidelines in conjunction with density targets.

Common building design controls concerned with public realm interface that affect density

- A Max. building height plus services
- B Building services
- C Max. building height for occupied levels
- D Building form above street frontage height
- E Min. secondary setback
- F Max. street frontage height
- G Ground floor level
- H Basement level(s)
- I Building setback, ground level
- J Primary building setback
- K Future public domain or street level

Recommendations

OBSERVATION

07 Ideal precinct level densities not defined

Overall density targets are not set for higher density precincts. In general, an average density of 70-80 dwelling units per hectare is thought to be sufficient in supporting a walkable, mixed use neighbourhood with high amenity. Precinct planning on density could help the city figure out how to achieve such densities through a mix of housing types and densities instead of achieving density on a site by site basis.

RECOMMENDATION

SET DENSITY TARGETS AT PRECINCT SCALE

To ensure whole precincts develop densities to achieve the benefits density brings with it. Council can set density targets for growth centres and neighbourhoods. This allows more flexibility in delivering housing diversity and increases control on a site-to-site development paradigm. Density targets can be set with street character in mind, placing certain types of density along identified roads and keeping it away from others. But density alone won't create great neighbourhoods - on a precinct scale density targets should be tied to walkability, open space location, building-to-building relationship, urban form and associated amenity in an urban context.

Hammarby Sjöstad in Stockholm provides an excellent example where density targets align with urbanism best practices and precinct planning to deliver sound placement of high residential densities and affords quality of life benefits that urban living can offer.





Recommendations

OBSERVATION

08

Controls too stringent in some places, not stringent enough in others

On a 450m² site, testing the R1 scenario on page 31 proved challenging to maximise density given the FSR, setback and open space requirements. Sometimes the space needed for to accommodate all that comes with taller buildings simply won't fit on small lots. But this could also be the result of overarching controls that blanket higher density precincts and don't match certain site conditions, which can result in form and architectural homogeneity.

RECOMMENDATION

ACHIEVE DESIGN DIVERSITY THROUGH HIERARCHY OF CONTROLS

Under current regulations, some controls are inappropriate given their context and location within the LGA. Buildings that are located adjacent to or opposite to one another should be encouraged not to be replications of each other. That isn't to mean they shouldn't relate to one another; a buildings maximum frontage length should be roughly 65m fronting the street, but each with different expressions. To further achieve form diversity, buildings in excess of 45m long should be designed as at least two distinct 'building components' which have different design character. These controls would be part of future comprehensive urban design guidelines for the LGA.



The Green Square neighbourhood in Sydney provides an excellent example of hierarchical controls that relate to that neighbourhood's desire to have a diversity of design standards. Buildings like the ones shown above achieve 'fine grain' vertical and horizontal articulation, relating to one another but offering different design expressions. This ensures building form homogeneity is avoided and a more coherent urban form is expressed.

Next Steps

DENSITY IS NOT DESTINY

Even if Wollongong increases residential density averages across the LGA over the next 20+ years, it doesn't ensure the benefits derived from higher densities will be achieved. Wollongong City Council realises that strategically increasing housing density in targeted areas will go a long way towards making the city competitive, resilient, sustainable and a great place to live. But to ensure benefits are delivered, increasing density must tie into improving walkability, quality of life and public realm amenities outlined in the Chapter 3 guiding principles for increasing density. As Wollongong crafts future policy around density and design, the principles can act as a guide, especially when looking to implement the recommendations outlined in this chapter.

From here, Council can continue to test current zoning controls and their effects on density patterns across the LGA. It should be noted that this report did not test every zoning precinct that allows housing. More research can and should go into understanding development controls within the B2,B3,B4, and B6 zoning precincts.

While this report generally outlines targeted areas for increasing residential density, more information is needed to ensure these areas are suitable for increased density. It is recommended that a comprehensive land use and transport

study be completed so a more well rounded understanding of where higher densities should be located over the next 20+ years can be developed. This report's recommendations serves as a starting point to test and research the best locations for increasing density in the LGA.

An understanding of best practices and current trends among other councils should also be studied when considering new policy and locations for increasing residential density. Wollongong actively competes for residents with places like the Central Coast and Penrith and what those places are doing to attract new and diverse residents must be understood when Wollongong develops new design controls and policies of their own.

Developing a clearer picture of these issues, and others, will help Council create a broad vision for housing across the LGA. Such a vision can include increasing housing choice, improving affordability, higher quality urban designs, a more walkable Wollongong, and a higher quality of life for both current and future residents. By reviewing residential density policies, Council can take the next steps necessary to developing and delivering that vision.

Draft Housing Our Community

A discussion paper identifying issues for our housing future

May 2017

Housing Our Community

A discussion paper identifying issues for our housing future

May 2017

Population Data

All population data for the Wollongong Local Government Area is based on profile.id, forecast.id & Australian Bureau of Statistics 2011 data unless otherwise stated. Population figures may have been rounded and are approximates in some cases. Figures and maps also use profile.id, forecast.id & atlas.id data unless otherwise stated. The community profile, forecast and atlas data can be accessed from <http://www.wollongong.nsw.gov.au/city/demographics/Pages/Demographic-Info.aspx>

Other population forecasts that have been referenced in this document include:

- The NSW Department of Planning and Environment's *Illawarra Shoalhaven Regional Plan*, which forecasts the population of Illawarra-Shoalhaven to grow an additional 60,400 people (between 2016-2036) to 463,150. This growth will necessitate an additional 35,400 new homes. Wollongong will account for 14,600 new homes over this period (2016-2036).
- The Property Council of Australia's report *Greater Illawarra: The Smart Growth Agenda* outlines three growth scenarios for Wollongong. These are: 'business as usual' population growth of 0.8% per annum (232,450 people by 2031), 'aspirational' population growth of 1.4% per annum (260,094 people by 2031), 'high' population growth of 2.4% per annum (311,947 people by 2031).

Contents

Foreword	4
Executive Summary	5
Housing Issues for Our Community	6
Our Population	6
Our Age	7
Our Employment	8
Our Transport	9
Our Density	10
Our Environment	11
Our Households	12
Our Dwellings	13
Our Housing Tenure	14
Our Housing Affordability	15
Where To From Here	17
Glossary	18
Bibliography	19

Foreword

Our 2005 Housing Study

In 2005, Council endorsed the Wollongong City Housing Study (SGS). The Study used data from the 1996 and 2001 Censuses, as well as housing market data from 2004. It forecast selected demographic characteristics to 2031, with these projections influencing future housing needs. The Study contained a strategic framework for the achievement of the five housing goals outlined below:

1. Urban Consolidation

To promote provision of high quality medium density housing in the existing urban area with an emphasis on areas with a high level of access to urban goods and services.

2. Sustainable Greenfield Development

To develop sustainable, balanced communities on greenfield sites that offer a varied housing mix and social diversity, with access to services, employment and transport provision, located in an attractive and safe environment.

3. Equal Opportunities

To provide housing diversity that caters for all segments of the Wollongong population, through the provision of accommodation that is affordable, accessible and suited to the needs of all groups in the community.

4. Regenerating Wollongong

To regenerate degraded housing areas in Wollongong to provide a safe and attractive environment within which communities can prosper.

5. Connected Community

To enhance community capacity in Wollongong.

Our Housing Study Review

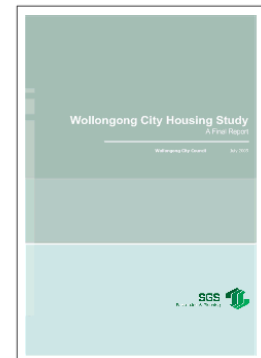
Despite the ongoing relevance of many of these goals, the Study is due to be reviewed to ensure its continued relevance to meeting our communities changing needs. Census data from 2011 has been used to evaluate the 2005 study and produce this discussion paper. The 2016 census data will be used to inform the future stages of the Housing Study. *Housing Our Community* forms the first stage of the Housing Study.

If you would like to provide feedback on *Housing Our Community*, please write to:
The General Manager, Locked Bag 8821,
WOLLONGONG DC NSW 2500

Or, send an email to:
records@wollongong.nsw.gov.au.

Please note that submissions may become public on request.

For more information or to read Council's Privacy Notification visit
<http://www.wollongong.nsw.gov.au>



Executive Summary

The role of housing in the wider city is increasingly recognised as essential to the future liveability of Wollongong.

Why is housing important?

Housing is one of the most broad and complex issues faced by cities today and Wollongong is no exception. As Australia's population continues to grow, so too will the population of Wollongong and the Illawarra. By 2036 the *Illawarra Shoalhaven Regional Plan* estimates the region's population will increase by more than 60,000 people. Wollongong's population alone is projected to increase by more than 30,000 residents, putting pressure on existing transport and services, the environment and housing supply. As Wollongong attracts more residents, the provision of well located, diverse and good-quality housing is important to ensure that our city continues to increase its high standards of living and remains welcoming and accessible to a wide variety of people.

Planning for our housing future

In order to plan for the future needs of our community, a new housing study is needed to accommodate population growth, improve housing choice and increase housing opportunities in high demand areas. This will set a strategic direction for housing policy and inform land use zoning and other planning controls. Without intervention, our urban renewal areas are unlikely to successfully establish a positive legacy of living for future generations.

Our housing challenges

Housing Our Community informs a discussion about the challenges we face in housing our community. It forms a background document to our Housing Study, identifying key pieces of knowledge relating to Wollongong's population growth and housing. They are:

- Our population is growing;
- Our community has an increased proportion of older residents;
- Our household size and type has changed;
- Our dwelling structure has remained consistent and is not representative of the changing nature of our households;
- Our employment challenges effect where people want to live;
- Our housing stress affects a large portion of our population, but it means very different things to different people;
- Our Local Government Area remains relatively low density, both in terms of population density and dwelling density
- Our transport remains dominated by private cars this effects our houses andw where and how we live;
- Our natural environmental assets benefit the entire community and needs to be conserved, and poses challenges for future housing growth.

An understanding of these issues is necessary to properly understand and prioritise our future housing needs.



Housing Issues for our Community

Our Population

How much and where is our population growing?

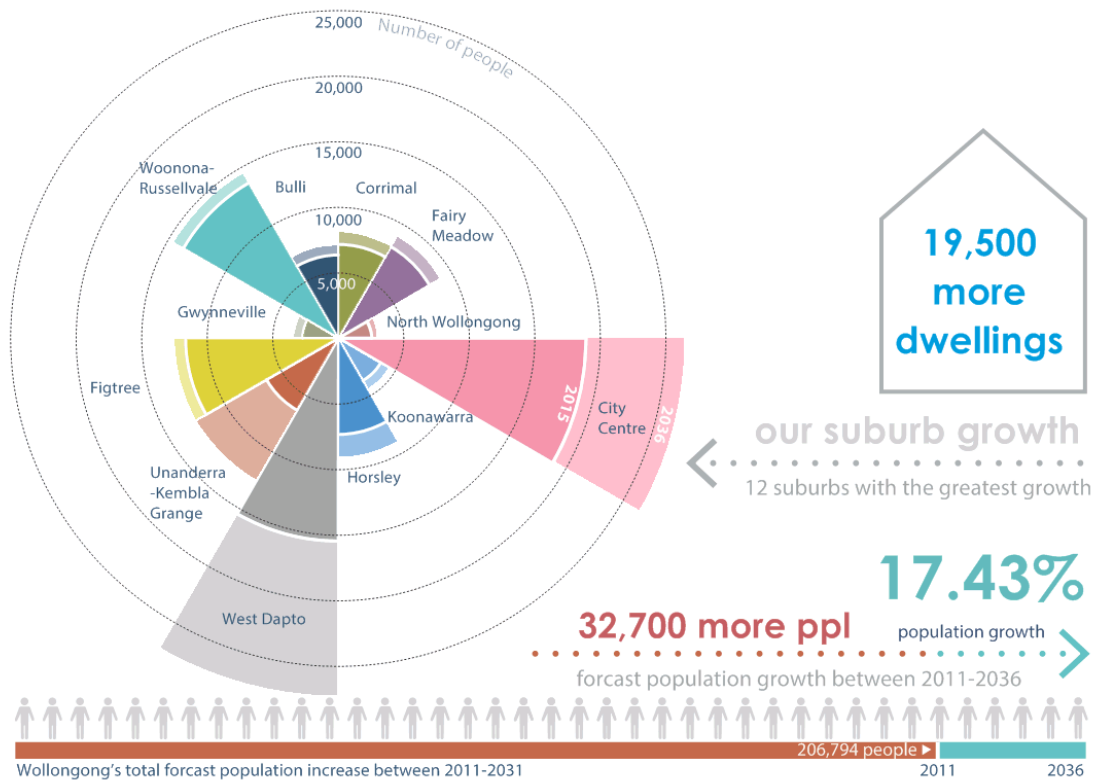
Wollongong's current estimated population of 211,200 is expected to grow over the next 20 years by more than 30,000 people. Natural increase (births minus deaths) is currently driving population growth. However, in the next decade, this ratio is expected to fall and as internal migration out of the region increases, overseas migration will become the main driver of population growth.

Wollongong's population is forecast to increase by an average annual growth rate of 0.75%. This population growth will impact our housing, labour force, business and the provision of services and infrastructure. Managing it will require both new land releases and greater urban consolidation.

Currently West Dapto and the Wollongong City Centre are expected to account for the majority of this growth. West Dapto, Illawarra's largest urban release area, is anticipated to house 56,000 people in 19,000 dwellings and provide 8,500 jobs. A revitalised City Centre is also projected to attract an additional 10,000 people to live and work.

Understanding how our population is growing is critical in planning for our current and future housing needs, and ensuring that we account for our changing needs and aspirations to maintain our high standards of living.

New population growth will predominantly be in the West Dapto release area and Wollongong City Centre.



Our Age

Despite an ageing population, Wollongong attracts, and is expected to continue to attract, a significant number of people in the tertiary student age group.

How old are we and what does this mean for housing?

We are living longer, and older people (defined as those aged over 65 years) will continue to make up a larger proportion of the population into the future.

In 2011, older people made up 16.1% of the population compared with only 12.2% in Sydney. In addition, 10.4% of our households were older people living alone and 10.3% were older couples living without children. By 2036 the total number of residents aged over 65 years is expected to increase from 32,499 to 50,753, an increase of 56%. By 2036, approximately 20% of our population will be over 65 years.

This large demographic shift means we need to plan for housing, infrastructure and services that are inclusive of, and accessible to, older people. Importantly, improvements to our built environment

and public realm that benefit older people (for example improved walkability, affordable housing choices and adaptable housing) will also benefit people of all age groups and abilities.

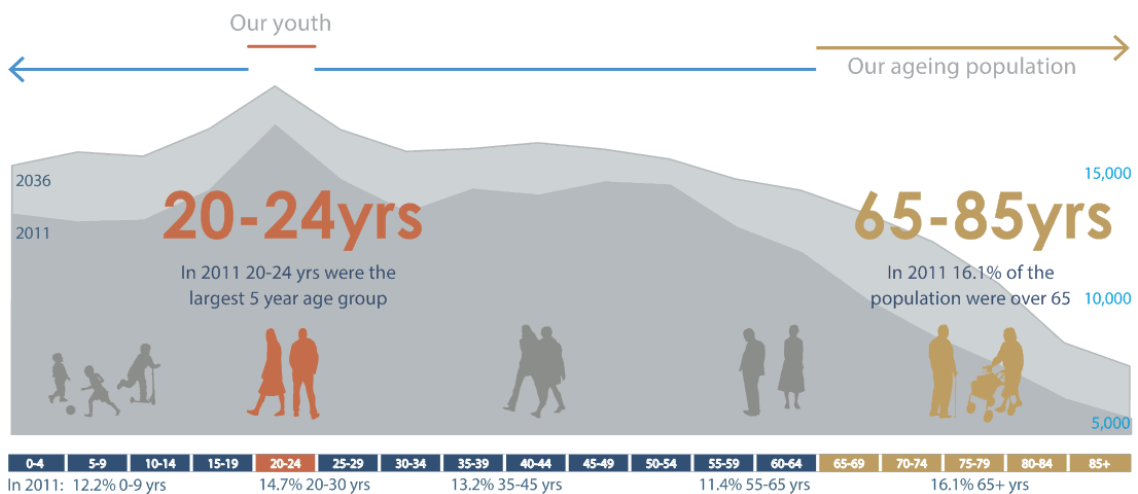
Currently the life expectancy of Australians is 79.7 years for males and 84.2 years for females. By 2031, the life expectancy for males will be 85.2 years and females 88.2 years.

With a strong correlation between age and disability, an increased proportion of older people will have significant implications for the provision of services such as health care and forms of housing for older people. More aged care places and adaptable forms of housing will be needed, as well as smaller homes for those wishing to downsize when children move away, or to reduce maintenance.

30,038

students enrolled at the University in 2013

We continue to have a large number of students



Our Employment

How employment challenges can affect where we live?

Wollongong is renowned for its world class steelmaking and coal mining industries. The city's economy is diversifying, broadening its economic base to include a focus on health care, advanced manufacturing and knowledge services, and as a leading University city.

Wollongong LGA has 71,968 jobs across 12,000 businesses. Wollongong City Centre and the city fringe account for close to 30% of all jobs (20,810 jobs). Health, aged care and community services assistance is Wollongong's largest employment sector (13.4%), with strong growth in this sector expected. Education and training accounts for 11% of the workforce. The University of Wollongong attracts more than 30,000 students each year, including 10,000 overseas students. Our city attracts over 4.5 million visitors annually and tourism is emerging as a significant sector for Wollongong, injecting

\$537 million into our economy per annum and employing 3,575 people.

Job growth remains the central economic challenge facing our city and the broader region. Official unemployment data from the Australian Bureau of Statistics highlights the unemployment rate of Wollongong as consistently above the State and National average. Over the past four years, Australia's average unemployment rate has been 5.2%, while for Wollongong it has been 7.1%. In recent years, there has been an increase in structural-related unemployment as the economy continues to diversify.

The employment challenge is larger than the official statistics suggest, with 27,660 workers living in Wollongong commuting out of the city each day for work. Attracting and maintaining the skills needed locally will be a challenge for the region in the future. The type and location of housing we encourage can help to support new investment and jobs.

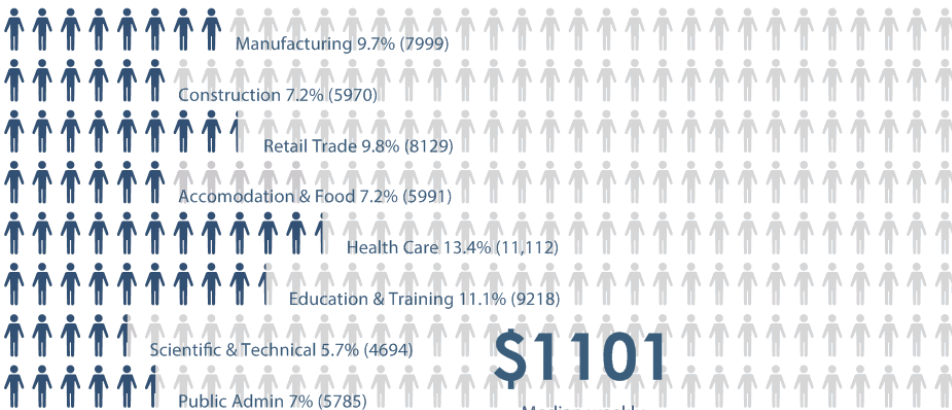
27,660 people live locally and work elsewhere. 20,000 commute to Sydney and the surrounds. Over 6,100 of commuters are professionals.



27,660 people commute out of the city each day for work



Employment Industry



15.8%

of youth are unemployed, compared with 12.8% for NSW

6269

people (7.1%) are unemployed, compared with 5.2% for NSW

\$1101

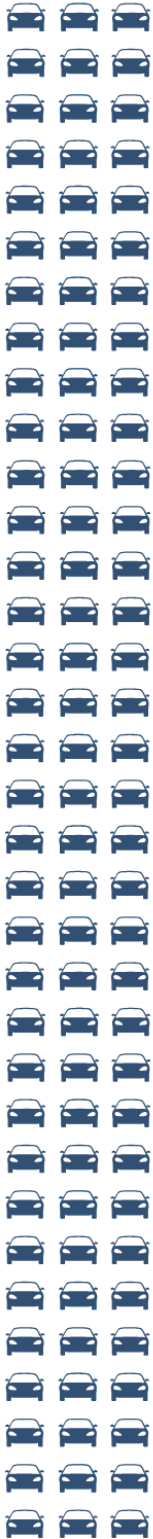
Median weekly household income Wollongong

\$669 Warrawong



Household income quartiles





Our Transport

How we move around and what this means for housing

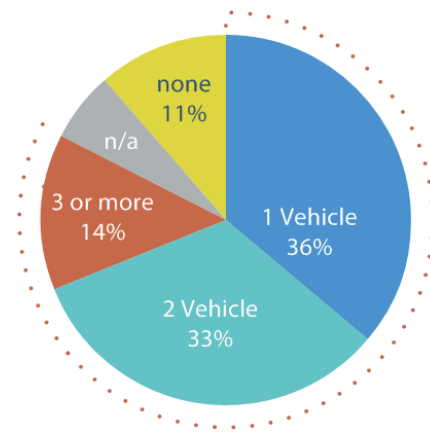
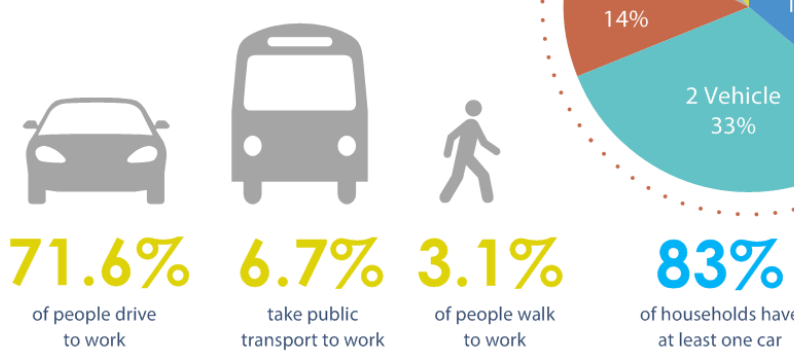
Understanding how our population gets around is very important in planning for where people will live in the future.

In 2011, 71.6% of the working population used private vehicles (car and truck) to get to work, 6.7% went by public transport, 0.8% cycled and 3.1% walked only. In addition, 82.7% of households had at least one motor vehicle. These figures have remained quite consistent since 2006, with the only significant change a 2.1% increase of people driving to work.

Even the current mode share of public transport trips in the city centre is low at approximately 3% of all trips. The mode share of public transport trips for journeys to work at just over 6% falls

short of the State government target of 15% of journeys to work in Wollongong being made by public transport by 2016. Wollongong remains dominated by vehicular travel and private car ownership. This influences how we live, the shape of the city and suburbs and our housing needs.

The City Centre Access and Movement Strategy 2013 promotes the development of a sustainable transport system that aligns with and supports land use within Wollongong City Centre to 2036. It recognises that the location, type and mix of dwellings can enable and encourage access to a range of transport alternatives. This will necessitate an integrated planning approach to transport infrastructure covering the broader LGA and beyond.



Our car dependency



Our Density

How dense are our suburbs?

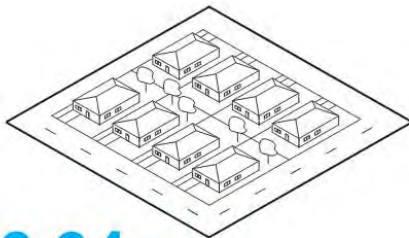
In 2014, the estimated population density of the Wollongong LGA was 2.89 persons per hectare. Importantly, this population density includes the large area of national park and catchment area where development cannot occur. Even excluding these areas, Wollongong has a relatively low population density of approximately 5.68 persons per hectare. While the majority of Wollongong remains very low density, it does vary greatly. For example in 2011, the Wollongong City Centre

represented about 9% of the population of the LGA (based on place of usual residence census data) with a population density of 27.68 persons per hectare. Comparatively, Unanderra - Kembla Grange had a population density of 2.82 persons per hectare.

With a limited supply of new development areas, understanding our population and dwelling density is necessary in managing anticipated population growth sustainably, and improving housing choice in high demand areas.

Population density: the number of people per unit of land (people per hectare).

Dwelling density: the number of dwellings per unit of land (dwellings per hectare).

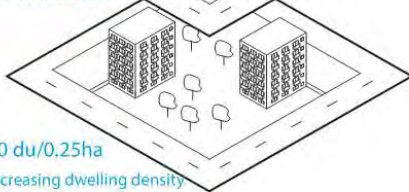


2.04 du/ha

Our dwelling density



30 du/0.25ha

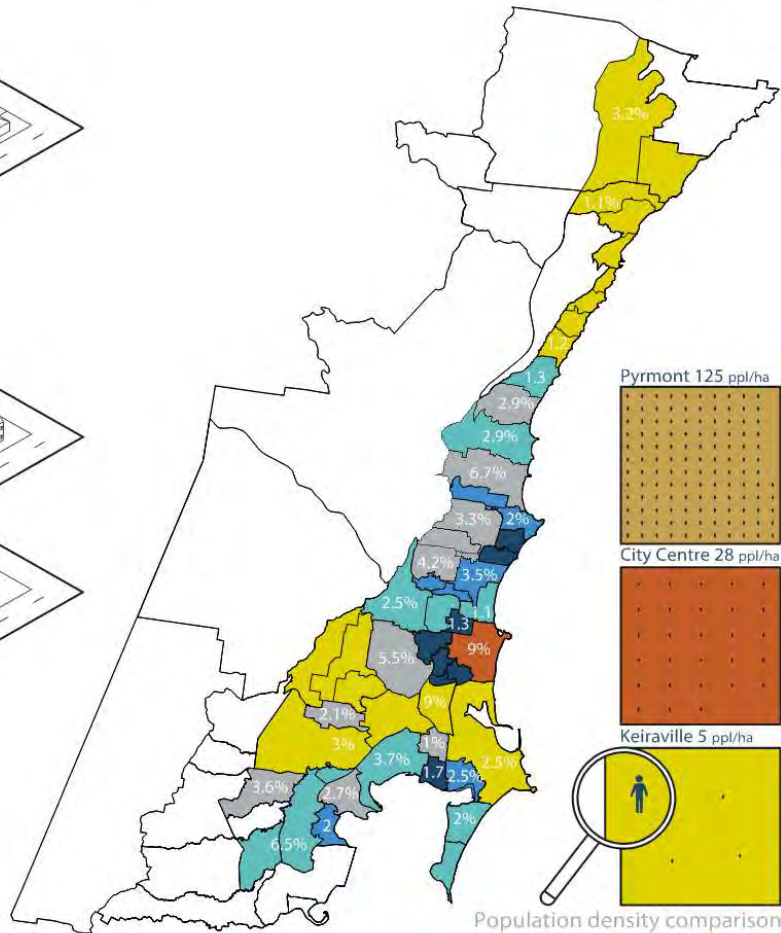


30 du/0.25ha

Increasing dwelling density does not always mean higher buildings

2.89 ppl/ha

Our population density (excluding our national parks and catchment area is 5.68ppl/ha)



Our Environment

The Illawarra region is within one of the most diverse bioregions in NSW, with over 109 threatened flora and fauna species and 3 endangered populations.

How our environment effects our population growth

Wollongong is nestled in a narrow triangular coastal plain, flanked to the east by the Tasman Sea and to the west by steep slopes. The coastal plain is 45 kilometres long and up to 17 kilometres wide in the south. The slopes comprise the Illawarra Escarpment, which ranges in height from 260 metres in the north rising to 620 metres in the south. This unique environment forms part of the attraction of the LGA, and poses many challenges to our future growth.

Geotechnical and geological land instability is an issue impacting development in the area, both in relation to the escarpment and the coastline. As a result, Council must carefully consider applications for the development of sites that may be subject to slope instability.

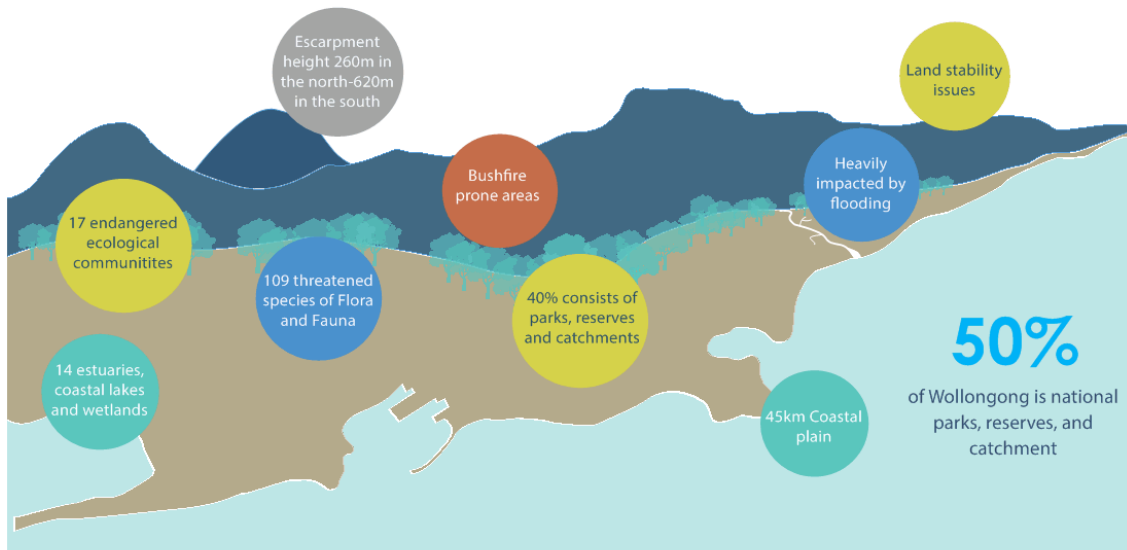
Wollongong also contains 14 high value estuaries, coastal lakes and wetlands. Approximately 50% of Wollongong is conserved in national parks, reserves and the drinking water catchments.

Flooding, coastal inundation and shoreline recession are also major impacts linked to our coastline and estuaries. These areas are also subject to some of the greatest development pressures. Given the area's long history of flooding, Wollongong City Council has developed Floodplain Management Plans and a Draft Coastal Zone Management Plan. Future urban development must consider areas of high risk from sea level rise, coastal recession, rising water tables and flooding.

The Wollongong LGA has experienced bushfires on many occasions. All parts of the urban bushland (escarpment) interface are vulnerable to bushfire attack. While all development of bushfire prone land must be in accordance with NSW Rural Fire Service guidelines, many houses in bushfire prone areas pre-date these regulations, meaning many are at an increased risk of damage or loss from a bushfire.

Careful management of our future growth is required to both protect and manage the constraints posed by our unique natural setting.

We are heavily impacted by flooding



Our Households

How are our households changing?

In 2011, couples with children were the largest household group in the Wollongong Local Government Area representing 30% of the population (22,558 households). A further 12% of the population were one parent families (8,687 households) and 24% were couples without children (18,090 households), 25% were lone person households (18,586 households) and 4% of households were classified as group households - a household where 2 or more unrelated people live (3,097 households).

Overall, there is a clear trend across Wollongong towards smaller households, with over 59% of households one or two persons. By 2021 and continuing to 2031, couples without children will surpass couples with children and become the largest household family type in Wollongong.

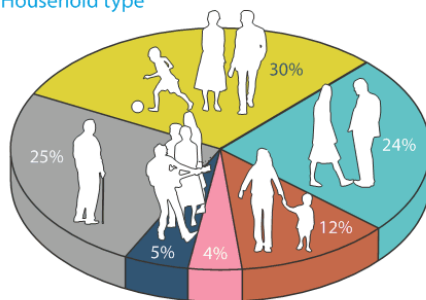
A significant increase in lone person households is also forecast, with the number of lone person households increasing from 19,060 in 2011 to 24,183 in 2031. This is attributed to changing patterns in household composition, such as increased separation rates, trends towards couples having children later or not at all, and an ageing population.

This tendency towards more one and two person households is expected to continue to an estimated 2.48 people per household by 2031. By 2031, Wollongong is expected to have over 14,500 more households to accommodate than in 2011. Despite trends toward smaller households, we will continue to see steady growth in couples with children 2011-2031 (+2,822), however this figure will vary for different areas. For example, it is expected that the West Dapto Urban Release Area will house larger families and have larger household sizes than the City Centre. Understanding these trends will influence the type of housing we will need to encourage into the future.

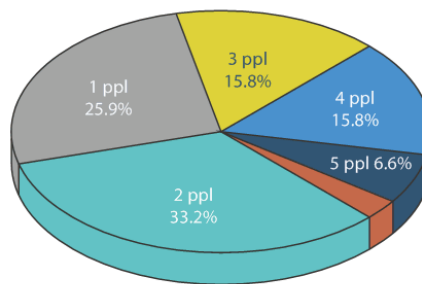
By 2031, couples without dependants and lone person households will make up 55% of households.



Household type



Household size



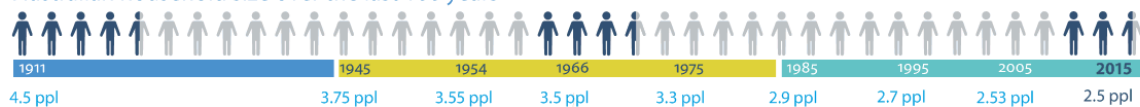
Our changing household size and structure

59% of our households are 1 or 2 persons

> 2.5 ppl

average household size in the Wollongong LGA

Australian household size over the last 100 years



Our Dwellings

55.9% of dwellings in the Wollongong City Centre are classified as high density, compared with 9% in the Wollongong Local Government Area.

How much and where is our population growing?

Wollongong LGA's housing stock remains dominated by detached houses. In 2011, 69.4% of the population lived in separate houses, 20.2% in medium density and 9.0% in high-density dwellings*. In addition, the majority of our population (approximately 92%) live in low density suburbs outside the Wollongong City Centre. Higher-density living predominates in the Wollongong City Centre and neighbouring areas such as North Wollongong. Meanwhile, medium-density housing such as terraces, townhouses and low-rise apartments are in high demand but not being delivered. Despite our growing population, the mix of housing being provided has changed little.

In 2011, 3 bedroom dwellings were the most common configuration in Wollongong LGA (43%), followed by 2 bedroom homes (22%), 4 bedroom homes (20%) and only 5% were 1 bedroom or

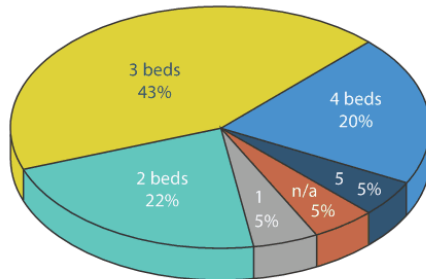
studio dwellings. This dwelling split has remained consistent over the 5 year period from 2006 to 2011.

While the average household size, in terms of the number of occupants, has declined, the number of 4 and 5 bedroom dwellings as a proportion of total dwellings has increased from 15.6% in 1991 to 25% in 2011.

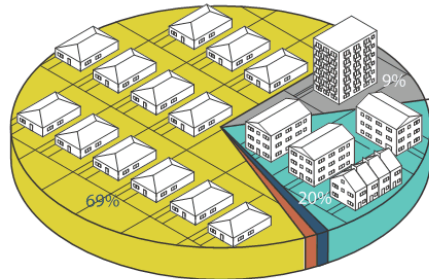
The changing demographic and household type such as smaller families, an ageing population, and larger numbers of people living alone, means that we will continue the shift towards a greater variety of housing types. The challenge will be to ensure a strong urban form and improved liveability with the provision of housing diversity.

* Non-private dwellings are not counted in this section of the census.

Bedrooms per dwelling



Dwelling Structure



69%

of our dwellings are houses and 63% are 3 or 4 bedroom

Our dwelling structure remains unchanged

The missing middle



Our Housing Tenure

What are our housing options?

People have different capacities and aspirations, and require different kinds of housing arrangements depending on their circumstances. All people regardless of financial means, require stable access to and control over suitable, private and safe living space.

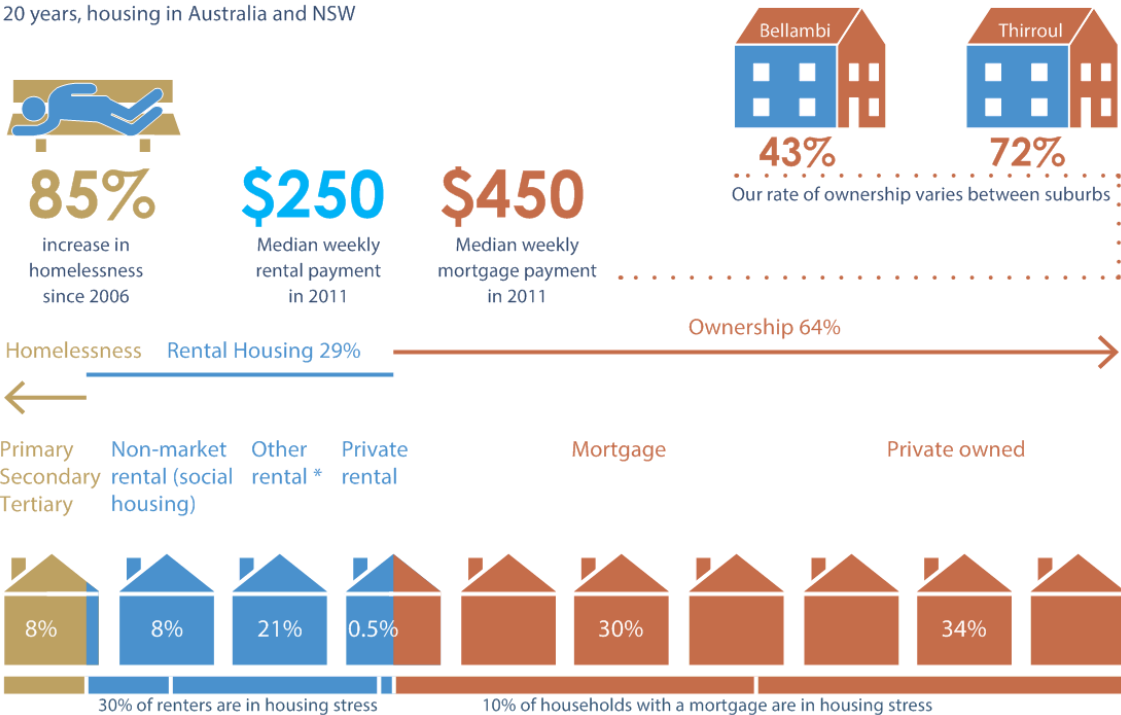
While owner occupancy has long been the predominant form of housing tenure in Wollongong, many alternatives exist. Consequently, Wollongong's housing continuum consists of a full range of accommodation from full ownership and mortgaged to rental housing, whether that be private rental or social housing, through to crisis housing and emergency shelters.

Our community's housing choices are influenced by housing affordability and access to the right kind of housing can contribute to, and even exaggerate, social inequity. This problem is not unique to Wollongong. Over the last 20 years, housing in Australia and NSW

in particular has become increasingly unaffordable. The uneven distribution of affordable accommodation types can lead to a concentration of disadvantage in some areas of the city. This is an issue particularly evident in Wollongong, with social disadvantage being concentrated into certain suburbs. In 2011, Wollongong had 8.3% (6197 households) social housing compared with 4.8% in regional NSW. This proportion is much higher in some areas, for example Bellambi, which in 2011 had 38% social housing, 18% private rental and only 43% ownership (fully owned and mortgage) compared with Thirroul, which in the same year had 72% ownership, 20% private rental and only 1% social housing.

While housing affordability is an endemic and structural problem that will not be improved without action by governments at all levels, understanding and managing the impact of the kinds of housing we have is critical in planning for our current and future housing needs.

While owner occupancy remains the dominant accommodation type in Wollongong, this varies greatly between suburbs.



Our Housing Affordability

Housing stress - when households in the lowest 40% of incomes are paying more than 30% of their usual gross weekly income on housing costs

9,040 (12%) Wollongong households are in housing stress

Who is most affected by housing stress?

Housing stress is one measure of housing affordability – how much a household pays for housing as a proportion of their gross income. People can overextend themselves or suffer an episodic problem such as redundancy or rent rise. Those most likely to suffer mortgage stress are sole parents and families with children on low incomes; low income singles; older Australians; and first home buyers. In addition, as house prices increase so too do rents. As a result, low income households are often forced to compete for private rental housing with working, middle income or high income households. Those often likely to suffer from rental stress can include students and low income households. Consequently, the largest group of households experiencing housing stress is those in the private rental market (30% of households).

Different measures contribute to relieving housing stress and improving housing affordability. They include:

- Providing smaller, more affordable housing;
- Increasing the availability of different types of housing; and
- Housing assistance.

Housing types that can contain an affordable rental housing component include villas, townhouses and apartments, along with secondary dwellings (granny flats), new generation boarding houses, group homes, social housing and supportive accommodation.

Housing assistance remains important for many Australians who, for a variety of reasons (including low income), experience difficulty in securing or sustaining affordable and appropriate housing in the private market. Housing assistance grows in importance as pressure increases in the private rental market.

A significant component of housing assistance is social housing, which includes all rental housing owned and managed by government or not for profit community organisations, which can be let to eligible households.

30% 6,869 renting households are in housing stress



Proportion of rental households in Wollongong experiencing housing stress

Where To From Here

We want your feedback on the kinds of housing outcomes you consider will benefit our community.

To contribute your ideas, please visit www.wollongong.nsw.gov.au or email Council at records@wollongong.nsw.gov.au

This discussion paper provides an overview of the current and future challenges which will impact the Wollongong LGA. It forecasts trends and highlights issues that affect Wollongong's housing future. These include:

- Our population is growing and over the next 15 years, most of this growth is projected to occur in West Dapto and the City Centre, in the form of detached dwellings and high density. A smaller proportion will be spread across the remainder of the Wollongong Local Government Area.
- While we have an increased number of older residents, we also have a large number of students, both of which have specific housing needs.
- We are facing employment challenges including a large commuting population, which suggests a shift in housing choice from the importance of proximity to employment, to housing choice for lifestyle.
- Our transport remains dominated by private vehicles. This reliance on cars will consequently contribute to where and how we live.
- Wollongong remains very low density, both in terms of population and dwelling density. Geographically constrained, our density will affect our future growth.
- Our physical environment places limitations on where and how our new housing can occur and consequently how we plan for growth.
- Our household size and structure has changed. We now are seeing a large proportion of smaller households, including sole parent families, couples without children and lone person households.

- Despite our smaller households, our dwellings remain dominated by low-density three and four bedroom detached houses. This mismatch between the supply and household size implies that we need a greater variety of housing types.
- Owner occupancy dominates Wollongong however there is a disparity from suburb to suburb. Additionally, affordability remains a critical issue Wollongong-wide, with over 12% of our households experiencing some form of housing stress and certain parts of Wollongong much more affected than others. This emphasises the need to understand the spatial implications of our housing options.

These challenges emphasise the need for us to plan for the provision of well located, diverse, quality housing which is accessible to a wide variety of people.

To address our housing challenges, Wollongong City Council is gathering feedback from the community which will assist in the preparation of a Draft Housing Strategy, presented as a series of 'options and consequences' which will be subject to community consultation in 2017-18.

This discussion paper is the first step in preparing a new Housing Strategy for our City. The next steps include:

- Seeking community input on this Discussion Paper, to inform future stages of the Strategy;
- Updating the information to reflect the 2016 census;
- Considering legislative changes that affect housing supply;
- Reviewing land capability constraints;
- Developing a Housings Options paper and seek further community input;
- Developing preferred strategies to house our future population growth, as well as considered employment, environmental, social and infrastructure implications.

In Summary



Our population
is growing



We have an ageing
population



We commute outside
of Wollongong
for work



We are car
dependent



Our environment
constrains our growth



We are very
low density



Our dwellings
remain the same



Our households
are shrinking



Most of us own
our own house



Housing stress
most affects those
who are renting

Glossary

Affordable Housing: Where the cost of housing (mortgage repayment or rent) is no more than 30% of the gross household income for those on low or middle incomes. Housing NSW defines "affordable housing" as housing that is appropriate to the needs of the household and within their means to pay for it.

Community Housing: Owned and/or managed by not-for-profit or community groups.

Density: Defined in many different ways and can be a confusing subject. The Australian Bureau of Statistics census data defines density by building form and not numerical densities (e.g. dwellings per ha).

- **Seperate House:** Defined as a free-standing dwelling separated from neighbouring dwellings by a gap of at least half a metre.
- **Medium Density:** Includes all semi-detached, row, terrace, townhouses and villa units, as well as flats and apartments in blocks of 1 or 2 storeys, and flats attached to houses.
- **High Density:** Includes flats and apartments in blocks of 3 storeys and higher.

Residential Density: The number of homes per unit of land. It is typically reported in dwelling units per hectare (du/ha).

Population Density: The number of people per unit of land. It is typically reported in people per hectare (ppl/ha).

High income Households: Those who earn \$2,500 or more per week (gross).

Homelessness: There are three categories of homelessness which were developed to understand and assess the number of people experiencing homelessness in Australia in the Australian Bureau of Statistics (ABS) Census.

These are:

- **Primary Homelessness:** Includes those without conventional accommodation such as people living on the streets, sleeping in derelict buildings, or using cars for temporary shelter.
- **Secondary Homelessness:** Includes those who move frequently from one form of temporary shelter to another. This category covers people accommodated by homelessness services, people residing temporarily with family and friends and those using rooming or boarding houses on an occasional basis.

- **Tertiary Homelessness:** Includes those who live in boarding houses on a medium to long term basis. This type of accommodation typically does not have self-contained rooms and residents share bathroom and kitchen facilities. Boarding house residents do not have the security of tenure provided by a lease.

Housing Stress: Defined as per the National Centre for Social and Economic Modelling as households in the lowest 40% of incomes who are paying more than 30% of their usual gross weekly income on housing costs.

Housing Tenure: Refers to whether the housing is privately owned (or mortgaged), part-owned or part-rented, privately rented or socially rented.

Housing Type: Can refer to the form of the house - if it is a townhouse, house or an apartment in a high or low-rise development, the number of bedrooms and whether it is usable and accessible for all people.

Secondary Dwelling: A self-contained dwelling that is established in conjunction with another dwelling on the same lot of land.

Social Housing: Includes public rental housing (PH), State owned and managed Indigenous housing (SOMIH), mainstream community housing (CH) and Indigenous community housing (ICH).

Boarding House: A building that provides lodgers with a principal place of residence for 3 months or more, and may have shared facilities, such as a communal living room, or rooms that may have private facilities. It does not include backpackers' accommodation, a group home, hotel or motel accommodation, seniors housing or serviced apartments.

Group Home: A dwelling that provides permanent household accommodation for people with a disability or people who are socially disadvantaged, or temporary accommodation for relief or rehabilitation.

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Willoughby Local Environmental Plan 2012

Clause 6.8 Affordable housing

- (1) For the purposes of this clause, the Willoughby Affordable Housing Principles are as follows:
- (a) affordable housing must be provided and managed in Willoughby so that accommodation for a diverse residential population representative of all income groups is available in Willoughby, and
 - (b) affordable housing must be rented to tenants whose gross household incomes fall within the following ranges of percentages of the median household income for the time being for the Sydney Statistical Division according to the Australian Bureau of Statistics:

Very low income household	less than 50%
Low income household	50% or more, but less than 80%
Moderate income household	80–120%

 and at rents that do not exceed a benchmark of 30% of their actual household income, and
 - (c) dwellings provided for affordable housing must be managed so as to maintain their continued use for affordable housing, and
 - (d) rental from affordable housing received by or on behalf of the Council, after deduction of normal landlord's expenses (including management and maintenance costs and all rates and taxes payable in connection with the dwellings), must be used for the purpose of improving or replacing affordable housing or for providing additional affordable housing in Willoughby, and
 - (e) affordable housing must consist of dwellings constructed to a standard that, in the opinion of the consent authority, is consistent with other dwellings in Willoughby, especially in terms of internal fittings and finishes, solar access and privacy.
- (2) Development consent must not be granted to the erection of residential accommodation on land identified as "Area 3" on the [Special Provisions Area Map](#) unless the consent authority has taken the following into consideration:
- (a) the Willoughby Affordable Housing Principles,
 - (b) the impact the development would have on the existing mix and likely future mix of residential housing stock in Willoughby,
 - (c) whether an affordable housing condition should be imposed on the consent.
- Note. The affordable housing principles set out in Schedule 2 to [State Environmental Planning Policy No 70—Affordable Housing \(Revised Schemes\)](#) may also apply to the development.
- (3) The following are affordable housing conditions:
- (a) a condition requiring the payment of a monetary contribution to the consent authority by the applicant to be used for the purpose of providing affordable housing in accordance with the Willoughby Affordable Housing Principles that is the value, calculated in accordance with subclause (4), of 4% of the accountable total floor space to which the development application relates, or
 - (b) if 4% of that accountable total floor space provides a sufficient amount of gross floor area, a condition requiring:
 - (i) the dedication in favour of the consent authority, free of cost, of land of the applicant comprised of one or more complete dwellings with a gross floor area of not more than the amount equivalent to that percentage, each dwelling having a gross floor area of not less than 50 square metres, and

- (ii) if the total amount of gross floor area of the complete dwelling or dwellings is less than the amount equivalent to that percentage, the payment of a monetary contribution to the consent authority by the applicant that is the value, calculated in accordance with subclause (4), of the gross floor area equivalent to the difference between those amounts,

to be used for the purpose of providing affordable housing in accordance with the Willoughby Affordable Housing Principles.

- (4) The amount of the contribution to be paid under a condition imposed under subclause (2) (c) is the value of the gross floor area concerned calculated by reference to the market value of dwellings of a similar size to those proposed by the development application.

Note. Section 94F of the Act permits the imposition of such a condition and specifies the circumstances under which such a condition may be imposed. Any condition imposed is subject to section 94G of the Act.

- (5) This clause does not apply to development for the purpose of any of the following:
 - (a) boarding houses,
 - (b) community housing (as defined in section 3 of the [Housing Act 2001](#)),
 - (c) group homes,
 - (d) hostels,
 - (e) public housing (as defined in section 3 of the [Housing Act 2001](#)).

- (6) An affordable housing condition must not be imposed in relation to an amount of accountable total floor space if the consent authority is satisfied that such a condition has previously been imposed under this clause in relation to the same or an equivalent amount of accountable total floor space on the site.

- (7) In this clause:
accountable total floor space means the gross floor area of the residential component of the development to which the development application relates.

market value means the most current median sales price of such dwellings for Willoughby as documented in the Rent and Sales Report NSW published by the Department of Family and Community Services or, if another document has been approved for that purpose by the Director-General, that document.

ITEM 3

DRAFT PLANNING PROPOSAL: LOT 1 DP 534849 STAFF ROAD, CORDEAUX HEIGHTS
- POST EXHIBITION

On 9 May 2016, Council resolved to prepare a draft Planning Proposal for Lot 1 DP 534849 Staff Road, Cordeaux Heights, which seeks to facilitate the subdivision of the land into approximately 90 large residential lots and the establishment of a BioBanking Agreement for the remainder of the land to re-vegetate and protect in perpetuity the riparian corridor in the south of the site. This site was considered in the Farmborough Heights to Mt Kembla Concept Plan that was endorsed by Council (9 December 2013) and the Department of Planning (20 March 2014) to guide future development potential for this area. The draft Planning Proposal was exhibited between 11 July and 9 August 2016.

The purpose of this report is to provide feedback on the public exhibition and to finalise the Planning Proposal, once the BioBanking Agreement has been established.

RECOMMENDATION

Following the establishment of a BioBanking Agreement between the landowner and the Office of Environment and Heritage for the riparian corridor area in the south of the site to be rezoned E2 Environmental Conservation to re-vegetate and protect in perpetuity the riparian corridor (to be dedicated to Council once the BioBank site is under full active management), then the draft Planning Proposal for Lot 1 DP 534849 Staff Road, Cordeaux Heights be progressed by:

- 1 Finalising the Planning Proposal that seeks to amend the Land Zoning Map by rezoning 7.3 hectares of the site from E3 Environmental Management to E4 Environmental Living with a Minimum Lot Size of 1,000m² and Floor Space Ratio of 0.3:1; retain 30.4 hectares of the site as E3 Environmental Management zoning, changing the Minimum Lot Size to 5,000m²; rezoning the southern riparian corridor and part of the site in the north west and north east (17.3 hectares) from E3 Environmental Management to E2 Environmental Conservation with a Minimum Lot Size of 39.99ha; and updating the Riparian Land and Natural Resource Sensitivity – Biodiversity maps;
- 2 The final Planning Proposal being referred to the NSW Department of Planning and Environment for the making of arrangements for drafting to give effect to the final proposal; and
- 3 Noting that the General Manager will thereafter proceed to exercise his delegation issued by the NSW Department of Planning and Environment under Section 69 in relation to the final proposal.

REPORT AUTHORISATIONS

Report of: Vanni De Luca, Manager Environmental Strategy and Planning (Acting)
Authorised by: Andrew Carfield, Director Planning and Environment - Future City and Neighbourhoods

ATTACHMENTS

- 1 Site Locality Map and Current Zoning
- 2 Proposed Zoning, Minimum Lot Size, Floor Space Ratio, Riparian Land and Natural Resource Sensitivity - Biodiversity Maps
- 3 Summary of Submissions

BACKGROUND

In September 2015 a Planning Proposal request was submitted by Cardno on behalf of the landowner for Lot 1 DP 534849 Staff Road, Cordeaux Heights which seeks to facilitate the subdivision of the land into approximately 90 large residential lots and the establishment of a BioBanking Agreement for the remainder of the land to re-vegetate and protect in perpetuity the riparian corridor in the south of the site. The site comprises 54.98 hectares and is currently zoned E3 Environmental Management. It is bounded by land zoned R2 Low Density Residential in the south, E4 Environmental Living in the north and east, and E3 Environmental Management zoned land to the west (Attachment 1).

This site was considered in the Farmborough Heights to Mt Kembla Concept Plan that was endorsed by Council (9 December 2013) and the NSW Department of Planning (20 March 2014). The Concept Plan provides a strategic framework to guide future development potential for this area in the context of active conservation. The key objectives of the Concept Plan were to provide certainty for the community by identifying land suitable for conservation and potential development within the study area. Additionally, the Concept Plan provides the opportunity to implement a number of mechanisms that will conserve and manage the environmental attributes of the foothills of the Illawarra Escarpment.

The focus of the development of the Concept Plan has been the long term management of the Illawarra Escarpment and the contribution that appropriately scaled and located residential development could make to conserving land of high ecological value, restoring degraded lands and providing an overall community benefit in terms of creating conservation opportunities. The Plan recognises that ongoing management of areas of high ecological value will be required in order to maintain or improve biodiversity values of the Illawarra Escarpment, and stipulates that any development is linked to the protection and enhancement of key identified environmental attributes.

The endorsed Concept Plan is importantly consistent with and complements the Illawarra Escarpment Strategic Management Plan (IESMP 2015) and the Illawarra Escarpment Land Use Review Strategy (IELURS 2007). Succinctly, the Management Plan and Review Strategy consider that limited development may be possible having regard to the environmental sensitivity of the receiving environment provided there are mechanisms in place to drive rehabilitation and restoration of the land and its surrounds. One of the principles of the IESMP is “recognition that the asset (the Escarpment) is in a degraded state and therefore continual improvement is required”. The Concept Plan is also consistent with the objectives and targets of regional strategies including the Illawarra Biodiversity Strategy (2011) and the (then) Illawarra Regional Strategy 2006-31 (2007), with a focus on priority vegetation and important habitat corridors.

In developing the Concept Plan it was necessary for the consultant (GHD) to provide a high level estimate of potential dwellings as input into traffic and utilities modelling to assess the likely impact that potential development might have on existing infrastructure and amenity. These estimates were used to develop a Concept Plan, with the GHD report clearly stating that these estimates did not constitute a guarantee of the estimated development potential nor a detailed subdivision plan. Additionally, it was acknowledged in the report to Council (13 December 2013) that the Strategic Planning Study conducted to inform the development of the Concept Plan included a number of high level investigations, and hence identified that more detailed site specific studies may produce some variations to the findings and associated recommendations contained in the Concept Plan. It was recommended that as new information and/or studies are completed in the future there may be the opportunity to revisit the Concept Plan recommendations, should amendments be justified. The role of the Concept Plan is to guide development in the area with individual Planning Proposals invited for specific land holdings, and updated and more detailed studies encouraged in this regard.

The endorsed Concept Plan identified potential to rezone this site at Staff Road, Cordeaux Heights to permit additional large lot residential development, subject to satisfying the accompanying Planning Principles and demonstration that an improved environmental outcome could be achieved for the land. The Concept Plan recommended an E4 Environmental Living zoning for the site with 50% of the developable area to have a minimum lot size of 5,000m², 25% with a minimum lot size of 2,000m² and 25% with a minimum lot size of 1,000m², which would enable approximately 91 lots. An E2 Environmental Conservation zoning was recommended for the riparian corridor in the south of the site. The Concept Plan identified the opportunity to rehabilitate the riparian corridor in order to re-establish an east west biodiversity corridor.

The development strategy seeks large lot residential development opportunity on land identified in the Concept Plan with little ecological value (areas dominated by cleared land, grazing disturbance and exotic vegetation), and proposes to undertake ecological conservation and rehabilitation works associated with the riparian corridor in the south of the site through the establishment of a BioBanking Agreement. The Planning Proposal would result in the retention of the largest patch of native vegetation on the Allans Creek tributary in a single lot for the purpose of conservation (14 hectares).

The submitted Planning Proposal request is seeking a rezoning to the recommended E4 Environmental Living zoning with a minimum lot size of 1,000m² for land proposed to be developed adjacent existing residential development (at the western end of Staff and Callistemon Roads), and seeks to retain the current E3 Environmental Management zoning for land identified for development potential in the west of the site, with a minimum lot size of 5,000m². The draft Planning Proposal includes an indicative subdivision layout which depicts 90 lots (53 at 1,000m² and 37 at 5,000m²) and the conservation of 17.3 hectares of the site.

The Office of Environment and Heritage (OEH) has identified that the subject site represents a strategically important linkage opportunity in the context of the foothills and escarpment, and strongly support a long term conservation outcome being achieved for the site through establishing the proposed conservation area. The OEH suggested that a BioBanking Agreement would be the preferred mechanism for the long term protection of conservation values as it would secure the ongoing vegetation and habitat management and funding in perpetuity. The OEH concluded that a one off levy on any future lot sale could be used to generate the estimated \$1.2m Total Fund Deposit required to activate a BioBanking Agreement for the site (EcoPlanning 2015) and suggested that the land could be dedicated to Council ownership once a BioBanking Agreement was established for the site and the fund deposit collected. Dedication to Council would be undertaken once the BioBank site was under full active management, which is triggered when 80% or greater of the Total Fund Deposit (approximately \$1.2million) has been satisfied through credit retirement. The BioBank site would conserve approximately 10 hectares of native vegetation, including 1.3 hectares of the endangered ecological community Illawarra Subtropical Rainforest (ISR) and potential habitat for a range of threatened species and one threatened flora species. Additionally, the BioBank site would conserve approximately 4 hectares of currently cleared and disturbed land, involving revegetation works to increase native vegetation cover.

A revegetation and vegetation management plan is required for the rehabilitation of the riparian zone.

On 9 May 2016, Council considered a report on the draft Planning Proposal request and resolved:

1. *A draft Planning Proposal be submitted to the NSW Department of Planning and Environment for Lot 1 DP 534849 Staff Road, Cordeaux Heights, seeking a Gateway determination to:*
 - a. *Rezone 7.3 hectares of the site from E3 Environmental Management to E4 Environmental Living with a Minimum Lot Size of 1,000m² and Floor Space Ratio of 0.3:1;*
 - b. *Retain 3.04 hectares of the site as E3 Environmental Management zoning, changing the minimum lot size to 5,000m²;*
 - c. *Rezone the southern riparian corridor and part of the site in the north west and north east (17.3 hectares) from E3 Environmental Management to E2 Environmental Conservation with a Minimum Lot Size of 39.99ha; and*
 - d. *Update the Riparian Land and Natural Resource Sensitivity-Biodiversity Maps (Attachment 2).*
2. *A BioBanking Agreement be established between the landowner and the Office of Environment and Heritage for the riparian corridor area in the south of the site to be rezoned E2 Environmental Conservation to re-vegetate and protect in perpetuity the riparian corridor (to be dedicated to Council once the BioBank site is under full active management);*
3. *The draft Planning Proposal be exhibited for a minimum period of 28 days; and*
4. *The Department of Planning and Environment be requested to issue authority to the General Manager to exercise plan making delegations.*

A favourable Gateway determination was subsequently received on 24 May 2016 and the draft Planning Proposal was placed on public exhibition between 11 July and 9 August 2016.

The proponent commissioned further assessment of biodiversity values on site using the BioBanking Assessment Methodology (BBAM 2014) required to lodge a BioBanking Agreement with the OEH. A BioBanking agreement was lodged with the OEH on 3 December 2016 and is still under assessment.

The progression of the draft Planning Proposal has been delayed pending the establishment of the BioBanking agreement.

PROPOSAL

The purpose of the draft Planning Proposal request is to facilitate a development strategy for the subject lands to allow large lot residential development on part of the site while establishing a BioBanking Agreement for the revegetation and protection in perpetuity of the riparian corridor in the south of the site. Implementation of a BioBanking Agreement in association with low density residential development provides both the legal and financial mechanisms to ensure the long term conservation and enhancement of the identified biodiversity values and rehabilitation of an important east-west corridor. This is in line with the Concept Plan and associated planning principles (2013), where any rezoning on a property must lead to an overall conservation improvement.

The development strategy for this site has the potential to support, rehabilitate and improve the following important environmental functions of the riparian corridor:

- providing a diversity of fauna and flora shelter and habitat;
- providing connectivity between wildlife habitats;
- providing bed and bank stability and reducing bank and channel erosion;
- protecting water quality by trapping sediment, nutrients and other contaminants; and
- conveying flood flows and controlling the direction of flood flows.

The proposed BioBanking Agreement includes binding provisions to carry out management actions to improve biodiversity values on the site (including EEC and threatened species habitat) and not undertake activities that would reduce the biodiversity values of the BioBank site. The proposed BioBanking Agreement will be supported by a site specific restoration strategy that will provide guidance on a range of standard and other management actions. Standard management actions will include:

- weed control of noxious and environmental weed species;
- revegetation to restore native vegetation cover over an area of cleared and disturbed pasture on the northern part of the proposed BioBank site, expanding and improving the existing corridor values;
- supplementary planting in areas of sparse native vegetation cover and regeneration areas;
- implementation of fire management regime that is designed to provide improved ecological function;
- sediment and erosion control;
- vertebrate pest management; and
- maintenance of natural flow regimes in the riparian corridor.

Depending on the site conditions, a BioBanking Assessment may identify additional management actions to those highlighted above to contribute to the improvement of biodiversity values.

CONSULTATION AND COMMUNICATION

The draft Planning Proposal was exhibited between 11 July and 9 August 2016 following the Gateway determination. The Gateway determination required that the following public authorities be consulted:

- NSW Rural Fire Service;
- NSW Office of Environment and Heritage;
- Transport for NSW – Roads and Maritime Services; and
- Sydney Water.

The public exhibition was advertised through Council's website and in the Illawarra Mercury and Advertiser newspapers. Copies of the suite of documents were available for viewing on Council's website, in Wollongong and Unanderra libraries, and at Council's Customer Service Centre in the Administration Building, Wollongong. Adjoining property owners, public authorities and Neighbourhood Forum 5 were notified of the public exhibition by mail.

The exhibition was included as an agenda item at the 24 February 2016 meeting of the Escarpment Planning Reference Group (EPRG). The EPRG supported the draft Planning Proposal, subject to satisfactory referral to the RFS and the BioBanking Agreement being in place prior to finalisation of the LEP amendment.

As a result of the public exhibition the website page received 121 views. A total of 12 submissions were received (through preliminary notification and public exhibition), as follows:

- Office of Environment and Heritage (OEH);
- NSW Rural Fire Service (RFS);
- Roads and Maritime Services (RMS);
- Sydney Water;
- Department of Primary Industries – Water;
- Escarpment Planning Reference Group (EPRG);
- Neighbourhood Forum 5; and
- Community (five).

A summary of submissions is contained in Attachment 3.

The RMS, RFS and Sydney Water raised no objections to the Planning Proposal. The RFS noted that any future subdivision will require a bush fire safety authority from the NSW Rural Fire Service and will be required to comply with Planning for Bushfire Protection 2006, providing perimeter roads and appropriate access/egress points.

Support for the exhibited Planning Proposal was received from the following:

- Office of Environment and Heritage (OEH);
- Department of Primary Industries – Water;
- Escarpment Planning Reference Group (EPRG); and
- Neighbourhood Forum 5 (resolution to support proposal at meeting dated 3 August 2016).

The Office of Environment and Heritage (OEH) strongly support the long term conservation outcome being achieved for the site through the establishment of the proposed conservation area under a BioBanking Agreement, with the area to be dedicated to Council with in perpetuity funding.

This support reflects the acknowledgement that the riparian corridor represents a strategically important linkage between the escarpment to the west and vegetated areas to the east, and the focus on the development of the Concept Plan being the long term management of the Illawarra Escarpment and the contribution that appropriately scaled and located residential development could make to conserving land of high ecological value, restoring degraded lands and providing an overall community benefit in terms of creating conservation opportunities.

The focus of the Planning Proposal on riparian conservation to improve the ecological value of the watercourse is consistent with the Illawarra Biodiversity Strategy (2011), which highlights the degradation of native riparian vegetation and invasion of exotic weeds as major threats to biodiversity in the Illawarra, and identifies the importance of Council encouraging conservation and restoration efforts on private land in this regard. The value of landscape connectivity is well recognised by various state, regional and local policies, including Australia's Biodiversity Conservation Strategy (2009) and the

Southern Rivers Catchment Action Plan (2013-23). Maintaining connectivity and enhancing existing connectivity within corridors by regenerating or revegetating missing links is also one of the three recommended approaches to managing biodiversity in the face of climate change.

As a result of the public exhibition, a total of five submissions were received from the community. The key concerns expressed in the community submissions centred on the additional pressure on local infrastructure (particularly roads) and the need for assurance that future development would not contribute to land movement in the area, through water run-off, dwelling construction or excavation. The suitability of the land for dwelling houses from a geotechnical perspective was questioned in two submissions. Other concerns centred on the impact additional development will have on noise (through additional dwellings and traffic), and the escarpment.

Support for the proposal focused on a scarcity of land for residential purposes, and the potential to attract families and create enhanced public access to the escarpment for recreational activities.

The table below summarises the key findings from the public exhibition.

Submission		Comment
Support exhibited draft Planning Proposal.	Office of Environment & Heritage (OEH) Department of Primary Industries – Water Escarpment Planning Reference Group (EPRG) Neighbourhood Forum 5	This support reflects acknowledgement that the riparian corridor represents a strategically important linkage between the escarpment to the west and vegetated areas to the east, and the potential for net conservation gains at this site as a result of the exhibited Planning Proposal.
Concern about water run-off and land stability, and suitability of some areas for dwelling house and road extension.	Two community submissions	Internal Council referral recommended that approval of the proposed layout and potential building envelopes be deferred until the DA stage when sufficient information will be requested to address existing geotechnical and flooding constraints in line with Council's policies.
Concern about bushfire management.	EPRG	The NSW Rural Fire Service (RFS) raised no objection. The RFS noted that any future subdivision will require a bush fire safety authority from the NSW Rural Fire Service and will be required to comply with <i>Planning for Bushfire Protection 2006</i> , providing perimeter roads and appropriate access/egress points.
Concern about potential for increased traffic and capacity of local infrastructure – do not support any changes to parking in area.	Two community submissions	Concept Plan identified sufficient capacity within existing road network to accommodate estimated traffic generation from proposed development and sufficient capacity re utilities. No changes to parking arrangements identified as necessary in Concept Plan.
Concern about increased noise in area from housing and traffic.	Two community submissions	Noted.

Submission		Comment
91 houses is over development – there has not been any housing development that has ever enhanced the natural beauty of the escarpment.	One community submission	The indicative subdivision plan is consistent with the recommendations of the Concept Plan. The focus on the development of the Concept Plan is the long term management of the Illawarra Escarpment and the contribution that appropriately scaled and located residential development could make to conserving land of high ecological value, restoring degraded lands and providing an overall community benefit in terms of creating conservation opportunities. The OEH has recognised the potential for net conservation gains at this site as a result of the exhibited Planning Proposal.
Support proposal due to scarce land for residential development – will attract families.	One community submission	Noted.
Support enhanced public access to escarpment for recreational activities – suggest public trails linking public land to local streets and Mt Kembla Ring Track.	One community submission	Noted.
No objection.	NSW Rural Fire Service (RFS) Roads & Maritime Services (RMS) Sydney Water	Noted.
Aboriginal Cultural Heritage Assessment	Office of Environment and Heritage	More detailed Aboriginal Cultural Heritage Assessments can be undertaken in conjunction with any future Development Applications.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 objective *“The natural environment is protected and enhanced”* under the Community Goal *“We value and protect our environment”*.

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2017-18
Strategy	5 Year Action	Annual Deliverables
1.6.1 Our urban environment minimises impacts on habitat and biodiversity and areas of high conservation value are protected	1.6.1.1 Review planning controls for environmentally sensitive locations	Continue to assess Planning Proposals against environmental strategies, including the Illawarra Biodiversity Strategy and the Illawarra Escarpment Strategic Management Plan.

The Strategic Planning Study and resultant draft Concept Plan have been developed in the context of relevant legislation such as the Environmental Planning and Assessment Act 1979, the Threatened Species Conservation Act 1995, the Environment Protection and Biodiversity Conservation Act 1999, and the Noxious Weeds Act 1993. Importantly the Strategic Planning Study builds on existing Council policy and studies adopted by Council to guide development in the vicinity of the escarpment, to reflect constraints of the land and community sentiment, by providing updated information. These include the Illawarra Escarpment Strategic Management Plan (2015), Wollongong Development Control Plan 2009

and the Illawarra Biodiversity Strategy (2012). The Planning Proposal is consistent with the objectives and goals of the Illawarra Shoalhaven Regional Plan (2015).

CONCLUSION

Implementation of a BioBanking Agreement in association with large lot residential development will provide a suitable development outcome for this site whilst significantly enhancing the biodiversity values of the riparian corridor and rehabilitating an important east west habitat corridor to be conserved and protected in perpetuity.

The Planning Proposal request is consistent with the Concept Plan in seeking E4 Environmental Living and E3 Environmental Management zoning for the developable area and E2 Environmental Conservation zoning for the riparian corridor in the south, a gradation of lot sizes toward the escarpment, and a management and funding mechanism to ensure in perpetuity rehabilitation of the riparian corridor. The Office of Environment and Heritage (OEH) has acknowledged the potential for conservation gains on this site, has identified a BioBanking Agreement as the most appropriate mechanism to be attached to the title and dedication to Council for the rehabilitation and protection in perpetuity of the riparian corridor, and are supportive of the exhibited Planning Proposal. It is recommended that the exhibited Planning Proposal be finalised once the BioBanking Agreement has been established.

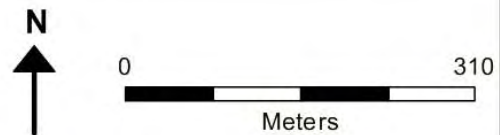
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WOLLONGONG LOCAL ENVIRONMENTAL PLAN 2009

Planning Proposal = Staff Road
LEP2009 Zoning

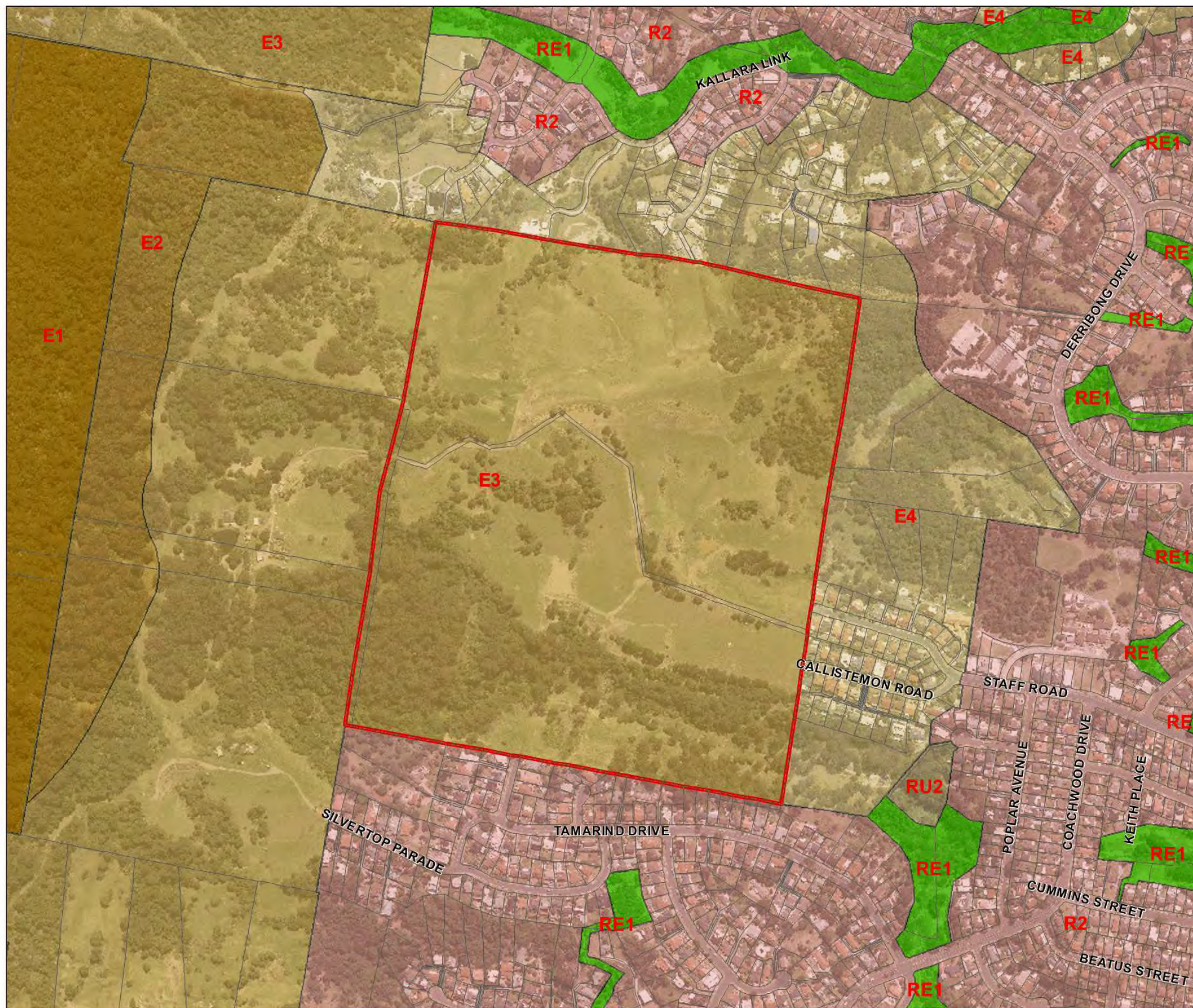
Legend

- Site Boundary
- National Parks & Nature Reserves
- Environmental Conservation
- Environmental Management
- Environmental Living
- Low Density Residential
- Medium Density Residential
- Large Lot Residential
- Public Recreation
- Private Recreation
- Primary Production
- Rural Landscape
- Primary Production Small Lots



Projection: GDA 1994
MGA Zone 56 Scale 1:4,000 @ A3

Map Identification number:
Hickey Land LEP2009 Zones.mxd



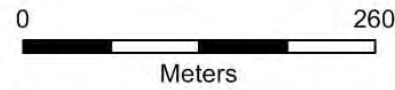
 **WOLLONGONG LOCAL ENVIRONMENTAL PLAN 2009**

Planning Proposal - Staff Road Land Zoning Map

-  Site Boundary
-  E2 Environmental Conservation
-  E3 Environmental Management
-  E4 Environmental Living

Cadastral

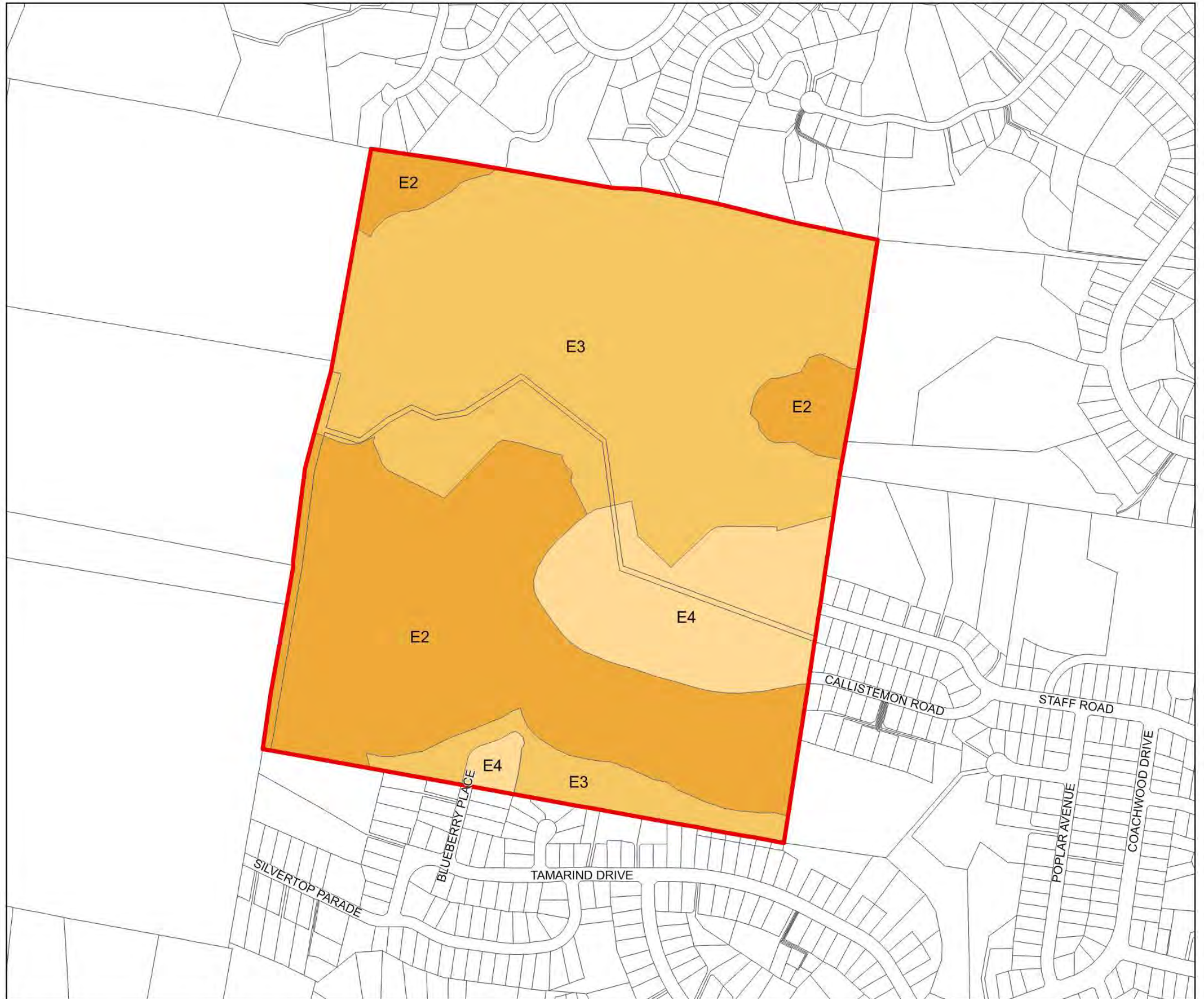
 Cadastral 23.05.17 © Wollongong City Council



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Scale 1:5,000 @ A3

Map Identification number:
Hickey Land PP Zones.mxd




 **WOLLONGONG LOCAL ENVIRONMENTAL PLAN 2009**

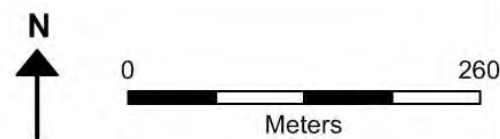
Planning Proposal - Staff Road Lot Size Map

Minimum Lot Size (sqm)

-  Site Boundary
-  T 999sqm
-  W1 4999sqm
-  AB 39.99ha

Cadastral

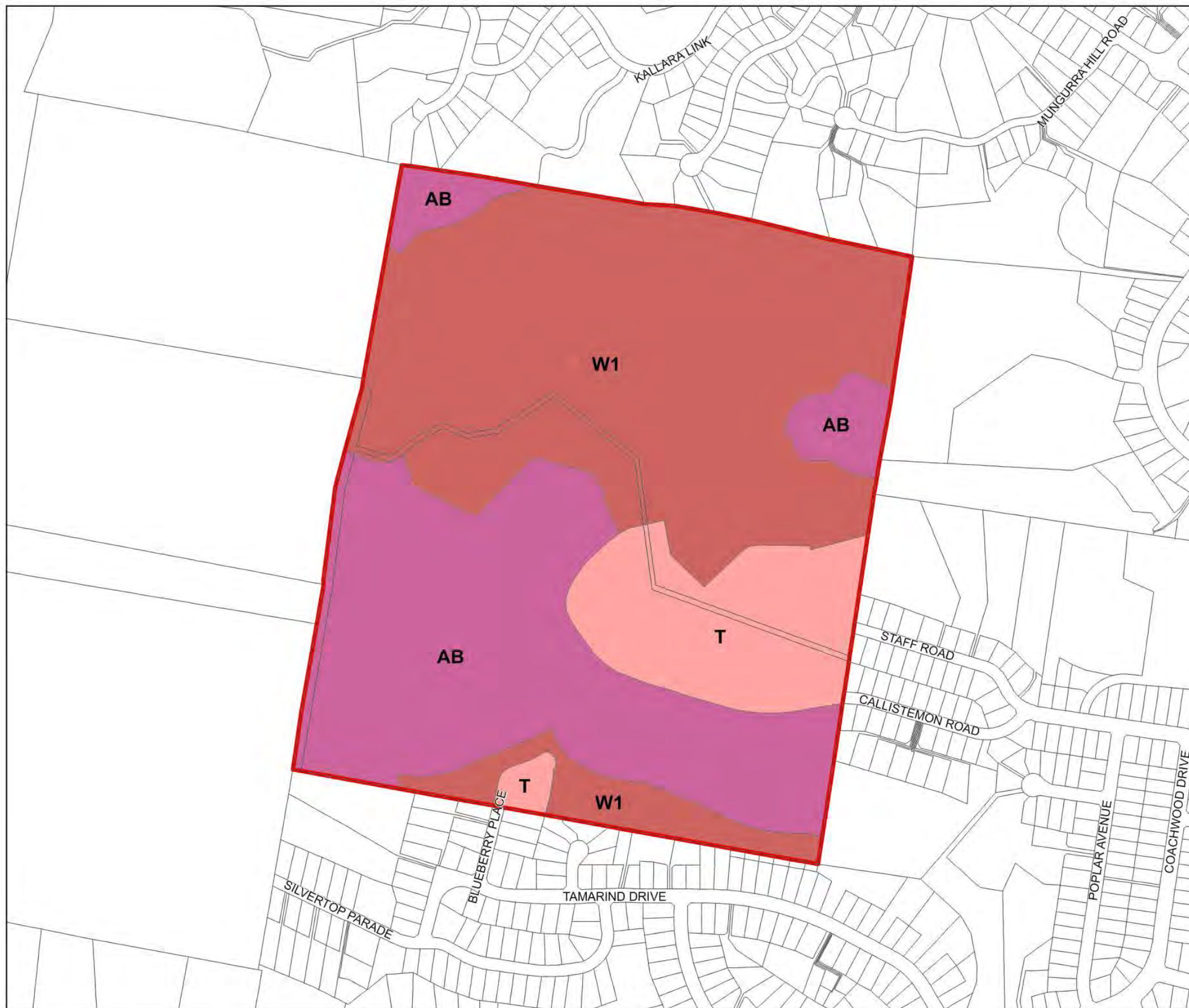
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Map Identification number:
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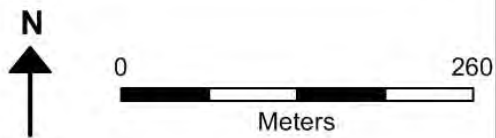
 **WOLLONGONG LOCAL ENVIRONMENTAL PLAN 2009**

**Planning Proposal - Staff Road
Floor Space Ratio Map**

Maximum Floor Space Ratio (n:1)

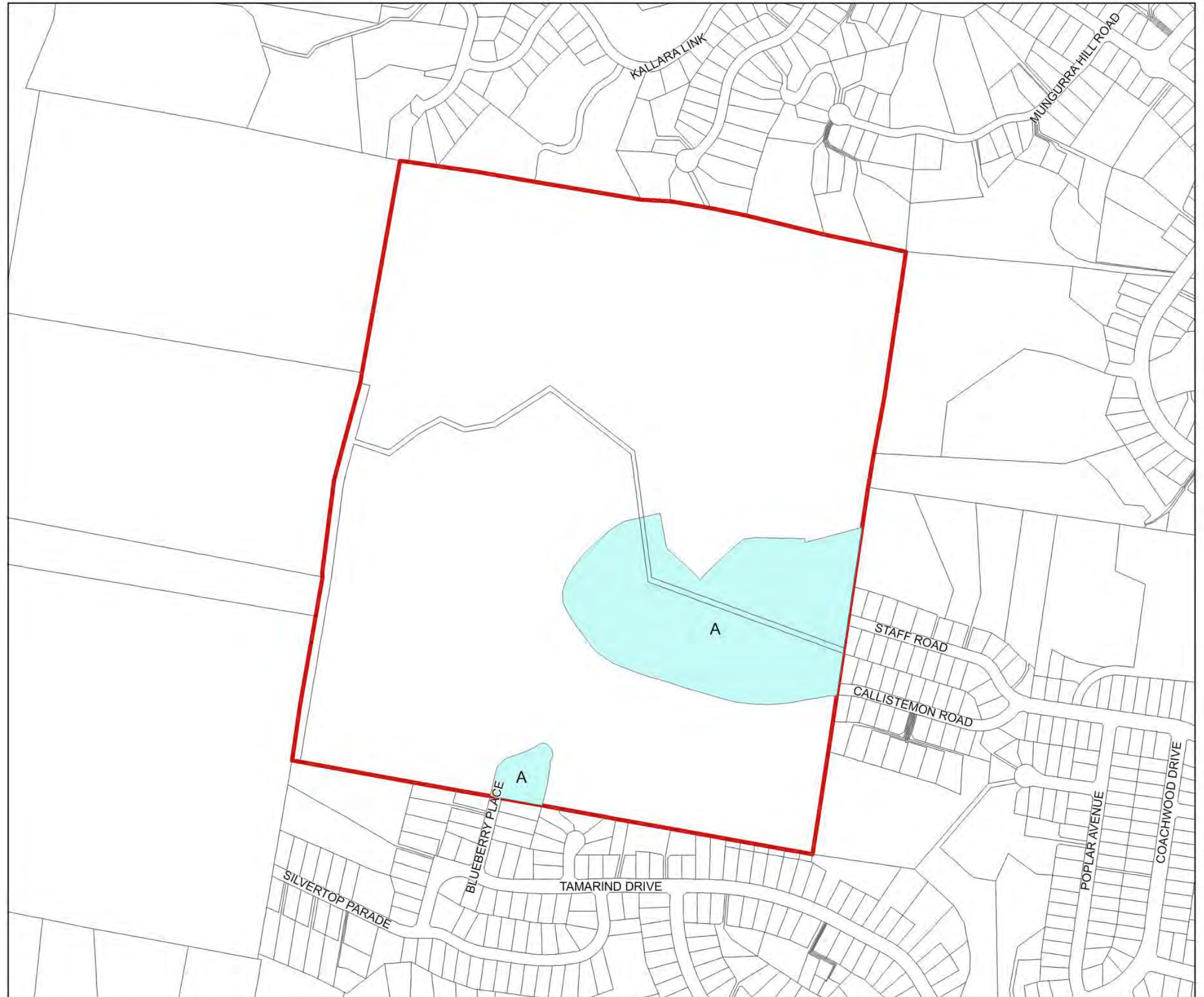
-  Site Boundary
-  A 0.3 :1

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MGA Zone 56
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Map Identification number:
Hickey Land PP FSR.mxd








WOLLONGONG LOCAL ENVIRONMENTAL PLAN 2009

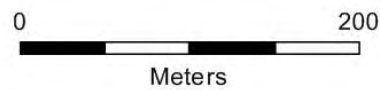
Staff Road Planning Proposal
Proposed Changes to
Riparian Map

Legend

-  Site Boundary
-  LEP2009 Riparian
-  Proposed Change to Riparian Alignment

Cadastral

 Cadastral 12.04.16 © Wollongong City Council



Projection: GDA 1994
MGA Zone 56

Scale 1:4,000 @ A3

Map Identification number:
Hickey Land PP Zone Sig Veg TIF.mxd



WOLLONGONG LOCAL ENVIRONMENTAL PLAN 2009

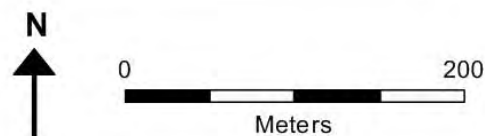
Staff Road Planning Proposal
Proposed Changes to
Natural Resource Sensitivity
Map

Legend

- Add
- Existing
- Remove
- Site Boundary
- E2 Environmental Conservation
- E3 Environmental Management
- E4 Environmental Living

Cadastral

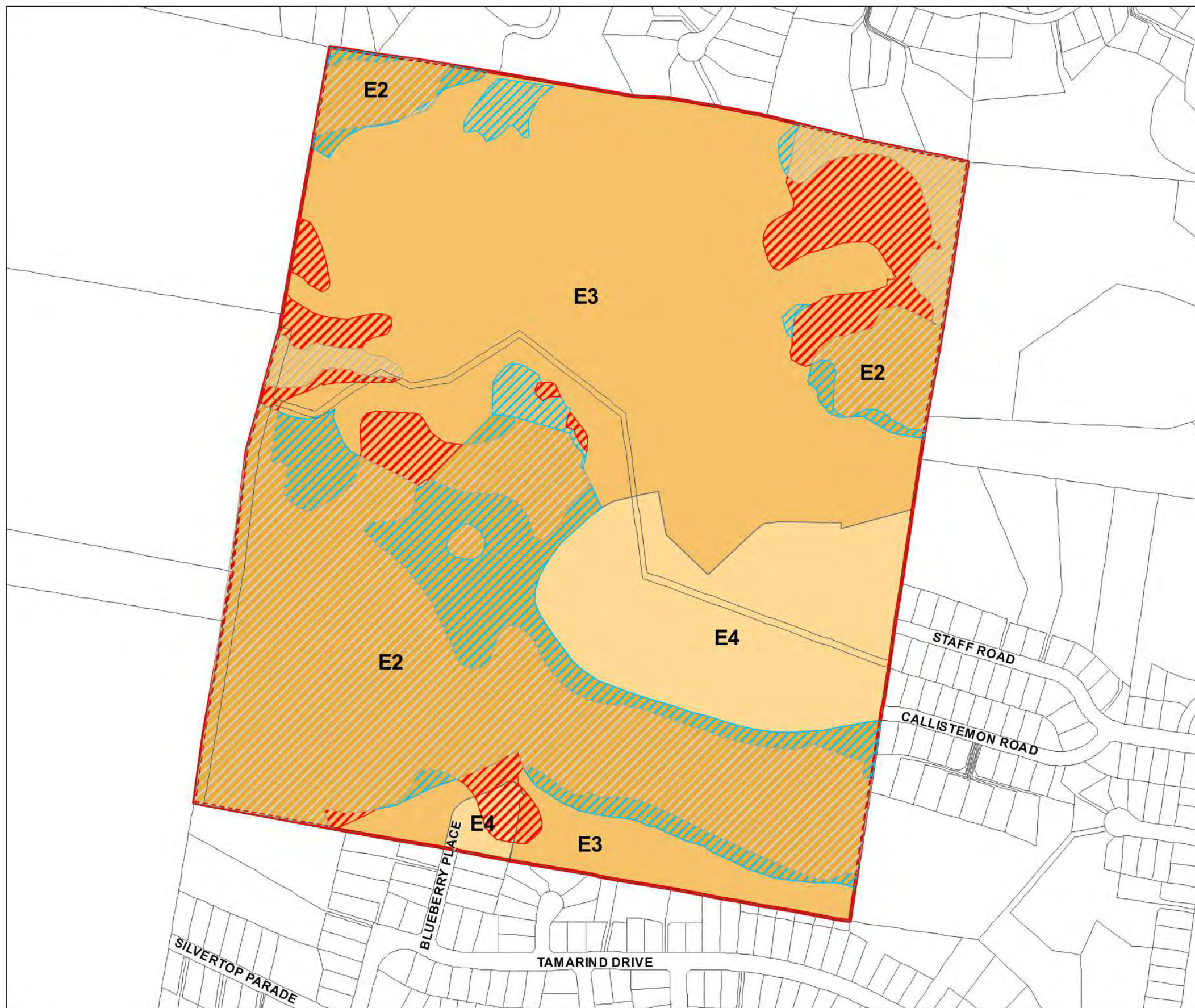
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Projection: GDA 1994
MGA Zone 56

Scale 1:4,000 @ A3

Map Identification number:
Hickey Land PP Zone Sig Veg Rip.mxd



SUMMARY OF SUBMISSIONS

Community

	Comment
Resident Cordeaux Heights	<ul style="list-style-type: none"> Do not object to Planning Proposal, however concerns re water run off and land stability management, specifically in the north east area where a number of new residential lots are proposed (Lots 68 to 74 inclusive). The water course that drains this area becomes a raging torrent of water in times of heavy prolonged rain – any future development needs to ensure no additional water is discharged into this catchment to avoid flooding of existing homes downstream. Concern of land instability – any future development must not contribute to land movement, be it through water run off, dwelling construction or excavations.
Resident Cordeaux Heights	<ul style="list-style-type: none"> Concerned about the additional pressure on local infrastructure, particularly roads, sewerage and water. Access roads to this site (Staff and Callistemon) are narrow and have limited capacity to accommodate additional traffic and parking. Do not support any changes to parking in the area. This planning proposal will change the nature of the area by introducing significant additional housing, traffic and noise.
Resident Cordeaux Heights	<ul style="list-style-type: none"> Would like to see enhanced public access to the Illawarra Escarpment for recreational activities by providing appropriate public trails in the riparian zone linking this public land to Blueberry Place, Coachwood Drive and the Mount Kembla Ring Track. Suggest the current gully/creek line descending from Tamarind Drive be included in the riparian zone – land unsuitable for housing (see proposed Lot 88, 89 and 90) due to topography and sewerage lines across the site. Suggest eastern part of proposed Lot 90 be included in riparian zone. Concerned about Blueberry Place road extension not taking into account topography of site. The density of housing proposed between extensions of Staff and Callistemon Roads will adversely impact noise levels for residents facing this development – noise will be projected across the gully.
Resident Cordeaux Heights	<ul style="list-style-type: none"> 91 houses is a huge over development with the winners being developers, landowners, Council... the biggest loser is the escarpment itself followed by people wishing to preserve it for the future – there has not been any housing development that has ever enhanced the natural beauty of the escarpment. We are going back to the bad old days of development being the main priority.

	Comment
Unknown (Website submission)	<ul style="list-style-type: none"> Support proposal due to scarce land for residential development – will attract more families.
Neighbourhood Forum 5	<ul style="list-style-type: none"> At its meeting on 3 August 2016 the Forum resolved that this proposal be supported.
Escarpment Planning Reference Group	<ul style="list-style-type: none"> Supportive of exhibited Planning Proposal, subject to satisfactory referral to the RFS (concern about access and egress in relation to the indicative subdivision plan, for example in the event of a bushfire) and the BioBanking Agreement being in place prior to finalisation of the LEP amendment.

State Authorities

	Comment
Office of Environment and Heritage (OEH)	<ul style="list-style-type: none"> Strongly support a long term conservation outcome for this site – preferred mechanism for securing and managing the conservation lot is a BioBanking Agreement, to ensure ongoing management and funding security. Council may consider ownership as a BioBanking Agreement would provide in perpetuity management payments to the landowner. Acknowledges that the site is largely cleared, with the remaining vegetation cover concentrated on steep slopes and within riparian gullies. Illawarra Subtropical Rainforest (ISR), listed as an Endangered Ecological Community (EEC) under the NSW Threatened Species Conservation Act 1995, is mapped on the site – these areas of ISR EEC are included within the high environmental value lands identified by the Illawarra Regional Strategy and Illawarra Shoalhaven Regional Plan (the site is identified within a biodiversity corridor). Further detailed biodiversity assessment will be required should the proposed conservation lots be secured by virtue of a BioBanking Agreement. To minimise ongoing removal and/or modification of vegetation on site (in particular ISR EEC), it is recommended that all building envelopes and asset protection zones (APZs) should be set outside the applicable 10/50 Code area (minimum 50m from outside edge of the riparian zone). Support the recommendation of the ecological constraints analysis (Ecoplanning 2015) that further riparian top of bank mapping should be undertaken to inform the final subdivision layout. Concern for proposed Lots 45-54 which feature building envelopes sited directly adjacent a drainage line north of the Staff Road extension. In addition to potential environmental impacts, these lots may also be subject to localised flooding. Aboriginal cultural heritage assessment of the proposed development area in accordance with OEH guidelines is encouraged at an early stage of the planning process. In addition to archaeological values, there may be broader cultural values applicable to the subject area associated with the cultural landscape and travel routes between Mt Kembla and the

	Comment
	<p>coastline.</p> <ul style="list-style-type: none"> Proposed Lot 92: mechanism for conservation outcome to be determined.
Department of Primary Industries - Water	<ul style="list-style-type: none"> Further ground truthing of the watercourses on site is required to confirm which mapped drainage lines are considered Waterfront Land as defined by the Water Management Act 2000 and to inform the rehabilitation of riparian corridors. DPI supports the proposal for the preparation of a riparian corridor Vegetation Management Plan. Flood modelling and bushfire management for the site is to account for fully structured vegetation within riparian corridors and any proposed riparian corridor encroachment will require offsetting in accordance with the Guidelines. Public ownership of riparian corridors is considered to be the most effective mechanism for ensuring appropriate long term management of the function and health of these areas (noting that the draft planning proposal seeks to manage riparian land through the establishment of an Environmental Trust and via private ownership).
NSW Rural Fire Service (RFS)	<ul style="list-style-type: none"> The NSW Rural Fire Service raises no objection to the proposal. Any subsequent subdivision of the land will require a bush fire safety authority from the NSW RFS and will be required to comply with <i>Planning for Bushfire Protection 2006</i>.
Sydney Water	<ul style="list-style-type: none"> Water and wastewater connections are available from the western boundary of Staff Road and Callistemon Road – these existing systems have sufficient capacity to facilitate the proposed development. The developer will be required to construct localised water mains to facilitate the development. The proposed development site is traversed by a 300 mm drinking main – where proposed works are in close proximity to a Sydney Water asset, the developer may be required to undertake additional works to protect the water main.
Roads and Maritime Services (RMS)	<ul style="list-style-type: none"> No objections to the Planning Proposal in principle.

Internal Consultation

	Comment
Flooding Issues	<ul style="list-style-type: none"> Need to defer support for the proposed lot layout (including potential building envelopes) until such time as sufficient information is presented that addresses the existing flooding constraints in line with Council's floodplain policies.
Access Issues	<ul style="list-style-type: none"> Council would be unlikely to take on a road asset in a geotechnically constrained area. Should the subdivision proceed, a Community Title subdivision incorporating a private road access may be required for that part of the site proposed for larger lot development (proposed E3 zoned land containing

	Comment
	<p>5,000m² lots).</p> <ul style="list-style-type: none"> • Prior to submitting a development subdivision application, the applicant will be required to undertake further detailed design of the road network to demonstrate it is trafficable by a large rigid vehicle (LRV) and that waste collection and emergency vehicles are able to turn safely within the proposed cul-de-sacs.
Heritage Issues	<ul style="list-style-type: none"> • Need for an Aboriginal Archaeological and Cultural Heritage Assessment of the site to inform the subdivision layout and design, including consultation with the local Aboriginal Community. • A European archaeological assessment should be prepared to consider the likely significance of potential archaeological sites related to the past uses of the site (dairy and mining). The existing fig trees (one Morton Bay and two other figs) grouped on the ridge near the bend of the existing access drive offer a significant landmark planting and should be retained within any future subdivision of the area. • The potential visual impact of a subdivision on the upper ridges should be carefully considered at the DA stage with respect to the principles and strategies outlined in the IESMP, given the heritage significance of the Illawarra Escarpment and the cultural significance of Mt Kembla.

ITEM 4 REVIEW OF COUNCIL'S ENFORCEMENT POLICY

The purpose of this report is to provide Council with a revised Enforcement Policy in accordance with the rolling review schedule which addresses many of the concerns raised regarding the limitations of the existing Policy.

RECOMMENDATION

- 1 The Enforcement policy be renamed 'Compliance and Enforcement' policy.
- 2 The draft Compliance and Enforcement Policy be placed on public exhibition for a period of 28 days seeking comment from the community.
- 3 Upon completion of the public exhibition period, an updated and amended draft Compliance and Enforcement Policy, inclusive of any feedback from the community, be presented to Council for adoption.

REPORT AUTHORISATIONS

Report of: Kylee Cowgill, Manager Governance and Information (Acting)
Authorised by: Andrew Carfield, Director Planning and Environment - Future City and Neighbourhoods

ATTACHMENTS

- 1 Draft Compliance and Enforcement Policy

BACKGROUND

A review of the current Enforcement Policy, which was last adopted in November 2013, has been undertaken in accordance with the rolling review schedule.

A common theme represented from Councillors and the community related to the "Matrix – allocation of resources risk matrix" and the failure of Council to accept and action (in any form) those requests considered "low risk".

This has been addressed in the draft Compliance and Enforcement Policy whereby all requests will be received however, the amount of resource allocated to the investigation of the request will be based upon available resources. As a minimum, a cooperation letter will be sent.

PROPOSAL

The key changes to the Policy are as follows:

- The title has been changed to better reflect the scope of the Policy.
- The Policy is based on the NSW Ombudsman 2015 Model Policy template and has been tailored to Wollongong City Council's needs.
- The Private Principal Certifying Authority (PCA) Complaint Policy has now been incorporated into this Policy so as to reduce the need to refer to separate documents.
- The Policy still applies a proportionate approach to enforcement based on the level of risk and resources, however, all requests will now be accepted. An updated matrix has been included as an annexure to the Policy.
- The action undertaken by Council in response to a request will be proportionate to the quantum of resources available at the time. For example, where the number of requests exceeds the amount of resources available, requests may be actioned using compliance through voluntary action (letters of cooperation). Conversely, when resources are available, more detailed investigations may be conducted.

CONSULTATION AND COMMUNICATION

Consultation will continue in the public exhibition process.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal “We value and protect our environment”. It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2016-17
Strategy	5 Year Action	Annual Deliverables
1.1.2 Agencies work together to reduce pollution and its impact on our environment	1.1.2.1 Impacts from development on the environment are assessed, monitored and mitigated.	Develop and implement regulatory programs that assist in improving compliance with environmental regulatory requirements.

CONCLUSION

The Policy reinforces Council’s commitment to promote fairness, integrity and good public administration in the investigation of complaints.

BACKGROUND

The purpose of this Policy is to provide structure for consistency and transparent decision making, and to facilitate a proportional approach to compliance and enforcement.

This Policy is based on the "Model Policy" developed by the NSW Ombudsman – NSW Ombudsman "Model Compliance and Enforcement Policy" 2015.

OBJECTIVE

The main objectives of this Policy are twofold:

- 1 To establish clear guidelines and protocols for Council staff in the management of Council's regulatory activities.
- 2 To provide a framework to facilitate a responsive and risk based approach to proactive and reactive compliance and enforcement matters.

The Policy also provides advice and guidance on the role of the Principal Certifying Authority and the role of Councillors in enforcement.

POLICY STATEMENT

Council is strongly opposed to unlawful activity anytime or under any circumstances. Council will initiate enforcement action where appropriate in accordance with this Policy document.

1. **Introduction**

Council's regulatory responsibilities are applicable to *actual unlawful activity*, as well as a *failure to take action* (in order to be compliant with certain legal requirements). For simplicity, this Policy refers to both an act and/or an omission by an alleged offender as 'unlawful activity'.

2. **Purpose and scope**

This Policy provides information for all internal and external stakeholders and interested parties about Council's position on compliance and enforcement matters in the Local Government Area.

The purpose of this Policy is to provide structure for consistency and transparency in decision making, and to facilitate a proportional approach to compliance and enforcement. It is also intended to assist Council staff to act promptly, effectively and consistently in response to allegations of unlawful activity.

The Policy applies a risk based approach to assist in focussing resources on those matters posing the biggest risk to the community and environment. This approach is applied to both proactive compliance activities and also in response to reports alleging unlawful activity (reactive compliance).

This Policy outlines matters to be considered at the various stages of the enforcement process from the receipt and investigation of reports alleging unlawful activity, through to what enforcement option Council will choose and whether to commence criminal or civil proceedings.

In certain circumstances Council will have shared enforcement responsibilities with other regulatory authorities. Advice and guidance is also provided on the role of Council in building and construction compliance matters where there is a private certifier, and the role of Councillors in enforcement.

Responsible Council staff are not limited by this Policy in their use of discretion and exercise of official functions. The full circumstances and facts of each case need to be considered and a decision made on the merits.

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

3. **Definitions**

The following are the definitions of key terms in this Policy:

Enforcement:

Actions taken in response to serious or deliberate contraventions of laws.

Regulation:

Using a variety of tools and strategies to influence and change behaviour to achieve the objectives of an Act, Regulation or other statutory instrument administered by Council.

Report alleging unlawful activity:

An expression of concern or a request for service in relation to alleged unlawful activity, where a response or resolution is explicitly or implicitly expected or legally required.

Unlawful activity:

Any activity or work that has been or is being carried out contrary to the below and/or failure to take required action in order to be compliant with:

- terms or conditions of a development consent, approval, permit or licence
- an environmental planning instrument that regulates the activities or work that can be carried out on particular land
- a legislative provision regulating a particular activity or work
- a required development consent, approval, permission or licence.

4. **Compliance and enforcement principles**

The following are the principles that underpin Council actions relating to compliance and enforcement.

Principle	Action
Accountable and transparent	<ul style="list-style-type: none"> • Acting in the best interests of public health and safety and in the best interests of the environment • Ensuring accountability for decisions to take or not take action • Acting fairly and impartially and without bias or unlawful discrimination • Providing information about compliance and enforcement priorities and reasons for decisions to improve understanding and certainty and promote trust by the regulated community • Ensuring meaningful reasons for decisions are given to all relevant parties, particularly when there is a departure from this Policy
Consistent	<ul style="list-style-type: none"> • Ensuring all compliance and enforcement action is implemented consistently • Encouraging reports about possible unlawful activity by acting reasonably in response to the circumstances and facts of each matter
Proportional	<ul style="list-style-type: none"> • Ensuring the level of enforcement action is proportionate to the level of risk and seriousness of the breach • Making cost effective decisions about enforcement action • Taking action to address harm and deter future unlawful activity
Timely	<ul style="list-style-type: none"> • Ensuring responses to reports alleging unlawful activity and

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

decision making in relation to those is timely.

5. *Risk based regulation*

Our community has become more expectant of living in a healthy and liveable city where we value and protect our environment. It is understandable that a direct correlation of this expectation is that the number of laws and regulations have increased expanding the scope of necessary enforcement. From time to time reports alleging unlawful activity will exceed available resources.

Risk based regulation works on the basis that the type of compliance action chosen will be dependent on an evaluation of the degree of risk, and the impact of the non-compliance on Council's ability to achieve its objectives. It is a way to target resources where they are most needed and where they will produce the greatest impact.

Council is committed to developing and implementing both proactive and reactive strategies to achieve effective and efficient risk based compliance enforcement programs. To this end, Council uses intelligence gained from its customer management systems to determine the most appropriate strategy.

Proactive compliance monitoring assists Council in meeting its statutory requirements, respond to common complaints and maintain a positive monitoring presence. The aim of proactive strategies is to reduce the amount of reactive incidences Council needs to respond to.

Education and promoting compliance are both proactive approaches to preventing breaches of the law and can be a cost effective way to ensure compliance. Providing information to the public through media releases, Council's website, workshops with target groups and brochures together with incentives e.g. financial/awards are all strategies Council will explore to determine the best fit for the areas of focus.

Reactive compliance enforcement incorporates a risk based approach which categorises the request into low, medium and high having regard to Council's Risk Category Matrix. Refer to Appendix 1 Risk Category Matrix.

Periodic reviews of Council's Risk Category Matrix will be undertaken using intelligence collated from its case management systems as well as other sources to ascertain whether systemic or more serious patterns are emerging which warrant re-categorising the risk levels of unlawful activities.

6. *Responsibility*

Council receives information about alleged unlawful activity from members of the public, contact from other Government Agencies and information gathered by its Officers during proactive inspections.

Only Council staff with appropriate delegations from the General Manager can undertake investigations or compliance and enforcement action in relation to this Policy.

Council staff are required to:

- treat all relevant parties with courtesy and respect
- communicate with all relevant parties and provide feedback on the progress of an investigation and any reasons for delay without compromising the integrity of the investigation
- make full and proper records in relation to the assessment and investigation of reports alleging unlawful activity, including reasons for any decisions
- inform all relevant parties of reasons for decisions
- provide as much information as possible to all relevant parties about the outcomes of investigations to show that adequate and appropriate action was taken and/or is proposed to be taken in response to a report of alleged unlawful activity
- provide information to all relevant parties about any avenues to seek an internal or external review of a decision.

All reports alleging unlawful activity are to be entered into Council's customer request system and actioned within the appropriate risk based time frame by the appropriate business unit.

7. *Submitting Reports of Unlawful Activity*

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

Reports alleging unlawful activity will be recorded in Council's computerised customer request systems and will be allocated a unique reference number. The report will be referred to the relevant Council Officer to commence any necessary action.

The name, address and contact details of the person submitting the report will also be recorded. This information is critical as Council may need to rely on evidence from the complainant to prove any alleged offence and commence enforcement action. Council will advise any complainants of the action, if any, taken or the reasons why no action was taken in the circumstances.

As outlined in Council Customer Service Policy, generally, personal information identifying the complainant will not be released. Council may be required to disclose this information in a variety of circumstances including the following:

- When access to the information is permitted under another Council Policy
- Legal proceedings are commenced and the information is disclosed in evidence served
- When access to the information is permitted under Legislation, including the Government Information (Public Access) Act 2009 or section of the Local Government Act
- the disclosure is required to comply with the principles of procedural fairness
- the disclosure is necessary to investigate the matter.

Also, in some circumstances it may be possible to ascertain the identity of the person submitting the report by the nature of the allegation.

7.1 What Council expects from people who report allegations of unlawful activity:

Council expects that people who report allegations of unlawful activity will cooperate and act in good faith in respect of any investigations conducted by Council. This includes:

- providing a clear description of the problem (and the resolution sought, if relevant)
- providing a clear description/account of the impact that the alleged activity is having
- giving all available and relevant information to Council, including any new information about the alleged activity that may become known to the person following the making of their report
- not giving any information that is intentionally misleading or wrong
- cooperating with Council's inquiries and giving timely responses to questions and requests for information
- treating Council's staff with courtesy and respect

7.2 Anonymous Reports

Anonymous reports will be recorded and assessed. However, because it is not possible to seek clarification or additional information about a matter, it is more difficult to evaluate the allegations and therefore only high risk matters that are reported anonymously are likely to be tasked for investigation.

8. Responding to concerns about unlawful activity

8.1 How reports alleging unlawful activity will be dealt with by Council

Council will record every report alleging unlawful activity.

Not all reports will, can or need to be investigated. A preliminary assessment of all matters will be made to determine the priority for a response, and whether investigation or other action is required.

An investigation of alleged unlawful activity may take a significant amount of time to complete, particularly where the issues are complex. If Council decides to investigate, staff will give the person who reported the alleged unlawful activity regular feedback on the progress of the investigation, and any reasons for delay. This does not mean that the individual can expect to be given details about every aspect of the investigation or information that would compromise the integrity of the investigation.

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

Decisions about what action should be taken by Council are made at the Council's discretion. This means the objective is that reports alleging unlawful activity will be resolved to the satisfaction of Council, not necessarily the person raising the matter. Council will generally try to resolve matters as quickly and informally as possible so as to avoid the need to take formal action.

Council staff will endeavour to manage the expectations of people who report alleged unlawful activity, and in particular explain that in the absence of sufficient evidence of unlawful activity, Council may be unable to take further action. Council does not have unlimited resources and powers to deal with reports alleging unlawful activity.

8.2 *What parties can expect from Council staff*

People who report alleged unlawful activity, as well as individuals or businesses that are subject to investigation and any enforcement action, can expect that Council staff will:

- treat them with courtesy and respect
- advise them of the outcome of the allegation reported, including a full explanation of the reasons why that outcome was considered to be reasonable in the circumstances
- clearly explain decisions in plain English
- provide information about any relevant internal and external appeal processes that may be available
- carefully assess any new information provided by any party after a decision has been made and advise whether further action will be taken.

9. *Investigating alleged unlawful activity*

A preliminary assessment of all matters will be made to determine whether investigation or other action is required. Council will prioritise matters on the basis of risk to public safety, human health and the environment.

If there is insufficient information in the report to undertake a preliminary assessment, the customer will be advised and the matter not tasked for investigation.

9.1 *Circumstances where no action will be taken:*

Council will take no further action if, following a preliminary assessment, it is identified that:

- the report is not supported with evidence or appears to have no substance.
- Council does not have jurisdiction to investigate or is not the appropriate authority to take action on the issues raised. Where there is another appropriate authority or course of action, Council may bring the matter to the attention of the authority or provide information and contact details to the individual. For example NSW WorkCover for workplace safety matters, the NSW Environment Protection Authority for possible environmental offences and Community Justice Centres NSW for personal disputes.
- the report relates substantially to a matter previously determined by Council and no new or compelling information is presented which would cause Council to change its earlier decision. In this case, staff will acknowledge the report and advise that no further action will be taken as no new information had been provided (other than where the person has previously been advised they would receive no further response).
- the allegations relate to a lawful activity (eg where there is an existing approval or the activity is permissible without Council approval or consent being required).
- the relevant Manager, Director or the General Manager determines that investigation or other action would have an unreasonable impact on resources and/or is unlikely to achieve an outcome sufficient to justify the expenditure of resources.

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

9.2 *Relevant factors guiding decisions as to whether to take action:*

When deciding whether to investigate, Council will consider a range of factors including whether:

- the activity is having a significant detrimental effect on the environment or it constitutes a risk to public safety
- the report is premature as it relates to some unfinished aspect of work that is still in progress
- the activity or work is permissible with or without permission
- all conditions of consent are being complied with
- much time has elapsed since the events, the subject of the report, took place
- another body is a more appropriate agency to investigate and deal with the matter
- it appears there is a pattern of conduct or evidence of a possible wide spread problem
- the person or organisation reported has been the subject of previous reports
- the report raises matters of special significance in terms of the Council's existing priorities
- there are significant resource implications in relation to an investigation and any subsequent enforcement action
- it is in the public interest to investigate the report.

The above are factors for Council to consider and weigh in making a determination. Council staff are not limited in their use of discretion by these considerations and may decide to investigate based on these and other factors.

The objective of the processes Council staff use when investigating incidents of alleged unlawful activity, is to:

- determine the cause of the incident
- determine if there has been a contravention of law, policy or standards
- gather evidence to the required standard to support any required enforcement action
- determine any necessary action to mitigate the possibility of reoccurrence of similar incident.

Any decision not to investigate an allegation of unlawful activity will be recorded and the reasons for that decision clearly stated.

10. Deciding whether or not to take enforcement action?

When deciding whether to take enforcement action in relation to a confirmed case of unlawful activity, Council will consider the full circumstances and facts of the matter and the public interest. The following common considerations will assist Council staff in determining the most appropriate response in the public interest:

10.1 *Considerations about the alleged offence and impact:*

- the nature, extent and severity of the unlawful activity, including whether the activity is continuing
- the harm or potential harm to the environment or public health, safety or amenity caused by the unlawful activity
- the seriousness of the breach, including whether the breach is merely technical, inconsequential or minor in nature
- the time period that has lapsed since the date of the unlawful activity.

10.2 *Considerations about the alleged offender:*

- any prior warnings, instructions, advice that was issued to the person or organisation reported or previous enforcement action taken against them
- whether the offence was committed with intent
- whether the person or organisation reported has been proactive in the resolution of the matter and assisted with any Council requirements and instructions
- any mitigating or aggravating circumstances demonstrated by the alleged offender

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

- any particular circumstances of hardship affecting the person or organisation reported.

10.3 Considerations about the impact of any enforcement action:

- the need to deter any future unlawful activity
- whether an educative approach would be more appropriate than a coercive approach in resolving the matter
- the prospect of success if the proposed enforcement action was challenged in Court
- the costs and benefits of taking formal enforcement action as opposed to taking informal or no action
- what action would be proportionate and reasonable in response to the unlawful activity
- whether Council is prevented from taking action based on earlier advice given, ie whether an estoppel situation has been created.

10.4 Considerations about the potential for remedy:

- whether the breach can be easily remedied
- whether it is likely consent would have been given for the activity if it had been sought
- whether there is a draft planning instrument on exhibition that would make the unauthorised use legal.

11. **Options for dealing with confirmed cases of unlawful activity**

Council will try to use the quickest and most informal option to deal with unlawful activity where ever possible unless there is little likelihood of compliance with such options. Council staff will use discretion to determine the most appropriate response to confirmed cases of unlawful activity and may take more than one approach.

Any enforcement action taken by Council will depend on the full circumstances and facts of each case, with any decision being made on the merits.

There are a range of enforcement actions available as shown below in Figure 1.

Enforcement options are not necessarily mutually exclusive: for example, in some circumstances it may be appropriate to simultaneously issue an Order and a Penalty Notice. It is also important to remember that the following is a guide only and each case must be assessed on the particular facts.

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

Figure 1: Enforcement actions available to Council



Note that it may be appropriate to use more than one enforcement option in some cases. If initial enforcement action does not achieve a satisfactory outcome, it may be necessary to proceed to a higher level of enforcement response. For example, if a warning letter or notice of intention does not achieve the desired response, it may be appropriate to give an Order; or if an Order is not complied with, it may be appropriate to bring enforcement or prosecution proceedings.

Following up enforcement action

All enforcement action will be reviewed and monitored to ensure compliance with any undertakings given by the subject of enforcement action or advice, directions or orders issued by Council. Reports alleging continuing unlawful activity will be assessed and further action taken if necessary. If the unlawful activity has ceased or the work has been rectified, the matter will be resubmitted for follow up action to ensure compliance outcomes are met. Should initial enforcement action be found to have been ineffective, Council staff will consider other enforcement options.

12. Taking legal action

The Council and its delegated staff will be guided by legal advice in deciding whether to commence criminal or civil proceedings and will consider the following:

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

- whether there is sufficient evidence to establish a case to the required standard of proof
- whether there is a reasonable prospect of success before a Court
- whether the public interest warrants legal action being pursued.

Whether there is sufficient evidence to establish a case to the required standard of proof

Council considers the decision to take legal action a serious matter, and as such will only initiate and continue proceedings once it has been established that there is admissible, substantial and reliable evidence to the required standard of proof.

The basic requirement of any **criminal** prosecution is that the available evidence establishes a prima facie case. The prosecutor is required to prove the elements of the offence beyond reasonable doubt.

In **civil** enforcement proceedings, Council will require sufficient evidence to satisfy the Court that an actual or threatened breach has occurred on the balance of probabilities.

Whether there is a reasonable prospect of success before a Court

Given the expense of legal action Council will not take legal action unless there is a reasonable prospect of success before a Court. In making this assessment, Council staff will consider the availability, competence and credibility of witnesses, the admissibility of the evidence, all possible defences, and any other factors which could affect the likelihood of a successful outcome.

Whether the public interest requires legal action to be pursued

The principal consideration in deciding whether to commence legal proceedings is whether to do so is in the public interest. In making this determination, the same factors to be considered when taking enforcement action apply.

The following considerations relate more specifically to the decision to commence legal proceedings and will assist Council and its delegated staff in making this determination:

- the availability of any alternatives to legal action
- whether an urgent resolution is required (Court proceedings may take some time)
- the possible length and expense of Court proceedings
- any possible counter-productive outcomes of prosecution
- what the effective sentencing options are available to the Court in the event of conviction
- whether the proceedings or the consequences of any resulting conviction would be unduly harsh or oppressive.

Time within which to commence proceedings

Council staff must be aware of legislative time limits in which enforcement proceedings must be commenced. Sometimes legal action will be statute barred despite good evidence that unlawful activity has occurred.

13. Shared enforcement responsibilities

Some reports will raise matters involving shared regulatory responsibilities between Council and other authorities including the Environment Protection Agency, NSW Police Force, the Office of Liquor Gaming and Racing, NSW Fair Trading, NSW Food Authority and Crown Lands.

Council recognises that collaboration and cooperation between authorities to address issues of shared regulatory responsibility is the best approach. To this end, where there are shared legislative responsibilities, Council staff will work with relevant authorities to establish:

- which authority will take the leading role on any joint investigation
- which activities each authority will carry out
- responsibilities for updating an individual where relevant
- protocols for exchanging confidential information between the relevant authorities.

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

Council will reasonably endeavour to respond to requests for information or assistance on joint regulatory matters in a timely manner.

14. *Role of Council where a Private Certifier has been nominated as the Principal Certifying Authority*

Where the Private Certifier has been appointed as the Principal Certifying Authority the Council recognises that the Private Certifier is the authority responsible for ensuring compliance with the conditions of development consent.

Private Certifiers have limited enforcement powers of which they can use to issue a notice of intention to issue an order to the owner or builder to comply with the conditions of consent or rectify any breaches. A copy of any Notice of Intention issued by a Private Certifier must be provided to Council for assessment as to whether Council will enforce the notice by issuing an Order.

Persons making complaints regarding a site where the PCA is private will be advised to contact the Private Certifier in the first instance. This will give the Private Certifier an opportunity to address the issues and take appropriate action.

Should the Private Certifier fail to use their enforcement powers to address the issue raised within a reasonable timeframe, Council will act to investigate the matter.

It must be noted that Council is not the regulator of Private Certifiers and any complaints about the conduct of Private Certifiers must be directed to the Building Professionals Board www.bpb.nsw.gov.au

Council and Private Certifiers will work together to resolve any issues when they arise to achieve compliance with the development consent or complying development certificate. Council staff will take steps to ensure individuals are clear about which agency performs which role.

Refer to Council's Fact Sheet on Private Principal Certifying Authorities for more information www.wollongong.nsw.gov.au/

15. *Role of Councillors in enforcement*

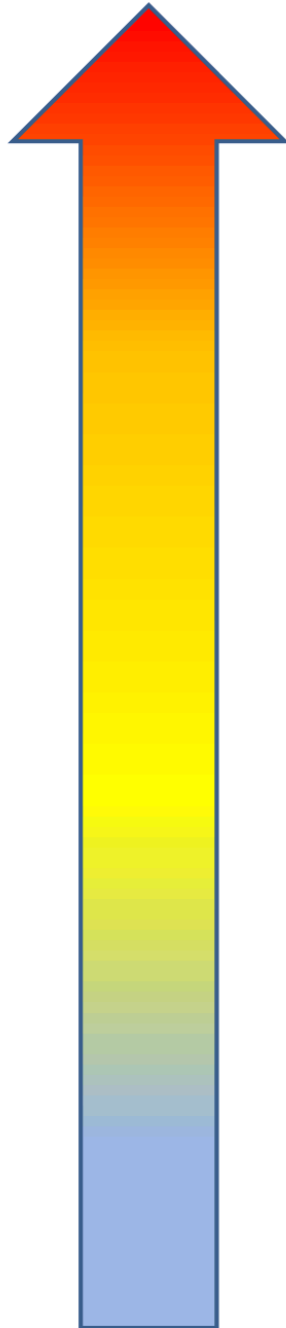
Councillors need to be highly conscious of the potential for even the slightest impropriety or perception of impropriety that may come about as a result of an enforcement matter. Given this, it is Council's Policy that Councillors are not to attend on site meetings with the staff or direct staff to perform additional duties in their day to day activities.

Councillors can help individuals who raise concerns with them by referring them to the Regulation and Enforcement Division for the appropriate action to take place as outlined in this Policy.

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

APPENDIX 1



RISK CATEGORY MATRIX

High Risk

Including but not limited to:

- Large scale/significant Pollution incidents,
- Dog attacks, straying stock
- large scale vegetation clearing,
- abandoned vehicles in unsafe locations,
- collapsed or unsafe building works adjacent to public areas

Medium Risk

Including but not limited to:

- roaming dogs, dogs on beaches/ animal registration/general companion animal enquiries
- abandoned motor vehicles
- minor pollution incidents,
- breaches of tree preservation orders,
- poor sediment control on building sites,
- swimming pool barrier fencing,
- domestic sewer surcharge,
- Commercial & industrial air/noise complaints (criteria)
- Food premises complaints
- Public health premises complaints
- Significant unauthorised/non complying building works
- Building works where a Private PCA appointed
- Land filling
- Rubbish dumping
- Parking
- Footpath obstructions
- On site waste water systems
- Footpath obstructions
- Boarding houses

Low Risk

Including but not limited to:

- Barking dogs
- Domestic air noise complaints (power tools, air conditioners, pool pumps, amplified music)
- All other animal related enquiries
- Overgrown land (criteria)
- Home business/home occupation
- Minor unauthorised/non complying building works (criteria)
- Overland Stormwater flow (criteria)
- Smoke nuisance from domestic wood heaters, outdoor BBQ's, burning prohibited items
- Noxious weeds
- Keeping of roosters, rooster noise, including poultry and fowl houses
- Unsightly premises
- Strata issues where Consumer's Tenancy & Trader's Tribunal is appropriate authority
- Dividing fences/boundary fence issues

The action undertaken by Council in response to a request will be proportionate the quantum of resources available at the time. For example, where the number of requests exceeds the amount of resources available, requests may be actioned using compliance through voluntary action (letters of cooperation). Conversely, when resources are available, more detailed investigations may be conducted.

COMPLIANCE AND ENFORCEMENT

COUNCIL POLICY

SUMMARY SHEET	
Responsible Division	[Name of Division]
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	[List previous adoption dates]
Date of next review	[List date - Not more than 4 years from adoption]
Legislative or other requirement for review DELETE THIS WHOLE ROW IF NOT APPLICABLE	[List review timeframe and Act, policy or review requirement]
Responsible Manager	[Position title only - Line Manager or above]
Authorised by	[Manager/Director's title only]

ITEM 5 GLOBAL COVENANT OF MAYORS FOR CLIMATE AND ENERGY

On 29 May 2017, Council considered a Notice of Motion on Council joining the Global Covenant of Mayors. Council resolved that a Councillor briefing session be held to determine Council's capacity to comply with agreeing to join the Global Covenant of Mayors on Climate and Energy and requested an estimate of the costs involved in such compliance. The Councillor briefing session was held on 15 June 2017. This report presents an overview of the Global Covenant of Mayors and recommends Council join the program.

RECOMMENDATION

Council join the Global Covenant of Mayors.

REPORT AUTHORISATIONS

Report of: Vanni De Luca, Manager Environmental Strategy and Planning (Acting)
Authorised by: Andrew Carfield, Director Planning and Environment - Future City and Neighbourhoods

ATTACHMENTS

- 1 Compact of Mayors Full Guide

BACKGROUND

On 29 May 2017, Council considered a Notice of Motion on Council joining the Global Covenant of Mayors. Council resolved that:

- 1 *A report be prepared for the Information Folder and/or a Councillor Briefing be held that explains Council's capacity to comply with agreeing to join the Global Covenant of Mayors on climate and energy, and estimates the costs involved in such compliance.*
- 2 *The information presented above include a summary update of proposed and ongoing measures Council is undertaking to measure and reduce greenhouse gas emissions and adapt to ongoing climate change.*
- 3 *The matter return to Council for determination by the end of this term of Council.*

The Global Covenant of Mayors for Climate & Energy (The Covenant) 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. The Covenant merges the Compact of Mayors and the EU based Covenant of Mayors with 7,445 cities around the world having committed to date.

Council currently measures greenhouse gas emissions from its own operations and the emissions profile indicates emissions have been reducing over the past few years. Council does not currently report on City-wide emissions for the Local Government Area.

Council has already implemented a number of projects to reduce consumption and emissions including:

- Implementing actions to reduce emissions from landfill, as these emissions are a significant proportion of Councils Greenhouse Gas Emissions;
- Developing and implementing a Sustainable Building Strategy;
- Undertaking a Sustainability Review of the DCP;
- Implementing priority water and energy saving actions for Council facilities; and
- Incorporation of climate change considerations in land-use decisions.

Future actions to reduce greenhouse gas emissions will be included in the Environmental Sustainability Plan 2017-22.

The benefits of Council joining the Covenant of Mayors include:

- Recognition of climate change mitigation and adaptation action already underway.
- Platform to demonstrate commitment to be part of the global solution to address climate change.
- Consistent, standardised and reliable assessment of the City's impact on greenhouse gas emissions and progress toward reducing these.

PROPOSAL

The Global Covenant of Mayors is a program that will assist Council in understanding sources of greenhouse gas emissions, develop targets and identify strategies and actions to reduce those emissions. There are a number of tools available to assist with this process and a network of participating Councils to engage and collaborate with.

The Covenant will provide a structured framework that Council can follow and there are 4 steps:

1. Register commitment.
2. Complete an inventory (complete within 1 year).
3. Create reduction targets and establish a system of measurement (complete within 2 years).
4. Establish an action plan to deliver greenhouse gas emissions and adapt to climate change (complete within 3 years).

The Compact of Mayors full guide is attached and outlines each of the steps in greater detail. It is noted that commitment to the program is consistent with many actions Council is already undertaking to mitigate and adapt to climate change. The program will allow the next term of Council to prepare an inventory of City-wide emissions using an agreed international standard.

There are a number of other programs that Council can join that will facilitate this process including:

- Climate Council City Power Partnership Program – free program that provide opportunities for completing inventories, project life cycle analysis and potential grant funding.
- ICLEI Sustainable Cities – subscription based services with a number of targeted sub-programs

Council will consider these programs and how they would assist with progression through The Covenant steps.

CONSULTATION AND COMMUNICATION

Consultation has occurred with two councils that are signatories to the Covenant, Penrith and Melbourne City Councils. Penrith is going through the inventory phase now, while Melbourne has completed all 4 stages of the program. Ironbark Sustainability was also consulted in relation to their community inventory program, their data reliability and costs of an inventory. Consultation has also occurred with the Climate Council in relation to the synergies with the Covenant and the Climate Council's – City Power Partnership Program.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal "Wollongong's ecological footprint is reduced". It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2016-17
Strategy	5 Year Action	Annual Deliverables
1.3.2 Methods to reduce emissions are investigated and utilised	1.3.2.3 Emissions are monitored and reduction methods are investigated and utilised	Monitor and report on organisational water, energy and greenhouse gas emission trends
1.3.3 Our community is proactively engaged in a range of initiatives that improve the sustainability of our environments	1.3.3.1 Develop and implement and Environmental Sustainability Policy and Strategy	Implement resources and actions from the Environmental Sustainability Strategy,

Ecological Sustainability

This project will have a direct ecological sustainability outcome. This project also directly assists in the measurement and delivery of the indicator for Community Strategic Plan 2022, Objective 1.3 “Wollongong’s ecological footprint is reduced” which has a community indicator of “↓ Percentage in city footprint”.

FINANCIAL IMPLICATIONS

There is no joining fee for the Global Covenant of Mayors, however there will be costs associated with completing the inventories and implementing identified actions. The costs associated with the preparation of the inventory and development of a target will be approximately \$10,000. The cost of implementing actions to mitigate and adapt to climate change are difficult to estimate until the action plan is developed, however it is noted that Council is already implementing many actions in this regard. Taking steps to mitigate and adapt to climate change will reduce Councils long-term exposure to the impacts of climate change.

CONCLUSION

The Global Covenant of Mayors is a free program that provides a robust framework to commit to and deliver real greenhouse emissions reductions. It is recommended that Council commit to joining the program.



COMPACT *of* MAYORS





Cities around the world are already acting—many in very significant ways—to reduce emissions and adapt to climate change, but their progress too often goes unrecognized and is not measured or reported consistently. Sharing the impact of these current efforts and catalyzing new action is imperative, in part because a new climate change agreement will soon be negotiated in Paris.

In Paris in December 2015, the United Nations will hold its 21st annual Conference of the Parties (COP 21), with the aim of achieving a universal agreement on climate among nation states.

Real momentum can occur only when nations and cities collaborate.

Cities have an enormous opportunity to make even more of an impact. The potential impact of cities taking climate action in three sectors alone—buildings, transportation and waste—would make an impact greater than the total emissions of the United States and the 28 member states of the European Union combined.



The Compact of Mayors is a global coalition of mayors and city officials committing to reduce local greenhouse gas emissions, enhance resilience to climate change and track their progress publicly. It is an agreement by city networks – and then by their members – to fight climate change in a consistent and complimentary manner to national efforts.

- The Compact collects the significant climate action data that cities are already reporting in a consistent, transparent manner and makes that data available in a single place.
- The Compact builds on existing cooperative efforts, partnering with other initiatives to better measure and communicate the impact of city action.
- The Compact represents the greatest opportunity to bring attention to, and quantify, city action, both in the lead-up to Paris and beyond.



The Compact of Mayors was launched at the 2014 United Nations Climate Summit. It was formed by:

- UN Secretary-General Ban Ki-moon
- Michael R. Bloomberg, U.N. Secretary-General's Special Envoy for Cities and Climate Change
- ICLEI-Local Governments for Sustainability (ICLEI)
- C40 Cities Climate Leadership Group (C40)
- United Cities and Local Governments (UCLG)
- United Nations Human Settlements Programme (UN-Habitat)

The Compact of Mayors was formally signed into action in September 2014 with a statement that read in part:

"The Compact of Mayors is an agreement by city networks—and then by their members—to undertake a transparent and supportive approach to reduce city-level emissions, to reduce vulnerability and to enhance resilience to climate change, in a consistent and complimentary manner to national level climate protection efforts. The Compact of Mayors builds on the ongoing efforts of Mayors that increasingly set ambitious, voluntary city climate commitments or targets for greenhouse gas (GHG) emissions reduction and to address climate risk; report on progress towards achieving those targets by meeting robust, rigorous and consistent reporting standards (as established through City Networks); and make that information publically available by reporting through a recognized city platform."





WHY COMMIT TO THE COMPACT OF MAYORS?

Compact of Mayors benefits:

- New and widespread recognition of innovative and impactful city action already underway for years
- Platform to demonstrate commitment to be part of the global solution
- Consistent, standardized and reliable assessment of city impact and progress toward meeting commitments
- Evidence of the greenhouse gas impact of city action
- Increased investor confidence and capital flows into cities
- Mechanism for national governments to recognize and resource local commitments

EXISTING CLIMATE GOALS SUPPORTED BY COMPACT OF MAYORS

The Compact of Mayors recognizes many existing initiatives to gather the impact of efforts already underway. The following are just a few of the major climate initiatives that complement and are in alignment with the Compact of Mayors' requirements:





BUILDS ON INITIATIVES FOR GREATER IMPACT AND RECOGNITION: The Compact is the broadest coalition to unite cities, networks and other global partners with a common aim—to support more climate action in cities, and share the impact of city action with the international community.

STANDARDIZES MEASUREMENT AND REPORTING: For the first time, the Compact will standardize the way city climate data is reported, establishing a universal approach to data collection. The data can be aggregated to highlight the collective impact of city actions, which will increase global and investor confidence.

MAKES DATA AVAILABLE TO THE PUBLIC: Cities primarily report their climate data/actions through two major platforms—CDP (www.cdp.net) and carbonn Climate Registry (carbonn.org)—both of which are partners to the Compact. The Compact will make this data centrally and publicly available through the carbonn Climate Registry to highlight commitments and allow for easy searchability.





MEASUREMENT

**“If you can’t
measure it, you
can’t manage it.”**

—MICHAEL R. BLOOMBERG

Measurement, planning and reporting are critical to achieving climate goals, and Bloomberg’s guiding maxim underscores the mission of the Compact of Mayors.

With the use of consistent, transparent measurements, the Compact aims to get cities around the world on a common platform so that the impact of their collective actions on greenhouse gas emissions can be accurately captured.

HOW TO PARTICIPATE IN THE COMPACT OF MAYORS

Any city or town in the world may commit to the Compact of Mayors—regardless of size or location. A city has up to three years to meet a series of requirements and fully comply, culminating in the creation of a full climate action and adaptation plan, and it will be recognized as each step is met. Many cities have already completed some of the activities and can be compliant in fewer than three years.

To commit to the Compact, a city must:



REGISTER COMMITMENT.

A mayor may register on either of the Compact's standard reporting platforms—carbonn Climate Registry or CDP—or email a letter of intent to info@compactofmayors.org. Following its submission, a city will be contacted by the Compact support team.



TAKE INVENTORY.

Within one year, a mayor must assess the current impacts of climate change in his/her city. To do so, the city must 1) Build and complete a community-wide GHG inventory with a breakdown of emissions for buildings and transport sectors, using the GPC standard; (2) Identify climate hazards; and (3) Report on both via the CDP or carbonn Climate Registry questionnaires.



CREATE REDUCTION TARGETS AND ESTABLISH A SYSTEM OF MEASUREMENT.

Within two years, the registered city must update its GHG inventory to also include a breakdown of emissions from waste sector; set a target to reduce its GHG emissions; conduct a climate change vulnerability assessment consistent with Compact guidance; and report in its chosen platform.

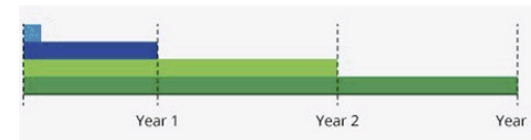


ESTABLISH AN ACTION PLAN.

Within three years, a city's strategic action plan must show how it will deliver on its commitment to reduce greenhouse gas emissions and adapt to climate change.

COMMITTED AND COMPLIANT BADGES

To join the Compact, a city leader must engage in the following four phases over a 3 year period. Each phase has a 2 step process: Mitigation and Adaptation.



Establish An Action Plan

Within three years, a city's strategic action plan must show how it will deliver on its commitment to reduce greenhouse gas emissions and adapt to climate change.

Upon registering its commitment to the Compact of Mayors, a city will receive an official "Committed" badge.



Upon completing all requirements, a city will receive a "Compliant" badge. A new "Compliant" badge will be issued each year that compliance is maintained through annual reporting.



These badges may be publicly displayed online and in print materials.

STEP 1 — COMMITMENT



REGISTER COMMITMENT.

MITIGATION

- Cities commit to:
 - > Reduce local GHG emissions.
 - > Measure community emissions inventory using the GPC – a consistent and robust standard.
 - > Set data-based targets for the future.
 - > Develop climate action plans to deliver on city targets.

ADAPTATION

- Cities commit to:
 - > Address the impacts of climate change.
 - > Identify climate hazards.
 - > Assess vulnerabilities.
 - > Develop climate adaptation plans.

A city may register at carbonn Climate Registry or CDP or email a letter of intent to join to info@compactofmayors.org. (A template letter is available for download on www.compactofmayors.org.)

STEP 2 — INVENTORY



TAKE INVENTORY.

MITIGATION

- Build and complete a community-wide GHG inventory using the GPC Standard.
- Report via CDP or carbonn Climate Registry.

In year one, cities only need to report on emissions in two sectors: stationary energy and inboundary travel. In year two, they must report on all sectors.

ADAPTATION

- Identify climate hazards
- Report hazards via the CDP or carbonn Climate Registry questionnaires.

STEP 3 — TARGET



SET REDUCTION TARGETS.

MITIGATION

- Update GHG inventory to also include a breakdown of emissions from waste sector.
- Set GHG reduction target.
- Report in chosen platform.

ADAPTATION

- Assess climate change vulnerability utilizing Compact guidance.
- Report in chosen platform.

STEP 4 — PLAN



CREATE EITHER A JOINT OR INDIVIDUAL ACTION PLAN TO ADDRESS CLIMATE MITIGATION AND ADAPTATION.

MITIGATION

- Develop climate action plan demonstrating how city will deliver on its commitment to reduce greenhouse gas emissions.
- Report in chosen platform.

ADAPTATION

- Develop a climate change adaptation plan demonstrating how the city will adjust to actual or expected climate change impacts.
- Report in chosen platform.

Once Step 4 has been completed, a city will have met all of the Compact of Mayors requirements and will be fully compliant. To maintain compliance, a city will report its progress on mitigation and adaptation annually.

HOW TO REPORT: REPORTING VIA CDP

1. Register your commitment.
2. Report your inventory and climate risk.
3. Report your target.
4. Upload your climate action plan.

CDP DRIVING SUSTAINABLE ECONOMIES

CDP Cities 2015 Information Request

INTRODUCTION GOVERNANCE RISKS & ADAPTATION OPPORTUNITIES COMMUNITY STRATEGY C40 **COMPACT OF MAYORS**

COM Overview

M0.1 If registering intent of compliance with the Compact of Mayors, please attach your letter. Please complete this [template](#) and attach to confirm your intent of compliance.

Choose File No file chosen **Attach**

M0.2 Please provide details of your city's current population. Clicking the "copy from last year" button at the bottom of the page will copy your answer from question 0.5 Column's 1 and 2.

Current population: 120000000 Current population year: 2014

COM Risks

Please note that the answers provided on this page will be used to submit to the Compact of Mayors initiative. Compact compliant cities must report annually on their progress towards identifying risks. Please be sure to complete all of the questions on this page to be compliant. The majority of the questions asked on the COM Risks page are also asked in the CDP questionnaire. Click the "Copy from last year" button at the end of this page to copy the responses you have already answered from the relevant CDP section. More detail is included in the help text of each question.

M2.0 Has a climate change risk or vulnerability assessment been undertaken for your local government area?

Yes

M2.0a Please attach your climate change risk or vulnerability assessment.

Choose File No file chosen **Attach**

HOW TO REPORT: REPORTING VIA CARBONN CLIMATE REGISTRY

1. Register your commitment.
2. Report your inventory and climate risk.
3. Report your target.
4. Upload your climate action plan.

The screenshot shows the Carbonn Climate Registry website. The header includes the logo and navigation links: HOME, ABOUT, DATA, RESOURCES, SUPPORT AND TEMPLATES, JOIN, PARTNERSHIPS, and a LOGIN button. The main content area features three circular statistics: 14% Population in millions (14% of world's urban population), 524 Number of reporting cities and regions, and 1.0 billion tons Committed GHG emissions reductions by 2020. A prominent banner for the 'carbonn Climate Registry 2014 - 2015 Digest' includes a 'Learn more >' button. Below this is a 'Compacts' form with the following fields and options:

- We hereby indicate our intent to comply with the Compact of Mayors
- Date of decision to become Compact of Mayors compliant:
- Supporting document indicating intent to comply with the Compact of Mayors:
- We hereby indicate our intent to comply with the Compact of States and Regions
-

Step 1: Go to www.carbonn.org

Step 2: Login or Register

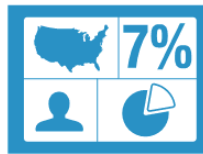
Step 3: Tick box - intent to comply with Compact of Mayors, add date and upload commitment letter.

HOW DOES THE COMPACT OF MAYORS SHOWCASE CITY ACTION?

Once cities input their data into carbonn Climate Registry or CDP, data is:



- Consolidated in the Compact's central database, the carbonn Climate Registry, accessible through...



A city profile:

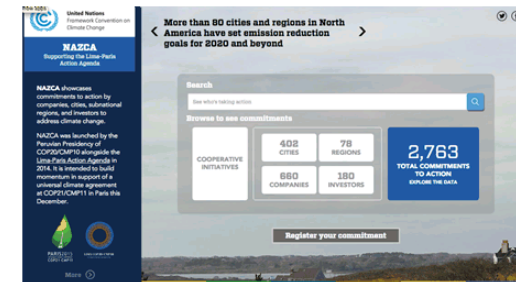
Including highlights around commitment status, key actions taken and a mayoral profile.



A searchable database:

All city Compact data will be made available publicly through a consolidated database; every city will input the same data.

- Aggregated to show the collective impact of all Compact commitments:
 - > A summary number of GHG impact of all city commitments, globally
 - > A summary number of population covered by city commitments, globally
- Shared with the UNFCCC NAZCA (The Non-state Actor Zone for Climate Action) website via the carbonn Climate Registry database as an input into the official UN climate negotiation process





RESOURCES FOR CITIES

Tools for compliance

Measurement and planning tools for cities at each step of process: GHG inventory, climate action planning, risk assessment framework and more

Technical support and training

Materials and guidance documents covering GPC inventories, climate action planning, risk assessment, etc.

Direct support

info@compactofmayors.org



Once a city commits to the Compact of Mayors, we will work with you to tell your story, including:

 A press release announcing participation

 A letter to share with mayors in your network

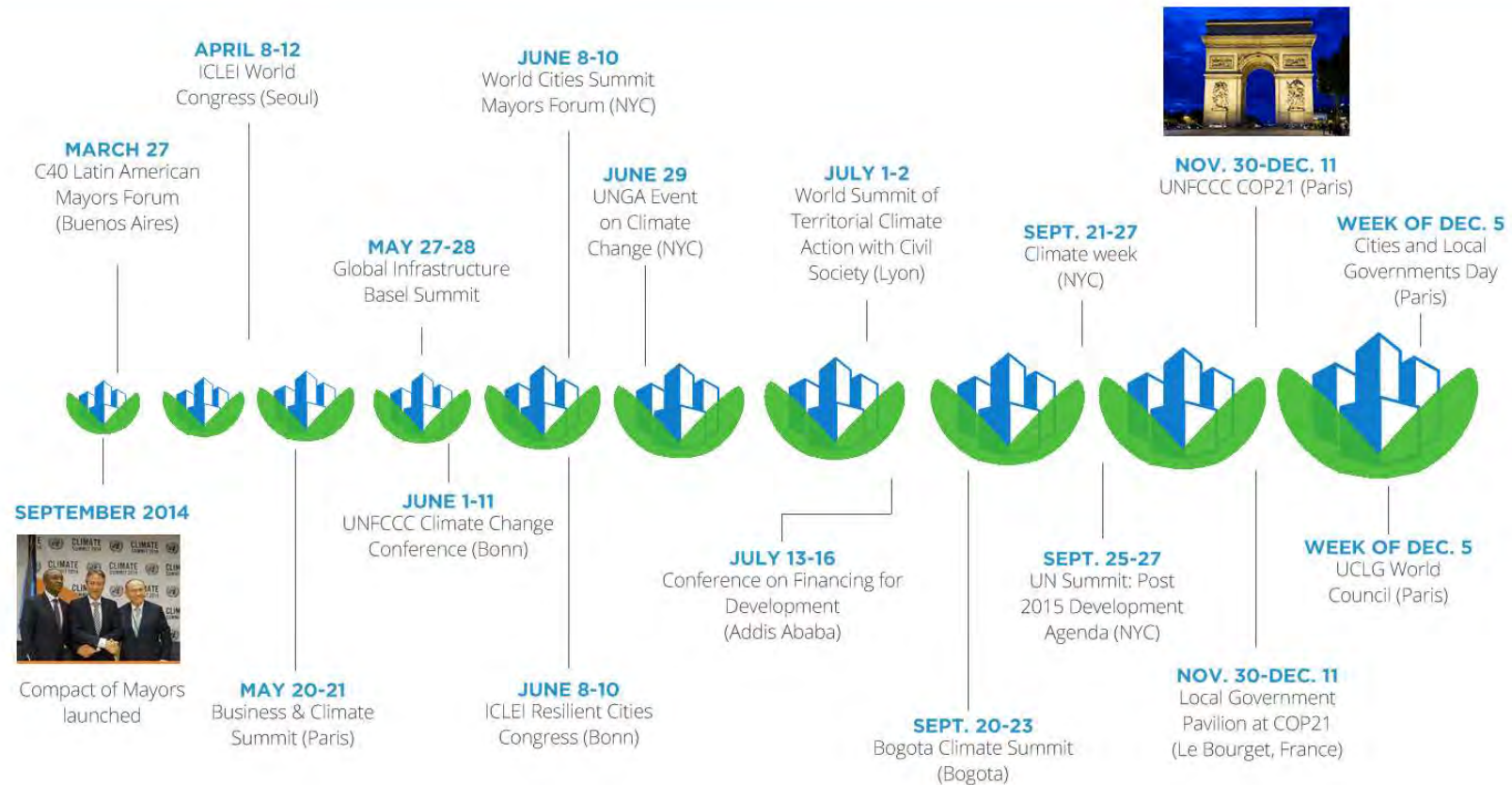
 Media relations

 Social media templates

- > Statements
- > Commentary
- > Media interviews
- > Op-eds

 A city profile on the Compact of Mayors website: www.compactofmayors.org

THE ROAD TO COP 21



COMPACT OF MAYORS PARTNERS

Founding Partners

MICHAEL R. BLOOMBERG | UN Secretary-General's Special Envoy for Cities and Climate Change

Michael R. Bloomberg is an entrepreneur and philanthropist who served three terms as mayor of New York City, from 2002 through 2013. In 2014, U.N. Secretary-General Ban Ki-moon appointed Bloomberg to be Special Envoy for Cities and Climate Change, for which he is focusing on helping cities and countries set and achieve more ambitious goals for mitigating and adapting to climate change.

The C40 Cities Climate Leadership Group, now in its 10th year, connects more than 75 of the world's greatest cities, representing 500+ million people and one quarter of the global economy. Created and led by cities, C40 is focused on tackling climate change and driving urban action that reduces greenhouse gas emissions and climate risks, while increasing the health, wellbeing and economic opportunities of urban citizens. The current chair of the C40 is Rio de Janeiro Mayor Eduardo Paes; three-term Mayor of New York City Michael R. Bloomberg serves as president of the board.



ICLEI-Local Governments for Sustainability is a global association of over 1,000 cities, towns and metropolises committed to building a sustainable future. ICLEI has around 300 urban development professionals working in 17 secretariats and offices, supporting cities and regions to become sustainable, low-carbon, resilient, biodiverse, resource-efficient and productive, ecomobile, smart, and healthy and happy. More than 20% of the world's urban population benefit from ICLEI's work which is global in scope and impact, and yet very local in implementation.



Created in 2004, **United Cities and Local Governments (UCLG)** is the united voice and world advocate of local and regional self-government. Members of UCLG are present in 140 countries, and are organized into seven regional sections, a Forum of Regions, and a metropolitan section. UCLG's membership includes over 1,000 cities and regions, as well as 155 local government associations.



The United Nations Human Settlements Programme, UN-Habitat, is the United Nations agency for sustainable urban development. It is mandated to promote socially and environmentally sustainable towns and cities while advocating adequate shelter for all.



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ITEM 6

WOLLONGONG SECTION 94A DEVELOPMENT CONTRIBUTIONS PLAN (2017) -
POST EXHIBITION

On 8 May 2017, Council endorsed the draft Wollongong Section 94A Development Contributions Plan (2017) for exhibition. The Section 94A Plan is linked to the Wollongong 2022 Community Strategic Plan. The Works Schedule included in the Section 94A Plan is a subset of the works program expressed in the adopted Capital Budget Delivery Program 2012-2017. As a consequence of the annual update of the Delivery Program, it is necessary to update the Section 94A Plan for consistency. As a result of the exhibition, one submission was received. It is recommended that the Wollongong Section 94A Development Contributions Plan (2017) be adopted.

RECOMMENDATION

- 1 The Wollongong Section 94A Development Contributions Plan (2017) be adopted.
- 2 The adoption of the Plan be notified in the local newspapers in accordance with the requirements of the Environmental Planning and Assessment Regulation 2000.

REPORT AUTHORISATIONS

Report of: Vanni De Luca, Manager Environmental Strategy and Planning (Acting)
Authorised by: Andrew Carfield, Director Planning and Environment - Future City and Neighbourhoods

ATTACHMENTS

- 1 Wollongong Section 94A Development Contributions Plan (2017)

BACKGROUND

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

The City-Wide Section 94A Contributions Plan came into force on 14 June 2006. This Section 94A Plan repealed the previous 12 Section 94 Plans. In January 2007 it was amended to include an additional levy for the Wollongong City Centre and renamed, 'Combined City Wide and City Centre Section 94A Development Contributions Plan'. In July 2009 it was amended by further combining Part A – City Wide and Part B – City Centre and renamed 'Wollongong Section 94A Development Contributions Plan'. The current Section 94A Plan applies to the whole LGA, except Stages 1 and 2 of the West Dapto Release Area, where the West Dapto Section 94 Development Contribution Plan applies.

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

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

The Section 94A Plan is linked to the Wollongong 2022 Community Strategic Plan, in particular the five-year Delivery Program, so that there is a single process and a single works schedule that governs Council's infrastructure provision and activities. The Delivery Program is the document which provides the community with an overview of the major projects and activities proposed by Council for the next five years, including the capital budget. The Delivery Program is reviewed on an annual basis and the major

capital projects and activities are reviewed and amended accordingly. The Section 94A Plan needs to be updated annually to remain consistent with the Capital Delivery Program.

On 12 December 2016, Council endorsed the current Wollongong Section 94A Development Contribution Plan (2016). On 3 April 2017, Council endorsed the exhibition of the 2017-18 draft Annual Plan. On 26 June 2017 Council endorsed the Annual Plan and Budget. The detailed Capital Delivery Program for 2017-18 was also finalised.

On 8 May 2017, Council considered a report on the draft Wollongong Section 94A Development Contributions Plan 2017. In summary the report proposed the following changes:

- Updating the Works Schedule and Maps to reflect the draft Annual Plan 2017-18;
- Clarifying the 2% levy that applies to the B3 Commercial Core zone in the Wollongong CBD, through a separate schedule and map;
- Differentiating into separate clause the Ministerial Directions, from exemption provisions that are allowed under Council discretion;
- Flagging that Section 94A funds may be used to partially fund a roundabout on Northcliffe Drive, Kembla Grange, associated with a development proposal, noting that the draft Capital Works Program did not include the roundabout;
- Other minor changes to improve the clarity of the Plan.

Council resolved that:

The draft Wollongong Section 94A Development Contributions Plan 2017 be endorsed for exhibition for a minimum period of 28 days.

PROPOSAL

The purpose of this report is to highlight the submissions received during the public exhibition of the draft Section 94A Development Contributions Plan (2017) and to seek Council's adoption of the Plan.

CONSULTATION AND COMMUNICATION

The draft Wollongong Section 94A Development Contributions Plan (2017) was exhibited from 15 May 2017 to 16 June 2017. The draft Plan was exhibited in Council libraries and on Council's website. Notices were also included in the local newspapers and on Council's website. Neighbourhood Forums, local peak industry associations (Urban Development Institute of Australia, Planning Institute of Australia, Property Council Australia - Illawarra) and local planning consultants were advised of the exhibition.

The draft planning document was viewed 51 times on Council's website and exhibition documents were downloaded 16 times. As a result of the exhibition one submission was received. Neighbourhood Forum 5 expressed grave reservations about the Plan. The submission included the following points (summarised):

- Section 94 Plans require a nexus between the impact of development and the contribution paid. Section 94A Plans do not require the establishment of nexus, and therefore Council uses the contribution as a "slush" fund for whatever it thinks appropriate;
- There should be a clear inventory and analysis of what services are being received by different communities and Section 94A contributions allocated to reduce differential, over and above asset retention and service growth;
- The Wollongong City Centre should have its own Section 94 Plan, so developers provide funding for consolidated car parks, and the higher contributions could be spent elsewhere in the City;
- Exemptions should also be allowed for not-for-profit development, private schools and hospitals should not be exempt; and

- Proposals under \$100,000 in value should not require a qualified person to assess the cost.

Comment: Neighbourhood Forum 5 is correct that Section 94 Plans, are required to demonstrate nexus between development and the allocation of funding, for example the West Dapto Section 94 Plan. The same rules do not apply to Section 94A Plans, although Council allocates funds to similar types of infrastructure (as indicated by Schedule 5). Schedules 5 and 6 demonstrate that Council utilises Section 94A funds on infrastructure projects throughout the City, and not just where funds are collected.

The Wollongong Section 94A Plan has been in place since 2006 (11 years) and has collected some \$28 million in contributions. Of this amount some \$16 million would be attributed to the Wollongong City Centre.

Only one Section 94/94A Plan can apply to a parcel of land. If Council was to prepare a Section 94 Plan for the City Centre, it would need to detail current and future requirements for parking as well as road widening, traffic management, pedestrian facilities, community facilities, recreation facilities and drainage.

The current exemptions in the Section 94A Plan are aimed at uses that support the community and reduce the demand on Council or State services. A school or hospital provided by either the State or a private organisation serves the local and regional community.

No changes are proposed to the exhibited draft Plan.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goals as the Section 94A Plan is aligned with the Capital Works Program and contributes to the funding required to meet the delivery program.

It specifically delivers on core business activities as detailed in the Land Use Planning Service Plans 2016-17 and 2017-18.

FINANCIAL IMPLICATIONS

In May 2017, the balance of Section 94A Contributions held was \$11.76 million and the forecasted income for 2017-18 is approximately \$1.23 million. This makes a maximum available funding for 2017-18 of \$12.42 million.

The proposed Works Schedule for 2017-18 includes approximately \$3.78 million of Section 94A funds.

If the forecasted income and expenditure occur, a balance of \$8.64m will remain. The income and expenditure is monitored as the delivery program is finalised and projects are scheduled to commence.

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

CONCLUSION

It is recommended that the Wollongong Section 94A Development Contributions Plan (2017) (Attachment 1) be adopted.



WOLLONGONG CITY COUNCIL

WOLLONGONG SECTION 94A DEVELOPMENT CONTRIBUTIONS PLAN

2017



Wollongong Section 94A Development Contributions Plan (2017)

Document Control						
Document ID: Wollongong City Council Section 94A Plan						
Rev No	Date	Revision Details	Typist	Author	Verifier	Approver
1	March 2006	Draft for exhibition (2006 version)	ZS	ZS	ZS	ZS
2	June 2006	In force (2006 version)	ZS	ZS	ZS	ZS
3	December 2006	Ministers Direction under S94E added	ZS	ZS	ZS	ZS
4	May 2007	Draft for exhibition (2007 version)	ZS	ZS	ZS	ZS
5	June 2007	In force (2007 version) 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)	MH	MH	DG	DG
22	26 October 2015	In force (2015 version)	MH	MH	DG	DG
23	06 October 2016	Draft for Exhibition (2016 version)	BL	MH	DG	DG
24	19 December 2016	In force (2016 version)	BL	MH	DG	DG
25	8 May 2017	Draft for Exhibition (2017 version)	MB	MB	MH	DG
26	XX July 2017	In force (2017 version)	JP	MB	MB	DG

**Wollongong Section 94A
Development Contributions Plan (2017)**

Table of Contents

Part A - Schedules	4
1. Schedule 1 - City Wide Section 94A levy rates.....	4
2. Schedule 2 - Wollongong City Centre Commercial Core Section 94A levy rates.....	4
3. Schedule 3 – Works schedule summary.....	5
Part B – Expected Development and Demand for Public Facilities	5
4. Expected Development and Demand for Public Facilities	5
Part C – Administration and Operation of the Plan.....	6
5. What is the name of this Contributions Plan?	6
6. Where does this Plan apply?	6
7. What is the purpose of this Plan?	6
8. When does this development contributions Plan commence?	6
9. Relationship with other development contribution Plans	6
10. What does Section 94A of the EP&A Act provide?.....	10
11. Council may require payment of the levy as a condition of development consent	10
12. How will the levy be calculated	10
13. Development to which this Plan applies.....	10
14. Section 94E Directions.....	11
15. Are there any exemptions to the levy?.....	11
16. Complying Development Certificates and the obligations of accredited certifiers.....	12
17. Construction certificates and the obligations of accredited certifiers	12
18. How is the proposed cost of carrying out development determined?	13
19. Cost estimate reports	14
20. How will the Council apply money obtained from the levy?.....	14
21. What are the funding priorities from levies authorised by this Plan?	14
22. Pooling of levies.....	14
23. The Goods and Services Tax (GST).....	14
24. When is the levy payable?.....	14
25. Can deferred or periodic payments of levies be made?	15
26. Planning Agreements.....	15
27. How will the levy be adjusted?.....	16
28. Savings and Transitional Arrangements	16
29. Are refunds for payments of levies possible?	16
Part D – References	17
30. What definitions apply?.....	17
31. Schedule 4 – Detailed Cost Report	18
32. Schedule 5 – Detailed Works Schedule –Projects proposed to utilise Section 94A funds.....	19
33. Schedule 6 – Detailed Works Schedule –Projects that have included Section 94A funds.....	21
34. Schedule 7 - Works Schedule – Maps	25

**Wollongong Section 94A
Development Contributions Plan (2017)**

Part A - Schedules

1. Schedule 1 - City Wide Section 94A 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 Section 94A 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:

- Kiera 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

**Wollongong Section 94A
Development Contributions Plan (2017)**

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

3. Schedule 3 – Works schedule summary

Category/Asset Class	Actual S94A Contribution Expenditure 2006/07 to 2015/16	Proposed S94A Contribution Expenditure 2016/17 to 2019/20	Total S94A Contribution Expenditure 2006/07 to 2019/20
Roads and bridges	\$4,257,031	\$2,703,000	\$6,960,031
Footpaths and Cycleways	\$7,908,089	\$2,160,000	\$10,068,089
Car parks	\$2,004,270	\$260,000	\$2,264,270
Non-Commercial buildings	\$13,955,419	\$500,000	\$14,455,419
Parks, Gardens and sports fields	\$5,321,298	\$321,000	\$5,642,298
Land Acquisitions	\$2,201,500	\$3,000,000	\$5,201,500
Administration	\$861,027	\$440,000	\$1,301,027
Total	\$36,508,634	\$9,384,000	\$45,892,634

For further details refer to Part D Schedule 5 and 6 – Detailed Works Schedule.

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 232,566 is expected by 2026 and 253,792 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 Section 94A
Development Contributions Plan (2017)**

Wollongong City Council wants to ensure that it has a sustainable local government area, safeguarding the economic, social, cultural, and environmental wellbeing of present and future generations. The section 94A levy will assist Council to provide high quality and diverse public facilities to meet the expectations of the existing and new residents of Wollongong City Council.

The additional public facilities to be provided to meet the expected future development are set out in Part D Schedule 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.

Part C – Administration and Operation of the Plan

5. What is the name of this Contributions Plan?

This Plan is called the "Wollongong Section 94A Development Contributions Plan (2017)" (the Plan).

6. Where does this Plan apply?

This Plan applies to all land within the local government area of Wollongong City Council excluding Stages 1 & 2 and other additional areas of the West Dapto Urban Release area as shown on Figure 1.

7. What is the purpose of this Plan?

The purposes of this Plan are:

- To enable the imposition of a condition on certain development consents and complying development certificates requiring the payment of a contribution pursuant to section 94A of the *Environmental Planning and Assessment Act 1979* (EP&A Act).
- To assist the Council to provide the appropriate public facilities which are required to maintain and enhance amenity and service delivery within the area.
- To publicly identify the purposes for which the levies are required.

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 Section 94A Development Contributions Plan 2017 was adopted by Council at its Meeting of [Insert Date] and came into force on [Insert Date].

9. Relationship with other development contribution Plans

This plan repeals the following section 94 / 94A contributions plans applying in the Wollongong local government area:

- Wollongong Section 94A Contributions Plan (2016 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2015 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2014 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2013 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2012 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2011 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2010 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2009 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2008 version) – this plan repealed the following plan;

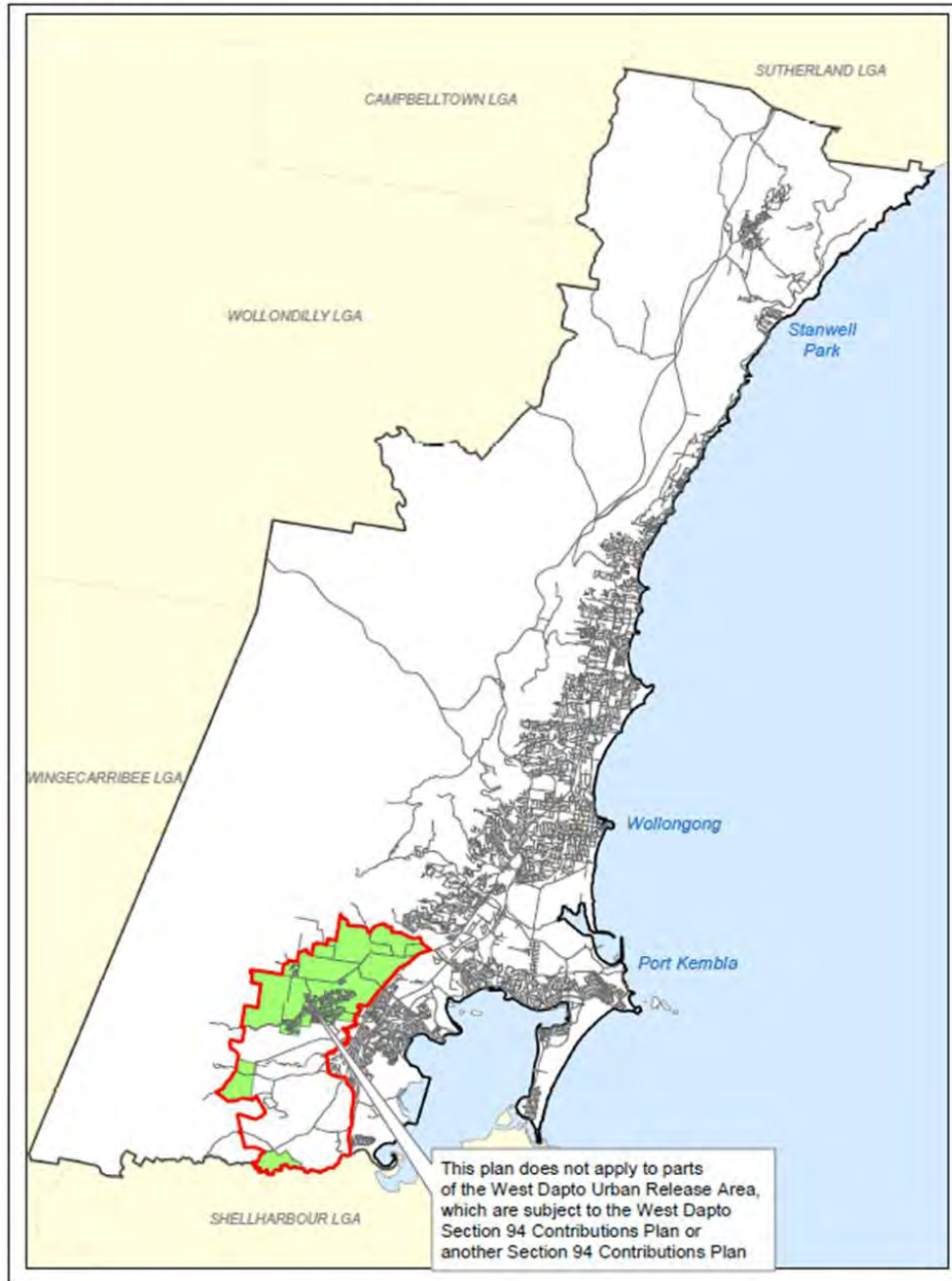
**Wollongong Section 94A
Development Contributions Plan (2017)**




- Wollongong Section 94A Contributions Plan (2007 version) – this plan repealed the following plan;
- Wollongong Section 94A Contributions Plan (2006 version) – this plan repealed the following Section 94 plans:
 - CP No 1 Open Space Embellishment, Recreation Facilities, Community Facilities;
 - Amendment to CP No 1 Open Space;
 - CP No 2 Traffic Management & Road Works in City of Wollongong;
 - CP No 3 Car Parking in the City of Wollongong;
 - CP No 4 Studies & Administration;
 - CP No 6 Car Parking in Area between Fairy Creek & Georges Plan Nth Wollongong;
 - CP No 7 Open Space Dedication (Nth Side Kanahooka Road);
 - CP No 8 Roundabout at the intersection of Unara Road, Yalunga Street & Princes Highway, Dapto;
 - CP No 9 Mount Brown Local Area Traffic Management Scheme;
 - CP No 10 Bank Street (Road Works & Intersection Upgrade);
 - CP No 11 Bank Street (Car Parking Facility between Bank & Stewart Sts);
 - CP No 12 Sandon Point Section 94 Land Acquisition; and
 - CP No 13 Library Resources.

Any other Section 94 or Section 94A contributions plans that are not repealed continue to apply to all areas and development to which they are stated to apply.

**Wollongong Section 94A
Development Contributions Plan (2017)**

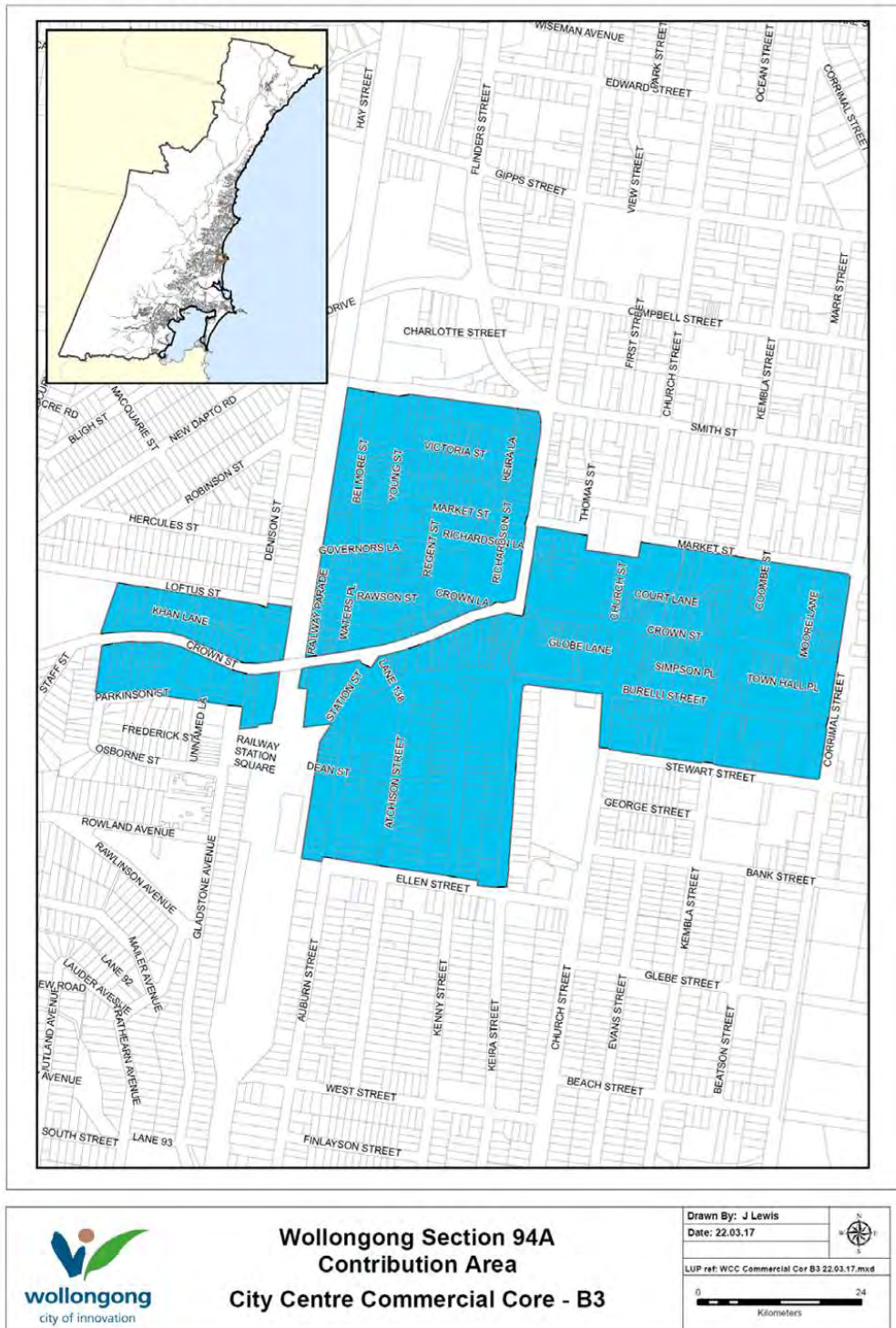
Figure 1 Land to which this Contributions Plan applies



	Wollongong Section 94A Contribution Area	Drawn By: J Lewis Date: 22.03.17	
		Gls ref: Wollongong Sec94A 22.03.17.mxd	
			

**Wollongong Section 94A
Development Contributions Plan (2017)**

Figure 2 Wollongong City Centre Commercial Core



**Wollongong Section 94A
Development Contributions Plan (2017)**

10. What does Section 94A of the EP&A Act provide?

Section 94A of the EP&A Act provides as follows:

94A Fixed development consent levies

- (1) A consent authority may impose, as a condition of development consent, a requirement that the applicant pay a levy of the percentage, authorised by a contributions plan, of the proposed cost of carrying out the development.
- (2) A consent authority cannot impose as a condition of the same development consent a condition under this section as well as a condition under section 94.
- (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:
 - (a) 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 94A Levy Rates and Schedule 2 – Wollongong City Centre Commercial Core Levy Rates. The levy will be calculated as follows:

$$\text{Levy payable} = \%C \times \$C$$

Where:

%C is the levy rate applicable

\$C is the proposed cost of carrying out development as determined in accordance with clause 18.

Where an exemption is granted for a preceding application under Clause 15(f) "An application for demolition (where there is no replacement building or development)" on the same subject site (irrespective of sub-division or consolidation occurring) the following application(s) for development, qualifying under this clause 12, will be additionally levied the relevant proportion of the levy that would have applied if the cost of development included the "demolition, excavation and site preparation, decontamination or remediation" in accordance with clause 25J of the EP&A Regulation that occurred under the preceding application.

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.

**Wollongong Section 94A
Development Contributions Plan (2017)**

14. Section 94E Directions

Any current and relevant Direction issued by the NSW Minister for Planning under section 94E of the EP&A Act will prevail over the provisions of this Plan. Current Section 94E 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)

Further details on current Section 94E 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.

- a. An application by the Council for community infrastructure, such as but not limited to libraries, community facilities, child care facilities, recreational areas, recreational facilities or car parks.
- 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 an industrial, retail, commercial or residential development, where there is no increase in floor space within an existing building, such as but not limited to internal fit-out or alteration to existing structure.
- d. An application for the continued operation of a coal mine, where rail transport is used for the transportation of coal.
- e. An application for place of public worship.
- f. An application for demolition (where there is no replacement building or development).
- g. An application for a residential care facility.
- h. An application for an industrial training facility.

The following exemption requests (partial or full) will require a comprehensive written submission:

- i. An application on behalf of Council for community infrastructure, such as but not limited to libraries, community facilities, child care facilities, recreational areas, recreational facilities or car parks.
- j. An application 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.
- k. An application for privately funded community infrastructure, such as but not limited to education facilities (primary and secondary) and private hospitals.
- l. Any other development for which Council considers an exemption is warranted, where the decision

**Wollongong Section 94A
Development Contributions Plan (2017)**

is made by formal resolution of the Council at a public Council meeting.

- m. 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 (i) to (m) 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 (i) to (m) will only to be granted with approval of the Council Officer(s) whose position(s) holds the required Council delegations or in terms of point (l) by formal resolution of the Council at a public Council meeting.

16. Complying Development Certificates and the obligations of accredited certifiers

In accordance with section 94EC of the EP&A Act, applications for Complying Development are also subject to the provisions of this Plan, and the payment of a Section 94A contribution. In accordance with section 85A(9) of the EP&A Act and clause 136K(2) of the EP&A Regulation, the accredited certifier must impose a condition requiring the payment of a Section 94A contribution in accordance with the requirements of this Plan before any building or subdivision work authorised by the certificate commences.

In accordance with clause 27(1A) of the EP&A Regulation, the certifier must ensure that the levy has been fully paid before any work authorised by the certificate commences and receipt(s) confirming full payment lodged with Council. Failure to follow this procedure may render such a certificate invalid.

17. Construction certificates and the obligations of accredited certifiers

In accordance with clause 146(b) of the EP&A Regulation, a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless each condition requiring the payment of a monetary contribution or levy (as referred to in section 94A of the EP&A Act) has been complied with.

**Wollongong Section 94A
Development Contributions Plan (2017)**

In particular, the certifier must ensure that receipt(s) confirming that levies have been fully paid are provided and copies of such receipts must be included with copies of the certified plans provided to the Council in accordance with clause 142(2) of the EP&A Regulation. Failure to follow this procedure may render such a certificate invalid.

The only exceptions to the requirement are where the Council has agreed to a works in kind, material public benefit, dedication of land, or deferred payment arrangement. In such cases, Council will issue a letter confirming that an alternative payment method has been agreed with the applicant.

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 94A levy—determination of proposed cost of development

- (1) The proposed cost of carrying out development is to be determined by the consent authority, for the purpose of a section 94A levy, by adding up all the costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following:
 - (a) if the development involves the erection of a building, or the carrying out of engineering or construction work—the costs of or incidental to erecting the building, or carrying out the work, including the costs (if any) of and incidental to demolition, excavation and site preparation, decontamination or remediation,
 - (b) if the development involves a change of use of land—the costs of or incidental to doing anything necessary to enable the use of the land to be changed,
 - (c) if the development involves the subdivision of land—the costs of or incidental to preparing, executing and registering the plan of subdivision and any related covenants, easements or other rights.
- (2) For the purpose of determining the proposed cost of carrying out development, a consent authority may have regard to an estimate of the proposed cost of carrying out the development prepared by a person, or a person of a class, approved by the consent authority to provide such estimates
- (3) The following costs and expenses are not to be included in any estimate or determination of the proposed cost of carrying out development:
 - (a) the cost of the land on which the development is to be carried out,
 - (b) the costs of any repairs to any building or works on the land that are to be retained in connection with the development,
 - (c) the costs associated with marketing or financing the development (including interest on any loans),
 - (d) the costs associated with legal work carried out or to be carried out in connection with the development,
 - (e) project management costs associated with the development,
 - (f) the cost of building insurance in respect of the development,
 - (g) the costs of fittings and furnishings, including any refitting or refurbishing, associated with the development (except where the development involves an enlargement, expansion or intensification of a current use of land),
 - (h) the costs of commercial stock inventory,
 - (i) any taxes, levies or charges (other than GST) paid or payable in connection with the development by or under any law."
 - (j) 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,
 - (l) 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

**Wollongong Section 94A
Development Contributions Plan (2017)**

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.

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 3 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 93E(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 93E(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;

**Wollongong Section 94A
Development Contributions Plan (2017)**

- 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 guarantee be issued by a bank for the amount of the total contribution, or the amount of the outstanding contribution, plus an amount equal to thirteen (13) months interest.
- b) Any charges associated with establishing or operating the bank security are payable by the applicant.
- c) The bank guarantee must carry specific wording identifying the exact obligation to which it relates (i.e. section 94A development contributions for development of Lot x DP xxx under Development Consent No. xxx)
- d) The bank unconditionally pays the guaranteed sum to the Council if the Council so demands in writing not earlier than 12 months from the provision of the guarantee or completion of the work.
- e) The bank must pay the guaranteed sum without reference to the applicant or landowner or other person who provided the guarantee, and without regard to any dispute, controversy, issue or other matter relating to the development consent or the carrying out of development.
- f) The bank's obligations are discharged when payment to the Council is made in accordance with this guarantee or when Council notifies the bank in writing that the guarantee is no longer required.
- g) Where a bank guarantee has been deposited with Council, the guarantee shall not be cancelled until such time as the original contribution and accrued interest are paid.

Deferred or periodic payments may be permitted, in accordance with the above requirements, only with approval of the Council Officer(s) whose position(s) holds the required Council delegations.

26. Planning Agreements

An applicant may offer to enter into a voluntary planning agreement with the Council under section 93F of the EP&A Act in connection with the making of a development application or planning proposal. This offer may include a monetary contribution, dedication of land, the carrying out of works, or another material public benefit for public purposes. Those purposes need not wholly relate to the impacts of the applicant's development not to the items listed in Part D Schedule 5.

The applicant's provision under a planning agreement may be additional to or instead of paying a levy in

**Wollongong Section 94A
Development Contributions Plan (2017)**

accordance with a condition of development consent authorised by this Plan. This will be a matter for negotiation with the Council. The offer to enter into the planning agreement together with a copy of the draft agreement should accompany the relevant development application.

The Council will publicly notify the draft planning agreement and an explanatory note relating to the draft agreement along with the development application and will consider the agreement as part of its assessment of that application.

If the Council agrees to enter into the planning agreement, it may impose a condition of development consent under section 93I(3) of the EP&A Act requiring the agreement to be entered into and performed. If the Council does not agree to enter into the planning agreement, it may grant consent subject to a condition authorised by this Plan requiring the payment of a levy.

Applicants should refer to the Council's Policy on Planning Agreements, which has been prepared having regard to the Practice Note on Planning Agreements (DIPNR 2005).

27. 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:

$$\text{Contribution at time of payment} = \$C \times (CP2/CP1)$$

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

28. Savings and Transitional Arrangements

A development application which has been submitted prior to the adoption of this Plan but not determined shall be determined in accordance with the provisions of this Plan, except in the West Dapto Release Area if Council has resolved to apply the West Dapto Section 94 Development Contribution Plan to the land but the amendment has not yet occurred. In that instance the West Dapto Section 94 Development Contribution Plan applies.

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 by the first working day after 31 January within the year following payment of the levy e.g. payment is made in April 2011 then refund request can be made until first working day after 31 January 2012; payment is made in January 2011 then refund request can be made until first working day after 31 January 2012.
- Formally surrender the consent that applied the levy

In other circumstances considered reasonable by Council at its sole and unfettered discretion, where a formal request is made, part or full refunds may be provided.

**Wollongong Section 94A
Development Contributions Plan (2017)**

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 94A of the EP&A Act authorised by this Plan
- **Plan** means this Wollongong Section 94A Development Contributions Plan
- **Public facility & Public Infrastructure** means a public amenity or public service

**Wollongong Section 94A
Development Contributions Plan (2017)**

31. Schedule 4 – Detailed Cost Report

(Clause 19)

Registered* Quantity Surveyor's Detailed Cost Report

[Development Cost in excess of \$10,000,000]
*A member of the Australian Institute of Quantity Surveyors

DEVELOPMENT APPLICATION No. REFERENCE:

CONSTRUCTION CERTIFICATE No. DATE:

APPLICANT'S NAME: _____

APPLICANT'S ADDRESS: _____

DEVELOPMENT NAME: _____

DEVELOPMENT ADDRESS: _____

DEVELOPMENT DETAILS:

Gross Floor Area – Commercial	m 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	\$		
Total Construction Cost	\$		
Total GST	\$		

ESTIMATE DETAILS:

Professional Fees	\$	Excavation	\$
% of Development Cost	%	Cost per square metre of site area	\$ /m ²
% of Construction Cost	%	Car Park	\$
Demolition and Site Preparation	\$	Cost per square metre of site area	\$ /m ²
Cost per square metre of site area	\$ /m ²	Cost per space	\$ /space
Construction – Commercial	\$	Fit-out – Commercial	\$
Cost per square metre of site area	\$ /m ²	Cost per m ² of commercial area	\$ /m ²
Construction – Residential	\$	Fit-out – Residential	\$
Cost per square metre of residential area	\$ /m ²	Cost per m ² of residential area	\$ /m ²
Construction – Retail	\$	Fit-out – Retail	\$
Cost per square metre of retail area	\$ /m ²	Cost per m ² of retail area	\$ /m ²

I certify that I have:

- Inspected the plans the subject of the application for development consent or construction certificate
- Prepared and attached an elemental estimate generally prepared in accordance with the Australian Cost Management Manuals from the Australian Institute of Quantity Surveyors
- Calculated the development costs in accordance with the definition of development costs in the section 94A Development Contributions Plan of the Council of the City of Wollongong at current prices
- Included GST in the calculation of development cost
- Measured gross floor areas in accordance with the Method of Measurement of Building Area in the AIQS Cost Management Manual Volume 1, Appendix A2

Signed: _____
Name: _____
Position and Qualifications: _____
Date: _____

32. Schedule 5 – Detailed Works Schedule –Projects proposed to utilise Section 94A funds

The Capital Works that Council delivers are funded from a mix of sources, including contributions collected from this Plan. Section 94A Contributions will be allocated to projects through the budget preparation process and will be subject to refinement until the project delivery stage. Section 94A Contributions currently allocated to future projects are shown in the table below:

Map No.	Ref No.	Project	Section 94A Funding Allocation 2016-17	Section 94A Funding Allocation 2017-18	Section 94A Funding Allocation 2018-19	Section 94A Funding Allocation 2019-20	Total Section 94A Funding Allocation 2016-17 to 2019-20
		Roads and Bridges					
		Road Upgrade				\$100,000	\$100,000
		Traffic Facility Improvements (50% RMS) - City Wide			\$100,000		\$100,000
		Traffic Facility Improvements (50% RMS) - City Centre			\$100,000	\$200,000	\$300,000
5	W319553	Towradgi Rd-Caters Lane, Towradgi crossing relocation	\$20,000	\$200,000			\$220,000
1	W319527	Maldstone -The Ridge, Helensburgh roundabout	\$20,000	\$300,000			\$320,000
11	W319569	Princes Hwy - Victoria Rd, Unanderra Traffic Lights	\$30,000	\$200,000			\$230,000
8	W319529	Stewart St -Kembbla St, Wollongong traffic lights	\$30,000	\$53,000			\$83,000
		Lake Avenue Traffic Facilities - Flagstaff Rd to Comet St	\$40,000				\$40,000
		Bourke St / Cliff Rd, Nth Wlg - new pedestrian safety facilities	\$200,000				\$200,000
		Gladstone Ave, Rowland Ave, Coniston -Traffic Lights	\$30,000				\$30,000
		Vera St/Tunnel Rd, Helensburgh - improvements	\$60,000				\$60,000
		Bellambi Local Area traffic management	\$20,000				\$20,000
12		Northcliffe Drive (Princes Hwy end), Kembbla Grange Roundabout *		\$1,000,000			\$1,000,000
		Sub total	\$450,000	\$1,753,000	\$200,000	\$300,000	\$2,703,000
		Footpaths and Cycleways					
9	B312724	Pedestrian bridge over Byarong Ck Roy Johansson Park, Figtree		\$100,000			\$100,000
	B325328	LHD (Local Road) Footpath Intersection Upgrade		\$100,000			\$100,000
16	W231539	Amaral Ave, Larama Ave to Princes Hwy, Dapto sth side		\$23,000			\$23,000
13	B325329	Flagstaff Rd; Lake Ave, Lake Heights to pedestrian signals, nth side		\$100,000			\$100,000
3	W237604	Hamilton, Tasman, Craig, Surfers & Cliff Rds, Thirroul		\$100,000			\$100,000
	B312800	Footpaths-New footpaths		\$7,000			\$7,000
	B312900	Footpaths-Reconstruction or upgrading		\$65,000			\$65,000
7.8	B313216	Kembbla St- Smith St to Stewart St, Wollongong	\$100,000	\$75,000			\$175,000
	B313214	Regional Network Wayfinding signage		\$25,000			\$25,000

8	B313226	Commal St; Bank St to Burrell St Wollongong		\$75,000			\$75,000
10	B312832	Cordeaux Rd, Baorea Bwt, Cordeaux Heights Shared Path Crossing		\$75,000			\$75,000
7	P170800	Lower Tramway, Wollongong Sea Wall and sharepath	\$150,000	\$100,000			\$250,000
		Footpaths - New footpaths	\$50,000		\$100,000		\$150,000
		New cycle/shared paths			\$100,000	\$300,000	\$400,000
		Smith St, Shared Path - Harbour to Belmore St	\$100,000				\$100,000
		Murray Rd, East Commal - Pioneer Rd to Tourist Park	\$50,000				\$50,000
		Princes Highway Avenue to London Dr -West Side	\$200,000				\$200,000
		Northern Cycleway - Access Rd to Diggins	\$150,000				\$150,000
		Cycle/shared Paths Reconstruct or upgrading			\$15,000		\$15,000
		Sub total	\$800,000	\$845,000	\$215,000	\$300,000	\$2,160,000
		Car parks					
	W231929	City Centre Parking Guidance System		\$35,000			\$35,000
11	W231931	2 Tannery St, Unanderra Carpark		\$125,000			\$125,000
15	W231921	Reed Park, Horsley car park surface		\$100,000			\$100,000
		Sub total	\$0	\$260,000	\$0	\$0	\$260,000
		Non-Commercial buildings					
		Warrawong Multipurpose Community Centre & Library design			\$500,000		\$500,000
		Sub total	\$0	\$0	\$500,000	\$0	\$500,000
		Parks, Gardens and sports fields					
	B318000	Skate parks	\$50,000	\$87,000	\$10,000		\$127,000
		Sports field Irrigation Infrastructure - New (bulk vote)			\$100,000	\$94,000	\$194,000
		Sub total	\$50,000	\$87,000	\$110,000	\$94,000	\$321,000
		Land Acquisitions					
Various Maps		Land Acquisitions – extract from Wollongong LEP 2009 - Land Reservation Acquisition Maps	\$750,000	\$750,000	\$750,000	\$750,000	\$3,000,000
		Sub total	\$750,000	\$750,000	\$750,000	\$750,000	\$3,000,000
		Administration					
		S94-Planner	\$96,000	\$98,000	\$101,000	\$104,000	\$399,000
		S94 Admin Support - Finance	\$10,000	\$10,000	\$10,000	\$11,000	\$41,000
		Sub total	\$106,000	\$108,000	\$111,000	\$115,000	\$440,000
		TOTAL	\$2,156,000	\$3,783,000	\$1,886,000	\$1,559,000	\$9,384,000

* The delivery of this project in 2017/18 is pending confirmation and will be subject to further designs and approvals before it's construction timing is confirmed.

33. Schedule 6 – Detailed Works Schedule –Projects that have included Section 94A funds

The Capital Works that Council delivers are funded from a mix of sources, including contributions collected from this Plan. Section 94A Contributions that have been allocated to projects are shown in the table below:

Project	Summary of Section 94A Funding 2006-07 to 2010-11	Section 94A Funding 2011-12	Section 94A Funding 2012-13	Section 94A Funding 2013-14	Section 94A Funding 2014-15	Section 94A Funding 2015-16	Total Section 94A Funding 2006-07 to 2015-16
Roads and Bridges							
City Centre Public Transport		\$50,000	\$129,000	\$150,000	\$75,000	\$22,000	\$426,000
City Wide Public Transport			\$50,000	\$75,000		\$100,000	\$225,000
Lake Avenue Traffic Facilities : Flagstaff Rd to Gorrel St					\$40,000		\$40,000
Parke St/Princes Hwy, Helensburgh - New roundabout			\$85,000				\$85,000
Denison St - Victoria St, Wollongong traffic lights						\$19,000	\$19,000
Denison St - Throsby Dr, Wollongong traffic lights						\$21,000	\$21,000
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					\$120,000	\$60,000	\$180,000
Burelli Street - Auburn Street Traffic Signals					\$204,578	\$31,000	\$235,578
Stewart St-Kembla St Traffic Lights						\$7,000	\$7,000
Central Rd - Blackman/Nudja, Unanderra traffic lights						\$114,000	\$114,000
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			\$25,000	\$250,000			\$275,000
Jarvie Rd, Cringilia - new kerb & gutter				\$50,000			\$50,000
Walker St, Helensburgh - Replace culvert to widen and provide 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			\$9,000	\$7,000			\$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	\$20,000
Other Roads and Bridges	\$1,256,454						\$1,256,454
Sub total	\$1,256,454	\$50,000	\$827,000	\$532,000	\$1,095,577	\$496,000	\$4,257,031

Footpaths and Cycleways							
Gills Creek pedestrian path linkage, Walker St Helensburgh					\$20,000	\$84,000	\$104,000
Keira St footpath, Crown to Market St					\$400,000		\$400,000
Gloucester Bvde, Pt Kembla - Primary School to Darcy Rd Shared pathway	\$94,000	\$5,000					\$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	\$135,000	\$3,000	\$304,000				\$442,000
Amaroo Ave, Figtree - New footpath		\$2,000	\$7,000				\$9,000
Grey St, Keiraville new footpath			\$19,000				\$19,000
Crown St Mall Upgrade					\$150,000		\$150,000
City Centre Crown St, Wollongong - Augmentation		\$20,000					\$20,000
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 pedestrian 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		\$35,000	\$78,000				\$113,000
Princes Hwy, Bulli - New shared pathway, Black Diamond Pl to Point St		\$12,000		\$200,000			\$212,000
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

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			\$187,000	\$280,000			\$467,000
Unanderra CBD Upgrade					\$100,000		\$100,000
Other Footpaths and Cycleways	\$3,110,300						\$3,110,300
Sub total	\$3,110,300	\$233,000	\$1,074,000	\$1,291,000	\$1,453,789	\$746,000	\$7,908,089
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		\$4,000		\$140,000			\$144,000
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			\$150,000	\$93,000			\$243,000
The Circle Car Park, Woonona - Upgrade			\$17,000				\$17,000
Other Car Parks	\$740,270						\$740,270
Sub total	\$740,270	\$4,000	\$449,000	\$311,000	\$0	\$500,000	\$2,004,270
Non-Commercial buildings							
Bald Hill Amenities, Stanwell Tops - augmentation - Masterplan			\$33,000				\$33,000
North Beach Bathers Pavilion, North Wollongong - augmentation		\$4,301,000	\$100,000	\$32,000			\$4,433,000
Dapto Pool - Disabled Access Improvements			\$40,000				\$40,000
Sandon Point Surf Club Expansion			\$125,000				\$125,000
Windang Beach Lifeguard Tower - Design				\$52,000			\$52,000
Coledale Lifeguard Tower				\$25,000			\$25,000
Other Buildings (commercial and non-commercial)	\$9,247,419						\$9,247,419
Sub total	\$9,247,419	\$4,301,000	\$298,000	\$109,000	\$0	\$0	\$13,955,419
Parks, Gardens and sports fields							
Beach facilities - New (bulk vote)			\$10,000				\$10,000
Sporting facilities - New (bulk vote)			\$6,000	\$20,000			\$26,000
Recreation facilities - New (bulk vote)			\$20,000				\$20,000
Playground Safety Audit Outcomes						\$20,000	\$20,000
Stuart Park Playground					\$25,000		\$25,000
Stuart Park - footbridge					\$22,332	\$30,000	\$52,332
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

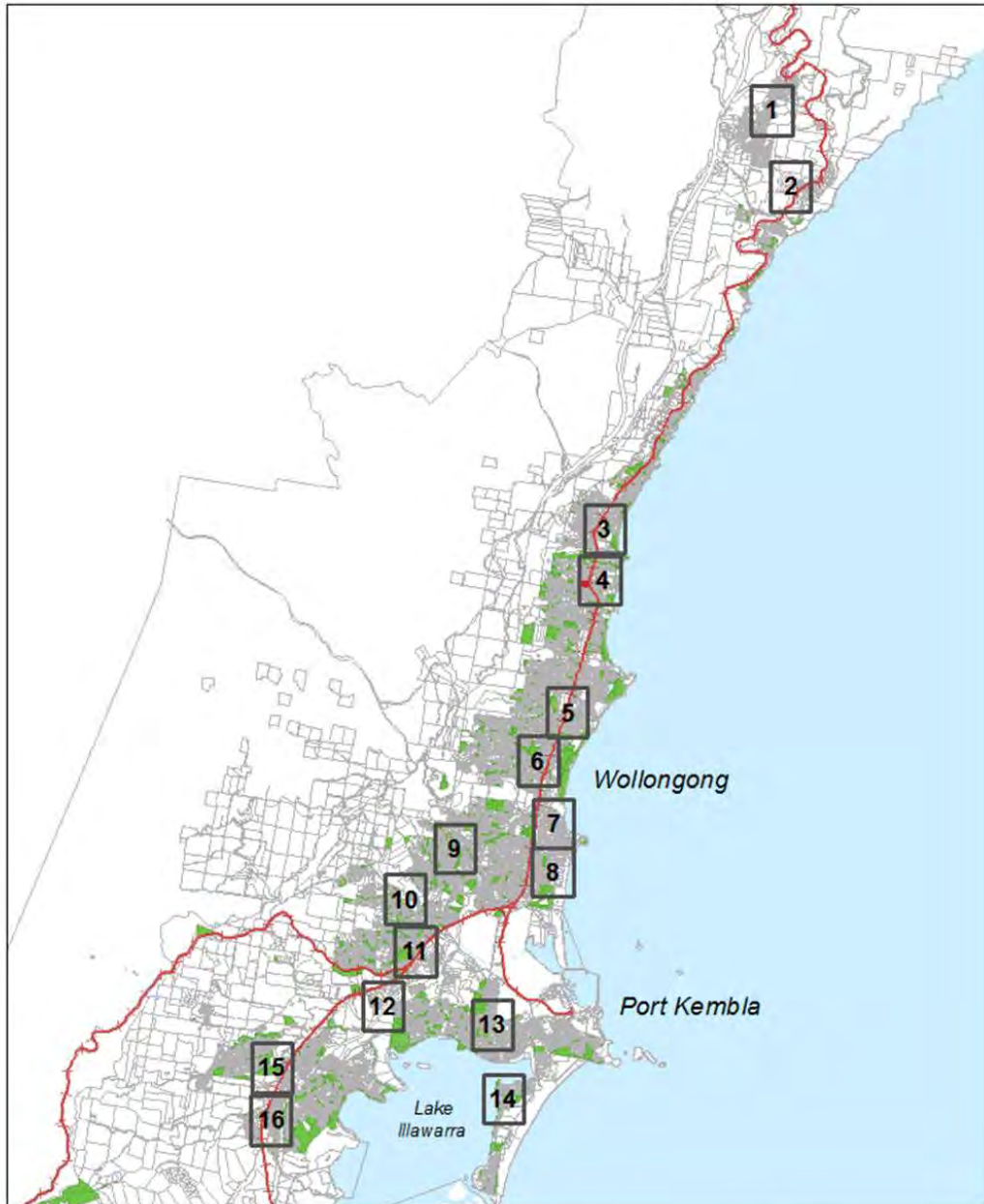
Bramsen St Reserve, Bellambi - New Playground			\$5,000				\$5,000
Corrimal Memorial Park - New Playground			\$50,000	\$23,000			\$73,000
Waples Rd, Farnborough Heights - New Playground			\$10,000				\$10,000
Bruce Park, Oxlade St, Warrawong - New Playground			\$10,000				\$10,000
Keira Village Park, 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	\$140,000		\$57,000	\$100,000			\$297,000
Thomas Dalton Park, Fairy Meadow - fence Carters Lane				\$15,000			\$15,000
Rex Jackson Oval - Sportsfield Irrigation					\$38,500		\$38,500
Rex Jackson Oval (soccer), Helensburgh - Sports field Irrigation			\$40,000				\$40,000
Fred Finch Park, Berkeley - Landscape and Design & Infrastructure	\$200,000						\$200,000
Holborn Park (Southern Suburbs Skate Park) Berkeley - provision	\$19,000		\$20,000		\$367,000		\$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						\$3,765,466
Sub total	\$3,765,466	\$382,000	\$423,000	\$248,000	\$452,832	\$50,000	\$5,321,298
Land Acquisitions							
Other Land Acquisitions	\$2,201,500						\$2,201,500
Sub total	\$2,201,500	\$0	\$0	\$0	\$0	\$0	\$2,201,500
Administration							
S94 Planner	\$171,411				\$90,028	\$85,000	\$510,655
S94 Admin Support - Finance	\$44,255				\$9,117	\$9,000	\$62,372
S94 Administration & Studies	\$164,216	\$96,000	\$96,000	\$96,000			\$288,000
Sub total	\$379,882	\$96,000	\$96,000	\$96,000	\$99,145	\$94,000	\$861,027
TOTAL	\$20,701,291	\$5,066,000	\$3,167,000	\$2,587,000	\$3,101,343	\$1,886,000	\$36,508,634



**Wollongong Section 94A
Development Contributions Plan (2017)**

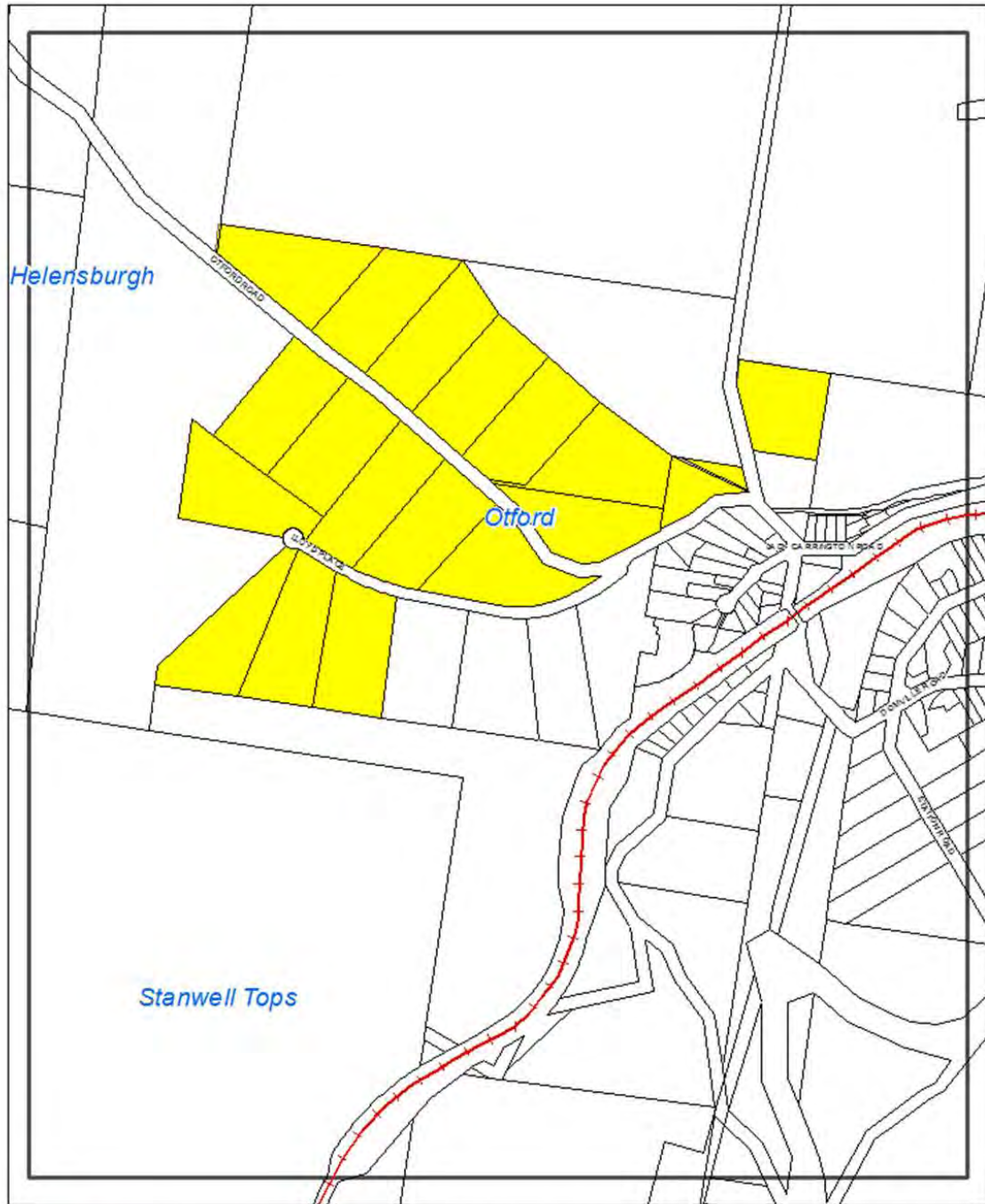
34. Schedule 7 - Works Schedule – Maps

Projects locations are noted as best as possible given their nature and scale of mapping.

(Clauses 20 & 22)



	<p>Section 94A 2017-18</p> <p>Map Index</p> <p> Community Land</p>	<p>Drawn By: J Lewis</p> <p>Date: April 2017</p>	
		<p>Cat ref: - Sec94A_2017-18_index</p> <p>0 7,000 Meters</p>	



	Section 94A 2017-18 Map 2		Drawn By: M. Jones Date: April 2017	
	<ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	Drawn: Sec94A 2017 mapbook		
	 <p style="text-align: center;">0 300 Meters</p>			



	Section 94A 2017-18 Map 3		Drawn By: M. Jones Date: April 2017
	<ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	 0 300 Meters	
			Client: - Sec94A 2017 mapbook



	<h3>Section 94A 2017-18 Map 4</h3> <ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	Drawn By: K. Jones Date: April 2017	
		Client: - Sec94A 2017 mapbook 0 100 200 Meters	



	Section 94A 2017-18 Map 5		Drawn By: H. Jones Date: April 2017
	<ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 		



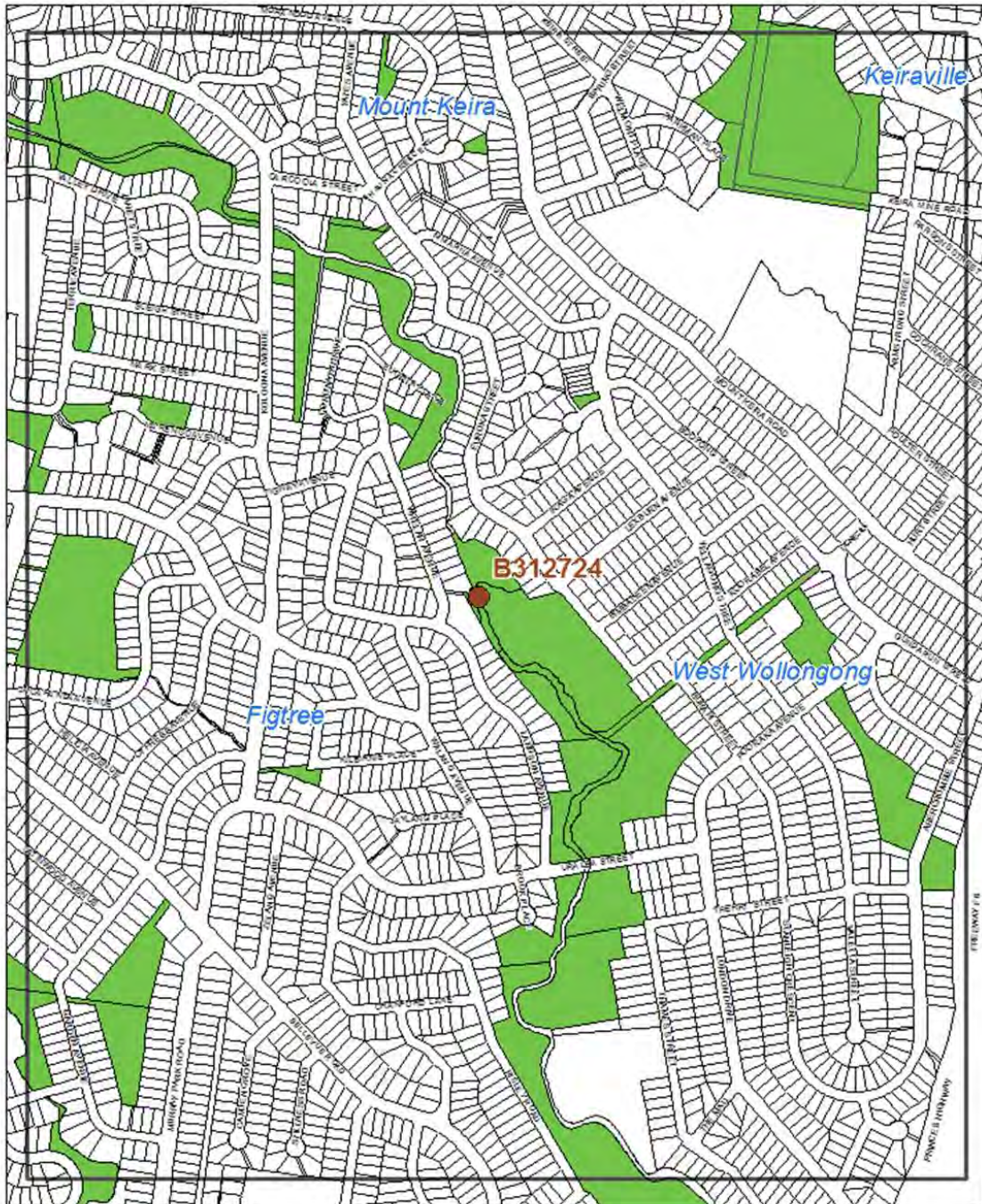
	Section 94A 2017-18 Map 6		Drawn By: R. Jones Date: April 2017
	<ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	 Client - Sec94A 2017 mapbook 0 100 200 300 Meters	



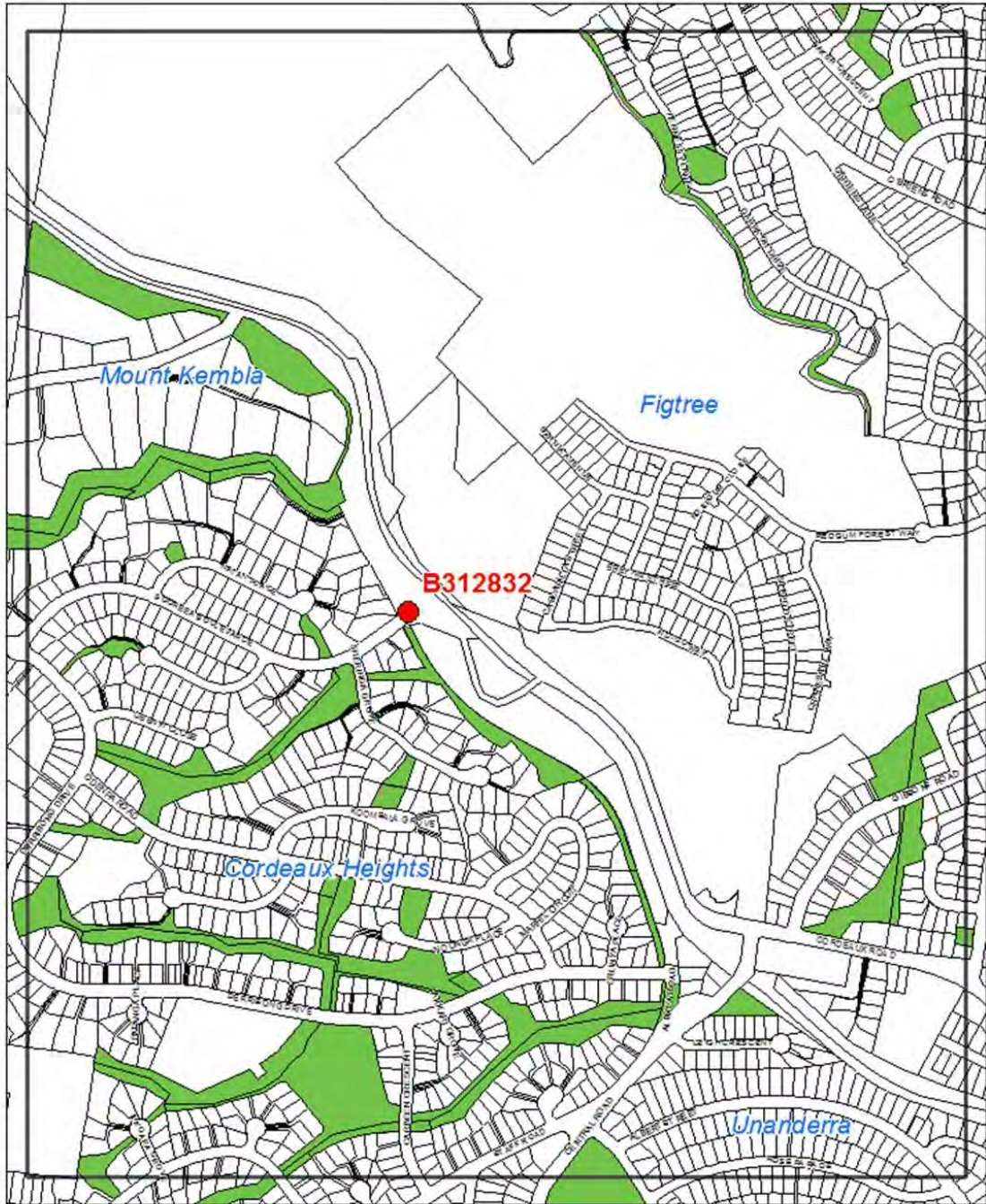
	<p>Section 94A 2017-18 Map 7</p> <ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	<p>Drawn By: M. Jones</p> <p>Date: April 2017</p>	<p>0 300 Meters</p>
		<p>City Ref: - Sec94A 2017 mapbook</p>	



	<h3>Section 94A 2017-18 Map 8</h3> <ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 ■ Community Land ■ Land Reservation Acquisition LEP 2009 	Drawn By: M. Jones Date: April 2017	
		Client: - Sec94A 2017 mapbook 0 100 200 Meters	



	Section 94A 2017-18 Map 9		Drawn By: M. Jones Date: April 2017
	<ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 		



	<p>Section 94A 2017-18 Map 10</p> <ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	<p>Drawn By: M. Jones</p> <p>Date: April 2017</p>	
		<p>Drawn: -sec94A_2017 map0010</p> <p>0 300 meters</p>	



	<h3>Section 94A 2017-18 Map 11</h3> <ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 ■ Community Land ■ Land Reservation Acquisition LEP 2009 	Drawn By: H. Jones Date: April 2017	
		Client: - Sec94A 2017 mapbook	



	Section 94A 2017-18 Map 12		
	<ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	Drawn by: H. Jones Date: April 2017 Client: Sec94A 2017 mapbook	
		0  300 Meters	



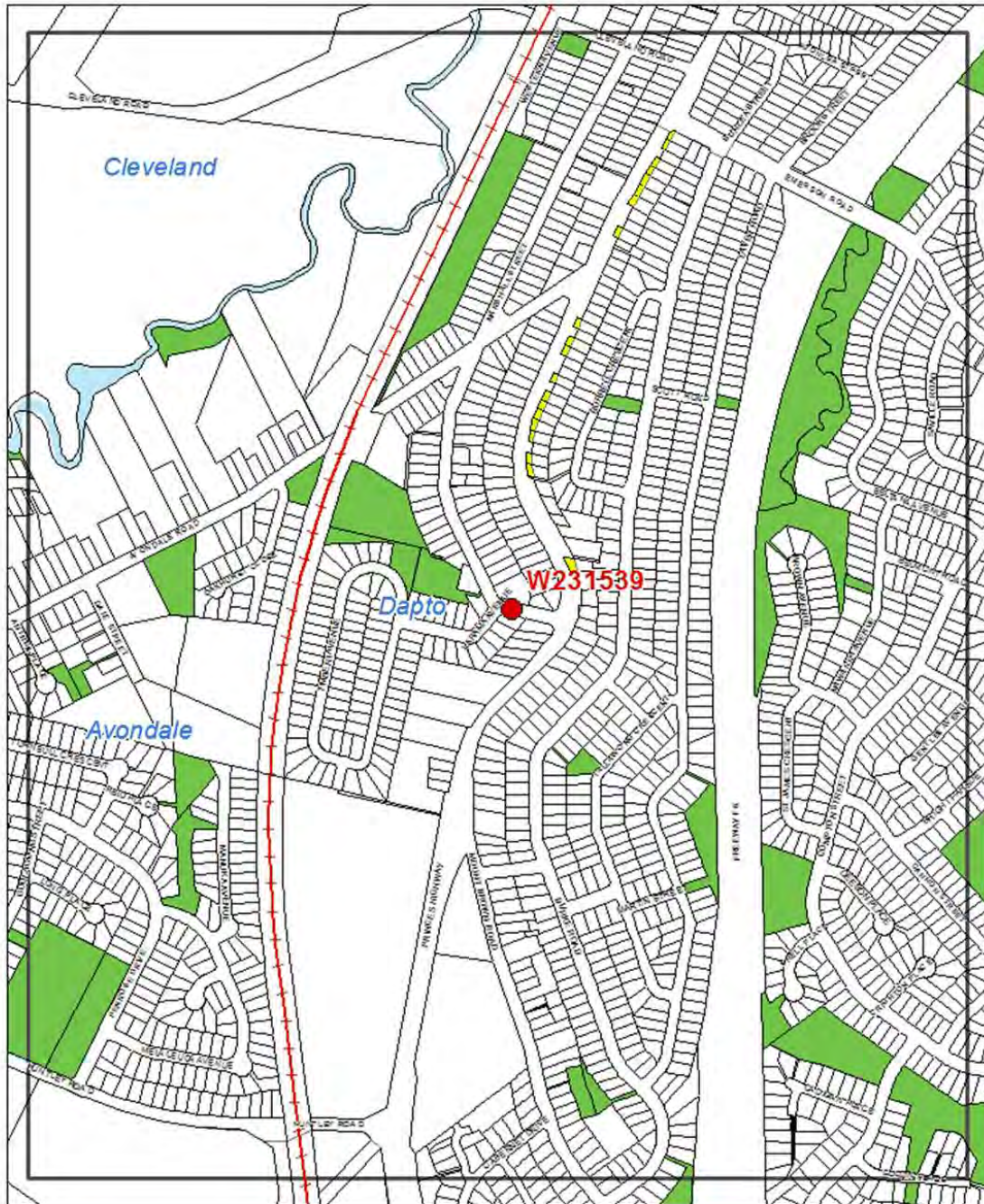
	Section 94A 2017-18 Map 13		Drawn By: H. Jones Date: April 2017
	<ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	 Control - Sec94A 2017 Inadbook 0 300 Meters	



	Section 94A 2017-18 Map 14		Drawn By: H. Jones Date: April 2017
	<ul style="list-style-type: none"> Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 		
		Drawn: - Sec94A 2017 mapbook 0 300 Meters	



	Section 94A 2017-18 Map 15		Drawn By: P. Jones Date: April 2017
	<ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	 Client: - Sec94A 2017 mapbook 0 100 200 Meters	



	Section 94A 2017-18 Map 16		Drawn By: N. Jones Date: April 2017
	<ul style="list-style-type: none"> ● Sec94a_Sites_2017-18 Community Land Land Reservation Acquisition LEP 2009 	 0 300 Meters	

ITEM 7 BEATON PARK MASTER PLAN - EXPRESSION OF INTEREST

Council has recently undertaken a needs assessment for the Beaton Park precinct. This assessment detailed the future needs of the community in relation to sport, recreation, leisure and health and wellbeing. It was identified through this assessment the need to expand health and wellbeing services at the site in order to cater for the increases in population growth as well as to cater for the aging community.

In order to progress the Beaton Park master plan and ensure an integrated design at the site, Council wishes to enter into a Public Private Partnership with likeminded community organisations to deliver facilities that specifically meet the ongoing future needs of the community.

This report outlines the process for entering into a public private relationship and the expected benefits to Council.

RECOMMENDATION

A proposal be submitted to the Office of Local Government seeking approval to proceed to call for Expressions of Interest to enter into a Public Private Partnership for the master planning of Beaton Park.

REPORT AUTHORISATIONS

Report of: Peter Coyte, Manager Property and Recreation
Authorised by: Kerry Hunt, Director Corporate and Community Services - Creative, Engaged and Innovative City (Acting)

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

Beaton Park Needs Assessment

In 2015, Council undertook a needs assessment of the Beaton Park precinct incorporating Beaton Park and the adjacent Wiseman's Park. The assessment included extensive reviews of existing facilities and input from key precinct stakeholders, tenant groups and regional and state sport associations to identify new opportunities that would complement existing facilities and generate greater interest in recreation, leisure and sport for the region at the site.

This precinct plays an important role in the lifestyles of many residents and visitors to Wollongong by providing significant opportunity as a leisure, sport and recreational hub. It has facilities and services to cater for the amateur to elite athlete as well as those looking for a variety of recreational opportunities in the one location.

The objectives of the assessment were to:

- Provide an overall strategic approach for the Beaton Park precinct.
- Identify opportunities for complementary infrastructure and services to those currently present in the precinct.
- Identify opportunities to enhance existing stakeholder relationships and explore new potential stakeholders that could align to the vision for the Beaton Park Precinct.
- Identify potential funding and/or investment sources from current or potential stakeholders.
- Determine the feasibility of the establishment and integration of a 'Centre of Excellence' that enables community participation and engagement.
- Identify opportunities to inform Council's Capital Program to support the precinct strategy.

- Enhance community access, engagement and usage of the precinct.
- Inform a review of the Beaton Park Plan of Management – currently underway.

The needs assessment focused on how Council could better utilise the large open space and aged recreation and sport facilities within the Beaton Park Precinct by setting out its long term (2016 to 2036) future direction. This was to ensure that the current population, who are looking for more and improved indoor and outdoor sport and recreation facilities, are catered for along with the development of modern facilities that can take much higher intensity and more flexible use from the increased area population. The assessment also provided considerations that would assist in meeting the health and wellness needs of both the local and regional population base into the future.

Recommendations from the assessment were designed to significantly increase centre usage to a broader range of clients as well as improve the centres financial sustainability with new profitable activity areas ie a wellness centre and greater membership capacity.

The proposed Beaton Park extensions and upgrades are required to meet contemporary standards as well as increase capacity for the 13,000 more people moving into the area. Significant increased use will also help improve financial sustainability. Specific areas proposed in the long-term master plan that sees significant change to a more regional type use attractor and more sustainable business model include:

- Enlarging and adding more health and fitness areas to attract more members and users and improve financial sustainability;
- More aquatic leisure water facilities for family and children's use;
- Expanded/new improved wellness facilities as well as linking medical and health areas;
- New indoor sports hall facilities;
- New warm water pool area for older adults and warm water programs; and
- New food/beverage and merchandising areas plus central reception to control users.

On 9 May 2016, a report on the needs assessment was presented to Council with the following resolutions:

1. Council note the Beaton Park Needs Assessment.
2. A review of the Plan of Management be included in the 2016-17 Annual Plan and appropriately resourced.
3. Investigations into the reclassification of identified land be commenced.
4. Investigations into the feasibility of acquisition of Defence Lands be commenced.
5. A staging plan be developed for implementation of the Plan.
6. A further progress report be submitted to Council.
7. The community-developed concept plans for Wiseman's Park and related elements of the Gwynneville-Keiraville Community Planning Project, be included in the documents that help inform the future character of that site.
8. Consideration be given to including Gilmore Park within the study area.

Progress has been made on a number of these resolutions including a review of the plan of management which is currently underway and communication to the Federal Government regarding the acquisition of the Defence Land on the site. A staging plan is now being completed to progress the master planning of the site.

The top three recommendations centred around health, well-being and fitness to cater for a life long association with members. While Council has expertise in the fitness area, the health and well-being is an area that is specialised and outside of Council's core business. Therefore, it is considered that it

would be beneficial to engage with community focussed organisations from the health and well-being sector that can bring that expertise to the project. The provision of that expertise in partnership with Council in developing a masterplan will provide an evidence based outcome. It is intended that the project would be completed in two phases:

Phase 1 completion of the masterplan and an associated action plan; and

Phase 2 development of an implementation strategy for the masterplan and associated action plan.

Advice from the Office of Local Government is that if Council wishes to proceed on this basis then the project will be caught up under Section 400B of the Local Government Act 1993 as a Public Private Partnership.

Public Private Partnerships

The Local Government Amendment (Public Private Partnerships) Act 2004 and the Local Government (General) Regulation 2005 provide guidelines on entering into a Public Private Partnership (PPP). The intent of these guidelines is to examine whether or not the processes and procedures are appropriate for the delivery of a particular project.

A PPP is an arrangement between Council and a private person for the purpose of:

- a. Providing public infrastructure or facilities in which the council has an interest or liability or responsibility under the arrangement, and/or
- b. Delivering services in accordance with an arrangement,

All PPP's must be independently and rigorously appraised prior to commencement of any PPP project.

This appraisal requires a submission to the Office of Local Government (OLG) and requires Council to provide:

- 1 Council resolution to proceed.
- 2 Formal Project Proposal including:
 - a. Project description
 - b. Statement of outcomes
 - c. Timeframes
 - d. Total cost and financing
 - e. Council contribution
 - f. Risk Assessment
 - g. Governance/management

From this submission, the OLG will assess the initial assessment to ascertain if the project is a significant or high risk project. Significant or high risk projects are those with an estimated value of more than \$50 million or 25% or more of Council's annual revenue; or projects that present a risk to Council or the wider community through loss of value of an asset or prospective revenue; increased costs or Council's inability to fulfil its obligations to provide facilities to the community. Projects identified in this category require assessment by a project review committee formed by the OLG. If the submission does not fit into the above category, Council will be advised they are able to proceed to Expression of Interest (EOI).

Beaton Park Vision and Values

The partnering with likeminded organisations who can assist Council in the successful delivery of a facility that meets the needs of the community well into the future is supported by the vision and values established for the site.

Vision - To foster and promote healthy lifestyle choices for the whole community through a diverse and affordable range of quality recreational, sporting, health and leisure opportunities.

Values - To establish Beaton Park as a major regional focus for organised sport, recreational and health and wellbeing activities through:

- Affordable and well-designed facilities, services and programs that provide greater accessibility to the community.
- Facilities that are presented to the highest quality standards.
- The development of a financially sustainable precinct.
- Increasing utilisation by providing a mix of sport, recreational, health and wellbeing opportunities.
- Flexible design that can grow and develop with changing community needs.

Public Private Partnerships Project Proposal

Following consideration of the requirements to meet the community's needs into the future, Council officers are proposing to call for expressions of interest from likeminded community organisations to partner with Council in developing a master plan for Beaton Park.

The master plan for Beaton Park can be broken up into two key business areas, which include sport and leisure spaces and health and wellbeing. Council has a history of being able to plan and deliver facilities within the sport and leisure space however has little experience in the health and wellbeing area beyond fitness activities. The engagement of organisations with experience in the delivery of health and wellbeing activities is therefore being sought to ensure the long term community needs are met. With an increasing aging community as well as the expected influx of new residents in the area, it is imperative that size and scale in this space is adequately planned for to ensure that the end product is able to be financially viable and meet its intended need.

The engagement of health and wellbeing organisations through the EOI process will assist Council in providing expertise in the planning process but also reduce the costs of conducting the master planning exercise through a financial or in-kind support.

Once the master planning process is completed, Council would then consider options moving forward regarding the implementation of the master plan as well as service delivery. A further PPP may then be considered to construct and then deliver the services of the health and wellbeing facilities.

PROPOSAL

The following proposal be submitted to the OLG seeking approval to proceed to call for EOIs to enter into a PPP for the master planning of Beaton Park.

Public Private Partnerships Project Proposal

Project Description

Completion of master plans for the Beaton Park precinct that fulfils those needs as identified in the Beaton Park Needs assessment including the inclusion of:

- Enlarging and adding more health and fitness areas to attract more members and users and improve financial sustainability;
- More aquatic leisure water facilities for family and children's use;
- Expanded/new improved wellness facilities as well as linking medical and health areas;
- New indoor sports hall facilities;
- New warm water pool area for older adults and warm water programs; and
- New food/beverage and merchandising areas plus central reception to control users.

The EOI will specifically allow the successful organisations input into the master planning design process ensuring the future health and wellbeing needs of the community can be met and potentially the development and delivery.

Project’s relationship with strategic and management plan

The project is identified in Council’s Annual Plan 2016-17 as follows:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2017-18
Strategy	5 Year Action	Annual Deliverables
5.1.5 The long term needs of the community, including our people and their places, are effectively planned for	5.1.5.2 Carry out commercial business management of Council’s operational lands	Manage council’s commercial businesses to maximise return
5.1.6 Urban areas are created to provide a healthy living environment for our community	5.1.6.2 Provide an appropriate and sustainable range of quality passive and active open spaces and facilities	Explore opportunities outlined in needs assessment developed for the Beaton Park Precinct

Reasons PPP is the preferred model

The needs assessment identified a variety of infrastructure that will be required to be developed at the site over the next 20 years. Council has traditionally owned and operated leisure facilities but has not embarked on the development of health and wellbeing spaces. Expertise in this space is required to ensure the future changing needs of the community can be well planned and catered for and ultimately are financially sustainable.

Statement of outcomes benefits

This project will:

- Provide an overall strategic approach for the Beaton Park precinct.
- Provide a master plan that will inform Council’s capital program.
- Provide a financial sustainable plan for construction.

Projected project time frame

The master planning process is currently identified for completion in the 2017-18 year.

Estimate of total project costs

Estimated costs of the master planning process are \$40,000.

Extent of Council contribution to or equity in project

Council has currently \$40,000 for the master planning process through its capital planning process. The project will however call upon an interested party to contribute either through a financial or in-kind contribution to the project.

Outline of funding sources

Funding will be provided through:

- Council’s capital program
- Financial or in-kind contribution from the preferred applicant

Calculation of Council’s annual revenue

The following exert from the 2017-18 adopted Annual Plan displays Council’s annual revenue available for the purpose of classifying this project.

WOLLONGONG CITY COUNCIL

4 Year Financials

	2017/18 LTM Budget \$'000	2018/19 LTM Budget \$'000	2019/20 LTM Budget \$'000	2020/21 LTM Budget \$'000
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INCOME STATEMENT

Income From Continuing Operations

Revenue:

Rates and Annual Charges	190,941	196,708	202,590	208,596
User Charges and Fees	35,691	36,349	36,878	37,248
Interest and Investment Revenues	4,321	4,453	5,642	5,600
Other Revenues	9,705	9,935	10,168	10,400
Grants and Contributions - Operating	20,838	28,479	28,812	29,164
Capital Grants & Contributions	44,858	47,818	39,745	34,586

Other Income:

Share of Interest in Joint Venture	0	0	0	0
Profit/Loss on Disposal of Assets	0	0	0	0

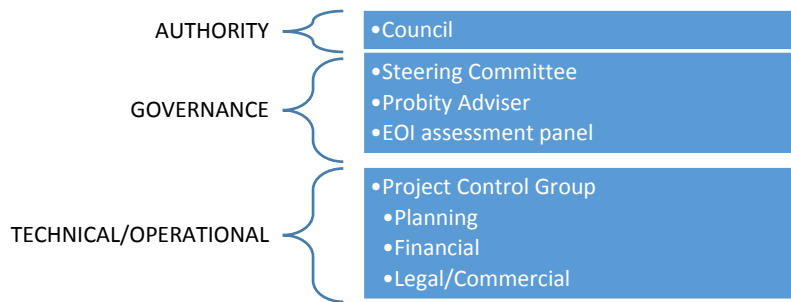
Total Income From Continuing Operations	306,353	323,741	323,835	325,594
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Risk assessment/management plan

The following risks have been considered and an appropriate treatment identified to reduce the risks involved in entering into a PPP.

Risk		Inherent Risk			Treatment(s)	Implement By	Inherent Risk			Person Resp.
Description	Nature	Severity	Likelihood	Level of Risk	Description		Severity	Likelihood	Level of Risk	
Involvement in the planning process leads to perception of involvement moving forward	Financial Reputation	Mod	Unlikely	M6	Ensure EOI is very clear that their involvement ceases at the completion of the master planning process.	Pre EOI	Minor	Unlikely	L4	Steering Committee
Requirements of organisation do not meet the needs of Council	Financial Reputation	Mod	Unlikely	M6	Ensure EOI sets clear expectations on what is being delivered Robust EOI process completed	Pre EOI	Insignificant	Rare	L1	Steering Committee
Plan does not meet the needs of the organisations	Financial Reputation	Mod	Unlikely	M6	Ensure EOI sets clear expectations on what is being delivered	Pre EOI	Insignificant	Rare	L1	Steering Committee
The risk that the design of the facility is incapable of delivering the services at anticipated cost.	Financial Reputation	Mod	Unlikely	M6	Ensure EOI sets clear expectations on what is being delivered	Pre EOI	Insignificant	Rare	L1	Steering Committee
The selected organisation does not have the expertise to assist in the master planning process	Financial Reputation	Mod	Unlikely	M6	Allocation of funds are made to complete the master planning process Involvement of Council design team to assist in process	Pre EOI	Insignificant	Rare	L1	Project Committee

Proposed Governance and Management Structure



1. Steering committee – comprising the Director Infrastructure and Works; Director Corporate and Community Services; Manager Property and Recreation; Manager Infrastructure Strategy and Planning will oversee the development of the PPP and eventual negotiation of contracts.
2. Probity Adviser – Governance and Corporate Support Coordinator to ensure transparency, integrity and accountability.
3. Project Manager – Project Manager Project Delivery Unit – management of project development phase.
4. Project Control Group – Project Manager Project Delivery Unit, Commercial Business Manager, Senior Design Engineer; Management Accountant - responsible for the development and quality performance of the project.
5. Evaluation Panel – Director Infrastructure and Works, Project Manager Project Delivery Unit, Commercial Business Manager, Senior Design Engineer; Supply Chain and Logistics Manager; Governance and Corporate Support Coordinator; Supply Officer - manage the EOI process and provide recommendations to the steering committee.
6. Management Board – Consisting of a representative from the selected organisation; Project Manager Project Delivery Unit and Commercial Business Manager to ensure the master planning process is completed in the allocated time frames.
7. Reporting – Project Control Group Meetings will be held at least monthly or more frequently especially during the commencement phase of the project to ensure the project meets the desired outcomes. The steering committee will be provided minutes from each meeting and will meet as required once key milestones of the project are met.

This project will be subject to regular reporting to the Executive Management Committee, Council and Audit Committee.

CONSULTATION AND COMMUNICATION

A general discussion with the OLG regarding the project has advised that the project will form a PPP if expressions of interest are called for to participate in the master planning process.

In a briefing session to Councillors on 1 May 2017, it was identified that the intent was to engage a community organisation for the purposes of assisting in the master planning process for the site.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal “We are a healthy community in a liveable city”. It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2016-17
Strategy	5 Year Action	Annual Deliverables
5.1.5 The long term needs of the community, including our people and their places, are effectively planned for	5.1.5.2 Carry out commercial business management of Council's operational lands	Manage Council's commercial businesses to maximise return
5.1.6 Urban areas are created to provide a healthy living environment for our community	5.1.6.2 Provide an appropriate and sustainable range of quality passive and active open spaces and facilities	Explore opportunities outlined in needs assessment developed for the Beaton Park Precinct

RISK ASSESSMENT

Included in the PPP proposal.

FINANCIAL IMPLICATIONS

The EOI process will have limited financial impact on Council and will provide no commitment moving forward. The EOI is purely for the master planning process only. Council currently has the committed funds to complete the project through its forward capital program.

CONCLUSION

An EOI to enter into a PPP with community based organisations is being proposed to ensure that the master plan meets the needs of the community well into the future and to ensure that any future development will be financially sustainable.

ITEM 8 BULLI MINERS COTTAGE FUTURE USE - CALL FOR PROPOSALS

On 14 December 2015, Council considered a report on the future of the Bulli Miners Cottage and resolved (in part) to progress urgent conservation works and a 'Call for Proposals' process to seek a suitable future use for the site.

This report provides Council with an update on the progress of the various actions arising from this previous Council resolution. In particular, the report details the outcomes of the 'Call for Proposals' process, and details options available for the future use of the Bulli Miners Cottage.

RECOMMENDATION

- 1 The proposal by Shopfront Arts Co. Op. Ltd for the use of the site as a Community Arts facility and Artist in Residence Program be noted as Council's preferred future use proposal for the Bulli Miner's Cottage.
- 2 The General Manager be delegated the authority to undertake and finalise negotiations with Shopfront Arts Co. Op. Ltd. in relation to potential lease arrangements, approval requirements and establishment cost arrangements.
- 3 In the event that negotiations with Shopfront Arts Co. Op. Ltd fail, the General Manager be delegated the authority to undertake and finalise negotiations with the two other eligible proponents, in order of their assessment rank.
- 4 Council grant authority for the use of the Common seal of Council on the lease and any other documentation, should it be required, to give effect to this resolution.
- 5 The Bulli Miner's Cottage Museum Collection be de-accessioned in accordance with Museums and Galleries NSW de-accessioning and disposal policies and procedures.
- 6 The proposed removal of the mining skip(s) from the rear yard, for restoration and reinstatement at the Bulli Mine Disaster Memorial in Park Road, Bulli be supported.
- 7 The General Manager write, on behalf of Council, to the owner of the former Denmark Hotel, to advise that Council is not currently considering the sale of the Bulli Miner's Cottage and to encourage the urgent submission of a formal proposal for the re-development of 202 Princes Highway, Bulli.

REPORT AUTHORISATIONS

Report of: Vanni De Luca, Environment and Conservation Services Manager

Authorised by: Andrew Carfield, Director Planning and Environment - Future City and Neighbourhoods

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

Council, at its meeting of 14 December 2015, considered a report in relation to the future of the Bulli Miner's Cottage. This report provided a detailed history of the site, and background relating to the acquisition of the property by Council, with State Government funding, for the purpose of conservation in 1990.

Following consideration of this report Council resolved that:

1. *The current staged approach to addressing the future reuse of the Bulli Miner's Cottage (200 Princes Highway, Bulli) be supported, including:*
 - a) *Completion of urgent works approved through Development Application DA-2015/1086;*
 - b) *Progression of a 'Call for Proposals' process for the lease of the Bulli Miner's Cottage; and*

- c) *Determining what additional works are required to support the endorsed proposal and who pays.*
2. *In principle support be offered for the establishment of a 'Right of Carriageway' over the Bulli Miner's Cottage site (200 Princes Highway, Bulli) to the Denmark Hotel site (202 Princes Highway, Bulli), subject to the following terms/conditions:*
 - a) *The owner of the former Denmark Hotel building must obtain Development Consent;*
 - b) *The development consent must provide for the adaptive reuse and long term conservation of the Denmark Hotel building;*
 - c) *The 'Right of Carriageway' must ensure the ongoing viability of the Bulli Miner's Cottage, for suitable adaptive reuse options (as may be identified through the 'Call for Proposals');*
 - d) *Any and all costs associated with the establishment of a right of way, or easement, are to be borne by the owner/developer of the Denmark Hotel; and*
 - e) *The final agreement should provide for a financial return, and/or works in kind, that will have benefit to the ongoing conservation of the Bulli Miner's Cottage.*
3. *A report be provided to Council prior to formalisation of an agreement to establish a 'Right of Carriageway'.*
4. *A report be provided to Council on the outcome of the 'Call for Proposals' process.*
5. *A progress report be provided by July 2016 through a Councillor Briefing.*

Updates in relation to the progression of the various parts of this resolution are provided below.

Completion of Urgent Maintenance/Conservation Works

The urgent DA approved works detailed in the 15 December 2015 report were completed in June 2016. This work included:

- General repairs and maintenance to existing footings, external cladding, veranda posts, and guttering;
- Some replacement of damaged building fabric including the kitchen floor, as well as termite affected building components;
- Removal of some asbestos components such as linoleum flooring to the kitchen;
- The installation of a new structural beam below the lounge room to ensure sufficient structural support;
- Improvements to sub-floor drainage and ventilation, and;
- Reconstruction of the (modern) outhouse and removal of the failing timber framed pergola over mining memorial in the rear yard.

It is noted that this initial scope of works was intentionally limited to those works that were necessary to ensure the immediate conservation of the building and that a second phase of works was noted as being likely to be necessary following the identification of a suitable re-use proposal.

Call for Proposals Process

In November 2016, Council advertised a Call for Proposals for the lease of the Bulli Miner's Cottage and invited submissions up until the 7 February 2017. The Call for Proposals was aimed at identifying a viable future use for the site, under a lease arrangement, as defined by Council's resolution.

In consultation with the Wollongong Heritage Advisory Committee, three core values were identified to guide the Call for Proposals process. These were used to inform the assessment criteria. These values are:

1. Heritage conservation and appreciation.

2. Community access and benefit.
3. Financial viability of the proposal.

Only one proposal was received within the advertised time period. This proposal was from the owner of the adjacent Denmark Hotel property and was a non-complying proposal. This proposal indicated a desire to purchase the Miner’s Cottage site in its entirety from Council. As the Call for Proposals invited lease options only (per the terms of Council’s resolution), this proposal was considered ineligible for formal consideration under the Call for Proposals process, and is instead discussed as an alternative option within this report.

Following the close of the formal Call for Proposals period, Council was approached by three separate community service based organisations with late proposals for the cottage. Due to the lack of any conforming proposals being received within the advertised time period, these late proposals were accepted, and subsequently assessed against the adopted scoring criteria by the assessment panel.

The three complying proposals are summarised briefly in the table below:

RANK	ORGANISATION	BRIEF DESCRIPTION OF PROPOSAL
1.	Shopfront Arts Co. Op. Ltd.	Use of cottage to support an Artist in Residence Program as part of a broader community arts program. Proposal includes addition of a container style studio space and bathroom facility in the rear yard. Site would also be used to support local school arts outreach programs already operated by Shopfront, as well as regular open days/small art exhibitions etc. with inclusion of a community garden at rear.
2.	Supporting And Linking Tradeswomen Inc. (SALT)	Use of cottage as administration space for small voluntary workforce two days per week to support the work of SALT in supporting, providing training for, and advocating for tradeswomen.
3.	Village People Wollongong	Use of cottage and site as admin base and studio space, and as a hub for a range of possible education/creative uses associated with this creative enterprise organisation.

All proposals were required to address the following mandatory criteria:

1. Acknowledgment that the property is zoned R2 Low Density Residential and any use may require development consent.
2. Acknowledgement that the site is listed as a site of Local Heritage Significance in the Wollongong Local Environmental Plan 2009.
3. Acknowledgement that a right-of-way may be created on the property to allow access to an adjoining property.

Proposals were then assessed against the advertised assessable evaluation criteria, which are detailed below:

1. Demonstrate the extent to which your proposed use of the site will maintain or enhance the heritage values of Bulli Miners Cottage. Your proposal should include concept plans (if necessary) showing your proposed development/use in relation to the Bulli Miners Cottage and surrounds – weighting 20%.
2. Identify the anticipated works (including indicative costs) required to the site to make the site suitable for the proposed use and identify how you propose to fund these works – weighting 20%.

3. Demonstrate your capacity to maintain the financial viability of your proposal and outline this in a Business Plan – weighting 15%.
4. Demonstrate how your proposal will provide for community access to Bulli Miners Cottage and appreciation of the heritage values of the site – weighting 20%.
5. Demonstrate how your proposal for Bulli Miners Cottage will provide broader community benefit – weighting 20%.
6. Nominate the lease term and annual rent (minimum rent will be no less than Council's Community and Sporting Club Rental which is currently \$660 per annum as outlined in Council's Fees and Charges) – weighting 5%.

Following assessment, the proposals were scored and ranked as shown in the table above. The proposal by Shopfront Arts Co. Op. Ltd. was identified as the preferred proposal under the assessment criteria. It is noted that the panel felt that all three complying proposals had merit and had the potential to provide valid adaptive re-use proposals.

Museum Collection – Proposed Deaccessioning

Since the closure of the Bulli Miner's Cottage as a House Museum, the former museum collection has remained in storage on site. Following the completion of the urgent conservation works, Council's Community and Cultural Services Division commenced the process of assessing the condition, relevance and status of the collection. This process has identified that the vast majority of the collection has no direct relationship with the cottage. Further, much of the collection relates to mining, and has little relevance to the original intent of the collection, which was as a house museum. Given these findings, and the low likelihood of the cottage operating as a House Museum into the future, the de-accessioning of the collection in accordance with the de-accessioning and disposal policies of Museums and Galleries NSW has been recommended. These policies and processes include establishing the ownership and donor details and returning collected items where possible, as well as the identification of suitable alternate depositories for collected items. This work requires a lot of detailed research and analysis and this work is well advanced.

Mine Skip – Proposed Relocation

The rear yard of the Bulli Miners Cottage includes a number of mining related artefacts, including former Mine Skips that were donated by the Metropolitan Colliery, with the involvement of the United Mine Workers Union, to the Bulli Miner's Cottage Management Committee. This was undertaken in association with the establishment of a Mine Disaster Memorial which was constructed on the site.

During 2016 Council was approached by the Bulli Mine Disaster Memorial Committee, with a request for permission to relocate a coal mining railway skip from the Miner's Cottage, to the site of the original Bulli Mine Disaster Memorial, located in Park Road Bulli. The Bulli Mine Disaster Memorial Committee have formed to advance the restoration and upkeep of the original Mine Disaster Memorial, which is located on RailCorp Land, adjacent to the St Augustine's Anglican Church in Bulli. In January 2017, Council notified this proposal in the local media and sought comments from the community in relation to the proposal to relocate the skips. The purpose of this public notice was to ensure probity in relation to the decision to donate the skips for this purpose.

Only one response was received during the notification period. This response was from the United Mine Workers Union (a division of the CFMEU), who indicated their significant involvement in arranging the donation of the skips by the Metropolitan Colliery for display at the cottage. The Union offered their full support to the proposal to relocate the skip(s) to the new location.

Denmark Hotel – Progression of Right of Carriageway

The resolution of Council at its meeting of 15 December 2015 provided in principle support for a right of carriageway to be created over the Bulli Miner's Cottage site, to benefit the adjacent Denmark Hotel site at 202 Princes Highway, Bulli. This in principle support is subject to a range of conditions and requirements including the need for the owner of the Denmark Hotel site to obtain development consent for an adaptive re-use proposal that provides for the conservation of the former hotel.

Whilst the owner of the Denmark Hotel site has provided some updated preliminary plans to Council for discussion, a formal proposal or development application is yet to be received. Given this, it has not been possible to progress the formalisation of a right of carriageway over the Miners Cottage site at this stage.

It is noted that the Call for Proposals process required all submissions to acknowledge and allow for this potential access way in their submissions and it is not anticipated that the future creation of the carriageway will be prejudiced by the recommendations of this report.

PROPOSAL

Future Use of the Bulli Miner's Cottage

Call for Proposals Outcome

The Call for Proposals process has identified three community based organisations who are interested in using the Miner's Cottage site. Whilst all three proposals were considered by the panel to have merit, the preferred proposal under the assessment criteria was from Shopfront Arts Co. Op. Ltd. This organisation has operated for over 40 years in St George and demonstrates a strong background in being able to operate and run a community based arts organisation, to attract State Government grants, and other funding, and to achieve positive community outcomes in the arts. Shopfront have a strong focus on providing meaningful career development opportunities for early career artists and are currently involved in supporting over 100 artists through space and residency programs from their base in St George. Shopfront have also established a local presence and connection through their involvement in arts programs at Warrawong High School and have demonstrated a track record of employing and providing opportunities for local arts students and graduates.

Its proposed use for the building would require development consent, as well as a significant additional investment on behalf of both the user, and Council. These costs relate to the proposed additional space, intended to be provided through a container style building that would accommodate a studio space and a functional accessible bathroom. The proposal would also require site access, Disability Discrimination Act (DDA) compliance, and other similar issues to be addressed. This is roughly estimated (subject to a wide range of variables) to require additional Council expenditure in the order of \$170,000 - \$250,000 to allow for site establishment.

Whilst this additional upfront cost is substantial, it is anticipated that this expenditure would establish the property as a more adaptable, and functional property that would be more ably adapted to other alternative uses in the future. In addition, this expenditure would provide for the medium to long term adaptive re-use of the heritage site, and vastly improve the conservation potential, public accessibility and community value of the site.

Further to this, Council's Community and Cultural Services Division have indicated that the proposed use has the potential to meet a real and current need within the Community Arts sector, and would fill a gap that is not provided elsewhere in the region.

On this basis, this report recommends that Council support the progression of formal negotiations with Shopfront Arts Co. Op. Ltd. as the preferred future use option for the Bulli Miner's Cottage site.

Given that two additional valid proposals from community based organisations were received, it is also recommended that in the event that negotiations with Shopfront Arts Co. Op. Ltd. are unsuccessful, that the General Manager be authorised to negotiate with the two other organisations who submitted eligible proposals, in order of their call for proposal ranking. This will ensure that progress does not stall in the event that the preferred proposal does not proceed.

Alternative Options

Non- Complying Proposal – Potential Sale of Property

During the Call for Proposals process, Council received a non-complying proposal from the adjacent landowner. This proposal indicated a desire on behalf of the owner of the former Denmark Hotel site at 202 Princes Highway, Bulli, to purchase the Bulli Miner's Cottage site. This proposal indicated a desire

to incorporate the cottage into a broader site redevelopment which would provide for the adaptive re-use of the adjacent hotel building, as well as the miner's cottage.

Sale of the property to the adjacent landowner would potentially negate the need for a Right of Carriageway, however, this would also present a range of significant risk issues, including the potential need to repay the \$60,000 in State Heritage funding, possibly with interest accrued since 1990. This course of action would also provide little certainty in relation to the future of the cottage and its conservation.

In the event that the sale of the property was considered to be the preferred way forward by Council, in the interest of probity, it would also be considered more appropriate to place the property on the open market. However, this option is not recommended as it is likely to raise significant concern from the community, given the active involvement of the community in advocating for the purchase of the site by Council, for the purpose of heritage conservation, last time the property was placed on the open market.

Further discussion of available options was provided in the Council report of 14 December 2015.

Management of the Bulli Miner's Cottage Museum Collection

The Bulli Miner's Cottage Museum collection has remained at the cottage, without active management for a significant period of time. Following an audit and review by Council's Community and Cultural Services Division, the de-accessioning of the Museum Collection, in accordance with the policies and procedures provided by Museums and Galleries NSW is recommended. This will ensure that the Museum collection is appropriately de-accessioned. A small number of selected items, which have a close association with the significance of the Miner's Cottage may be reserved as part of this process, if these are desired to be re-used or displayed as part of the adaptive re-use of the cottage. This will be considered as part of the progression of negotiations with the preferred proposal in the event that the recommendations of this report are supported.

Relocation of Mining Railway Skip from Rear Yard

As detailed in this report, a proposal has been received from the Bulli Mine Disaster Memorial Committee for the proposed relocation of a Mining Skip from the rear yard of the Miner's Cottage, to the original Bulli Mine Disaster Memorial in Park Road, Bulli. It is recommended that Council support the proposal to restore and relocate the skip to this location subject to any and all costs associated with the relocation and restoration of the skip being covered by the Bulli Mine Disaster Committee.

Denmark Hotel – Progression of Plans

Despite Council's resolution of 14 December 2015, and the progression of some additional negotiations regarding compensation considerations about the establishment of a Right of Carriageway, no formal proposal or application has been received by Council to date.

The condition of the former Denmark Hotel building has continued to decline and Council continues to receive concerns and complaints in relation to the property. While the owner of the hotel has submitted a non-complying proposal as part of the Call for Proposals process and indicated a desire to retain the Miner's Cottage and the former Hotel building's as part of a residential re-development, the sale of the property would mean that Council would have little to no control over the detail and timing of any proposal. Council's only role in this case would be as the consent authority for any future development proposal.

For this reason it is a recommendation of this report that Council write to the owner of the former Denmark Hotel, to advise that the sale of the Bulli Miner's Cottage property is not supported, and, to request the urgent progression of plans for the adaptive re-use of the former hotel buildings.

CONSULTATION AND COMMUNICATION

The Call for Proposals process was established and informed by input and consultation with the Wollongong Heritage Advisory Committee, who have maintained an ongoing interest in the properties future throughout their term. Their input supported the development of the Call for Proposal's core values, which underpinned the assessment criteria used in the process.

The Call for Proposals was broadly advertised through Council’s normal tender advertising channels, as well as being notified to Council’s Community and Cultural Services email register, members of the Wollongong Heritage Advisory Committee and a range of local heritage interest groups.

The assessment of the proposals received was undertaken by representatives from the Environmental Strategy and Planning Division, Property and Recreation Division and Governance and Information Division of Council, and the recommendations of this report have been informed by internal consultation with Council’s Community and Cultural Services Division, who have provided comments in relation to the potential broader community benefits of the proposals, as well as support and assistance in gaining a detailed understanding of, and developing a plan for the controlled de-accessioning of the Bulli Miner’s Cottage Collection.

Council’s Infrastructure Strategy and Planning Division were also asked to review the preferred proposal detailed in this report, and have provided guidance in relation to the estimated costings and financials detailed within this report and Development Assessment and Certification Division provided guidance on the DA requirements for the proposals.

The proposed relocation of the Mining Skip was notified in local newspapers during January 2017. One submission, in support of the proposed relocation of the Mining Skip was received in support of the proposal from the United Mine Workers Union. No objections or indications of concern about the proposed relocation of the skip were received.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal “We value and protect our environment”. It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2016-17
Strategy	5 Year Action	Annual Deliverables
1.4.1 Programs and projects that achieve proactive heritage management, education and promotion are developed and implemented	1.4.1.2 Implement priority actions of the Heritage Strategy	Determine a future use for the Bulli Miners Cottage which conserves the heritage values of the building

RISK ASSESSMENT

Due to the nature of the Call for Proposal process, a range of details related to the proposals require formal processes to be progressed prior to being able to establish exact cost arrangements and feasibility assessments. The recommendations of this report present some financial risk in that the actual cost implications for Council are yet to be finalised. This risk will be managed through the negotiation process and any unforeseeable increase in costs, will be managed through Council’s budgeting processes.

The proposed reuse recommended within this report will be subject to a development application process. It is possible that the process of finalising plans and accompanying reports to support the proposal, may result in a proposal that cannot be supported. Alternatively, the preferred submitter may decide not to progress their plans. This could result in additional delays in finding an appropriate re-use for the Miner’s Cottage site. This risk is proposed to be mitigated through the incorporation of an additional recommendation in this report, which would allow the General Manager to progress negotiations with the two other compliant proposals in the event that negotiations fail.

FINANCIAL IMPLICATIONS

If adopted, the proposed adaptive re-use recommended within this report would require upfront development approvals and capital improvements, including the construction/installation of a container style studio space and accessible bathroom facility. The approval process for a new proposed use is also anticipated to require additional building improvements, including potential site access improvements, and DDA improvements. Council’s contribution to the required capital improvements has

been roughly estimated, based on a wide range of assumptions, to be in the order of \$170,000 - \$250,000.

Council has an existing capital budget allocation for critical Heritage Conservation projects. This budget allocation may be sufficient to cover the establishment costs for the project. In addition, if the Right of Carriageway to benefit the adjacent Denmark Hotel site is established, it is anticipated that this would result in compensation being received in excess of \$100,000. As it is unclear if, and when, this income may be received, it is not proposed to require the reserving of this potential income for direct investment into the proposed capital improvements.

CONCLUSION

Following a Call for Proposals process it is recommended that Council progress negotiations with Shopfront Co. Op. Ltd. to allow for the adaptive re-use of the Miner's Cottage, to accommodate an Artist in Residence Program, art studio, small gallery, community garden and associated programs, subject to the appropriate Development Application processes and other relevant approvals. The recommendations of this report also provide for advancement of a range of other matters that should provide for the future management and conservation of the cottage into the future.

ITEM 9 WOLLONGONG CITY TOURIST PARKS MASTER PLANS

A detailed review of the operation of the tourist parks was conducted in September 2013 to examine ways to improve the overall performance of the parks. Improvements implemented following this review have resulted in improved financial performance over the last three and a half years.

Despite this improved performance, it has been identified that a number of impediments are still in place that prevent the tourist parks from further enhancing their performance. One of these is the need to ensure each park offers product that is attractive to the clientele being marketed to.

A recommendation of the 2013 review was to develop master plans to provide an insight into the issues faced by each park and to provide guidance on staged improvements that will assist the parks in providing even greater returns to Council.

The business unit is now seeking support to endorse the master plans and commence implementation to ensure continued improvements in financial performance.

RECOMMENDATION

- 1 The Tourist Parks Improvement Strategy and Master Plans be adopted.
- 2 Council approach the Department of Industries for allocation of funding to support the implementation of the Master Plans through the Crown Lands Trust.
- 3 A Holiday Van Strategy be developed to dictate the future management of holiday vans on site.

REPORT AUTHORISATIONS

Report of: Peter Coyte, Manager Property and Recreation
Authorised by: Kerry Hunt, Director Corporate and Community Services - Creative, Engaged and Innovative City (Acting)

ATTACHMENTS

- 1 Wollongong Tourist Parks Improvement Strategy and Master Plans (*Under Separate Cover*)
- 2 Wollongong Tourist Parks Master Plans Financial Analysis (*Under Separate Cover*)

BACKGROUND

Business History

Wollongong City Council (WCC) has operated and managed tourist parks at Bulli, Corrimal and Windang for over 50 years. Originally operating these as caravan and camping parks, Council began adding cabins to each of the parks in the 1980s to provide alternatives to camping and to respond to consumer demands. This was consistent with changes to the caravan and camping industry at that time - a new change in perception and a new name – from 'camping' to 'tourist' parks. Many operators today use "holiday parks".

In 1984, WCC began an investment program to introduce improvements to tourist park roads, amenities and playgrounds. This program waned until 2006 when a further investment program commenced to replace aging and deteriorating cabins, as well as increase cabin stock at Corrimal Tourist Park. This investment in additional cabins was required to meet the Crown Lands Division direction that the ratio of annual sites to casual sites (cabins and powered sites) should not exceed 1:1. Many Crown Parks are already operating well below this.

Business Improvement

In September 2013, Council undertook a detailed examination of the current delivery models and investigations into opportunities to enhance commercial business opportunities for the parks. The review

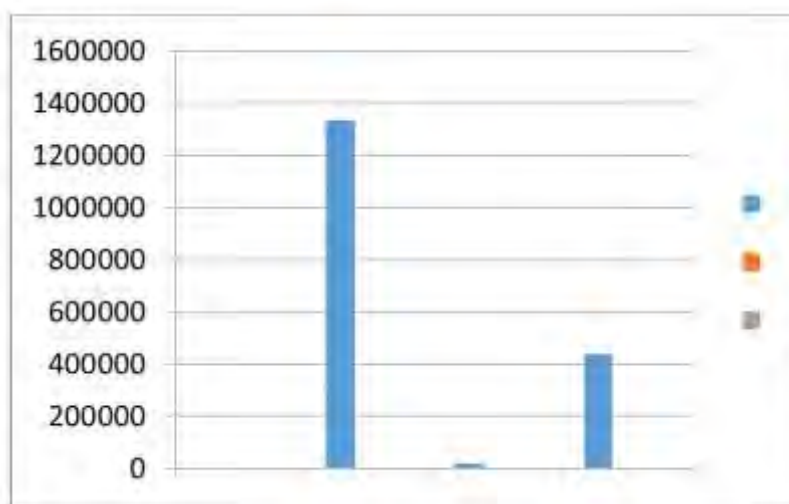
provided a range of recommendations to improve the financial performance of the parks and is summarised in the following table:

IMPEDIMENTS	RECOMMENDATION	PROGRESS
Lack of contemporary industry expertise and business acumen	Engage specialist industry advice	Operations Manager engaged to bring industry expertise
	Review marketing techniques to increase demand	Marketing Analyst engaged to bring marketing to strategic levels
		Marketing strategy developed and adopted by Executive
		End to end booking system with third party booking agents established
Contemporary website developed and implemented including end to end bookings. Mobile ready website implemented		
Lack of competitive facilities with which to compete	Review opportunities to add overall value to the parks	Master plans developed Diversification of product being achieved. Camp kitchen and Wi-Fi installed at Corrimal. Camp kitchen due in 2017 at Windang. En-suite sites due in 2017 at Bulli and 2018 at Windang.
	Examination of utility and security costs to identify savings	All costs are being examined and operational costs contained below CPI
Structured and inflexible administrative procedures indicative of bureaucracies		A review of operating procedures has been undertaken. A number of significant changes have been made to areas such as booking and cancellation procedures. End to end booking system with third party booking agents established
Employment conditions which are not conducive to a 24/7 tourism operation	Examination of park supervision structure [manager, assistant manager] to more efficiently provide for managers' absences and ensure WHS matters are addressed	Business structure currently being explored. This was put on hold due to the merger announcement. Review of utilisation of housekeeping staff completed with centralised roster system implemented. A review of reception rosters completed with reception closing at 6pm during the quieter months and open to 8pm on weekends and over the high periods. This was a significant change from the 8pm close all year round. Off site manager explored (rather than full time live in) with a risk assessment completed and roster trialled with manager staying on site over the busier weekend periods only.
	Examination of current in-house cabin and amenity cleaning and laundry services to identify efficiencies	Contracting of amenity cleaning over the busy Christmas period has been implemented across all sites. A contract for linen cleaning services has been awarded and commenced in December 2016.
	High labour costs relative to industry average	Casual and seasonal costs being managed to bring overall employee costs down

Customer service was also seen as integral to achieving increased returns. Therefore a customer service training program has been developed by the Operations Manager based on her experience in the tourist accommodation industry. This program was developed in partnership with the Human Resource Division and is a tourism specific course. Ongoing training has been implemented with all staff in attendance, with three modules now being completed in the past 12 months. A Customer Service Charter endorsed by the Executive Management Committee in November 2016, has also been rolled out and sets clear guidelines and expectations required of our frontline customer service staff.

Since the review was undertaken, improvements have been seen across all three parks, both in income generation and expenditure control. Income over the past four years has increased by 31.3%, whilst expenditure has been contained to just 13.1%. This reduces to 11.6% when depreciation is excluded.

Net Return (Inclusive depreciation) 2012 – 2016



	Income	Expenditure	Net Profit (inc depreciation)	Net Margin
2012/13	\$4,898,000	\$4,795,000	\$103,000	2.1%
2013/14	\$5,679,000	\$4,993,000	\$686,000	12.7%
2014/15	\$5,820,000	\$5,277,000	\$543,000	9.3%
2015/16	\$6,432,000	\$5,425,000	\$1,007,000	15.6%

The margin of return (net profit versus income) in 2015/16 was the highest ever recorded for the parks at 15.6%. It was also the first time the parks have achieved a result higher than the industry average which in 2015/16 was 15.1%

These improvements have been gained with changes to the way the business operates, however, would be further enhanced through the ability to offer better product and facilities across all three parks.

Identification of Key Issues

In 2017 caravan parks are recognised as an integral component of the broader tourist accommodation market. As a consequence, the Wollongong City Tourist Parks are in direct competition with hotels and motels as well as other caravan parks in the Local Government Area and in the region. This results in higher benchmarks and expectations in relation to the quality of infrastructure and delivery of services.

Master plans for the parks were developed to address the following key issues:

- Development of the parks as an integrated business enterprise;
- Establishing a long term program to facilitate the continuing consistent improvement of the parks;

- Development of strategies to grow occupancy across all cabin products;
- Upgrading the presentation and function of park entries and reception areas;
- Consolidating and expanding the level of well-presented and functional ancillary recreational facilities for guests so as each park becomes a holiday destination that takes full advantage of its prime coastal location;
- Exploring products that meet the specific needs of people with a disability as well as mobility restrictions;
- Creating more opportunities for clients to engage in environmentally aware tourism through the provision of accommodation and facilities that embrace ecologically sustainable design principles;
- Considering whether there should be further reductions in the numbers of holiday vans;
- Developing consistent occupancy for the additional tourist sites that may become available because of the reduction in the numbers of holiday vans;
- Renovating some existing buildings and cabins; and
- Upgrading the servicing and presentation of existing sites.

The items listed above relate primarily to the physical development of the parks. While this is a key factor in the commercial performance of the businesses, appropriate development must be supported by a strategic approach to marketing and promotion along with a comprehensive customer service focus. This has now been achieved with the development of a marketing strategy for the parks as well as the Customer Service Charter and scheduled training that has been implemented over the past twelve months.

Improvement Strategy

Inspection and analysis of the Wollongong City Tourist Parks has resulted in the identification of a number of required improvements to facilities and accommodation products. As well as consolidating the existing financial performance of the parks, these improvements have the potential to generate growth in revenue and profit through increased occupancies.

All three parks have an adequate supply of cabin accommodation although, at Bulli and Windang, there are a number of older units that should be replaced, with scope for the introduction of some products to expressly target the 'couples' market.

All three parks also offer a variety of sites in terms of size and configuration, although neither Bulli nor Windang have en-suite facilities; however these have been identified in the forward capital program for installation in the coming two years. In addition, the parks' ablution and laundry facilities are of a reasonable quality, although there are a couple of amenity blocks that are due for renovation, which are being targeted for upgrading in the coming year. In other words, the fundamental infrastructure of the parks is generally more than adequate and, broadly, market appropriate.

However, it is considered that in all three parks there are significant shortfalls with respect to:

- Provision of ancillary recreational facilities;
- Design and presentation of entry and arrival forecourts;
- Quality of reception areas; and
- Landscaping and vegetation management.

The absence, or poor quality, of these features results in a group of parks that do not take full advantage of the superb beachfront locations and the quality of the cabins. This, then, limits the capacity for the parks to be actively promoted as holiday destinations.

Furthermore, the parks are in a position where it is difficult to compete effectively with other properties in the region that do offer a comprehensive range of ancillary facilities. Parks such as Wollongong Surf Leisure Resort, Surf Beach and Easts Beach at Kiama and Seven Mile Beach and Gerroa Shores, all

offer a similar range of accommodation at competitive price points. These parks are also close to beaches and local attractions and draw their guests from the same source markets as the Wollongong City Tourist Parks. But, in addition, these parks offer swimming pools, games rooms, internet access, cable TV and other contemporary leisure facilities.

Why Invest Further

The increased returns that have been seen over the past few years have been attributed to the implementation of a variety of business improvement strategies. These have included the appointment of an Operations Manager, development of a marketing strategy and a focus on customer service. Further investment enhancing the physical structure of the parks, will also provide the necessary means to:

- 1 Continue in business through ensuring compliance to the local government regulation and the provision of open and easily accessible parks.
- 2 Retain and grow the business by renewing existing facilities such as cabins and making the park more attractive to existing and future customers.
- 3 Attract new customers and grow the business through the provision of recreational facilities that will assist the parks compete with other local providers.

All improvements will also ensure the current user base is maintained by providing quality accommodation, with superior infrastructure at parks that are easily accessible.

Opportunity through Investment

Currently across all three parks there is substantial opportunity to increase growth due to current occupancy rates. Continued and strategic investment will allow the parks to increase these returns through attracting more customers, whilst maintaining current customers. This will be achieved through increases in occupancy and increases in pricing levels, once facilities are able to match those of our local competitors.

Current yield rates have grown over the past two years. These increases represent an increase in income of \$120,000 above CPI. Despite this growth, yield rates, especially in cabins are still well below those of like tourist parks in the region which in 2013/14 were \$36,000 per site.

Yield per site	Number	2013/14	2015/16
Cabins	98	\$29,262	\$31,064
En-suite Sites	8	\$7,764	\$9,818
Tourist Sites	343	\$3,439	\$3,945
Holiday Vans	319	\$5,055	\$5,685

Ancillary and recreation facilities at our parks are also still well behind the leaders in the area such as Easts Kiama. Though ground has been made over the past few years with camp kitchen, en-suite and Wi-Fi installation, key facilities are still lacking across all three parks.

Comparison of ancillary facilities at other accommodation service providers:

	Wi-Fi	Pool	Water Play	Camp Kitchen	Playground	En-suites	Guest Lounge	Kiosk
Bulli Tourist Park				X	X			X
Corrimal Tourist Park	X			X	X	X		X
Windang Tourist Park					X			
Surf Beach Kiama	X	X		X	X	X	X	
Easts Kiama	X	X	X	X	X	X	X	X
Surf Leisure Resort	X	X		X	X			X
Shellharbour Beachside					X			
Kiama Harbour	X	X						
Kendall's Kiama	X			X	X	X		
Gerroa Shores	X	X		X	X			

The pricing of the Wollongong City Tourist Parks' cabin accommodation also places the parks in direct competition with hotels, resorts and serviced apartments which provide a range of added value facilities. In this context, the development of similar features will be essential to the longer term competitive capacity and commercial success of the Wollongong City Tourist Parks. Our current pricing structures however, which are mid-range compared to our competitors, do allow for flexibility in increasing fees once the parks are able to match the facilities of their competitors.

Tourist Park pricing versus local competitors (high season):

High Season Rates

Comparable accommodation to listed room types.

3.5 Star	1 Bed Standard - Max 4 pax	2 Bed Family - Max 6 pax	3 Bed Mid - Max 6 pax
Lakeview Hotel Motel	\$115.00	\$115.00	NA
Comfort Inn Fairways	\$122.00	NA	NA
Sovereign Inn	\$127.00	\$149.00	NA
Elsinor Motor Lodge	\$150.00	\$280.00	NA
Boat Harbour Motel	\$150.00	NA	NA
Comfort Inn Towradgi Beach	\$159.00	NA	NA
The Belmore All-Suite Hotel	\$199.00	\$299.00	NA
Wollongong Tourist Parks	\$201.00	\$ 279.00	\$312.00
Kiama Shores Motel	\$219.00	\$ 289.00	NA
Wollongong Surf Leisure Resort	\$220.00	\$316.00	\$387.00
Discovery Holiday Parks Gerroa	-	\$348.00	\$379.00
Werri Beach Holiday Park Gerringong	\$280.00	\$340.00	\$440.00
Kendalls on the Beach Holiday Park Kiama	-	\$320.00	\$345.00
Easts Holiday Park Kiama	\$268.00	\$328.00	\$583.00

In formulating an achievable development and improvement program, a number of factors have been considered including:

- The principles and parameters established in relevant legislation and policies;
- Potential to generate income and profit;
- Potential to address market place expectations and improve visitor amenity;
- Potential to improve the day-to-day management of the Park and the Reserve;
- Potential to achieve environmental objectives;
- Cost; and
- Contribution to the local economy.

The structure of the program for each park has been designed to bring improvements on stream in a way that will progressively enhance the income earning capacity and profitability of the business. Even though the number of sites in the parks will be reduced, the balance of site types and cabins at the completion of the improvement program will enable the parks to maintain existing levels of revenue. At the same time, the revitalisation of infrastructure and addition of facilities will create a platform from which to increase occupancy, revenue and profit.

Master Plan Improvement Priorities

Priorities for investment are categorised into five primary areas. Each area supports a specific part of the business that is critical in ensuring the long term future of the parks. This includes the need to ensure compliance to the Local Government Regulation to stay in business, improvements to facilities already at the park to maintain the current customer base, and then the addition of new facilities to ensure the parks are able to continue to grow and attract new business in the future.

Each area will ensure that the experience for users of the parks is enhanced and, therefore, provide opportunity for increased occupancy and profitability.

The improvement program will require a total investment in the order of \$9.2M over five years. The areas include:

Business Area	Area	Priority	Cost \$
Stay in business	Regulatory Compliance	Provision of compliant sites including roadways, access, parking	\$465,000
Stay in business	Entry Forecourts	Access and presentation	\$610,000
Retain and grow	Landscaping		\$435,000
Retain and grow	Sites and Accommodation	Accessible cabins to meet DDA requirements, en-suites, studio cabins, replacement of current stock, reconfiguration	\$3,660,000
Attract new and grow	Recreational Facilities Area	Water play/pools, playgrounds, climbing nets, jumping pillows, camp kitchen, meeting areas	\$4,050,000
TOTAL			\$9,220,000

* Over 5 years - *Includes 15% contingency

Regulatory Compliance

There are a number of areas in the tourist parks where the location of sites, installation of moveable dwellings and other matters do not comply with the requirements of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005. A comprehensive assessment of the parks has been undertaken by Council and the current Section 68 Approvals require programs to be established to achieve an acceptable level of compliance. In the first instance, there is a requirement for park management to undertake a thorough review of issues that have been raised to establish an appropriate program to systematically address and resolve issues to achieve an acceptable level of compliance. Priority must be given to resolving matters that involve the safety of guests and staff. The main focus in this area revolves around entrance ways, parking and access to sites to ensure compliance with the regulation and provide a better experience for the user.

Entry Forecourts

Changes to the entry and reception areas are proposed for all three parks. The entry to any holiday destination should provide a sense of arrival and create a positive first impression. The elements that contribute to this outcome for a tourist park include the road and parking arrangements (ie road widths suitable for towed vehicles, large motor-homes and 5th wheelers), signage, landscaping, parking, the quality of the reception area and the check-in process. The road configurations at Corrimal Beach and Windang Beach do not meet current regulatory standards and the reception areas in all three parks could be significantly improved. The updated reception areas will include the following features:

- Light, bright airy spaces with contemporary and relaxing decor;
- Backdrops and imagery that present the parks, the locality and the region in a positive light;
- Rules, warnings and prohibitions should not be the first messages people receive;
- The check-in process must be straightforward with uncluttered countertops, minimal paperwork and efficient technology;
- Retail sales and check-in functions should be separated; and
- Guests should be able to sit when a lengthy wait is unavoidable.

Landscaping

A commitment to establishing and maintaining quality landscaping is an essential component of the presentation of all aspects of the parks. An overarching landscaping and vegetation management strategy should be designed and implemented in conjunction with the development of facilities. There is some existing vegetation in each park that can provide a structural framework for an ongoing landscaping program that maintains and improves the overall presentation of the parks and the sites, accommodation and facilities.

Key issues to be addressed include:

- Progressive removal of unwanted exotic species to achieve environmental objectives;
- Treatment of spaces around cabins and existing and proposed facilities to reduce the impact of structures and create colour and interest;
- Ensuring asset protection zones are protected with appropriate plantings;
- Reconfiguration of garden beds to deter termite activity next to assets;
- Privacy and security in terms of the interface with public spaces and between sites and cabins; and
- Planting to provide separation and transition between functional areas within the parks and the adjoining public domain.

Cabins

The current Memorandum of Understanding with Wollongong TAFE has been an excellent means of achieving a steady improvement in the quality of the cabin accommodation provided in the parks. The aim of moving to a position where no cabin is older than 15 years has also been a good strategy with the average age of the existing cabins standing at around nine years.

The proposed Improvement Program involves some fundamental changes to the parks which will impact on the existing locations of a number of cabins at Bulli and Windang. In each case, these cabins will be replaced in preference to relocation. The proposed Improvement Program includes the replacement of a total of 22 cabins and the relocation of five cabins from Corrimal to Bulli [two] and Windang [three]. This represents around 25% of the proposed total cost of the program. In a majority of cases, these cabins will replace existing cabins. This component of the Improvement Program is primarily a fundamental asset management issue. Where the replacement of existing cabins is proposed, the affected cabins should be thoroughly assessed prior to proceeding to confirm replacement is required at that time. The program also includes the installation of a new two bedroom accessible cabin in each park. This initiative will mean the parks will supply accessible accommodation at the ratio envisaged by Federal Legislation which commenced in 2011.

Also, while there are some limitations associated with the existing cabins, until existing occupancy rates are increased, there is no justification for any significant increase in the total supply of cabin accommodation in any of the three parks.

Recreational Facilities

A central recreational facilities area will need to be developed at each park to provide an improved range of recreational facilities for park guests. The main areas of change are included in the following:

Bulli

The centre pieces will be a contemporary children's water play area (options for a swimming pool have not been included in funding scenarios) with shade and shelter, a camp kitchen and a children's playground which will cater for a range of ages. The area is to be an integrated design with pedestrian links to other parts of the park. The developments will require the removal of some sites including powered and holiday vans as well as some roadway. The existing playground and camp kitchen will be retained and upgraded to be brought into line with the presentation of other facilities in the park. The covered area associated with the camp kitchen will be expanded and improved seating installed. Shade

and seating for carers will be added to the playground. These improvements will extend the life and usefulness of existing facilities at a moderate cost and offer more options for guests.

Corrimal

The concept requires the removal of a section of road and 17 sites (six tourist sites and 11 holiday vans) in the Central Precinct. The area that is made available will enable the creation of a comprehensive range of ancillary facilities including a water play area (options for a swimming pool have not been included in funding scenarios) with, a camp kitchen and guest lounge, all age playground facilities and landscaped outdoor seating area. This position is close to a majority of the existing cabin accommodation, the high occupancy tourist sites in the Entry Precinct and the recently established en-suite sites. There is also potential to remove additional holiday vans to increase the supply of tourist sites close to the facilities. If tourist occupancy in the Northern Precinct was to expand significantly in the mid to longer term, a secondary facility could eventually be developed in that part of the park.

Furthermore opportunity exists for the development of this precinct close to the entrance of the tourist park, to provide access for a fee, to the facilities for the wider community. Further enhancing the possible returns provided for by such an investment.

Windang

The recreational facilities area will occupy a space in the centre of the park. Given the compact dimensions of the park, the area will be readily accessible from all sites and cabins. Development of the facilities will involve removal of two substantial sections of existing road and thirteen existing sites. The principal components will be a contemporary children’s water play area (options for a swimming pool have not been included in funding scenarios) with shade and shelter, an improved camp kitchen and a playground which will include climbing nets and climbing walls to cater for a range of ages. Where possible, and appropriate, useable equipment will be relocated from the existing playground to form the basis of the new facility. The area will be linked to other parts of the park with pedestrian pathways. The design approach will aim to create a village green that will function as a communal hub for the park’s guests.

Impact on Sites

The addition of recreation areas as well as changes to site configurations/entrance etc. will see a reduction in the number of sites across the parks. Significant reductions will also be seen in camp sites with campers today more inclined to book powered sites over camping sites. Occupancy of these site types continues to decline, therefore these sites will be converted to the higher utilised short term tourist sites.

These changes have all been factored into the financial forecasting for the implementation of the program.

Existing Sites		Proposed Sites	
Site Type	Number	Site Type	Number
Campsites	65	Campsites	25
Short term tourist	278	Short term tourist	253
En-suite Sites	8	En-suite Sites	26
Cabins	98	Cabins	98
Holiday Vans	319	Holiday Vans	306
TOTAL	768	TOTAL	708

Holiday Vans

Most critical above is the decrease in holiday vans as an immediate budget impact will be seen. Holiday vans provide a yearly income to the parks that allows the van owner the ability to leave their van on site. Fees are payable whether the van is utilised or not. To implement the capital program the number of holiday vans will be reduced to 306. More however may be required to leave due to compliance issues or be required to relocate to another location within the park due to occupation of a site that is required for development purposes. In these circumstances, many of these vans that will be required to move will be unable to meet the current regulation requirements and therefore will be required to leave.

In the longer term, further reductions in the number of holiday vans will be informed by the demand for short term sites that emerges as a consequence of the changes and improvements to the parks. A growing number of caravan parks on reserved Crown land along the New South Wales coast have removed or are removing all holiday vans to make more sites available for casual tourist occupancy. The growth in sales of caravans and camping equipment is resulting in growth in demand for powered sites in caravan parks.

In the case of the Wollongong City Tourist Parks, it is anticipated the renewed focus on the commercial performance of the businesses will also see the demand for short term powered sites increase with associated growth in the average annual yield for those sites. In these circumstances, when the yield for a short term tourist site approaches the yield for a holiday van site, it will be an appropriate business decision to further reduce the number of holiday vans to increase the supply of tourist sites. On this basis, it is expected the proportion of holiday vans will continue to reduce, and at a more rapid rate, as the commercial performance of the parks improves.

To ensure continued and effective communication with holiday van owners, it is proposed a Holiday Van Strategy be developed which clearly outlines Council's intent for the tourist parks into the future.

PROPOSAL

Council adopt the Tourist Parks Improvement Strategy and Master Plans.

Council make application for the allocation of the appropriate capital funding through the Department of Industries to support the implementation of the master plans through the Crown Lands Trust.

Where funding is unable to be gained, business proposals supporting the implementation of the Improvement Strategy be submitted for inclusion in Council's forward Capital Program.

A staged Improvement Strategy is implemented to support continued growth in occupancy and revenue for Council.

A Holiday Van Strategy is developed to provide a strategic direction for holiday van holders.

CONSULTATION AND COMMUNICATION

Property and Recreation Division

Tourist Park Staff

Department of Industry – Crown Lands Division

Destination Wollongong

Infrastructure Strategy and Planning Division

Finance Division

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal ““We have an innovative and sustainable economy” and “We are a healthy community in a liveable city”. It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2017-18
Strategy	5 Year Action	Annual Deliverables
2.3.2 Wollongong is promoted as a preferred conference and events destination. And the place to live, learn, work and visit	2.3.2.3 Pursue initiatives that promote the region as a place to holiday to both the domestic and international markets	Contribute to the promotion of tourism in Wollongong through the management of Council’s three tourist parks
5.1.5 The long term needs of the community, including our people and our places, are effectively planned for	5.1.5.2 Carry out commercial business management of Council’s operational lands	Manage council’s commercial businesses to maximise return

RISK ASSESSMENT

The tourism market is very competitive with many providers able to supply similar facilities to that of tourist parks throughout Wollongong and the neighbouring areas. Currently, many of these providers are competitive in price to the tourist parks but also provide additional facilities. Without these facilities, the tourist parks will be unable to grow or possibly sustain its market share and therefore, be unable to provide continued and sustainable growth in returns.

FINANCIAL IMPLICATIONS

The additional capital proposed in the strategy will allow the tourist parks to ensure compliance to the regulation as well as maintain its current customer base through improved accommodation. Additional investment will allow for the improvements to the business to ensure it continues to grow into the future.

Capital Investment

The proposed capital investment each year is:

Park	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
TOTAL NEW INVESTMENT* PROGRAM	\$1,713,000	\$1,261,000	\$761,000	\$629,000	\$1,002,000	\$5,366,000
Current capital allocation	\$750,000	\$750,000	\$750,000	\$800,000	\$800,000	\$3,850,000
TOTAL investment over 5 years	\$2,463,000	\$2,011,000	\$1,511,000	\$1,379,000	\$1,752,000	\$9,216,000

* Includes 15% contingency. These figures are capital costs only and do not include increased operational costs in depreciation and maintenance.

This investment falls into three main categories:

- Replacement of existing cabins with some stock improvement in en-suite units and substitution of some existing stock for studio cabins;
- Requirements to comply with Local Government Regulation and our Approval to Operate; and
- Improvements to the parks’ infrastructure (recreation, entry and forecourts and landscaping).

The first two investments are essentially to maintain the current income levels through asset renewal and meeting legislative requirements. It is not expected that there would necessarily be an increased margin

but these investments will continue to maintain current margin. The investment in en-suites could see an increase in site yields where those facilities are added to the current sites.

The third investment is to provide the infrastructure competitors are providing and lacking in our parks to encourage future growth. This will not only provide assurance of maintenance of current patronage, but will provide the opportunity to increase occupancy across our three parks.

The parks currently source a major part of their visitation from Western Sydney and, with the strong population growth in those areas; opportunity exists to grow the business from there.

Potential Income Growth

A review of tariffs for sites and accommodation in other caravan parks in the south coast tourist region indicates the tariffs for sites and accommodation in the Wollongong City Tourist Parks are in the order of 5% to 10% lower than tariffs for similar accommodation products in parks where a comprehensive range of ancillary facilities is provided. Therefore, as facilities and features are added, tariffs can be increased at rates that are substantially greater than inflation. An increase of 7% has been factored in in year 5 of the program once all initiatives have been implemented.

The occupancy rates across the three parks are generally lower than for similar properties on the south coast. In conjunction with the improvements to the parks, the promotion and marketing strategies will be aiming to draw in new business to grow occupancies based on the introduction of new facilities. A 5% growth in occupancy should be a readily achievable initial target and has been factored in across all three parks with a 1% increase from year 5 onwards.

Anticipated revenue following the implementation of the improvement program in year six following:

- 1% growth in tourist accommodation each year (through improvements to park infrastructure and changes to business processes);
- 7% increase in fees after improvement program implemented (year six);
- Commencing improvement program in 2017/18; and
- Reduction in revenue predictions to account for removal of a number of holiday van and tourist sites to accommodate improvement program

Current Budget Revenue 2022/23	Anticipated Budgeted Revenue 2022/23	Additional Revenue
\$7,595,000	\$7,998,000	\$403,000

In reality, this is a very conservative estimate of what could be achieved. For example, the occupancy rate for cabins at Corrimal Beach in 2015/16 was 46% with over 7,000 nights available. With the proposed changes to the park, it is reasonable to anticipate the Corrimal cabins could achieve a similar occupancy rate to Bulli which in 2015/16 represented 60%. This would represent growth in occupancy in the order of 14% which is double the increase reflected above. In fact in 2016/17 the parks are anticipated to return an additional \$300,000 above current budgeted levels. These improvements alone will see the return on investment being in a much shorter time frame.

The Wollongong City Tourist Parks generate income from two primary sources: annual sites (29% of income) and rental of tourist accommodation (71% of income). This percentage has altered dramatically over the past four years (2012/13 annuals represented 37% and tourists 63%) as more annuals leave the parks and occupancy rates of tourist accommodation increase.

Over the long term, the parks have a history as commercially viable businesses with a sound financial management framework. The projections presented demonstrate the implementation of the proposed program which will see consistent growth in revenue and profits in coming years. At the same time, the management and operational approach for the parks will have a focus on controlling expenditure and introducing management efficiencies to ensure the growth in revenue results in increased profitability.

Impact on Long Term Financial Model

The tourist parks have performed increasingly well over the past five years with the net cash after capital increasing to a budgeted return in 2016/17 of \$1.36M, following reaching a high of \$1.17M the previous year. These gains and improvements that have come primarily about due to operational changes provide a good base in which to implement the improvement program.

Year	11/12	12/13	13/14	14/15	15/16	16/17 Bud
Net Result	(355,000)	(85,000)	(693,000)	(559,000)	(1,037,000)	(1,425,000)
Depreciation	819,000	876,000	877,000	1,021,000	980,000	903,000
Net Result (ex dep)	(1,174,000)	(961,000)	(1,570,000)	(1,580,000)	(2,017,000)	(2,328,000)
Capital Investment	892,000	1,343,000	735,000	997,000	847,000	967,000
Net Cash (ex dep)	(282,000)	382,000	(835,000)	(583,000)	(1,170,000)	(1,361,000)

The long term financial position (operational) will be impacted by the improvements of the park primarily through increases in depreciation and a reduction in the total number of sites. This impact will see a reduction in the net surplus of between \$168K and \$290K over the first four years, with increases being seen from year five. Increases in operational costs as well as depreciation and loss of sites have been factored into the adjusted long term model scenario. Overall, the net return in 2025/26 will increase from 17.9% to 19.9%.

Year	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26
Current LTFM (Jan 17)	(1,236)	(1,373)	(1,469)	(1,428)	(1,449)	(1,472)	(1,500)	(1,462)	(1,486)
Proposed LTFM	(958)	(1,205)	(1,257)	(1,138)	(1,673)	(1,693)	(1,721)	(1,684)	(1,709)
LTFM Impact	278	168	212	290	(224)	(221)	(221)	(222)	(223)

Despite these changes the parks will still produce an overall surplus (ex-depreciation), with the exception of the first year of implementation of the program.

	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26
Net Result	(958)	(1,205)	(1,257)	(1,138)	(1,673)	(1,693)	(1,721)	(1,684)	(1,709)
Depreciation	948	944	975	1,001	1,030	1,060	1,082	1,171	1,195
Net Result (ex dep)	(1,906)	(2,149)	(2,232)	(2,139)	(2,703)	(2,753)	(2,800)	(2,855)	(2,904)
Capital Investment*	2,463	2,011	1,511	1,429	1,802	800	800	800	800
Net Cash (ex dep)	557	(138)	(721)	(710)	(901)	(1,953)	(2,003)	(2,055)	(2,104)

Return on Investment

Despite a negative cash flow in the first year of implementation of the program, the return on investment (excluding depreciation) will be realised in less than nine years. The figures utilised for growth are however very conservative with a modest increase in occupancy of just 5% included along with increases in fees in year six of the program. Therefore, it is anticipated that this return will be realised much sooner.

	5 years	9 years
Accumulated Net Result	\$6,231,000	\$13,037,000
Accumulated Capital Investment	\$9,216,000	\$12,416,000
Return on Investment	67.6%	105%

Funding

Funding for new initiatives can be made from three sources - net profit; cash reserves set aside to fund the replacement of capital assets; and borrowing or through external sources. As the caravan parks are located on Crown Reserves, the Council, as the appointed Reserve Trust Manager, has access to loans from the Public Reserves Management Fund at concessional rates of interest. Based on the projected future revenues the businesses should be in a position to support the required borrowings and, therefore, this option could be pursued to source the required additional funds for these projects.

If however this option is not viable or unsuccessful, business proposals will be submitted for each component of the program for inclusion in council's four year capital program. As discussed above, the parks are in a position to be able to provide a return on this investment in less than nine years, therefore providing a positive outcome for Council.

CONCLUSION

In 2015/16, there were 16,000 vacant nights in cabin accommodation across the three parks. The aim therefore, for this Improvement Strategy and Master Planning process, was to further optimise the development and management of the three existing tourist parks that already generate substantial revenue but still have significant capability to grow.

The objective was to create improved financial returns in the context of an appropriate, environmentally responsible improvement program. While the program of expenditure will result in a modest upgrade of the parks' cabin accommodation, investment will focus on providing ancillary recreational facilities that will provide guests with value for money and add to their holiday experience.

Funds will also be committed to the resolution of issues where the existing development does not address current regulatory requirements. While facilities need to be added, the existing character of the parks and their locations must be preserved. Measures with respect to sustainability and the prudent use of resources, particularly energy and water, will be fundamental to all aspects of the detailed design of improvements, with a view to consolidating the environment credentials of the parks and supporting the future promotion of the properties.

The proposed improvement program requires Council to undertake an investment in the order of \$9.2M over a period of at least five years which will:

- Rejuvenate the parks' cabin accommodation and create a more balanced supply of accommodation across the three parks;
- Provide market leading cabin accommodation for people with restricted mobility;

- Introduce ensuite sites to Bulli and Windang;
- Establish a central recreational area in each park that will provide a comprehensive range of contemporary facilities for the enjoyment of guests;
- Improve the entrances, offices and reception areas in all three parks ;
- Reduce the number of sites occupied by holiday vans to preserve the existing number of sites that is available for tourist use; and
- Begin to address regulatory compliance issues in all three parks.

As such, the Wollongong City Tourist Parks will offer holiday opportunities to a wide cross section of the tourist accommodation market. The program will not only enhance the capacity of the parks to satisfy the requirements of the holiday makers who already come to Wollongong, but also allow the parks to target new and emerging markets with the potential to grow occupancy and revenue far beyond the current projected returns.

ITEM 10 POLICY REVIEW: CCTV AND CODE OF PRACTICE

Council's CCTV Policy and Code of Practice was last updated and adopted in June 2016 with a review date of April 2017. The CCTV Policy and Code of Practice contains standards to guide the operation of Council's CCTV Program and is supplemented by Councils Standard Operating Procedures (SOPs) which provide instruction on the day to day operation of the CCTV system specific to each CCTV site.

During late 2016 and early 2017, KPMG conducted an internal audit of the Policy to consider the effectiveness of key controls as identified with Management and compliance with current policies and procedures relating to CCTV Camera Operation requirements and to identify any improvement opportunities. The CCTV Policy and Code of Practice has been updated to address the recommendations of the audit.

RECOMMENDATION

The revised CCTV Policy be adopted.

REPORT AUTHORISATIONS

Report of: Mike Dowd, Manager Infrastructure Strategy and Planning
Authorised by: Greg Doyle, Director Infrastructure and Works - Connectivity Assets and Liveable City

ATTACHMENTS

- 1 CCTV Policy and Code of Practice Council Policy with edits

BACKGROUND

KPMG Audit

KPMG conducted an internal audit of Council's CCTV Policy and Code of Practice. The overall objective of the audit was to consider the effectiveness of key controls as identified with Management and compliance with current policies and procedures relating to CCTV Camera Operation requirements and to identify any improvement opportunities. In addition to recommendations relating to generic and site-specific procedures, the audit found a number of areas where the Policy could be improved. These have been addressed in the Revised Policy and Code of practice as follows -

2.1 Policies and procedures to manage the CCTV Program

- (1) That an appropriate method and responsibilities for ongoing evaluation, as well as a formal bi-annual evaluation, of the effectiveness of the CCTV program is determined and documented in the CCTV Policy and Site Specific SIPs.
- (2) That the CCTV Policy and SOPs are reviewed and updated to include the following at a minimum:
 - Assessment and approval processes for the addition or removal of CCTV cameras, including procurement requirements.
 - Procedures for receiving and approving access requests.
 - Procedures for receiving and escalating complaints in relation to the CCTV program.
- (3) That the responsibilities for the evaluation of the CCTV program are communicated to all relevant staff and Stakeholders.

The Policy has been amended under Principle 5, Evaluation of the Program to address these three (3) recommendations. Specifically, the requirement for a formal Evaluation Committee has been removed and replaced with a defined evaluation process.

2.2 Procedures for managing access requests

- (1) Communicate to all site staff the requirement to be familiar with, and adhere to the requirements as detailed in the CCTV Policy, SOP and Delegations of Authority to ensure staff are familiar with the requirements for assessing and approving access to footage.
- (2) That SOPs are reviewed to ensure consistency between the SOP and the Delegations of Authority for approving access requests.
- (3) That the Policy, and site specific SOPs are updated to include specific guidance for receiving, recoding and approving access requests.
- (4) That WCC implement a file saving convention for retaining CCTV footage access requests to ensure a consistent approach across sites.

The Policy has been amended under Principle 5, Evaluation of the Program to cover these Four (4) recommendations.

2.3 CCTV Policy and site specific Standard Operating Procedures

- (1) Conduct a specific review of the Thirroul SOP as soon as possible to ensure that it is consistent with the Policy and WCC delegations for accessing footage.
- (2) That WCC review and confirm an approach for the SOP for Central Depot, ensuring that the SOP is consistent with both the requirements of the CCTV Policy and the Employee Surveillance Policy.
- (3) Conduct a review of all site-specific SOPs to ensure that they are all current and consistent with the requirements of the Policy and Delegations of Authority, and that the SOPs include references to current supporting documentation, including the correct GIPA Access Application form.
- (4) Implement a formal, regular process for reviewing and updating site specific SOPs that includes a requirement that the SOP is approved by the Policy owner of the Policy to help ensure that site specific SOPs are consistent with the requirements of Council's Policy and Delegations of Authority.

The Policy has been amended under Principle 5, Evaluation of the Program to cover these four (4) recommendations. Reviews of site specific SOPs have commenced to ensure they are consistent with the revised Policy.

3.1 Response timeframes for access requests

As part of the April 2017 review of the CCTV Policy and Code of Practice, consider the response timeframe that Council would consider to be appropriate and practical. Any changes to the Policy or SOPs should be communicated to the relevant staff.

The Policy has been amended to reflect the above recommendation.

Other edits

The Policy has been reviewed by all areas of Council with responsibility for operation and use of CCTV Cameras, resulting in further minor changes including –

- Addition of CCTV Camera sites covered by the Policy – Helensburgh Library, the Heliport and Central, North and South Depots.
- Inclusion of requirement for Council's security contract provider to have a current Master Security Licence at all times
- Minor typographical corrections

PROPOSAL

That the revised policy be endorsed for consideration by Council.

CONSULTATION AND COMMUNICATION

In addition to the consultation held during the KPMG Internal Audit of the Policy, additional meetings, workshops and communications have occurred with the following Divisions in developing the revised draft policy –

- Infrastructure Strategy and Planning
- Property and Recreation
- City Works and Services
- Library and Community Services
- Community Cultural and Economic Development

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal 5 “We are a Healthy Community in a Liveable City.” It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2016-17
Strategy	5 Year Action	Annual Deliverables
5.4.2 Local crime continues to be prevented and levels of crime reduced.	5.4.2.2 Deliver projects and programs to reduce crime in the Wollongong Local Government Area	Complete and finalise Safety Audits and relevant reports.

RISK ASSESSMENT

Without clear lines of responsibility and oversight for the CCTV policy requirements and regular, formal reviews of the CCTV program there is an increased risk that WCC may breach legislative requirements, including the Surveillance Devices in NSW. Additionally, the locations and configurations may not be appropriate to achieve Council’s objectives.

Revision to the CCTV Policy and Code of Practice addresses these risks and has been further strengthened through addressing the recommendations of the KPMG Internal Audit.

CONCLUSION

The CCTV Policy and Code of Practice contains standards to guide the operation of Council’s CCTV Program and is supplemented by Councils Standard Operating Procedures (SOPs) which provide instruction on the day to day operation of the CCTV system specific to each CCTV site.

The CCTV Policy and Code of Practice has been updated to address the recommendations of the 2017 KPMG internal audit and to include additional sites with CCTV cameras.



ADOPTED BY COUNCIL: [27-JUNE-2016TBC](#)

BACKGROUND

Wollongong City Council (Council) considers it important to take efforts to reduce crime. It is recognised however, that crime will never entirely be prevented. Closed circuit television (CCTV) can bring benefits to the community and assist in identifying and reducing crime which can lead to enhanced public safety in particular locations or in a particular area.

Council's CCTV Program is one of several initiatives designed to facilitate greater community safety in reducing and preventing crime. It assists Council and the NSW Police to work together to help provide a safer environment, reduce crime levels by deterring potential offenders and aid in crime detection and apprehension of offenders.

OBJECTIVE

The objective of the CCTV Program is to reduce personal and property crime, in association with a range of other crime prevention strategies. The Code of Practice contains standards to guide the operation of Council's CCTV Program and is supplemented by Council's Standard Operating Procedures (SOPs) which provide instructions on the day to day operation of the CCTV system.

POLICY STATEMENT

The Code of Practice has been developed in consultation with the NSW Police. While there is no legislative requirement for Councils to implement a particular NSW or Australian Government policy statement on CCTV in public places the NSW Office of Local Government considers the *NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television in Public Places* to be good practice and Council has adopted these Guidelines in developing its Code of Practice.

TABLE OF CONTENTS

1	INTRODUCTION	3
2	KEY PRINCIPLES	7
3	AMENDMENT TO THE CODE OF PRACTICE	12
4	COMPLIANCE AND BREACHES OF THE CODE.....	13
5	COMPLAINTS	13

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

1 INTRODUCTION

It is recognised that crime is an important factor impacting on the actual and concerns about safety of certain areas. It is recognised however, that crime will never totally be prevented.

CCTV cameras may bring benefits to the community, such as a reduction in crime, which can lead to enhanced community safety in a particular area.

CCTV is only one of a range of strategies that Council utilises with an aim to reduce crime. Other strategies include activating public space, appropriate lighting, natural surveillance, access control and signage.

This Council Policy, which is designed to operate as a Code of Practice, contains the basic standards in accordance with which Council's CCTV Program will be operated. It is supplemented by Standard Operating Procedures (SOPs) which provide instructions on aspects of the day to day operation of the Program.

CCTV cameras are installed at locations determined on the basis of advice provided by the NSW Police, Council's Community Safety Reference Group and other intelligence and include, but are not limited to, areas referred to as crime 'hotspots', licensed premises, ATMs and ~~banking institutions~~ banking institutions, bus stops, taxi ranks, car parks, railway stations, shopping malls, community facilities, places frequented by potentially at risk groups including the elderly and young people.

Other, generally fixed CCTV cameras have also been installed as part of many Council assets, including Council buildings, in order to achieve the purposes listed below.

It is acknowledged that CCTV cameras installed in public place locations and as part of Council infrastructure may also capture Council staff performing work tasks. The CCTV Program the subject of this Code of Practice is not designed to intentionally provide workplace surveillance. Where the purpose is to provide workplace surveillance and/or a record of accidents or other non-crime incidents, Council's Surveillance of Employees Policy must be complied with.

CCTV cameras are also installed from time to time by tenants or ~~licensees~~ licensees of Council ~~land~~ land or buildings in accordance with terms of leases and/or licences with Council, or as a separate safety measure by the tenant or licensee. Except in relation to key sites identified in the table below, where the vision is recorded and held by Council, such cameras lie outside the scope of this Policy. Accordingly, all references to CCTV cameras in this Policy refer only to cameras operated and monitored by or on behalf of Council. This Policy does not relate to mobile cameras including dash cams, and body worn video cameras that are primarily used for Council activities associated with enforcement by authorised officers of Council in their delegated tasks or for personal safety. A separate Management Policy will relate to this usage.

CCTV cameras have been installed in the following locations and for the purpose(s) identified below:

LOCATION	PURPOSE(S)
Beaton Park Leisure Centre	Assist in reducing personal and property crime levels by deterring potential offenders Assist in reducing the public's fear of crime Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress Assist in the detection and prosecution of offender Help secure a safer environment and protect the community and property from crime Safe – Money Handling Staff Security – Risk Management
Lakeside Leisure Centre	Assist in reducing personal and property crime levels by deterring potential offenders Assist in reducing the public's fear of crime Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress Assist in the detection and prosecution of offenders Help secure a safer environment and protect the community and property from crime Safe – Money Handling

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

LOCATION	PURPOSE(S)
	Staff Security – Risk Management
Bulli Tourist Park	<p>Assist in reducing personal and property crime levels by deterring potential offenders</p> <p>Assist in reducing the public's fear of crime</p> <p>Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress</p> <p>Assist in the detection and prosecution of offenders</p> <p>Help secure a safer environment and protect the community and property from crime</p> <p>Safe – Money Handling</p> <p>Staff Security – Risk Management</p>
Corrimal Tourist Park	<p>Assist in reducing personal and property crime levels by deterring potential offenders</p> <p>Assist in reducing the public's fear of crime</p> <p>Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress</p> <p>Assist in the detection and prosecution of offenders</p> <p>Help secure a safer environment and protect the community and property from crime</p> <p>Safe – Money Handling</p> <p>Staff Security – Risk Management</p>
Windang Tourist Park	<p>Assist in reducing personal and property crime levels by deterring potential offenders</p> <p>Assist in reducing the public's fear of crime</p> <p>Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress</p> <p>Assist in the detection and prosecution of offenders</p> <p>Help secure a safer environment and protect the community and property from crime</p> <p>Safe – Money Handling</p> <p>Staff Security – Risk Management</p>
Wollongong Crematorium	<p>Assist in reducing personal and property crime levels by deterring potential offenders</p> <p>Assist in reducing the public's fear of crime</p> <p>Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress</p> <p>Assist in the detection and prosecution of offenders</p> <p>Help secure a safer environment and protect the community and property from crime</p> <p>Safe – Money Handling</p> <p>Staff Security – Risk Management</p> <p>Observing funeral services held on premises for operational purposes; that is, to assist in the safe and efficient management of casket entry, removal and related tasks</p>
Warrawong Library	<p>Assist in reducing personal and property crime levels by deterring potential offenders</p> <p>Assist in reducing the public's fear of crime</p> <p>Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress</p>

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

LOCATION	PURPOSE(S)
	Assist in the detection and prosecution of offenders Help secure a safer environment and protect the community and property from crime
Helensburgh Library	Assist in reducing personal and property crime levels by deterring potential offenders Assist in reducing the public's fear of crime Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress Assist in the detection and prosecution of offenders Help secure a safer environment and protect the community and property from crime
Helensburgh Waste Disposal Depot	Assist in reducing personal and property crime levels by deterring potential offenders Monitor traffic flow in and out of the site assist operatives to validate the loads that are entering the site Assist operatives to ensure that there are no hazardous or prohibited material entering the site Assist in the detection and prosecution of offenders Assist in the detection of offenders in illegal dumping Assist in identifying theft offenders
Whytes Gully Waste Disposal Depot	Assist in reducing personal and property crime levels by deterring potential offenders Monitor traffic flow in and out of the site Assist operatives to validate the loads that are entering the site Assist operatives to ensure that there are no hazardous or prohibited material entering the site Assist in the detection and prosecution of offenders Assist in the detection of offenders in illegal dumping Assist in identifying theft offenders
Council Administration Building and Car Park	Building and Car Park Asset Protection Crime Prevention Security Services Operational Quality Controls Safe – Money Handling Staff Security – Risk Management
Wollongong City Centre and Mall and adjacent streets	Pedestrian Traffic – People Counting for marketing and display purposes Crime Prevention Crime Investigation and analysis Public Liability Claims – Proof of evidence. (Slips, Trips and Falls) Crowd Control – Public events (Australia Day, Viva La Gong) Asset Protection Maintain safe environment for the community

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

<p><u>Central, North and South Depots</u></p>	<p><u>Building and Car Park Asset Protection</u> <u>Crime Prevention</u> <u>Assist in reducing personal and property crime levels by deterring potential offenders.</u> <u>Assist in the detection and prosecution of offenders.</u></p>
<p>Central Store (old B&W)</p>	<p>Observation of unauthorised access to stores area</p>
<p>Dapto Ribbonwood Centre (excluding child care centre)</p>	<p>Assist in reducing personal and property crime levels by deterring potential offenders; Assist in reducing the public's fear of crime Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress Assist in the detection and prosecution of offenders Help secure a safer environment and protect the community and property from crime</p>
<p>Thirroul District</p>	<p>Assist in reducing personal and property crime levels by deterring potential offenders</p>

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

LOCATION	PURPOSE(S)
Community Centre and Library	Assist in reducing the public's fear of crime Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress Assist in the detection and prosecution of offenders Help secure a safer environment and protect the community and property from crime
Corrimal District Library and Community Centre	Assist in reducing personal and property crime levels by deterring potential offenders Assist in reducing the public's fear of crime Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress Assist in the detection and prosecution of offenders Help secure a safer environment and protect the community and property from crime
Illawarra Performing Arts Centre	Crime Prevention Security Services Operational Quality Controls Building Asset Protection Public Liability Controls – Trips, slips and falls
Integral Building – 81-83 Burelli Street	Crime Prevention Staff Security – Risk Management Building Asset Protection
Ihub – 93 Crown Street Wollongong	Crime Prevention Customer Service Building Asset Protection
North Wollongong Beach	Monitoring use of Puckeys Beach (Fairy Meadow creek entrance) (see also Bathers Pavilion below)
Wollongong Youth Centre	Crime Prevention Staff Security – Risk Management Building Asset Protection
Wollongong Art Gallery	Crime Prevention Security Services Operational Quality Controls Building Asset Protection Public Liability Controls – Trips, slips and falls
Wollongong Town Hall	Crime Prevention Security Services Operational Quality Controls Building Asset Protection Public Liability Controls – Trips, slips and falls
Bathers Pavilion	Assist in reducing personal and property crime levels by deterring potential offenders Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

LOCATION	PURPOSE(S)
	Assist in the detection and prosecution of offenders Assist in water surveillance of Puckey's Beach near Fairy Creek Crowd Control – Public events (Australia Day, New Years' Eve)
Marine Drive	Assist in reducing personal and property crime levels by deterring potential offenders Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress Assist in the detection and prosecution of offenders Crowd Control – Public events (Australia Day, New Years' Eve)
Berkeley Pool	Staff Security – Risk Management Assist in reducing personal and property crime levels by deterring potential offenders Assist in reducing the public's fear of crime Assist in the detection and prosecution of offenders Help secure a safer environment and protect the community and property from crime
<u>Heliport</u>	<u>Assist in reducing personal and property crime levels by deterring potential offenders</u> <u>Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress</u> <u>Assist in the detection and prosecution of offenders</u>

2 KEY PRINCIPLES

The Code of Practice is based on the following 8 key principles.

PRINCIPLE 1 – PURPOSE, PRIVACY AND THE PUBLIC INTEREST

The CCTV Program will be operated fairly, within applicable law, and only for the purposes for which it is established or which are subsequently agreed in accordance with this Code of Practice.

The CCTV Program will be operated with due regard to the privacy and civil liberties of individual members of the public, and particularly with a view to minimising false association.

The public interest in the operation of the CCTV Program will be recognised by ensuring the security and integrity of operational procedures.

a The purposes of the CCTV Program are to:

assist in reducing personal and property crime levels;

- assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is imminent or is in progress;
- assist in the detection and prosecution of offenders;
- promote a safer and more liveable environment;
- measure various patterns of traffic (both pedestrian and vehicle) movement, congregation and behaviour to better manage public safety and risk in public places; and
- those purposes identified next to each location in the table above.

b The Program is also intended to assist in the prevention of crimes against the person or property, and in the prevention of other criminal offences and general offences, including but not limited to, robbery, outstanding warrants or wanted persons, extortion, fraud, assault, theft, break and enter, malicious damage, trespass, selling of and/or receiving stolen goods, drug related offences, weapon related offences, shoplifting, traffic and motor vehicle offences and accidents, offences and non-compliance under Local Government Act 1993 or other relevant Acts.

c The Program may also utilise Intelligent Surveillance and/or Behaviour Analysis software for detection of the

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

following, but not limited to, intrusion detection, detection and/or tracking of objects in un-crowded scenes, person or vehicle traffic counting, crowd and traffic management, slip and fall detection, detection of suspicious behaviour, vehicle and facial recognition, non-motion detection.

- d The NSW Police may use cameras regulated under the Program during major events, emergency situations such as a siege, riotous behaviour, bomb blast or controlled police operations.

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

- e Cameras may be used to monitor individuals, groups or locations when the operator believes that an offence ~~either has~~ been committed, is being committed, or is about to be committed in the monitored area.
- f The Code of Practice and Standard Operating Procedures (SOPs) emphasise Council's commitment to ensuring the privacy of individuals is protected, ensuring cameras are used for their designated purpose and the rights of individuals are protected.
- g Council and the operators of the CCTV system will use all reasonable efforts to prevent the occurrence of false association arising from the operation or utilisation of the CCTV system.
- h Operators of the CCTV system are accountable under this Code of Practice and the *Privacy and Personal Information Protection Act 1998* for their use of the CCTV system.
- i Where permission has been granted, cameras may be placed on private commercial, business or residential property and technically attached to the Program system to enhance the programs operational efficiency and effectiveness.
- j It is noted that CCTV Cameras are not placed to cover all conceivable areas. Rather, cameras are installed at 'priority' locations. The criteria for determining 'priority' locations include the level of pedestrian traffic flow through an area, whether there has been a history of crime and requests for camera installation.
- k CCTV Cameras installed in locations that are later deemed to be non-priority locations, or not assisting Council achieve the objectives identified in this Policy, will be removed.

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

PRINCIPLE 2 – OWNERSHIP OF THE PROGRAM, RESPONSIBILITIES AND ACCOUNTABILITY

Council is responsible for compliance with the objectives of the CCTV Program and the protection of the interests of the public in relation to the Program.

Council is accountable for the effective operation and management of the CCTV Program.

- a Council is responsible for the Code of Practice and for ensuring compliance with the principles contained within the Code.
- b Council will provide information to the public on its website about the operation of the CCTV Program and about any proposed major amendment to the program or Code of Practice.
- c Council will either operate the system, or give authority to an appointed contractor to operate the system.
- d Council has the right of inspection of all CCTV facilities, procedural documentation, files, registers, records, and live and recorded material associated with the CCTV Program.

PRINCIPLE 3 - POLICE INVOLVEMENT IN THE PROGRAM

As a partner to Council's CCTV Program, the NSW Police will act in accordance with this Code of Practice, and the Memorandum of Understanding (MOU) between Council and Police.

Contact related to the CCTV Program between Council staff, any delegated contractors and the NSW Police, will be conducted in accordance with the Code of Practice and MOU.

- a Any involvement in the CCTV Program by NSW Police will be in accordance with this Code of Practice.

NSW Police agree to:

- b Contribute to the program including the identification of crime 'hot spots' and where cameras may be required;
- c Contribute to the Standard Operating Procedures (SOPs) that support this Code of Practice;
- d Develop its own Standard Operating Procedures [SOPs] in relation to the CCTV Program to complement those developed by Council;
- e Provide space for the installation of monitor[s] at Wollongong local police station where officers have the opportunity to view screens at the discretion of the NSW Police;
- f Following notification through to Local Area Command, determine the level of response to incidents identified on monitoring screens, according to available resources and existing priorities;
- g Provide ongoing information and advice to Council on the nature and level of crime in the monitored areas; and
- h Participate in the evaluation process for the program.

The NSW Police will not be responsible for the provision of:

- i Direct financial support of the program; or
- j Direct human resources for monitoring of the program.

It is noted that Police will not have the ability to record footage shown on Council's CCTV system. Separate application will need to be made to Council.

PRINCIPLE 4 – PUBLIC INFORMATION AND COMMUNITY CONSULTATION

The public will be provided with clear and easily accessible information in relation to the operation of the CCTV Program.

- a Signs advising that CCTV cameras are operating will be conspicuously displayed at the perimeter of the area covered by the system and at other key points as determined by Council. These signs will clearly:
 - Inform the public that cameras are in operation in the vicinity;
 - Inform the public that footage is recorded 24 hours a day, 7 days a week;
 - Identify Council as the owner of the CCTV Program; and
 - Provide a contact telephone number for inquiries in relation to the CCTV cameras.
- b Copies of the Code of Practice and Standard Operating Procedures will be made available to the public upon request and on Council's website.

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

- c Inquiries in relation to Council's CCTV Program and its operation can be made in writing to Council, Attention General Manager, Locked Bag 8821, WOLLONGONG DC NSW 2500.
- d The proposed installation of CCTV cameras in other locations of the City, or their removal, will be the subject of an initial written crime assessment by Council, followed by community consultation, incorporating a community consultation strategy and consultation with the Community Safety Reference Group. Any changes or additions will require approval of Council's Executive and also be reported to Council's Audit Committee.
- e Where it has been determined that a location will contain CCTV cameras, or that a location will have cameras removed following the process outlined in clause (d) above, this Policy will be amended to reflect the change only after the bi-annual evaluation referred to in Principle 5 below.
- f Standard Operating Procedures for each site will show the captured areas of the cameras and will be made available to the public and on Council's website.
- g Council will retain records of all new, additional, altered or removed cameras including the reasons why within a central register (Records Manager).

PRINCIPLE 5 – EVALUATION OF THE PROGRAM

Evaluation of the CCTV Program will be undertaken to identify whether the purposes of the Program are being complied with.

The evaluation will extend to whether Council's Policy and Code of Practice are being adhered to.

- a Council is responsible for ensuring that the CCTV Program is regularly evaluated to ensure that the program is meeting its aims and objectives.
- b Council Manager of ISP Infrastructure Strategy and Planning will undertake an evaluation of the CCTV Program every two years, to be ensure that conducted by a CCTV Camera Program Evaluation Committee conducted by the Manager of the site at each location is complying with the CCTV Policy. An external Audit audit will also be undertaken every two years in accordance with this Policy.
- c The Evaluation Committee Manager of the site ISP Manager when evaluation identified in item b) ng the CCTV Program will include:
 - Authorised Council officers – Managers of each CCTV Camera site ;
 - Authorised Council representatives, which may include consultants;
 - Chief Crime Manager, NSW Police Wollongong Area Command or his/her delegate; and
 - Members of Council's Community Safety and Audit Committees.
- d The functions of the Evaluation Committee Manager of the site evaluation process will include:
 - To provide an independent and continuous review mechanism for the Program;
 - To identify and report any deviations from the Policy or SOPs that come to notice;
 - Ensure that all Standard Operating Procedures are up to date reviewed annually, consistent with all sites ,and are approved by the Policy owner and are communicated, and
 - To recommend actions that will safeguard and enhance the CCTV Program.
- e The Evaluation Committee Evaluation will result in a report compiled from the Manager of the each CCTV Site will provide a review and report on matters including:
 - Description of the system;
 - Purpose and objectives of the program;
 - Changes if any to the extent of the system;
 - Any major amendments to the Code of Practice;
 - Number and nature of any complaints;
 - Requests for copy of recorded material or photographs by NSW Police and the assistance given to NSW Police for detection of incidents and/or offenders;
 - Locations where additional cameras may be required, or where cameras should be removed;
 - Assessment of its impact upon crime where directly evident;
 - Change in public perception of personal safety through an independent survey; and
 - Assessment of system and any technology problems.
 - Assessment of access request processes to ensure that –
 - all requests are lodged with Customer Service under the CCTV Code (to be determined GIPA)
 - all requested information is stored in a central location (Records Manager to be determined at each of the sites.)
 - All requests for recorded information are responded to within two days or less.

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

- f The results of the evaluation will be made available for public information upon request and on Council's website.
- g The Audit undertaken will examine such matters as:
- Complaints received, and responses provided;
 - Processes used to receive, assess and process access requests;
 - Whether the systems and processes utilised remain good practice; and
 - Procurement of CCTV.

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

PRINCIPLE 6 – MANAGEMENT OF CCTV MONITORS AND CONTROL ROOMS

Staff and ~~contractors~~contractors, who have responsibilities in relation to viewing and/or controlling CCTV monitors, will meet and apply the highest standards of probity.

Access to the City Centre CCTV control room, which contains monitors for the Wollongong City Centre and Mall, Main Administration ~~Building~~Building, will be restricted to qualified operating staff and authorised Council officers and the control room will be protected from unauthorised access.

In locations where monitors relating to cameras that are not viewed in the City Centre Control Room are involved, access is restricted to authorised officers, and ~~opportunities for inadvertent viewing by other persons~~opportunities for inadvertent viewing by other persons are to be minimised.

- a The City Centre CCTV control room is located in Crown Street Mall.
- b A set of Standard Operating Procedures [SOPs] has been developed for staff in the City Centre CCTV control room, as well as for staff in other locations.
- c Access to the City Centre CCTV control room and recordings captured by the cameras are not available to members of the public. The SOPs for that location regulate access for operating staff.
- d The circumstances in which visitors are able to access the control room will be controlled and outlined in the Standard Operating Procedures. All such access shall be recorded in a register, including the identity of accompanying persons.
- e Council and/or its security provider/contractor will adopt and maintain:
 - A requirement that staff must have and maintain at all times all necessary licensing requirements and be qualified at a suitable level to meet all relevant legislative and regulatory requirements;
 - The Contractor must have a current and valid Master Security License at all time.
 - A procedure within its Standard Operating Procedures (SOPs) which makes it plain to staff that they risk disciplinary proceedings (including dismissal) if they breach any of the provisions of the Code of Practice and Standard Operating Procedures;
 - A requirement of confidentiality which can be enforced during & after termination of employment;
 - Appropriate systems so as to keep a record of all requests for footage, as well as the response.
- f In all other locations where CCTV camera vision is available, Council is to ensure that staff have an awareness of the above requirements to the extent they apply to their location, the importance of ensuring confidentiality and appropriate access to footage, as well as seeking at all times to minimise the opportunities for inadvertent viewing by others.

PRINCIPLE 7 – CONTROL AND OPERATION OF CAMERAS

Information recorded will not exceed that necessary to fulfil the purposes of the CCTV Program, and will be obtained fairly and in accordance with the privacy provisions in this Code of Practice.

- a CCTV Cameras may be housed in weather protective domes or cases which will be clearly apparent to the public and not be unduly concealed, other than when used by NSW Police in covert or special operations.
- b Cameras will not be used to look onto adjacent or nearby premises, buildings, commercial premises or private residences unless requested by the NSW Police for the purpose of:
 - *Following participants in a crime;*
 - *Following participants suspected of being involved in a crime;*
 - *NSW Police Intelligence gathering;*
 - *NSW Police special or covert operations;*
 - *Monitoring persons or motor vehicles suspected of being involved in a crime; and*
 - *Monitoring property suspected of being used to accommodate criminal activity.*
- c Operators of camera equipment will act in accordance with the highest standards of probity and will control cameras to record subjects or particular places strictly in accordance with the purposes of the CCTV Program, this Code and applicable legislative requirements.
- d Only personnel with responsibility for using the equipment will have access to operating controls, ~~and~~ and recording facilities, except in the case of an emergency whereby NSW or Federal Police may have access.
- e Where a camera has been deployed to assist ocean lifeguards and surf lifesaving volunteers, the lens, zoom and picture size are to be maintained in such a manner that images that enable the identity of persons to be ascertained cannot occur.

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

PRINCIPLE 8 – RETENTION OF AND ACCESS TO RECORDED MATERIAL

The retention of, and access to, recorded material will be only for the purposes provided by this Code of Practice and will be kept no longer than is necessary for the purposes of the CCTV Program. Recorded material no longer required will be disposed of using approved disposal methods.

- a All requests for access to recorded material, other than by authorised representatives of Council, must be made to Council by means of an Access Application pursuant to the *Government Information (Public Access) Act 2009*. Access Applications will be determined by Council's authorised officers in accordance with the provisions of that Act.

Access to recorded material by the NSW Police, following the making of an Access Application, will only be granted:

- *In compliance with the needs of NSW Police in the investigation and detection of a crime or suspected crime;*
- *For use in NSW Police intelligence gathering;*
- *For use in relation to special or covert operations;*
- *For providing evidence in actual or possible criminal and/or civil proceedings;*
- *For identification of witnesses; and/or*
- *For research/development purposes.*

- b Recorded material will be treated according to all relevant and appropriate legislation and standards.
- c Recorded material will not be sold or used for commercial or other purposes or the provision of entertainment and will only be used for the purposes as set out in the Code of Practice.
- d The showing of recorded material to the public will be permitted only in accordance with the needs of the NSW Police and/or Council's security provider in connection with the investigation of crime or in any other circumstances provided by law.
- e Subject to the concurrence or request of the NSW Police, the release of recorded material to the media may be approved by Council.
- f Use of recorded material by the media should only occur to gain public information with respect to the identity of a person/s wanted. The recognisable characteristics of other people in the footage shall be obscured.
- g Any material released to the media will be accompanied by a signed release which clearly states what the material will be used for and sets out the limits on its use.
- h Appropriate security measures will be taken against unauthorised access to, alteration, disclosure, accidental loss or destruction of recorded material.
- i Footage will generally be retained for no less than 21 days, and thereafter will be deleted, unless identified as containing an incident, required to be retained in relation to the investigation of crime, for Court proceedings notified to [Council, Council](#) or for ongoing intelligence and investigations.
- j All images may be recorded and retained for a period less than outlined in (i) above, during times of upgrading, repair or changeover of IT and camera software or hardware, or during periods of maintenance or replacement of equipment or assets.
- k If in the rare circumstance that IT hardware fails and the current recorded images of up to 21 days are deleted, all reasonable efforts to repair or replace equipment will be made.
- l To safeguard the integrity of the footage, all live footage of Wollongong City Centre and Mall and Main Administration Building locations is recorded through Council's central IT system.
- m Council retains ownership of and has copyright in all recordings, photographs and documentation pertaining to the Program.

3 AMENDMENT TO THE CODE OF PRACTICE

- 3.1 Any major amendment to this Code of Practice will be developed in consultation with the NSW Police, Council's CCTV Camera Program Evaluation Committee and Audit Committee. A major amendment is one that will have a major and significant impact on the operation of the Program, for example, a change to the purposes of the Program and/or the key principles of this Code.
- 3.2 Any minor amendment to the CCTV Program or to the Code of Practice may be made with agreement by the Director of Corporate and Community Services. A minor amendment is such as may be required for the

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

purposes of an adjustment of the operations of the program or clarification of the CCTV Program or the Code of Practice.

4 COMPLIANCE AND BREACHES OF THE CODE

- 4.1 Responsibility for ensuring the Code of Practice is adhered to rests with Council. This responsibility includes ensuring that breaches of the Code are investigated and remedied to the extent that breaches of the Code are within the ambit of Council's power to remedy.
- 4.2 Where surveillance is required for the security of employees or Council assets, such surveillance devices will only be used in accordance with Council Management Policy - Surveillance of Employees.
- 4.3 Council, in developing this Code of Practice, referred to the following Acts:
 - *Security Industry Act [NSW] 1997;*
 - *Workplace Surveillance Act [NSW] 2005;*
 - *Government information (Public Access) Act 2009;* and
 - *Privacy and Personal Information Protection Act [NSW] 1998*
- 4.4 Council, in developing this Code of Practice, referred to the following public documents:
 - *NSW Office of Local Government CCTV Guidelines for the Establishment and Operation of CCTV;*
 - *Australian Standards National Code of Practice;*
 - *Code of Practice – City of Sydney Council;*
 - *Code of Practice – Melbourne City Council;*
 - *Code of Practice - Shoalhaven City Council; and*
 - *Code of Practice – Sutherland Shire Council.*

5 COMPLAINTS

- 5.1 A straightforward and efficient complaint handling procedure is provided by Council.
- 5.2 Complaints in relation to any aspect of the management or operation of the system may be made in writing to Council, Attention General Manager, Locked Bag 8821, WOLLONGONG DC NSW 2500.
- 5.3 The General Manager will inform the next round of the Evaluation Committee of each complaint received, and how it was dealt with.
- 5.4 Where a complaint cannot be resolved within Council, the complainant will be referred to an outside agency to seek resolution.
- 5.5 The *Privacy and Personal Information Protection Act 1998* authorises Privacy NSW to receive and investigate complaints about alleged violations of privacy. Any member of the public is entitled to lodge a complaint with Privacy NSW. Council will cooperate with the investigation of any complaint by Privacy NSW.
- 5.6 Privacy NSW can be contacted at: Privacy NSW Locked Bag 5111 Parramatta NSW 5111 Tel (02) 8688 8585, or email privacy_nsw@agd.nsw.gov.au.

CCTV POLICY AND CODE OF PRACTICE

COUNCIL POLICY

SUMMARY SHEET

Responsible Division	Infrastructure Strategy and Planning
Date adopted by Council	TBC 27 June 2016
Date of previous adoptions	27 June 2016 Also pPreviously titled City Centre Street Camera Program – Code of Practice; Executive Management Committee 27 October 2011, 6 November 2006, 8 April 2013
Date of next review	April 2017 June 2019
Prepared by	Manager Infrastructure Strategy and Planning
Authorised by	Director Infrastructure and Works

ITEM 11 LIBRARY AND COMMUNITY SERVICES DIVISION - REVIEW OF POLICIES

A number of Wollongong City Council policies for which Library and Community Services Division is responsible, are due for renewal during June and July 2017 as per Council's rolling policy review program. These policies have been reviewed and updated and the revised policies are submitted to Council for adoption.

A policy for the Reduction or Waiver of Library Fees and Fines has been added to the suite of Wollongong City Libraries policies for consideration and adoption by Council.

RECOMMENDATION

1 The titles of the following Council policies be amended:

From

Central Library Theatrette
Local Studies Photographs
Non-Resident and Visitor Membership of the Library
Replacement of Lost Library Items

To

Central Library Theatrette Hire
Local Studies Photograph Collection
Non-Resident Membership of the Library
Replacement of Lost or Damaged Library Items

2 The following revised Council policies be adopted:

- *Allocation of Community Facilities to Community Groups*
- *Management of Community Halls, Community Centres, Senior Citizen's Centres and Neighbourhood Centres*
- *Reduction or Waiver of Hire Fees for Community Rooms and Halls Under the Direct Control of Council*
- *Central Library Theatrette Hire*
- *Inter-Library Loans*
- *Library Display Facilities*
- *Local Studies Photograph Collection*
- *Non-Resident Membership of the Library*
- *Replacement of Lost or Damaged Library Items*

3 The following policies be reclassified from 'Council Policies' to 'Management Policies':

- *Central Library Theatrette Hire*
- *Inter-Library Loans*
- *Library Display Facilities*
- *Local Studies Photograph Collection*
- *Non-Resident Membership of the Library*
- *Replacement of Lost or Damaged Library Items*

4 The new policy – *Reduction or Waiver of Library Fees and Fines* be adopted.

REPORT AUTHORISATIONS

Report of: Jenny Thompson, Manager Library and Community Services

Authorised by: Kerry Hunt, Director Corporate and Community Services - Creative, Engaged and Innovative City (Acting)

ATTACHMENTS

- 1 Allocation of Community Facilities to Community Groups
- 2 Management of Community Halls, Community Centres, Senior Citizen's Centres and Neighbourhood Centres
- 3 Reduction or Waiver of Hire Fees for Community Rooms and Halls Under the Direct Control of Council
- 4 Central Library Theatrette Hire
- 5 Inter-Library Loans
- 6 Library Display Facilities
- 7 Local Studies Photograph Collection
- 8 Non-Resident Membership of the Library
- 9 Replacement of Lost or Damaged Library Items
- 10 Reduction or Waiver of Library Fees and Fines

BACKGROUND

Existing Policies for Review

Wollongong City Council conducts a rolling review of all policies to ensure currency and relevance. A number of policies managed by Library and Community Services Division were scheduled for review by the end of June 2017.

These policies have been evaluated and revised following consultation with staff and stakeholders.

Changes to existing policies have comprised:

- changes to language to reflect current terminology and usage
- clarification of delegations and procedures to reflect current practice
- clarification of responsibilities and accountabilities

All changes to policy documents have been made using the 'track changes' application, so that revisions are readily apparent.

New Policy for Consideration

Wollongong City Libraries applies a schedule of fees and fines across a range of library services to provide for customers to contribute towards the cost of replacement of lost or damaged items; to encourage the return of loaned items by their due date; to assist in defraying the costs of programs and activities.

On occasion, Library staff receive requests for a reduction or waiver of fees and fines due to circumstances such as serious financial hardship, illness, or misadventure. Although these requests are rare, there is no policy within Council's suite of Library policies that enables these requests to be considered. The provision of a framework for reduction or waiver of fees and fines will assist Council in meeting its social justice obligations.

PROPOSAL

It is proposed that –

- 1 The titles of the following Council policies be amended:

From

Central Library Theatrette
Local Studies Photographs
Non-Resident and Visitor Membership of the Library
Replacement of Lost Library Items

To

Central Library Theatrette Hire
Local Studies Photograph Collection
Non-Resident Membership of the Library
Replacement of Lost or Damaged Library Items

- 2 Council adopt the revised Council policies:

- *Allocation of Community Facilities to Community Groups*
 - *Management of Community Halls, Community Centres, Senior Citizen’s Centres and Neighbourhood Centres*
 - *Reduction or Waiver of Hire Fees for Community Rooms and Halls Under the Direct Control of Council*
 - *Central Library Theatrette Hire*
 - *Inter-Library Loans*
 - *Library Display Facilities*
 - *Local Studies Photograph Collection*
 - *Non-Resident Membership of the Library*
 - *Replacement of Lost or Damaged Library Items*
- 3 The following policies be reclassified from their current status as ‘Council Policies’ to become ‘Management Policies’, which can in future be endorsed by EMC:
- *Central Library Theatrette Hire*
 - *Inter-Library Loans*
 - *Library Display Facilities*
 - *Local Studies Photograph Collection*
 - *Non-Resident Membership of the Library*
 - *Replacement of Lost or Damaged Library Items*
- 4 Council approve the new policy, *Reduction or Waiver of Library Fees and Fines*

CONSULTATION AND COMMUNICATION

Library and Community Services staff and other relevant stakeholders were consulted during the process of updating these policies.

Other Council divisions and business units consulted include:

- Community Cultural and Economic Development
- Environment Strategy and Planning – Bush Care, in relation to the Voluntary Workers – Provision for Division to Pay Financial Recompense Policy
- Risk Management Unit

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal 4 “*We are a connected and engaged community*”. It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2017-18
Strategy	5 Year Action	Annual Deliverables
4.4.4 Policies and procedures are simplified to ensure transparency and efficiency	4.4.4.1 Ensure policies and procedures are regularly reviewed, updated and promoted	Conduct rolling review of Council’s Policy Register

FINANCIAL IMPLICATIONS

The proposed revisions to library policies will have no financial implications.

It is anticipated that the introduction of a policy to allow for reduction or waiver of library fees and charges, will have a minimal impact on libraries' revenue.

The impact of occasional, carefully considered exemptions or reductions to library fees and fines, within a strict accountability framework, is estimated to be within the parameters of \$5,000 - \$6,000 per annum.

CONCLUSION

Library and Community Services Division policies due for revision under the three year rolling review of Council policies have been reviewed and updated. These policies are recommended for adoption by Council.



ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

BACKGROUND

The provision of community facilities is a key part of Council's role in meeting community needs. The provision, allocation and management of these facilities will be consistent with Council's Vision, Mission and Values.

The following themes underpin this policy:

- social justice principles;
- collaboration and consultation;
- optimum utilisation of community facilities;
- community facilities helping to meet community need; and
- partnerships between Council and community groups.

OBJECTIVE

To provide fair and equitable access to community groups for the occupation and management of Council's community facilities with the aim of achieving optimum benefit from these facilities for both the community at large and Council.

POLICY STATEMENT

- 1 Allocation of community facilities (under control of the Library and Community Services Division) to community groups will be based on a process of consultation with community groups interested in the occupation of the facilities and a transparent and collaborative decision making process.
- 2 This policy applies to the leasing or licensing of community facilities where –
 - a) the existing occupancy arrangement or agreement is due to expire; OR
 - b) a building becomes available for community use through:
 - vacation by the existing occupant;
 - acquisition by Council; or
 - new construction;and it is determined to allocate occupancy to a community group.
- 3 This policy is not applicable to facilities where the day-to-day management is:
 - a) controlled by a Committee of Council;
 - b) by Council directly; or
 - c) earmarked for either 3 (a) or 3 (b) above.
- 4 This policy is not applicable to, unless facility is located on Crown Land:
 - a) child care centres; or,
 - b) community facilities where the licence has expired and the existing licensee:
 - has advised Council that the group wants to continue to be the licensee; and,
 - is able to demonstrate that the organisation is able to continue to meet the criterion required of all licensee's at community facilities; and,
 - is in receipt of grant funding when the licence expires, and the grant funding is being used for the employment of staff to provide community services and those staff have their primary office at the facility, and,
 - has consistently demonstrated adherence to the previous licensing requirements.

ALLOCATION OF COMMUNITY FACILITIES TO COMMUNITY GROUPS

COUNCIL POLICY

Definitions

For the purposes of this policy, the following terms are used:

A *community group* is a body with a legal entity and a broadly represented community based management committee.

An *occupant organisation* is the body that enters into a lease or licence agreement at a community facility and in doing so takes on the responsibility for the day to day management of that facility.

A *tenant organisation* is a body that has an agreement with the occupant organisation to be housed and to operate from the facility on a long term basis.

DRAFT

ALLOCATION OF COMMUNITY FACILITIES TO COMMUNITY GROUPS

COUNCIL POLICY

STATEMENT OF PROCEDURES

RESPONSIBILITIES

Divisional Managers are responsible and accountable to ensure that this procedure is implemented in their areas of responsibility.

Middle Management/Coordinators/Supervisors will ensure that this procedure is implemented and communicated to staff responsible for conducting the allocation process.

The implementation of this policy will involve the following steps –

- 1 initial assessment and preparation;
- 2 consultation with community groups;
- 3 collaboration with interested groups;
- 4 lodging information for assessment;
- 5 assessment;
- 6 approving occupant organisation(s);
- 7 appeal mechanism; and
- 8 arrangements for Community/Crown Land

1 INITIAL ASSESSMENT AND PREPARATION

This step is to provide for an informed decision in relation to whether this policy is to be implemented and to allow for early consultation with organisations that will be affected.

1.1 Initial Assessment

- a) When a building becomes available for community use or an existing lease or licence is due to expire, the Manager Library and Community Services or their delegate is to determine any special requirements for the facility as follows -
 - restrictions with regard to contractual or legal obligations (such as funding for construction agreements, options for renewal in existing lease or licence);
 - broad aims and focus for the facility (based on facilities strategic plan, social planning data, and other planning documents);
 - any other Council policies and plans which affect its use (eg Plans of Land Management); and
 - any other factors that should be taken into account.
- b) The Manager Library and Community Services or their delegate will determine if this policy is to be implemented based on this initial assessment.

1.2 Consultation with occupant and tenant organisations

- a) If the building has an existing lease or licence, a meeting will be convened four (4) to six (6) months prior to the expiry date with representatives of the occupant organisation(s) and any tenant organisation(s) to notify of the impending implementation of the allocation policy and to assess -
 - interest in reapplying for lease or licence;
 - past performance in relation to existing lease or licence obligations;
 - ability to continue to meet lease or licence obligations;
 - ability to work towards the aim and focus for the facility;
 - most appropriate time to implement the following steps of this policy.
- b) A copy of this policy will be provided to each of the organisations.

ALLOCATION OF COMMUNITY FACILITIES TO COMMUNITY GROUPS

COUNCIL POLICY

1.3 Develop information package

- a) An information package for the facility will be developed prior to advertising for community groups that have an interest in being the lessee or licensee, and will include -
- Council's vision and mission;
 - name and location of facility;
 - broad aim and focus for the facility;
 - criteria for assessment of groups nominated as lessee or licensee;
 - social planning data for the area in which the facility is located;
 - details of the facility (size, rooms, amenities);
 - process for facility inspection by a community group;
 - restrictions in type of use (if any);
 - sample lease or licence agreement;
 - Council policies in relation to community facilities;
 - any other relevant Council policies;
 - any relevant Council plans; and
 - a copy of this policy and process for allocation.
- b) The information package will be placed on display in an accessible location and times will be made available for community groups to inspect during the advertising period (see 2.1b).

2 CONSULTATION WITH COMMUNITY GROUPS

This step is to ensure all community groups have the opportunity to tell Council of their interest in being an occupant organisation at the facility that is available.

2.1 Advertising the facility availability

- a) If the building has an existing lease or licence, the occupant organisation(s) and any tenant organisation(s) will be advised in writing one (1) month in advance of the placement of advertisements. The date of advertising will be based on the information provided at the meeting held with these groups in the first step of this process (see point 1.2a).
- b) Advertisements will be placed in the Advertiser, ~~Illawarra Mercury and other appropriate newspapers~~ and on Council's website over a two-week period. The advertisement will ask community groups to contact Council if they have an interest in leasing or licensing the facility. Advertisements will include -
- name and location of facility;
 - broad aim and focus for the facility;
 - availability of information package and [contact information](#) for times for inspection [times](#);
 - process for contacting Council if interested in leasing or licensing the facility; and
 - closing date.

2.2 Process for groups to inspect facility

Community groups may request an inspection of the facility. The process for the inspection will be as follows -

- Council will contact the occupant organisation to advise of the request and will negotiate with the occupant organisation an appropriate time for the inspection.
- The occupant organisation will make the entire facility available at the time allocated for the inspection and will liaise with any tenant groups in relation to this inspection.
- A Council Officer will show the group around the facility during the time allocated by the occupant organisation.
- During the inspection, the only information provided to the group by Council will be in relation to the information package put together for all groups (eg to expand or clarify information provided in 1.3a).

ALLOCATION OF COMMUNITY FACILITIES TO COMMUNITY GROUPS

COUNCIL POLICY

2.3 Process for groups to contact Council if interested

- a) Groups can notify Council of their interest in leasing or licensing the facility by either writing or telephoning. Groups will be required to provide -
 - name of group;
 - name of a contact person;
 - mailing address of the group; and
 - telephone and fax number of the group.
- b) A letter of acknowledgement will be sent to each group responding to the advertisement. This letter will also advise the group of the next step of the process and timeframes.
- c) Groups must lodge a Notification of Interest Form with Council by the advertised closing date to be considered in the next and future stages of the Allocation procedure for the facility.

3 COLLABORATION WITH INTERESTED GROUPS

This step is to provide interested groups with an opportunity to work in partnership with each other and Council to achieve the best possible outcome for the community.

3.1 Where only one community group has an interest

- a) A meeting will be held ~~at the facility~~ with the group.
- b) The aim of the meeting will be to discuss -
 - the aim and focus for the facility;
 - the lease or licence of the facility and Council's expectations of occupant organisations;
 - the services provided by the group and what they have to offer as the occupant organisation; and
 - the next stage of the process.

The meeting will also provide an opportunity for the group to reaffirm their interest in being an occupant organisation.
- c) At this meeting the group will be advised of the information to be provided for the assessment step and the timeframe for receipt of such.

3.2 Where more than one community group has an interest

- a) A facility allocation conference will be convened and facilitated by Council between ~~4 to 8~~ two (2) to four (4) weeks after the advertised closing date.
- b) All groups will be sent written details of the facility allocation conference at least ~~four (4)~~ two (2) weeks in advance.
- c) The aim of the facility allocation conference will be to provide an informal forum by which community groups can collaborate with each other and Council and nominate a group for the lease or licence that provides the best possible outcome.
- d) The objectives of the facility allocation conference will be to provide an opportunity for -
 - Council to discuss with groups the aim and focus for the building, options for occupancy arrangements at the building, and the next stage of the process;
 - groups to ask any questions in relation to the lease or licence of the facility and Council's expectations of occupant organisations;
 - groups to discuss their services and what they have to offer as the occupant organisation at the facility;
 - discussion between all parties in relation to the most appropriate lessee or licensee who is able to meet the assessment criteria (see 4.1);
 - groups to work in partnership with each other and Council to nominate a group for the lease or licence and any tenancy arrangements.
- e) In the event that a mutually agreeable outcome is not achieved during the conference, Council will reconvene the conference one-week later for further discussion.

ALLOCATION OF COMMUNITY FACILITIES TO COMMUNITY GROUPS

COUNCIL POLICY

- f) In the event that there is still no agreement all groups will be asked to reaffirm their interest in the lease or licence. All groups reaffirming their interest will be invited to participate in the assessment step and will be advised of the information to be provided for this step and the timeframe for receipt of such.

4 LODGING INFORMATION FOR ASSESSMENT

This step of the process is to allow groups to lodge information with Council that will be used to assess their suitability as an occupant organisation at the facility.

4.1 Criteria by which groups will be assessed

- a) Groups will be assessed according to the following criteria -

General

- Ability and willingness to work towards the aims and focus for the facility.
- Ability to enter into a legal contract (ie lease or licence).

Resources to manage a facility

- Demonstrated ability to manage a community facility at both an operational and financial level.
- Ability to meet Council's expectations of occupant organisations and ability to abide by the conditions of the lease or licence agreement.

Service provision

- Past record and/or demonstrated ability to cater to local community needs as identified by Council's social planning data and/or the group's own formal social planning.
- The number and types of community services currently being offered by the group and/or what may be offered in the future.
- Ability and willingness to accommodate and co-operate with existing and potential tenant organisations that may be considered appropriate for the area's needs.

- b) The panel undertaking the assessments (see 5.1) will weight the criteria.

4.2 Information required for assessment

- a) Groups will be required to provide, in writing, information that will allow the panel to make an assessment as to their suitability as an occupant organisation at the facility. This information will be required to be lodged one month after the group is notified.
- b) Groups will be required to provide the following information for assessment against the above criteria.

General

- Membership base of the organisation.
- Organisation's proposed use of the facility.
- Benefits to be gained by the organisation, Council and the community should occupation be granted.
- Evidence of the organisation's legal capacity to enter into a lease or licence agreement.
- Copy of the Articles and Memorandum of Association of the organisation.

Resources to manage a facility

- Copies of the following documents:
 - Certificate of Incorporation or similar document
 - Certificate of Public Liability Insurance
 - Latest audited Financial Statement.
- Amount and source of any funds received by the organisation.
- Where funding is not received:
 - the eligibility to receive funds if any, and
 - the reason(s) for funds not being made available.
- Organisation's ability to meet financial and other obligations under the lease or licence agreement.

ALLOCATION OF COMMUNITY FACILITIES TO COMMUNITY GROUPS

COUNCIL POLICY

- Improvements to the premises that the organisation may be able to provide.

Service provision

- The organisation's aims, objectives and vision statement.
- Main services and activities of the organisation, and any proposed services and activities.
- Target group(s) for the organisation's services and activities.
- Geographic area served by the organisation.
- List of current or potential tenant organisations and the proposed occupancy agreements for these groups.

5 ASSESSMENT

This step is to enable a fair assessment to be made of the group(s) and to determine the occupant organisation to be recommended for the facility.

5.1 Forming the Assessment Panel

- a) An Assessment Panel comprising persons not associated with the group being assessed or deemed as having any other form of pecuniary interest.
- b) Invitations to participate in the panel will include background information, role of the panel, and benefits to be gained by being involved.
- c) Membership of the panel will be as follows -
 - Manager Library and Community Services or his/her representative;
 - Middle Manager of the Library and Community Services Division Branch responsible for the facility, service or divisional function;
 - Social Planner (WCC) or other person as nominated by the Manager Library and Community Services or delegate;
 - representative from a peak community service organisation; and
 - representative from a relevant government department.
- d) In the event of any of the community representatives (last three) not being able to attend, the Manager Library and Community Services or delegate will nominate another community representative who meets the criteria for membership outlined in 5.1a above.
- e) Council will conduct an information/training program for participants on the panel at the first meeting.
- f) The role of the Assessment Panel will be to assess the information provided by the group(s) against the criteria and determine the suitability of the group to be the lessee or licensee of the facility. The panel will make the assessment using a tally of point scores for each criterion.

5.2 Assessment by Panel

- a) ~~At the first meeting of the panel,~~ Council will provide to the Assessment Panel all relevant information in relation to the facility and the group(s) being assessed no less than one week prior to the first meeting of the Assessment Panel.
- b) Council will convene a meeting with the panel and the group(s) being assessed. If more than one group is being assessed then the panel will meet with each group separately. ~~When possible the~~ The meetings will be held at the facility or at Council's Administration Building. The aim of the meeting will be to provide an opportunity for the group(s) to personally address the panel members and add to their written information, and for the panel to clarify any matters.
- c) At the first meeting ~~Council will then convene~~ the panel, ~~within one week of the meeting with the group,~~ to will consider the written and verbal information, assess the group according to the criteria and make a recommendation as to the suitability of the group being offered the lease or licence.
- d) In the event that the panel is unable to determine if a group is suitable for the lease or licence, the Manager Library and Community Services or their delegate will make a determination.

6 APPROVING OCCUPANT ORGANISATION

This step of the process is to provide feedback to groups regarding the outcomes of the assessment and to seek formal approval by Council.

- a) The group(s) will be notified immediately by telephone, and then in writing, of the outcome to the assessment.

ALLOCATION OF COMMUNITY FACILITIES TO COMMUNITY GROUPS

COUNCIL POLICY

- b) In the event of a group being unsuccessful, ~~a written report detailing the~~ reasons why they were unsuccessful will be included in the letter.
- c) A report will be submitted to the General Manager or their delegate or Council if required recommending the group to be offered the lease or licence. The report will only be submitted after the appeal period.
- d) The group(s) will be notified in writing of the outcome to the report to Council.

7 APPEAL MECHANISM

This step is to provide groups who are dissatisfied with the outcome of the assessment, an opportunity to have their concerns heard and reviewed.

- a) An appeal may be lodged if a group believes that the process as outlined in this policy was not followed or the group believes that they were treated unfairly.
The process for the appeal will be as follows.
 - The community group to put their concerns in writing to the Manager Library and Community Services or their delegate within ten working days of receiving the written notification of the outcome to the assessment panel.
 - The Manager Library and Community Services or their delegate will convene a meeting within one week of receiving such notification, between representatives of the community group and the relevant Council Officer and/or representative of the Assessment Panel.
- b) The aim of the meeting is for the Manager Library and Community Services or their delegate to obtain a clear understanding of the concerns and if possible to facilitate a resolution.
- c) In the event that there is no resolution during the meeting, the Manager Library and Community Services or their delegate will consider the concerns raised and will make a determination within one week of the meeting.
- d) The Manager Library and Community Services or their delegate will immediately advise the community group, by telephone, of the outcome. The group will be advised in writing within one week of the telephone notification.
- e) If the outcome is not to the satisfaction of the community group, then the group may proceed to raise the issue with the General Manager within one week of receiving the written notification. Under delegated authority, the General Manager will investigate the concerns and initiate appropriate action.

8 COMMUNITY/CROWN LAND

At the completion of this process if the facility is located on community land then the licence agreement will be advertised in accordance with the Local Government Act. If the facility is located on Crown Land then permission to enter into a licence agreement will be sought from the Minister.

**ALLOCATION OF COMMUNITY FACILITIES
TO COMMUNITY GROUPS**

COUNCIL POLICY

SUMMARY SHEET	
Responsible Division	Library and Community Services
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	28 October 2013, 21 October 2002
Date of next review	[List date - Not more than 4 years from adoption]
Responsible Manager	[Position title only - Line Manager or above]
Authorised by	Manager Library and Community Services

DRAFT



APPROVED BY COUNCIL (TO BE COMPLETED BY CORP SUPPORT)

BACKGROUND

Council is the custodian of numerous facilities across the Wollongong Local Government Area, which it is required to maintain and manage on behalf of the community. Council considers that the most effective use of community facilities is through maximising the use of these facilities by the local community.

OBJECTIVE

The main objective of this policy is to maximise the use of community facilities and reduce the net cost to Council associated with their maintenance and operation.

POLICY STATEMENT

- 1 Where appropriate, Council will transfer the day-to-day management of community halls, community centres, senior citizens centres and neighbourhood centres to community based organisations for the purposes of conducting their activities. The occupant community organisation is to make the premises available for use/hire by the general public when not being used by the organisation.
- 2 Council will dispose of community premises that are no longer required for general community use.
- 3 Council will undertake the day-to-day management of community halls, community centres, senior citizens centres and neighbourhood centres that are not allocated to community based organisations.

**MANAGEMENT OF COMMUNITY HALLS, COMMUNITY CENTRES,
SENIOR CITIZENS CENTRES AND NEIGHBOURHOOD CENTRES**

**COUNCIL
POLICY**

STATEMENT OF PROCEDURES

There are no procedures for this policy.

DRAFT

MANAGEMENT OF COMMUNITY HALLS, COMMUNITY CENTRES, SENIOR CITIZENS CENTRES AND NEIGHBOURHOOD CENTRES

COUNCIL POLICY

SUMMARY SHEET

Responsible Division	Library and Community Services
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	14 October 2013, 22 July 1986
Date of next review	[List date - Not more than 4 years from adoption]
Legislative or other requirement for review DELETE THIS WHOLE ROW IF NOT APPLICABLE	[List review timeframe and Act. policy or review requirement]
Responsible Manager	Branch Libraries and Community Facilities Manager
Authorised by	Manager Library and Community Services

DRAFT



ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

BACKGROUND

This policy has been developed to recognise that there may be occasions where individual circumstances limit the potential use of these facilities.

OBJECTIVE

The main objective of this policy is to develop a consistent approach which will allow the conduct of activities or functions in Community Rooms and Halls under the direct control of Council that would otherwise be prohibited from proceeding if Council's standard fees and charges were to be applied.

POLICY STATEMENT

The General Manager or their delegate be authorised to determine all requests for the reduction or waiver of fees for the hiring of Community Rooms and Halls under the direct control of Council.

In order to be considered for a reduction or waiver the group or organisation must be able to demonstrate that:

- 1 The community facility is the most suitable or only available venue for the planned activity
and
- 2 The function, meeting, exhibition or other activity is determined to be of value to the broader community
and
- 3 The payment of the standard hire fee applicable will prevent the function, meeting, exhibition or other activity from proceeding
and
 - a It is a non-profit organisation and/or is registered under the Charitable Fundraising Act No 69 of 1991 and demonstrates benefit to the community and It receives the majority of its revenue from membership fees, donations or public subscriptions.
or
 - b It is an organisation which supports and stimulates the local cultural economy and reflects the community goals of Wollongong City Council Strategic Plan.
or
 - c Public appeal
or
 - d Wollongong City Council function, meeting or other activity which is determined to be of value to the broader community for which alternate funds/budget is insufficient or unavailable.
- 4 The amount of reduction granted (or complete waiver) be determined on an individual request basis subject to the following conditions:
 - (i) where cleaning will need to take place outside of the standard hours allocated a charge equivalent to the labour costs for cleaning will be applied, and
 - (ii) a bond (refundable subject to standard conditions) be applied in the usual manner.

REDUCTION OR WAIVER OF HIRE FEES FOR COMMUNITY ROOMS AND HALLS UNDER THE DIRECT CONTROL OF COUNCIL

COUNCIL
POLICY

Note –

- 1 Evidence of an organisation's non-profit/charitable status may be requested and/or current audited financial statements along with a full budget for the function, meeting or other activity for which a reduction or waiver of hire fees is being requested.
- 2 Organisations or groups that are already recipients of grant funding, sponsorship or any other type of financial/in kind support from Wollongong Council will not be eligible for a fee waiver under this policy.
- 3 Application of these waivers will be subject to regular independent checks.
- 4 ~~This policy is not applicable to Wollongong Town Hall, refer Town Hall Hire – Subsidisation of Reduction of Hire Fees Policy.~~

DRAFT

REDUCTION OR WAIVER OF HIRE FEES FOR COMMUNITY ROOMS AND HALLS UNDER THE DIRECT CONTROL OF COUNCIL

COUNCIL POLICY

STATEMENT OF PROCEDURES

- 1 Requests for reductions or waivers are to be assessed by the General Manager or their delegate to determine whether the request meets the criteria of this Policy.
- 2 Should the request not meet the criteria, the General Manager or their delegate is to inform the applicant that the request has not been approved.
- 3 Should the request meet the criteria, the General Manager or their delegate to make a determination on:
 - (a) the amount of reduction (or full waiver) that is to be applied and;
 - (b) the charges for cleaning or bond where applicable.
- 4 The General Manager or their delegate will inform the applicant, in writing, of the decision.
- 5 A register of all fee reduction or waiver requests will be maintained within Council's record management system.

REDUCTION OR WAIVER OF HIRE FEES FOR COMMUNITY ROOMS
AND HALLS UNDER THE DIRECT CONTROL OF COUNCIL

COUNCIL
POLICY

SUMMARY SHEET

Responsible Division	Library and Community Services
Date adopted by Council	28 October 2013
Date of previous adoptions	2 July 2005, 2 July 1990
Date of next review	June 2020
Prepared by	Branch Libraries and Community Facilities Manager
Authorised by	Manager Library and Community Services



ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

BACKGROUND

Council ~~delivers library resources, services and facilities to meet the changing needs of the community. maintains library services for use by the community.~~

Library ~~spaces are accessible, safe, welcoming and offer a range of technologies and equipment to support community connection, inclusion, lifelong learning and creative exploration. premises are well located and provide a welcoming focus for people of all ages.~~

~~Council will make its Council's Wollongong Central Library Theatre is available for members of the community and organisations to hire by the public when it is not being used to deliver in use by the Library or for other other Council activities purposes.~~

OBJECTIVE

The ~~main~~ objective of this policy is to ~~realise the value to Council and community of the make the~~ Central Library Theatre, ~~by providing procedures for hire of the space and for the reduction or waiver of hire fees and charges, that will maximise its utilisation. available for hire in addition to its use by the library and Council.~~

POLICY STATEMENT

The ~~Theatre at the~~ Central Library ~~Theatre~~ (formerly known as the Tom Thumb Room) is ~~primarily used for the delivery of library and Council programs and activities. However, when not in use for this purpose, it is available for hire to individuals, community groups, not-for-profit and commercial organisations.~~

Fees and Charges ~~for hire of the space and for the use of equipment and resources within the Theatre, are in accordance with Council's annual current Schedule of Fees and Charges.~~

~~Community organisations Hirers may apply to have the hire fees and charges reduced or waived in the following circumstances: when use of the room is in association with Council and/or the promotion of the library service objectives.~~

- ~~the hirer is a community group, charitable or not for profit organisation~~
- ~~the function, meeting, event or other activity contributes to the achievement of Wollongong's Community Strategic Plan and/or business outcomes~~
- ~~the hirer does not have the financial capacity for payment of the scheduled hire fees and charges and application of the standard hire fees and charges would prevent the activity, event, meeting, etc from going ahead~~

~~All hirers will be required to comply with the Conditions of Use for hire of the Theatre apply and a copy of the Conditions of Use document will be provided with each booking.~~

STATEMENT OF PROCEDURES

- 1 ~~All bookings of the Library Theatre will be managed by the Personal Assistant to the Manager Library and Community Services~~
2. ~~All bookings will be confirmed in writing, setting out any conditions of use, as determined by the Manager Library and Community Services.~~
3. ~~Community groups, charitable and not-for-profit organisations may make application for a reduction or waiver of hire fees and charges, to the Manager Library and Community Services~~
- 3.2 The Manager Library and Community Services will determine ~~any reduction or waiver waiving~~ of hire ~~fees and charges for community groups~~ as per this policy.

CENTRAL LIBRARY THEATRETTE

COUNCIL POLICY

- 43 The hire of a meeting room to any organisation or group is at the discretion of the Manager Library and Community Services.

RELATED DOCUMENTS

- 1 *Condition of Use – Theatre – Central Library (copy attached).*
- 2 *Policy – Reduction or Waiver of Hire Fees for Community Halls under the Direct Control of Council.*

CENTRAL LIBRARY THEATRETTE

COUNCIL POLICY

**CONDITIONS OF USE – THEATRETTE – WOLLONGONG CENTRAL LIBRARY**

Seating capacity – 50 Theatre style

Tables available – 8 (seating 6 per table)

Equipment (must be booked) – whiteboard, data projector, projector screen

Kitchenette – refrigerator, microwave, mini-boil

Crockery and cutlery – not provided

Chairs – 50

1 Bookings and Fees

Applications for bookings and all enquiries in relation to hire of the Theatre are ~~to be~~ made through the Personal Assistant to the Manager Library and Community Services (~~LCS) Manager's PA~~ (ph. 4227 7233). ~~The hirer is responsible for the activities and safety of attendees during this period.~~ Fees and charges are set in accordance with Council's annual current Fees and Charges schedule.

2 Health and Safety

The hirer is responsible for the activities and safety of those participating in, or attending, the activity that the hirer is delivering, attendees during this period of hire.

Hirers are expected to observe safe work practices, including safe manual handling, in setting up and packing up furniture and equipment.

3.2 Set up and pack up

The hirer is responsible for setting up and packing up furniture as required. Furniture is not to be removed from the room but should be stored in cupboards and/or on chair stackers and table trolley if not required.

3. Equipment

Hirers/presenters may access the following equipment, for additional charge, as part of their hire agreement:

- Data Projector and Screen~~XXXX~~
- Video/DVD player~~XXXX~~

Hirers/presenters wishing to connect a laptop or Mac to the data projector, must ensure that their device is enabled for VGA. Hirers/presenters using the room's data projector and screen may borrow computer cables from the Library's Customer Assistance (Circulation) desk, on condition that they provide photo identification. Identification will be stored securely and returned at completion of booking, once cables are returned.

All electrical equipment or appliances brought into the building by the hirer or their contractor/service agent or guest must be tested and tagged by a licensed electrician or person qualified to tag and test electrical equipment.

Instructions on the use of equipment will be available. Library staff can assist with setting up and using the equipment hired but do not have capacity to provide technical support skills if equipment malfunctions. Library staff can seek to access additional request technical support assistance during business hours, however the capacity to assist hirers will depend on the availability of technical support staff and cannot be guaranteed. ~~but help cannot be guaranteed.~~

CENTRAL LIBRARY THEATRETTE

COUNCIL POLICY

43 Condition of ~~Theatrette Post-hire~~Room

~~It is expected that T~~he ~~Theatrette room will~~ **must** be left in a condition suitable for immediate use at all times. If the hirer/~~prese~~nter finds that the room is not in a suitable condition, this is to be reported to library staff at the time.

54 Toilets

Staff toilets can be accessed through the hall way outside the kitchenette. Toilets must be left in the condition in which they are found. If the hirer finds that the toilets are not in a suitable condition, this is to be reported to library staff at the time.

65 ~~Kitchenette~~ - Food and Drink

Hirers ~~are welcome to can~~ provide food or drink for an event. The kitchenette ~~attached to the~~ **Theatrette** can be used for food preparation. ~~The hirer must provide all their own food, drink, serving and table ware, including cutlery.~~ The hirer is responsible for cleaning the area after use including cleaning up food or drink spills in both the kitchenette and the Theatre. All rubbish must be placed in the available bin. Excess rubbish must be removed by the hirer. Cleaning equipment provided - broom, vacuum cleaner.

76 Alcohol

Alcohol ~~may can~~ be served but not sold in this venue. Under no circumstances is alcohol to be consumed in the Library. Hirers must abide by the responsible service of alcohol legislation if alcohol is served.

87 Noise Levels and Disturbances

The hirer/~~prese~~nter is responsible for ensuring that noise levels are kept to a minimum to avoid disturbance to ~~other~~ library customers. The hirer is responsible for complying with state and federal legislation. If Library staff are concerned that public safety is endangered they may call the police.

98 Emergency Evacuations

In the case of an emergency, library staff will notify those present if ~~an~~-evacuation is necessary. The hirer is responsible for ensuring that all those attending the function follow the instructions of the staff member and leave the building – as per the emergency evacuation plans provided in the kitchenette. No person will re-enter the building until the Fire Brigade advises that it is safe to do so.

HIRE AGREEMENT FORM

I/We _____, of _____ (name of organisation),

agree to the above Conditions of Use, and to pay applicable fees for my/ _____ (organisation)
booking/s on _____ (date/s).

(signed) (date)

CENTRAL LIBRARY THEATRETTE

COUNCIL POLICY

SUMMARY SHEET

Responsible Division	Library and Community Services
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	14 May 2013, 28 November 2005, 29 August 1988
Date of next review	[List date - Not more than 4 years from adoption]
Responsible Manager	Central Library Manager
Authorised by	Manager Library and Community Services



ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

BACKGROUND

This policy has been developed in order to offer an Inter-Library Loans service (ILL) to library ~~members~~ customers within the conditions of this Policy.

OBJECTIVE

The ~~main~~ objectives of this policy are to provide customers with access to ~~fiction and non-fiction material and copies of journal articles or other library~~ material not available in the Wollongong City Libraries' collections, from libraries throughout NSW and Australia.

POLICY STATEMENT

This policy aims to ensure:

- That customers have access to a wide range of library materials that may be held in other libraries' collections ~~collection development constraints imposed by budgetary considerations do not disadvantage customers.~~
- The Wollongong City Libraries's participation in co-operative resource-sharing schemes across NSW and Australia.
- Policy and procedures relating to interlibrary loans ~~ILL~~ are based on the general principles of the Australian Interlibrary Resource Sharing (ILRS) Code.

INTER-LIBRARY LOANS

COUNCIL POLICY

STATEMENT OF PROCEDURES

Full suite of procedures in TRIM container LCS-918.50.006

1 CUSTOMERS

All Wollongong City Libraries ~~customers~~ ~~members~~ have access to the Inter-Library Loan (ILL) service with the following limitations:

- 1.1 Customers with overdue items or ~~library fees~~ ~~ines~~ outstanding ~~will may not be able to have their~~ access ~~the ILL service~~ ~~restricted to "in-library use only"~~.
- 1.2 Customers using the ~~ILL Inter-Library Loans~~ service agree to abide by this policy.

2 DISCLAIMERS

- 2.1 Wollongong City Libraries ~~y~~, while it makes every effort to obtain ~~ILL materials as~~ ~~items~~ requested, cannot guarantee to obtain such ~~materials~~ ~~items~~ if the policies and lending conditions of owner libraries do not enable access to that ~~material~~ ~~item~~.
- 2.2 Wollongong City Libraries ~~y~~ attempts to supply ~~an ILL requests~~ ~~item~~ as quickly as possible but cannot guarantee delivery of ~~the material~~ ~~an item~~ requested within a time frame given the variety of circumstances affecting ~~an item~~ ~~the ILL service~~.

3 COST

- 3.1 There is a fee for this service. The fee is in accordance with the current Wollongong City Council Fees and Charges publication and the Australian ILRS Code. The fee is added to the customer's membership record when the ~~ILL material~~ ~~item~~ is supplied by the owner ~~library~~ ~~ing institution~~, it is payable regardless of whether the customer collects the ~~ILL material~~ ~~item~~ or not.

4 CONDITIONS

- 4.1 Customers may request up to two ~~items on~~ Inter-Library Loans ~~at a time~~.
- 4.2 ~~Items~~ ~~Material~~ available ~~from in~~ the Wollongong City Libraries ~~collections~~ ~~y~~ (or on order, in processing or in transit), regardless of access restrictions, will not be requested from other libraries.
- 4.3 ~~Material~~ ~~Items~~ less than six months old, in print fiction and textbooks will not be requested from other libraries. The "Suggestion-For-Purchase" procedure may be an alternative in these cases.
- 4.4 Requests for photocopies of journal articles or other material can be made online, however, all such requests must be signed for on the ILL ~~print~~ form to conform with Copyright Declaration.
- 4.5 Customers can nominate their maximum preferred charge (~~see Wollongong City Council Fees and Charges \$4.50 or \$16.50~~). Customers can ask to be contacted if the ILL is not available at the lower cost, ~~but available at \$16.50. These charges may vary in line with Council's current Fees and Charges~~.
- 4.6 ~~Customers need to be aware that t~~ ~~t~~ ~~The ILL loan~~ period will vary according to the owner library's policy and Wollongong City Libraries ~~y's~~ ~~loan~~ ~~circulation~~ policies.
- 4.7 Customers must abide by any restrictions placed on the ~~ILL loan~~, either by the owner library or Wollongong City Libraries ~~y~~.
- 4.8 Wollongong City Libraries ~~y~~ reserves the right not to process ~~ILL Inter-Library Loan~~ requests for customers who damage, lose, or are late returning ~~ILL materials~~ ~~Inter-Library loans~~.
- 4.9 Customers must return ILLs to Wollongong City Libraries ~~y~~ ~~or a branch library~~ by the due date as listed on the slip cover, to allow the item to be returned to the owner ~~ing~~ library on time, or ~~late fees~~ ~~ines~~ may apply.
- 4.10 Requests for loan extensions on ~~ILLs~~ ~~items obtained through Inter-Library Loan~~ can be made before the due date. Loan extension is at the discretion of the owner library.
- 4.11 Customers are responsible for any overdue ~~fees~~ ~~ines~~ incurred from the owner library through the late return of ~~ILL material~~ ~~an item~~.

INTER-LIBRARY LOANS

COUNCIL POLICY

4.12 Customers are responsible for any cost nominated by the owner library due to the loss or damage of an ILL material item, while on loan to the customer.

4.13 Libraries may recall ILLs at any time regardless of original due date.

[Full suite of procedures in TRIM container LCS-918.50.006](#)

DRAFT

INTER-LIBRARY LOANS

COUNCIL POLICY

5 CONDITIONS FOR ACCESS TO INTER-LIBRARY LOANS BY OTHER LIBRARIES

- 5.1 Requests for ~~ILL materials an item~~ by Wollongong City Libraries' customers take precedence over ~~ILL Inter-Library Loan~~ requests ~~from~~by other libraries.
- 5.2 Reference ~~Collection items, language collection kits,~~ items in high demand, new in-print ~~F~~fiction, entire issues of ~~magazines periodicals,~~ HSC ~~C~~ollection, and ~~eR~~-resources are not available for ~~ILL Inter-Library Loan. Talking books may be available to customers with special needs.~~
- 5.3 Items less than six months old, on order, or in processing are not available for ~~ILL Inter-Library Loan.~~
- 5.4 Loans are for six weeks.
- 5.5 Overdue notices will be issued to borrowing libraries as part of the regular overdue procedure.
- 5.6 Any loss of or damage to ~~library material an item~~ when on loan to another library will incur a cost for the replacement of the item, plus an administration fee.
- 5.7 Charges apply to all libraries other than public libraries. These are in accordance with the Australian ILRS code.
- 5.8 ~~ILL Inter-Library Loans~~~~requests~~ are accepted via LADD, email or phone.

INTER-LIBRARY LOANS

COUNCIL POLICY

SUMMARY SHEET	
Responsible Division	Library and Community Services
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	14 May 2013 (EMC), 28 November 2005, 15 December 2003
Date of next review	[List date - Not more than 4 years from adoption]
Legislative or other requirement for review DELETE THIS WHOLE ROW IF NOT APPLICABLE	[List review timeframe and Act, policy or review requirement]
Responsible Manager	Manager Library and Community Services
Authorised by	Director Corporate and Community Services

DRAFT



ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

BACKGROUND

This policy has been developed in order to recognise that Council's libraries are ideal facilities in which to display matters of community interest.

Within limitations imposed by this Policy, Council will make its library facilities available for community displays, notifications and exhibitions.

OBJECTIVE

The ~~main objectives~~ of this policy ~~are~~ is to establish guidelines for the use of library display facilities by community and other groups.

POLICY STATEMENT

This policy aims to provide the community with temporary space for displays, exhibits and bulletin boards to provide the opportunity to raise awareness of community groups and events.

LIBRARY DISPLAY FACILITIES

COUNCIL POLICY

STATEMENT OF PROCEDURES

Prior to installing an exhibit each exhibitor will be required to assess the suitability or otherwise of the facility including:

- Steps to maintain public and Council employee safety; and
- The level of security afforded by the facility for each exhibit during and outside of operating hours.

Each exhibitor is responsible for providing for all non-permanent display requirements.

Displays should reflect community expectations and be in line with Wollongong City Council values. The suitability or otherwise of a display will be assessed at the discretion of the Library Manager or Facilities Operations Manager/Library Co-ordinator or designated council officer.

The Library retains the right to accept or reject a request to exhibit and to determine the suitability of any proposed material to be displayed in the library. The Manager Library and Community Services reserves the right to rearrange or request removal of exhibitions if necessary.

Acceptable exhibits include:

- Notices from local community and non-profit groups;
- Notices or policies from government departments and government sponsored bodies;
- Notices which promote Council and its activities;
- Exhibitions which highlight current issues and events of public interest;
- Exhibitions of high quality original art, crafts, photographs or writings;
- Exhibitions which explain the activities of, or issues of interest to local organisations, educational, recreational, cultural ~~or~~ intellectual ~~or charitable~~ organisations;
- Displays of interesting collections or hobbies of local residents;
- Displays should appeal to the broad group of people that make up the library public which includes all age groups; and
- Exhibitors may staff exhibitions however library customers must not be subjected to confrontational campaigning, or be approached to sign petitions or make donations.

Unacceptable exhibits include:

- Material that is primarily commercial. Some exceptions may be granted e.g. material advertising the availability of English lessons for new migrants or material of cultural or social benefit to the greater community, as space allows.
- Material that is ~~actively recruiting membership of a political or religious organisations or seeking to persuade the public to a particular political or religious view~~ nature.
- Petitions, surveys or questionnaires, unless sanctioned by Wollongong City Council.
- Requests for donations.
- Material that is illegal or offensive to public taste and decency.
- Notices or exhibitions which breach State or Federal legislation relating to discrimination, racial vilification, offensive behaviour or defamation.

Exhibitors will comply with all aspects of the relevant branch or facility conditions of use.

LIBRARY DISPLAY FACILITIES

COUNCIL POLICY

Disclaimer

- A notice may be exhibited in all libraries stating “The views expressed in any display, poster or leaflet on Library premises do not necessarily reflect those of Wollongong City Council, nor does the Council endorse any goods or services advertised”.
- The Library makes no representation as to the accuracy of information displayed.
- Exhibitors should note that the library display areas are public places and there are periods when there will be minimal or no supervision by Council employees. The Library offers no guarantee as to security of the exhibit.
- These criteria may be altered or developed according to the needs of the Library and are subject to the interpretation of Library staff.
- Wollongong City Council does not accept care, custody or control for the exhibits.

Related documents

Community Facilities and Libraries exhibition and display guidelines (Z11/92319)
Wollongong City Library community exhibition guidelines (Z12/45687)

LIBRARY DISPLAY FACILITIES

COUNCIL POLICY

SUMMARY SHEET	
Responsible Division	Library and Community Services
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	14 May 2013 (EMC), 28 November 2005
Date of next review	[List date - Not more than 4 years from adoption]
Legislative or other requirement for review DELETE THIS WHOLE ROW IF NOT APPLICABLE	[List review timeframe and Act, policy or review requirement]
Responsible Manager	Manager Library and Community Services
Authorised by	Director Corporate and Community Services



ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

BACKGROUND

This policy has been developed in order to maintain a Local Studies Photograph Collection as part of Council's library services to the Wollongong community.

Council encourages community members ~~of the community~~ to donate or make available photographs of historical value ~~for to the Wollongong community to the Library Local Studies Section Collection~~ so that they may be preserved and made available for future generations ~~of Wollongong citizens~~.

OBJECTIVE

The ~~main~~ objectives of this policy are to –

- Collect by donation or other means, photographs of value to provide a pictorial history of the Wollongong Local Government Area LGA Illawarra region.
- To provide reasonable access to the photographs held in the Local Studies Collection while protecting the safety and integrity of this e-Collection.

POLICY STATEMENT

~~Copies of the originals will be made.~~ The images will be digitised and added to the *Illawarra Images* database which is also available nationally through the National Library of Australia's Trove database.

Photographs in the Local Studies Collection may only be removed from the library for purposes related to their long-term conservation.

~~It is a condition of copying Local Studies photographs that any reproductions are acknowledged as 'from the collections of the Wollongong City Library and Illawarra Historical Society'.~~

Images required for private research or study purposes may be downloaded free of charge directly from the Illawarra Images catalogue, on condition they are acknowledged as 'From the collections of the Wollongong City Library and the Illawarra Historical Society'.

For other uses, such as publishing for community and commercial purposes, including reproduction on the Internet, permission must be obtained from the Library.

A digital reproduction copying service is available; ~~with fees are~~s determined by Council's annual Schedule of Fees and Charges. Volunteer and Not-for-Profit organisations may apply for exemptions from these fees.

Removal from the library of photographs from the Local Studies Collection is to be approved by the Manager Library and Community Services.

LOCAL STUDIES PHOTOGRAPHS COLLECTION

COUNCIL POLICY

STATEMENT OF PROCEDURES

~~There are no procedures for this Policy.~~ Procedures in TRIM container LCS-120.065

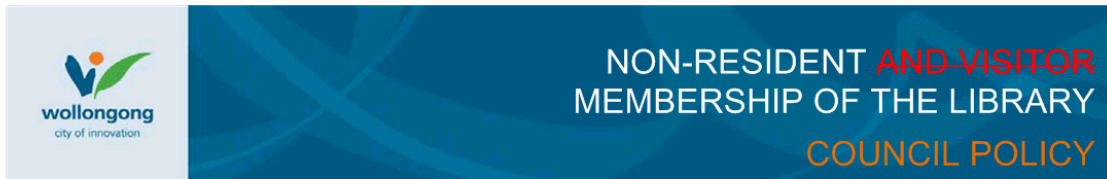
DRAFT

LOCAL STUDIES PHOTOGRAPHS COLLECTION

COUNCIL POLICY

SUMMARY SHEET	
Responsible Division	Library and Community Services
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	14 May 2013 (EMC), 28 November 2005, 11 May 1993
Date of next review	[List date - Not more than 4 years from adoption]
Legislative or other requirement for review DELETE THIS WHOLE ROW IF NOT APPLICABLE	[List review timeframe and Act, policy or review requirement]
Responsible Manager	Manager Library and Community Services
Authorised by	Director Corporate and Community Services

DRAFT



ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

BACKGROUND

This policy has been developed in order to recognise that some members of the community are non-residents ~~or visitors to~~ of the Wollongong Local Government area.

Council seeks to make its library ~~facilities~~ services available to all members of the community, including those who work in or visit Wollongong.

OBJECTIVE

The ~~main~~ objective of this policy is to facilitate non-resident membership of ~~the~~ Wollongong City Libraries.

POLICY STATEMENT

Membership of the library is available to non-residents subject to the following conditions:

- Proof of identification must comply with Wollongong City Libraries' list of identification requirements for library membership. See Z13/~~70698~~.133863
- The category of membership is "non-resident".
- Non-resident members enjoy the same access to library services as residents
- Conditions of membership are those that apply to all new members.
- A prospective member must attend a Wollongong City Library ~~branch~~ in person to obtain their membership card

NON-RESIDENT ~~AND VISITOR~~ MEMBERSHIP OF THE LIBRARY

COUNCIL
POLICY

STATEMENT OF PROCEDURES

~~There are no procedures for this policy.~~ Membership - Non-resident Non-resident Z13/133867

Related documents:

Identification requirements for library membership Z13/~~70698~~ 133863

DRAFT

NON-RESIDENT ~~AND VISITOR~~ MEMBERSHIP OF THE LIBRARY

COUNCIL
POLICY

SUMMARY SHEET	
Responsible Division	Library and Community Services
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	14 May 2013 (EMC), 28 November 20015, 10 October 1988
Date of next review	[List date - Not more than 4 years from adoption]
Legislative or other requirement for review DELETE THIS WHOLE ROW IF NOT APPLICABLE	[List review timeframe and Act, policy or review requirement]
Responsible Manager	Manager Library and Community Services
Authorised by	Director Corporate and Community Services

DRAFT



ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

BACKGROUND

This policy has been developed in order to maintain library services for the Wollongong community.

Often, borrowed library materials are lost or damaged whilst in the possession of ~~borrowers~~ library customers. In order for Council's library ~~lending~~ collection to be properly maintained, lost or damaged ~~items~~ materials need to be replaced.

OBJECTIVE

The ~~main~~ objective of this policy is to describe the circumstances when lost or damaged library material may be replaced, rather than paid for, by customers.

POLICY STATEMENT

Library customers are responsible for the materials ~~which~~ they borrow. When customers lose or damage library materials they are ~~obliged obligated~~ to pay the replacement value of the item as determined by the current schedule of Council Fees and Charges. In some instances customers may replace the lost or damaged library material ~~item~~ with a copy of the same title which is in good condition.

~~In the case of magazines and fiction paperbacks, customers may choose to replace the lost item with one which is in good condition, or a similar item similar and~~ of equal value to the lost or damaged item. Magazines need to be of recent publication date.

Overdue fees will accrue ~~and~~ when library materials ~~the item~~ becomes overdue, ~~and library~~ the membership will be suspended, until the material ~~item~~ is paid for or replaced. Overdue fees are waived in accordance with the Library Fee Waiver Policy when library material is paid for or replaced; or when a customer makes an application for fee waiver due to extenuating personal circumstances.

Customers who do not return library material ~~the item/s~~ and do not pay the replacement fee will have their membership suspended for ~~three~~ 3 years. This ~~three~~ 3 year period will be calculated from the due date of the library material ~~item/s~~ not returned.

Customers with library fees exceeding \$100.00 will not be able to access library technology e.g. computers, printers and scanners.

REPLACEMENT OF LOST LIBRARY ITEMS

COUNCIL POLICY

STATEMENT OF PROCEDURES

~~There are no Lost item procedures for this Policy. Z11/179773~~

DRAFT

REPLACEMENT OF LOST LIBRARY ITEMS

COUNCIL POLICY

SUMMARY SHEET	
Responsible Division	Library and Community Services
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	14 May 2013 (EMC), 28 November 2005, 26 November 1984
Date of next review	[List date - Not more than 4 years from adoption]
Legislative or other requirement for review DELETE THIS WHOLE ROW IF NOT APPLICABLE	[List review timeframe and Act, policy or review requirement]
Responsible Manager	Manager Library and Community Services
Authorised by	Director Corporate and Community Services

DRAFT



REDUCTION OR WAIVER OF LIBRARY FEES & FINES COUNCIL POLICY

ADOPTED BY COUNCIL: [TO BE COMPLETED BY CORP SUPPORT]

BACKGROUND

Wollongong City Council relies on revenue generated through user fees and charges to fund services and facilities for the community. A schedule of fees and charges is developed and reviewed in consultation with the community, as part of Council's annual planning cycle. Wollongong City Libraries applies a schedule of fees and charges for a range of library services, as well as penalties for lost, damaged or overdue items, within this context.

From time to time, library staff receive requests from customers for a reduction or waiver of fees and charges due to circumstances such as financial hardship, serious illness or misadventure.

The range of requests received and the geographic spread of library services across the Wollongong Local Government Area require a policy response that provides clear guidelines for staff and complies with Council's delegations framework.

OBJECTIVE

This policy outlines the circumstances under which requests for the reduction or waiver of library fees and fines will be considered, provides criteria for the assessment of requests and outlines procedures for approval and documentation of a reduction or waiver. It provides the necessary guidance for library staff to make decisions based on individual customer circumstances and provides for referral of complex requests to a supervisor or manager.

The objectives of this policy are to:

1. Recognise and assist members of the community who have suffered a misadventure or who are facing financial hardship, so that they are not excluded from access to and participation in library services
2. Establish guidelines for the assessment of requests for a reduction or waiver of fees and charges for library services, by applying principles of fairness, integrity, appropriate confidentiality and compliance with Council policy requirements
3. Ensure that the principle of fair and reasonable charges for library services, programs, events and for replacement of outstanding, lost or damaged items is applied

POLICY STATEMENT

Council applies fees and fines to library services to contribute to cost recovery and to support library lending protocols, such as the return of loan items by their due date.

Council recognises that library customers may encounter contingencies and unexpected circumstances that create significant hardship and which may impact on their ability to pay scheduled fees and charges that will allow their continued access to library services.

In instances where library customers request a reduction or waiver of fees or fines, library staff may make an assessment of each customer's individual situation, within a framework of respect for privacy, confidentiality and the maintenance of positive customer relationships.

As a general principle, library fees and fines will only be reduced or waived in cases where extenuating or unforeseen circumstances impact on a customer's ability to pay and/or create the risk of exclusion from library services for that customer.

The delegation for approval of a waiver or reduction of a library fee or fine rests with the Manager Library and Community Services.

REDUCTION OR WAIVER OF LIBRARY FEES & FINES

COUNCIL POLICY

PRINCIPLES

1. Library staff will treat all people fairly, respectfully and consistently under this policy
2. Library staff recognise the importance of establishing overdue charges as a management tool for ensuring that all items are returned on time and that all customers have full and equitable access to these items
3. Library staff recognise the importance of establishing lost and damaged item charges as a management tool for ensuring that all items are treated with care and that all customers have full and equitable access to these items
4. Library staff recognise the importance of establishing charges for selected programs and events as a tool for managing demand and supporting cost recovery
5. The policy will be applied with transparency, integrity and observance of the provisions of Council's Code of Conduct

REDUCTION OR WAIVER OF LIBRARY FEES & FINES

COUNCIL POLICY

STATEMENT OF PROCEDURES

Criteria for Assessment

1. Reduction or Waiver of Charges for Overdue Items

Fines for overdue items may be reduced or waived on the following grounds:

- Serious illness or incapacity of customer or family member
- Accident involving customer or family member
- Death of customer or family member
- Disasters such as flood, fire
- Unforeseen contingencies such as becoming the victim of a criminal act
- Serious financial hardship
- Wollongong City Libraries' fines amnesty programs, such as 'Food for Fines' or in association with Council-wide initiatives

There may be additional grounds under which the reduction or waiver of overdue charges may apply. Staff and supervisors will determine the outcome of all requests for reduction or waiver of overdue charges based on consideration of individual circumstances.

A maximum charge, as per the maximum identified in Council's annual schedule of Fees and Charges, will apply to fines for overdue items. Amounts above the threshold will be waived.

2. Reduction or Waiver of Charges for Lost or Damaged Items

Charges for library items which are lost or damaged may be reduced or waived on the following grounds:

- Accident involving customer or family member
- Disasters such as flood, fire
- Victim of a criminal act – library card is stolen
- Financial hardship

The administration charge and any outstanding overdue fines on that item/s will also be waived in these circumstances.

3. Reduction or Waiver of Charges for Inter Library Loans

Fees for Inter Library Loans (ILL) will be waived if the request has been altered so that a charge no longer applies. This may occur where the request has been altered to a Suggestion for Purchase request, a Reservation, or a combined ILL request in the case of a two-part title.

4. Reduction or Waiver of Charges for Reservations

A waiver of Reservation Fees will be provided to members of the Friends of Wollongong City Libraries and to Wollongong City Libraries Volunteers, including Book Club members, who coordinate Book Club meetings on behalf of the libraries. This is in recognition of these groups' contribution to the delivery of library services.

A waiver of Reservation Fees will be provided to customers in receipt of Home Library Services, as they are unable to attend their local library to select library resources and/or to pay Reservation Fees.

5. Reduction or Waiver of Charges for Programs and Events

Fees and charges for participation in library programs and events may be reduced or waived on the grounds of serious financial hardship or to enable participation for groups in the community who are at risk of social exclusion, particularly in the case of programs and events for children and young people.

The Manager Library and Community Services will determine the outcome of all requests based on consideration of individual circumstances.

REDUCTION OR WAIVER OF LIBRARY FEES & FINES

COUNCIL POLICY

6. Reduction or Waiver of Fees for Reproduction of Local Studies Images

Fees for the reproduction of images from the Local Studies collection may be waived or reduced where it is deemed that the reproduction relates to a project or organisation that is community focused, not-for-profit and/or provides benefit to the community and/or Wollongong City Libraries.

Permission for a fee waiver or reduction will apply to the reproduction of up to 10 digital images scanned at 300dpi, on the condition that the Wollongong City Libraries is clearly acknowledged in the project or reproduction.

Processes

1. Requests for a reduction or waiver of library fees and charges can be made at any time by a customer, in person or in writing
2. Library staff who receive a request for a reduction or waiver of library fees and charges will seek details to substantiate the request from the customer concerned
3. Library staff will refer the request to their Coordinator at the point at which a request for reduction or waiver is received
4. The relevant Coordinator will provide approval for the proposed reduction or waiver
5. Library staff will inform the customer of the outcome of their request
6. Library staff must record all necessary details concerning fees or fines that have been reduced or waived - the location, amount waived, reason for the waiver, and the staff member's name - in the library management system. A monthly report of all waivers and reductions of fees and fines will be provided to the Divisional Manager.
7. The Divisional Management Team will regularly review the application of this policy, including the incidence, cost and distribution of approvals for reduction or waiver of library fees and charges

REDUCTION OR WAIVER OF LIBRARY FEES & FINES

COUNCIL POLICY

SUMMARY SHEET	
Responsible Division	Library and Community Services
Date adopted by Council	[To be inserted by Corporate Governance]
Date of previous adoptions	[List previous adoption dates]
Date of next review	[List date - Not more than 4 years from adoption]
Responsible Manager	Manager Library and Community Services
Authorised by	[Manager/Director's title only]

DRAFT

ITEM 12 TENDER T17/10 - NATURAL AREA RESTORATION AND BUSH FIRE MANAGEMENT

This report recommends the engagement of a panel of contractors to undertake Natural Area Restoration Works and Bush Fire Management Works when required by Council in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

The term of Council's current panel of contractors has expired and tenders were required to be invited with a view to compiling a fresh panel of contractors for a period of three years with an option, exercisable by Council, to extend the term of the panel contracts for an additional period up to two years.

RECOMMENDATION

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tenders of Ecohort Pty Ltd, Good Bush Pty Ltd, Southern Habitat (NSW) Pty Ltd, Illawarra Local Aboriginal Land Council, Midgees Bushland Restoration, Toolijooa Pty Ltd, Illawarra Bushland Restoration, Commelina Bushworks, Bowantz Bushfire and Environmental Pty Ltd, for the amounts tendered in the respective Forms of Tender.
- 2 Council delegate to the General Manager the authority to finalise and execute the panel contracts and any other documentation required to give effect to this resolution.
- 3 Council grant authority for the use of the Common Seal of Council on the panel contracts and any other documentation, should it be required, to give effect to this resolution.

REPORT AUTHORISATIONS

Report of: Vanni De Luca, Manager Environmental Strategy and Planning (Acting)
Authorised by: Andrew Carfield, Director Planning and Environment - Future City and Neighbourhoods

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

Council uses contractors to provide Natural Area Restoration and Bushfire Management services for a diverse range of projects within the Wollongong LGA. Projects include bush regeneration to protect habitats for local endangered species and regenerate endangered ecological communities; riparian restoration to improve urban biodiversity corridors, water quality and storm water conveyance; and bushfire hazard reduction works to minimise the risk to property and public assets. Engaging a panel of contractors for the provision of these services will ensure contractors with appropriate experience levels and project personnel can be engaged to complete this diverse range of projects. The panel, when formed, will competitively quote for individual project works to ensure adequate probity, as well as reducing the procurement requirements over the life of the panel if they maintain quality of work. It is envisaged that the panel will increase the effectiveness of the Council funds invested and improve the ecological integrity, visual amenity and asset performance within Council's Natural Areas.

Tenders were required to be invited for Council to engage a Panel of Contractors with appropriate experience, capacity, resources and skills to undertake natural area restoration works and bush fire management works when required by Council in accordance with Council's scheduled and unscheduled works programs for these types of works.

It is anticipated that for the 2017/2018 Financial Year, Council's operational expenditure for these types of works will be in the order of \$1.8 million.

Open tenders were invited with a close of tenders of 10.00 am on 23 May 2017.

Twelve 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 Environment Strategy Planning, Infrastructure Strategy + Planning and Corporate and Community Services Divisions.

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

- 1 Schedule of rates – 35%
- 2 Demonstrated Experience & Satisfactory Performance in undertaking projects of a similar size – 30%
- 3 Demonstrated Strengthening of Local Economic Capacity – 5%
- 4 Proposed Project Personnel and Relevant Experience – 15%
- 5 Demonstrated WHS Management System – 5%
- 6 Demonstrated Environmental Management Systems – 5 %
- 7 Social Procurement – 5%

The mandatory assessment criteria have been met by the recommended tenderers.

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.

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
Ecohort Pty Ltd	1
Good Bush Pty Ltd	2
Southern Habitat (NSW) Pty Ltd	Equal 3
Illawarra Local Aboriginal Land Council	Equal 3
Midges Bushland Restoration	5
Toolijooa Pty Ltd	6
Illawarra Bushland Restoration	7
Commelina Bushworks	8
Bowantz Bushfire and Environmental Pty Ltd	9
Bohmers Tree Care	10
Asplundh Tree Expert (Australia) Pty Ltd	11
Affective Services (Australia) Pty Ltd	12

PROPOSAL

Council should authorise the engagement of the nine highest ranked tenderers to carry out the required works in accordance with the scope of works and technical specifications developed for the works when required by Council.

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

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

CONSULTATION AND COMMUNICATION

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

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal “We Value and Protect Our Natural Environment”. It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2016-17
Strategy	5 Year Action	Annual Deliverables
1.1.4 Projects and programs that achieve enhancement of the natural environment and escarpment are developed and implemented	1.1.4.1 Implement priority actions from the Illawarra Biodiversity Strategy	Coordinate natural area restoration works at priority sites
Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2017-18
1.1.3 The potential impacts of natural disasters, such as those related to bushfire, flood and landslips are managed and risks are reduced to protect life, property and the environment	1.1.3.1 Manage vegetation to reduce bushfire risk in Asset Protection Zones on natural areas under Council care and control	Implement annual Bushfire Hazard Reduction Works Program for Asset Protection Zones on Council managed land

RISK ASSESSMENT

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

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

FINANCIAL IMPLICATIONS

It is proposed that these works be funded from the following source/s as identified in the Annual Plan –

- Council’s allocated budgets and various external grant funding

CONCLUSION

The recommended tenderers have submitted acceptable tenders for this project and Council should endorse the recommendations of this report.

ITEM 13

TENDER T17/12 - WINDANG TOURIST PARK AMENITIES REFURBISHMENT - SOUTHERN BLOCK

This report recommends acceptance of a tender for refurbishment works at Windang Tourist Park in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

The nominated works are to refurbish the southern amenities block which is in a poor condition due to its location in a salt laden environment and address a number of serviceability issues associated with the amenities.

RECOMMENDATION

- 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 refurbishment works at Windang Tourist Park, in the sum of \$625,343.41 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: Greg Doyle, Director Infrastructure and Works - Connectivity Assets and Liveable City

ATTACHMENTS

- 1 Location Plan

BACKGROUND

Tenders were invited to improve the condition and address a number of issues associated with the current amenity block. The current condition is reflective of the age of the building and the corrosive nature of the immediate salt laden environment leaving existing finishes and building components in a degraded state.

The scope of work includes:

- Replacement of all roof sheeting, rainwater goods and roof mounted equipment
- Replacement of existing lighting with energy efficient alternatives
- Remediation of failed waterproofing membranes throughout
- New tile finishes to walls
- New floor finishes, including replacement floor screeds
- Installation of compliant accessible toilet facilities
- Replacement of corroded doors, frames and door hardware with durable stainless steel alternatives
- Replacement of all sanitary and plumbing fixtures with water efficient alternatives
- Replacement of existing partitions throughout with more durable alternatives
- Apply an external texture coat and repaint to address surface deterioration and prevent ingress of salt laden moisture to all substrates.

Tenders were invited by the open tender method with a close of tenders of 10.00 am on 25 May 2017.

Five (5) tenders were received by the close of tenders and all tenders have been scrutinised and assessed by a Tender Assessment Panel constituted in accordance with Council’s Procurement Policies and Procedures and comprising representatives of the Property + Recreation, Project Delivery, Governance + Information, Finance and Human Resources Divisions.

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

- 1 Cost to Council - 35%
- 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 - 15%
- 4 Staff qualifications and experience – 5%
- 5 Proposed sub-contractors – 5%
- 6 Demonstrated strengthening of local economic capacity – 5%
- 7 Project Schedule – 10%
- 8 Workplace Health and Safety Management System – 5%
- 9 Environmental Management Policies and Procedures – 5%

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
Batmac Constructions Pty Ltd	1
Malsave Pty Ltd	2
Thomas and Coffey Services	3
DJ & R Sargeant Pty Ltd (Whiteson Group)	4
Knorr Constructions Pty Ltd	5

PROPOSAL

Council should authorise the engagement of Batmac Constructions Pty Ltd to carry out the refurbishment works at Windang Tourist Park 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 Wollongong 2022 goal 5: “We are a healthy community in a liveable city”. It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2016-17
Strategy	5 Year Action	Annual Deliverables
5.1.5 The long term needs of the community, including our people and our places, are effectively planned for.	5.1.5.2 Carry out commercial business management of Council’s operational lands.	Manage Council’s commercial businesses to maximise return at Corrimal, Bulli and Windang Tourist parks, Beaton Park Leisure Centre and Wollongong Memorial Gardens.

RISK ASSESSMENT

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

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

FINANCIAL IMPLICATIONS

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

Capital Program 2017/18

CONCLUSION

Batmac Constructions Pty Ltd has submitted an acceptable tender for this project and Council should endorse the recommendations of this report.



AUSIMAGE © Jacobs Group (Australia) Pty Ltd



**T17/12 - Windang Tourist Park
Amenities Refurbishment
Southern Block**



GIS ref.: gi10848_01
Printed: 6/04/2017
Aerial Photography: 2016
Scale 1:2,000

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ITEM 14 TENDER T17/18 - KEIRAVILLE/GWYNNEVILLE ACCESS AND MOVEMENT STUDY

This report recommends acceptance of a tender for Keiraville/Gwynneville Access and Movement Study in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

This Tender is for the preparation of the Keiraville/Gwynneville Access and Movement Study including, data collection, traffic modelling, community engagement and report preparation.

RECOMMENDATION

- 1 In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2005, Council accept the tender of Cardno (NSW/ACT) Pty Ltd to prepare an Access and Movement Study for Keiraville and Gwynneville, in the sum of \$126 376.00, 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: Mike Dowd, Manager Infrastructure Strategy and Planning
Authorised by: Greg Doyle, Director Infrastructure and Works - Connectivity Assets and Liveable City

ATTACHMENTS

There are no attachments for this report.

BACKGROUND

Tenders were required to be invited to prepare an access and movement study for Keiraville and Gwynneville.

There are two main objectives of this study. Firstly, it will examine and document the existing and future potential operation of the traffic and transport system within the suburbs of Keiraville and Gwynneville. Secondly, it will develop strategies to improve the transport system, reduce impacts on surrounding suburbs, promote the use of sustainable travel modes and ensure that the transport network can adequately accommodate future development in the area. The study continues previous community-led plans developed for the area, being a key action determined in the Council-endorsed *Keiraville-Gwynneville Implementation Plan*. The University of Wollongong has committed funding contributions towards the study. Ultimately the study will result in preparation of strategy document that considers a wide range of complimentary existing strategies and planning policy, to be developed in conjunction with a high-level of stakeholder engagement.

The tenderer is required to review the current access and movement demands in the Keiraville-Gwynneville area in order to plan for potential improvements in the short, medium and long term. The need for this study has arisen through strong community support in recent years to undertake a study to address a number of factors influencing the future of the area; predominantly development, traffic, accessibility and parking issues.

Tenders were invited by the open tender method with a close of tenders of 10.00 am on 14 June 2017.

Four 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 Infrastructure Strategy and Planning, Project Delivery, Finance and Governance Information Divisions.

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

- 1 Cost to Council - 30%
- 2 Demonstrated Strengthening of Local Economic Capacity - 5%
- 3 Demonstrated experience in and satisfactory performance in undertaking projects of a similar size and scope – 15%
- 4 Project delivery schedule/ methodology and understanding of project context - 30%
- 5 Qualifications and experience of nominated staff and supporting personnel - 15%
- 6 WHS and Risk Management policies and procedures - 5%
- 7 Referees (A minimum of two referees are required) – Mandatory requirement

All mandatory assessment criteria have been met to a high level 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
Bitzios Consulting Pty Ltd	2
Cardno	1
GHD Pty Ltd	3
Traffic Design Group Pty Ltd	4

PROPOSAL

Council should authorise the engagement of Cardno (NSW/ACT) Pty Ltd to carry out the Keiraville/Gwynneville Access and Movement Study 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.

CONSULTATION AND COMMUNICATION

Members of the Tender Assessment Panel

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal “5. We are a Healthy Community in a Liveable City” (page 38).

It specifically delivers on the following:

Community Strategic Plan	Delivery Program 2012-2017	Annual Plan 2017-18
Strategy	5 Year Action	Annual Deliverables
Wollongong 2022 Community Strategic Plan (Community Goal 5)	Transport Services Service Plan 2017-18	Goal 5 We are a healthy Community within a Liveable City Continue the Keiraville/Gwynneville Access and Movement 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 works or services is considered Regular based upon Council’s risk assessment matrix and appropriate risk management strategies will be implemented.

FINANCIAL IMPLICATIONS

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

Project Numbers W340100 and S104300

CONCLUSION

The recommended tenderer has submitted an acceptable tender for this project and Council should endorse the recommendations of this report.

ITEM 15 TENDER T17/19 - FERNHILL SOCCER CLUB AMENITIES

This report recommends acceptance of a tender for the refurbishment of the Fernhill Soccer Club amenities building in accordance with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005.

The proposed works allow for the construction of a new roof over the main building and replacement of a metal awning over the existing concrete slab of Fernhill Soccer Club, Towradgi. The works also includes repair of structural cracking and external brickwork and the fit-out of internal rooms (Home and Away Change rooms, Referees Room and Kiosk).

RECOMMENDATION

- 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 the refurbishment works to Fernhill Soccer Club Amenities building, in the sum of \$543,028.48 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: Greg Doyle, Director Infrastructure and Works - Connectivity Assets and Liveable City

ATTACHMENTS

- 1 Location Plan

BACKGROUND

The Fernhill Soccer Club Amenities building is located at Ray Robertson Oval, Towradgi. As part of the Council's asset management program, a condition assessment was conducted on this building. The condition assessment identified the building has significant structural and brickwork cracking, including heavy deterioration to the existing metal awning and concrete roof. A scope of works was prepared to rectify the works. These include:

- Rectification and repair of structural cracking and external brickwork
- Construction of a new roof over the main building
- Replacement of metal awning including structural, drainage and electrical lighting elements
- Fit-out of internal rooms (Home and Away Change rooms, Referees Room and Kiosk)

Tenders were invited from five firms by the selective tender method with a close of tenders of 10.00 am on Tuesday, 13 June 2017.

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 Governance + Information, Finance, Project Delivery and Property + Recreation Divisions.

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

- 1 Cost to Council - 50%
- 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 - 10%
- 4 Staff qualifications and experience – 5%
- 5 Project Schedule – 5%
- 6 Demonstrated strengthening of local economic capacity - 5%
- 7 Workplace Health and Safety Management system – 5%
- 8 Environmental management policies and procedures - 5%

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
Batmac Constructions Pty Ltd	1
KLH Constructions	2

PROPOSAL

Council should authorise the engagement of Batmac Constructions 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

Consultation has been undertaken with Fernhill Soccer Club regarding the construction works, which are scheduled for the soccer off-season.

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

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal 5 “We are a healthy community in a liveable city”. It specifically delivers on the following:

Community Strategic Plan		Delivery Program 2012-2017	Annual Plan 2016-17
Strategy		5 Year Action	Annual Deliverables
5.3.3	Well maintained assets that meet the needs of current and future communities are provided	5.3.3.1 Manage and maintain community infrastructure portfolio with a focus on asset renewal	Deliver 85% of Council's capital investment into our asset renewal program

RISK ASSESSMENT

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

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

FINANCIAL IMPLICATIONS

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

2017/18 Capital Budget

CONCLUSION

Batmac Constructions Pty Ltd has submitted an acceptable tender for this project and Council should endorse the recommendations of this report.



While every effort has been made to ensure the highest possible quality of data, no liability will be accepted for any inaccuracy of the information shown.
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ITEM 16

PROPOSED COMPULSORY ACQUISITION OF SIX PROPERTIES FOR ROAD WIDENING, CAR PARK AND PUBLIC RECREATION

Whilst investigating the land for sale for unpaid rates, Council staff identified six properties for acquisition which will benefit and add value to Council and the community. This report seeks approval from Council to compulsorily acquire the six properties for road widening, car parking and public recreation purposes.

The properties are located at Stanwell Tops, Towradgi, Thirroul, Wollongong, Bulli and Bellambi.

RECOMMENDATION

- 1 Pursuant to Section 186 of the Local Government Act 1993, Council make application to the Minister for Local Government and the Governor for the compulsory acquisition of the following properties:
 - Lot 1 DP 667974 Stonehaven Road, Stanwell Tops for public recreation.
 - Lot 113 DP 1142504 Towradgi Road, Towradgi for public recreation.
 - Lot 16 DP1133229 No 4 Railway Parade, Thirroul for car parking.
 - Lot 8 DP 1148429 Market Street, Wollongong for car parking.
- 2 Pursuant to Section 177 of the Roads Act 1993, Council make application to the Minister for Local Government and the Governor for the compulsory acquisition of the following properties:
 - Lot 632 DP 717941 Park Road, Bulli, for road widening.
 - Lot 1 DP 723726 Brompton Road, Bellambi for road widening.
- 3 Upon the acquisitions being finalised, the following action be taken:
 - Lot 1 DP 667974 Stonehaven Road, Stanwell Tops be classified as Community land in accordance with Section 31 of the Local Government Act 1993.
 - Lot 113 DP 1142504 Towradgi Road, Towradgi be classified as Community land in accordance with Section 31 of the Local Government Act 1993.
 - Lot 16 DP 1133229 No 4 Railway Parade, Thirroul be classified as Operational land in accordance with Section 31 of the Local Government Act 1993.
 - Lot 8 DP 1148429 Market Street, Wollongong be classified as Operational land in accordance with Section 31 of the Local Government Act 1993.
 - Lot 632 DP 717941 Park Road, Bulli be dedicated as public road in accordance with Section 10 of the Roads Act 1993. Pursuant to Section 31(1)(b) of the Local Government Act 1993 this property does not require classification.
 - Lot 1 DP 723726 Brompton Road, Bellambi be dedicated as public road in accordance with Section 10 of the Roads Act 1993. Pursuant to Section 31(1)(b) of the Local Government Act 1993 this property does not require classification.
- 4 An allocation of \$500,000 be made in the 2017-18 capital budget to fund the purchases.
- 5 The General Manager be authorised to sign any documentation necessary to complete the compulsory acquisitions.

REPORT AUTHORISATIONS

Report of: Peter Coyte, Manager Property and Recreation
Authorised by: Kerry Hunt, Director Corporate and Community Services - Creative, Engaged and Innovative City (Acting)

ATTACHMENTS

1 Plans of Six Parcels of Land for Compulsory Acquisition

BACKGROUND

Whilst investigating a number of properties which have unpaid rates owing, six properties at Stanwell Tops, Towradgi, Thirroul, Wollongong, Bulli and Bellambi were identified as being of potential benefit to the community if Council were to acquire them. The unpaid rates have been accumulating on each parcel of land due to the owner being deceased, having gone into liquidation or the property having been left out of a transfer.

When the Property Section consulted with the various Council divisions as part of the due diligence process to be followed when compulsorily acquiring land, it was advised that the subject properties would be suitable for a public purpose including road widening, car parking and public recreation. A compulsory acquisition of land can only be undertaken for a public purpose. The six parcels of land are:

- Lot 1 DP 667974, Stonehaven Road, Stanwell Tops, owned by The Stanwell Park Hotel Company Pty Ltd which was deregistered on 12 February 1992. This land forms part of a park and has no other reasonable use.
- Lot 113 DP 1142504 Towradgi Road, Towradgi, owned by NSW Realty Co Pty Ltd, which has gone into liquidation. Basically this land is part of the foreshore, with infrastructure (cycleway) traversing the site.
- Lot 16 DP 1133229, No 4 Railway Parade, Thirroul, owned by the estate of the late William Reach. This land adjoins an existing carpark with Council constructed infrastructure on site. The land is currently used as access to the carpark.
- Lot 8 DP 1148429 Market Street, Wollongong, owned by the estate of the late John William Poulter. A laneway between Council's Thomas Street Carpark and residential properties, currently providing informal access to those properties. The adjoining carpark is Operational land.
- Lot 632 DP 717941, Park Road, Bulli, owned by Gareth and Elaine Morgan. Council has been systematically purchasing small parcels along Park Road for road widening. This acquisition is consistent with those purchases.
- Lot 1 DP 723726 Brompton Road, Bellambi, owned by the estate of the late William Knobel Hansen. A small parcel between the road reserve and the southern rail line. It has no practical use, other than as road reserve.

PROPOSAL

It is proposed to compulsorily acquire the six parcels for the following purposes:

- Lot 1 DP 667974 Stonehaven Road, Stanwell Tops - for public recreation.
- Lot 113 DP 1142504 Towradgi Road, Towradgi - for public recreation.
- Lot 16 DP 1133229 No 4 Railway Parade, Thirroul - for car parking.
- Lot 8 DP 1148429 Market Street, Wollongong - for car parking.
- Lot 632 DP 717941 Park Road, Bulli - for road widening.
- Lot 1 DP 723726 Brompton Road, Bellambi - for road widening.

Compulsory acquisition applications are proposed to be submitted to the Department of Local Government and the Governor to acquire the parcels of land.

CONSULTATION AND COMMUNICATION

Council's divisions are in agreement with the acquisitions.

Manager Infrastructure and Strategy Planning - Indicated that an allocation should be made in the 2017/18 Capital Budget for the proposed acquisitions. Details are outlined in the Financial Implications section of this report.

Advertisements were placed in the Wollongong Advertiser on 21 and 28 September 2016 and only one formal objection was received to the proposed compulsory acquisition of Lot 8 DP 1148429 Market Street, Wollongong. The submission was based on an objection to the loss of access along Lot 8 DP 1148429 to the rear of the properties fronting Church Street and the objector also believed that the property should be placed on the open market for sale. In response, the objector was advised that:

- Title searches have confirmed that there is no legal or formal access from the properties fronting Church Street over Lot 8 DP 1148429.
- As Lot 8 DP 1148429 was transferred to John William Poulter in 1881 and 1882, Mr Poulter is most likely deceased and as the land is still in his name, the current ownership of the land is deemed to be "untraceable". Therefore, the land cannot be placed on the open market for sale and the only way for Council to obtain ownership is by employing the process of compulsory acquisition. Compulsory acquisition is only able to be undertaken by a public authority.

PLANNING AND POLICY IMPACT

Wollongong 2022 Community Goal and Objective – This report contributes to the Wollongong 2022 Objective "Maintain and establish corridors and parks that strengthen open space connections and people movement" under the Community Goal - "We are a healthy community in a liveable city".

It specifically delivers on core business activities as detailed in the Property Services Service Plan 2017-18.

FINANCIAL IMPLICATIONS

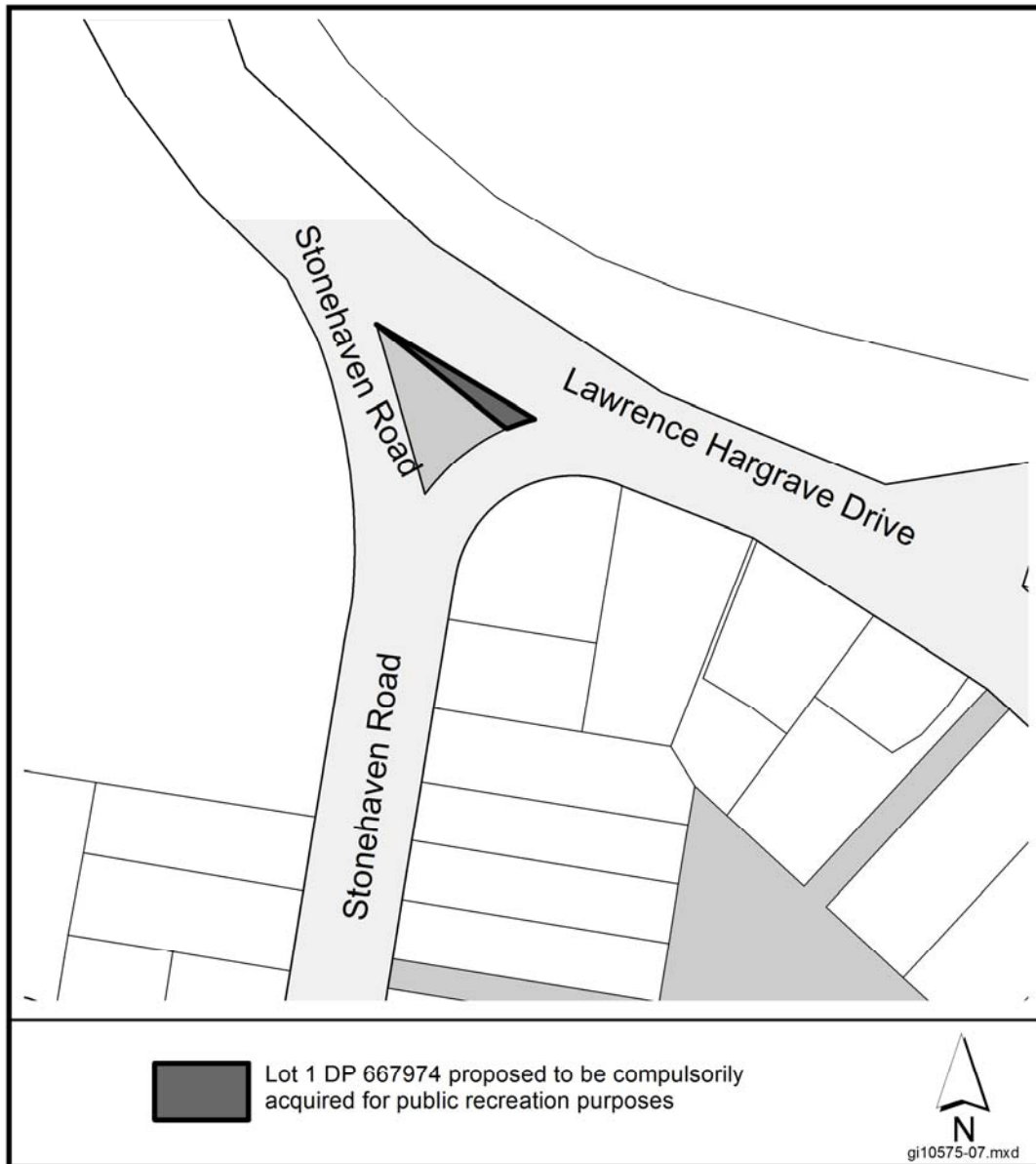
A market valuation report was obtained for each property and the values determined as follows:

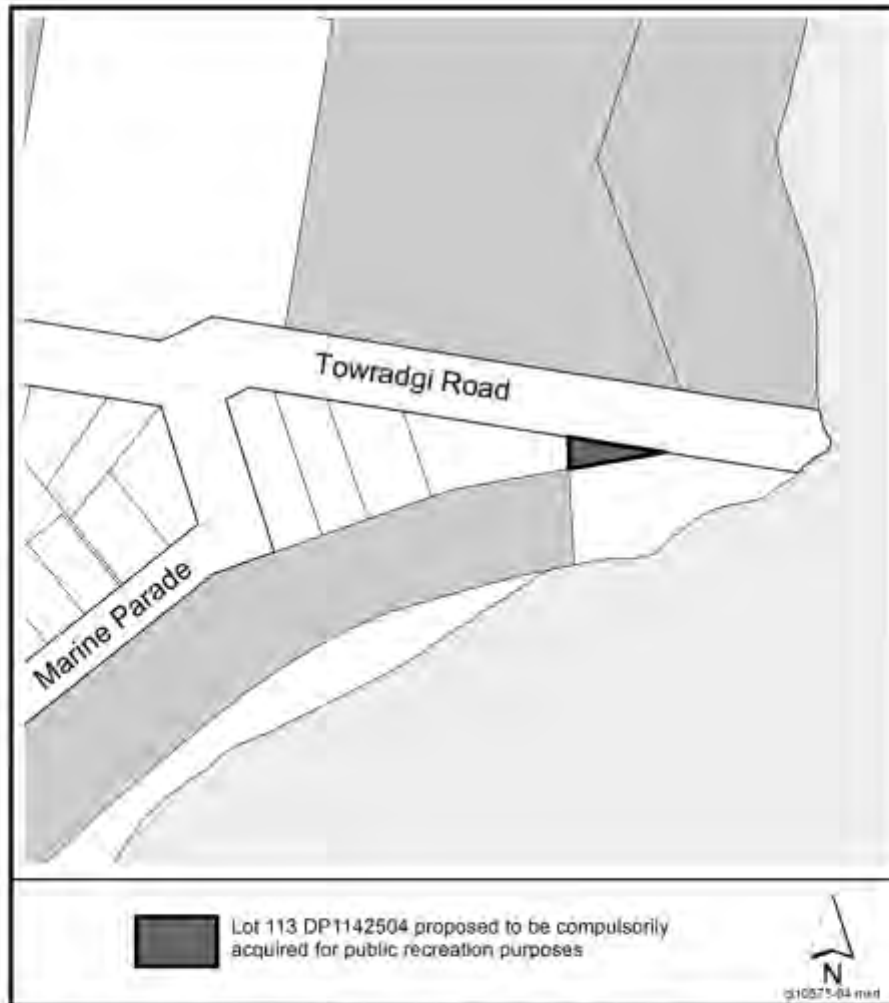
- Lot 1 DP 667974 Stonehaven Road, Stanwell Tops - \$7,000
- Lot 113 DP 1142504 Towradgi Road, Towradgi - \$20,000
- Lot 16 DP 1133229 No 4 Railway Parade, Thirroul - \$141,000
- Lot 8 DP 1148429 Market Street, Wollongong - \$283,000
- Lot 632 DP 717941 Park Road, Bulli - \$ 45,000
- Lot 1 DP 723726 Brompton Road, Bellambi - \$4,000

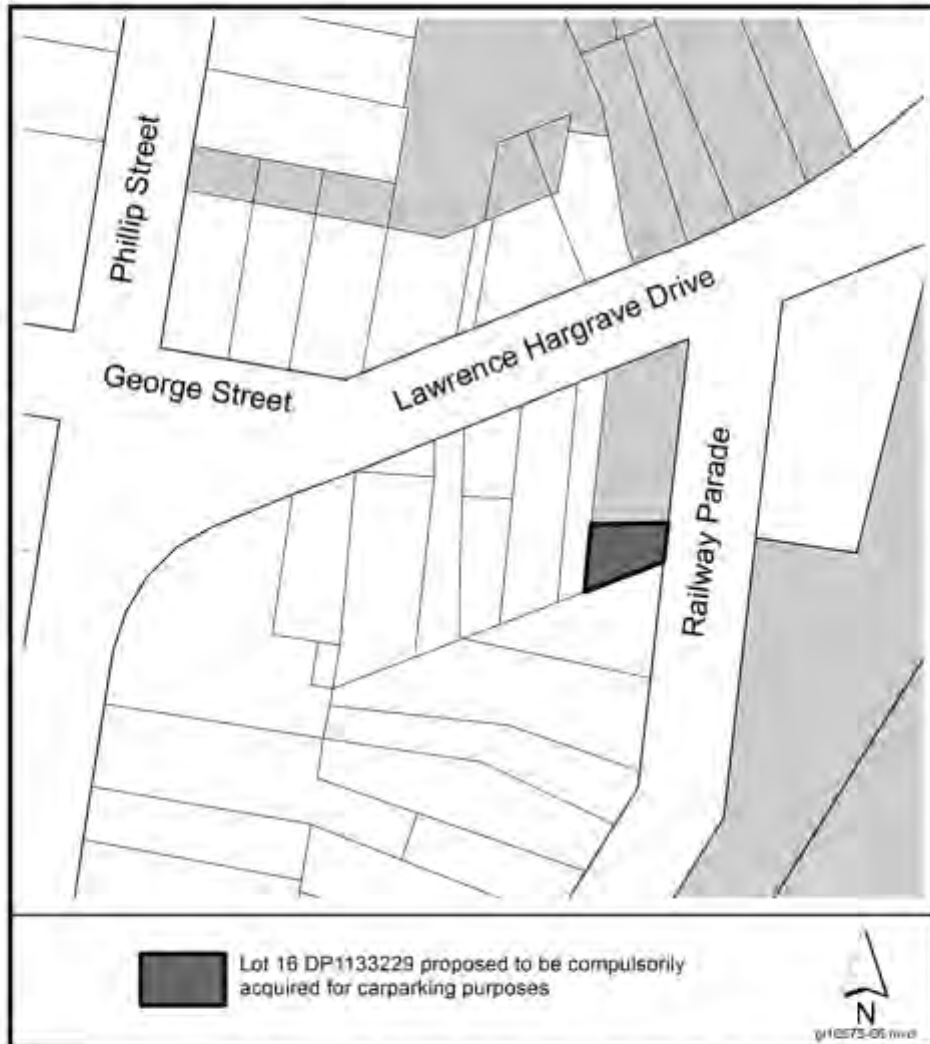
As the properties proposed to be acquired are in untraceable ownership, liquidated companies or the owners have not made a claim to date, it is proposed an allocation be made within the 2017/18 capital budget and the funds be held in trust for six years. After that time, if no-one has come forward with a claim of ownership, the funds will be passed to the NSW Treasurer for placement in a consolidated fund.

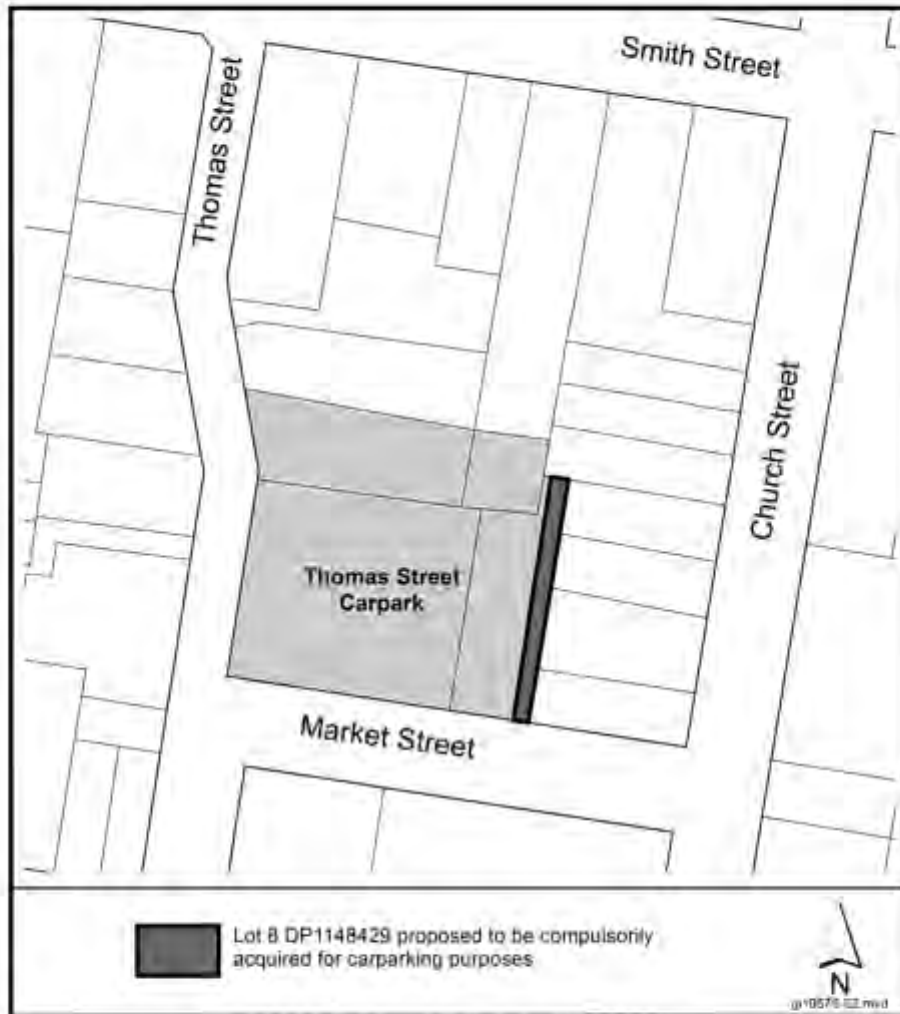
CONCLUSION

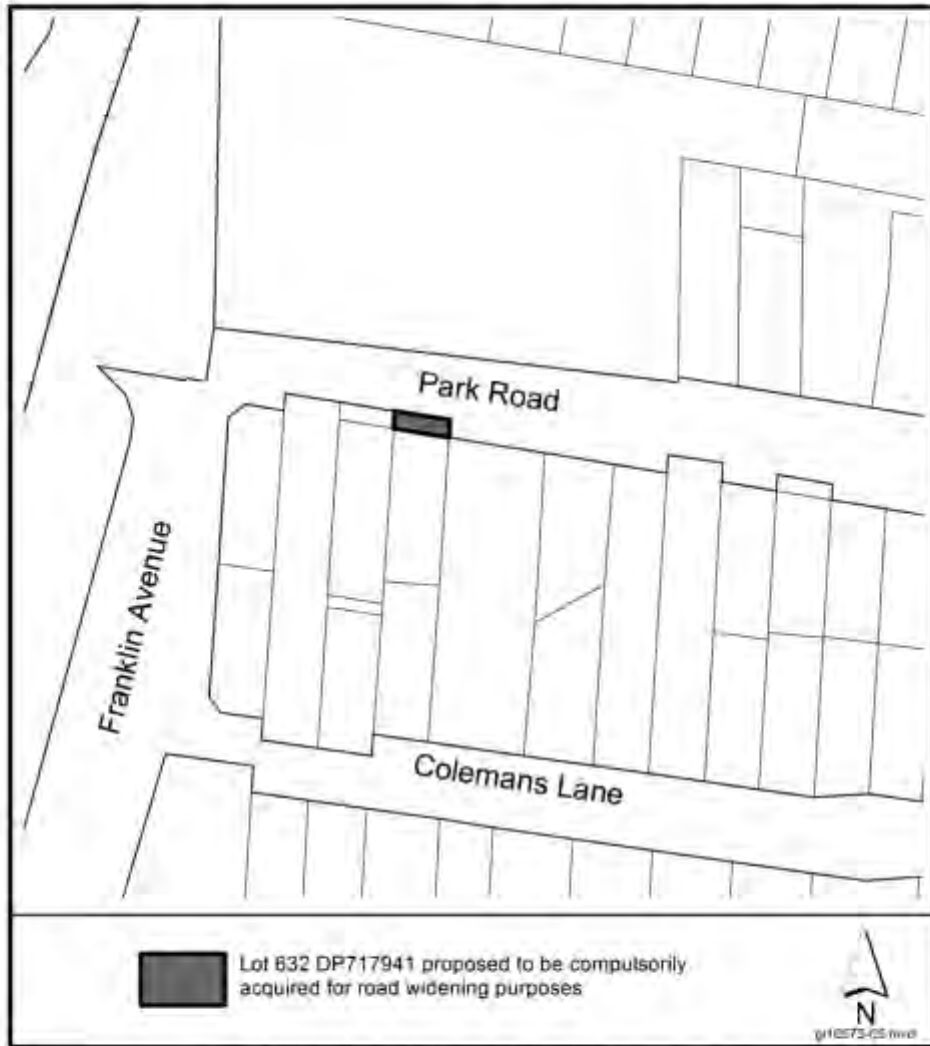
The compulsory acquisition of the six parcels of land will end the accumulation of unpaid rates and the land will be used for a public purpose.

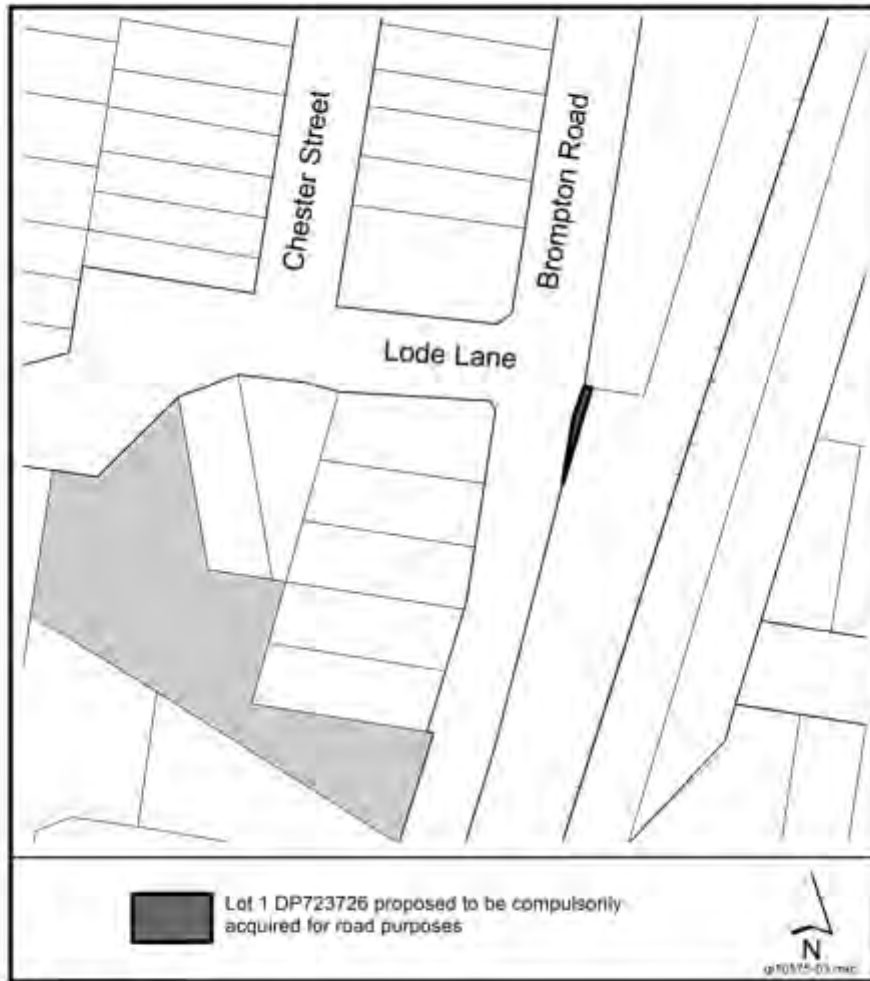












ITEM 17

PROPOSED GRANT OF EASEMENT TO DRAIN WATER OVER LOT 80 DP 12235 ROBERTSON ROAD, WOONONA

As a condition of consent of DA-2016/583 for consolidation of Lots 68 and 69 DP 12235 Nos 42 and 44 Beach Drive, Woonona, the applicant is required to obtain an easement to drain water through the adjoining Council owned land known as Lot 80 DP 12235 Robertson Road.

This report seeks approval to the grant of the easement.

RECOMMENDATION

- 1 Council approve the grant of an easement to drain water 1.5m wide over Lot 80 DP 12235 Robertson Road, Woonona, as shown shaded grey on the attachment to this report.
- 2 Council accept payment in the amount of \$2,480.00 (GST inc) from the owner of Lots 68 and 69 DP 12235 Nos 42 and 44 Beach Drive, Woonona, as compensation for the grant of the easement.
- 3 Approval be granted to affix the Common Seal of Council to the survey plan and Section 88B Instrument and any other documentation required to give effect to this resolution.

REPORT AUTHORISATIONS

Report of: Peter Coyte, Manager Property and Recreation
Authorised by: Kerry Hunt, Director Corporate and Community Services - Creative, Engaged and Innovative City (Acting)

ATTACHMENTS

- 1 Proposed Easement to Drain Water 1.5m wide over Lot 80 DP 12235 Robertson Road, Woonona

BACKGROUND

Condition Nos 1(c) and 32 of consent of DA-2016/583 for consolidation of Lots 68 and 69 DP 12235 Nos 42 and 44 Beach Drive, Woonona requires the applicant to obtain an easement to drain water through the adjoining Council owned land known as Lot 80 DP 12235 Robertson Road.

Lot 80 DP 12235 is classified as Operational land under the Local Government Act 1993. The grant of the easement will have little impact on the Council land as there is already a Council pipe within Lot 80 which drains street water from Liamina Avenue to Robertson Road. The applicant's pipe will cross the boundary from his property and connect into Council's pipe within Lot 80.

Due to the minimal impact that this easement will have on the Council land, Council has sought an amount of \$2,480.00 (GST inc) from the owner of Nos 42 and 44 Beach Drive as compensation for the grant of the easement.

This amount is based on the current fee contained in Council's Fees and Charges for the installation of drainage infrastructure within Council's Community land for a pipe up to 25m in length. This is considered to be the closest equivalent to this matter.

PROPOSAL

It is proposed Council approve the grant of an Easement to Drain Water 1.5m Wide over the drainage pipe to be installed from Lots 68 and 69 DP 12235 Nos 42 and 44 Beach Drive to the Council pipe within Lot 80 DP 12235 Robertson Road, as shown shaded grey on the attachment to this report.

CONSULTATION AND COMMUNICATION

City Planning in relation to the conditions in DA-2016/583

Access Lawyers, acting for the owner of Nos 42 and 44 Beach Drive, Woonona

PLANNING AND POLICY IMPACT

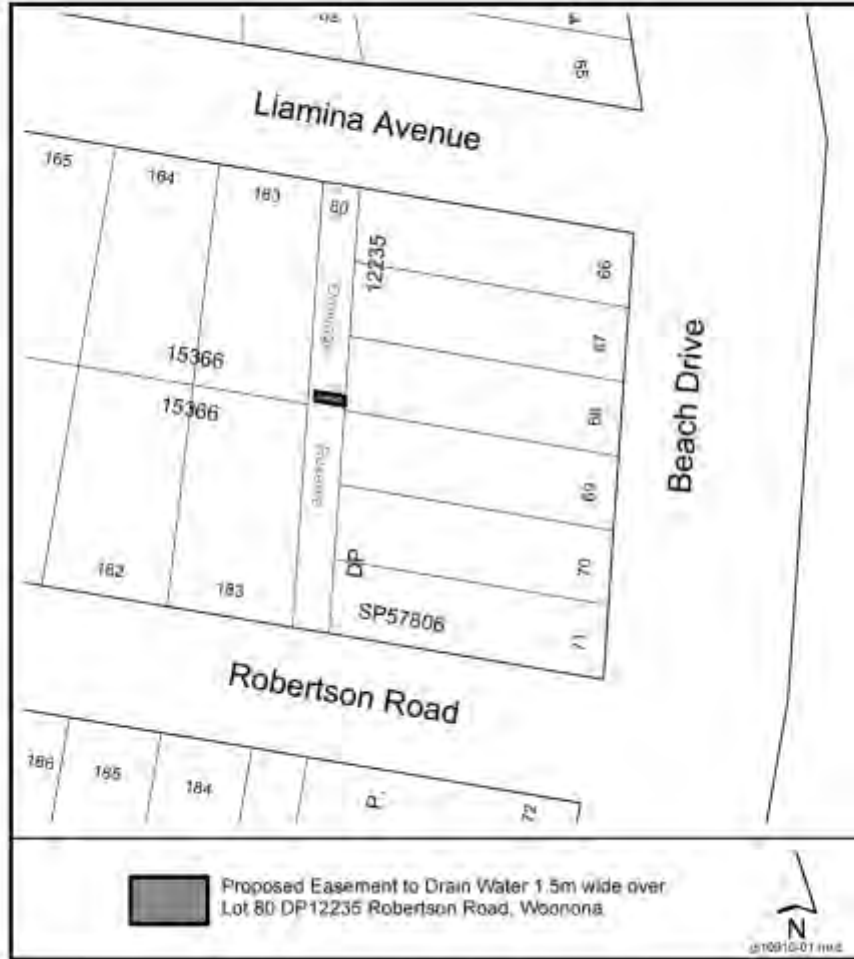
This report contributes to the delivery of Wollongong 2022 goal “We value and protect our environment”. It specifically delivers on core business activities as detailed in the Property Services Service Plan 2017-18.

FINANCIAL IMPLICATIONS

Council will receive \$2,480.00 (GST inc) as compensation for the grant of the easement which is considered to be fair and reasonable considering the minimal impact the easement will have on the Council land. The owner of Nos 42 and 44 Beach Drive will be responsible for all costs in the matter.

CONCLUSION

To allow the conditions in DA-2016/583 to be finalised and the stormwater pipe installed and formalised within Council’s land, it is recommended the grant of the easement be approved.



ITEM 18

LEASE OF TELECOMMUNICATIONS FACILITY TO TELSTRA AT LOT 2 DP716326 BOTT DRIVE, BELLAMBI

Telstra Corporation Limited approached Council to renew its lease in respect of Part Lot 2 DP 716326 Bott Drive, Bellambi.

This report outlines the details of this proposal and seeks Council’s approval to the lease of the land for the purpose of a Communications Operations including Cellular Mobile Telephone Base Station, Antennas and associated services.

RECOMMENDATION

- 1 Authority be granted for a lease to be entered into for Part Lot 2 DP 716326 Bott Drive, Bellambi with Telstra Corporation Limited for three consecutive terms of five years each (totalling 15 years) in accordance with the terms set out in this report.
- 2 Telstra Corporation Limited be responsible for payment of Council’s Legal costs for the preparation and completion of the Lease documentation up to an amount of \$2,500 (GST inclusive).
- 3 Authority be granted to affix the Common Seal of the Council to the Lease documents.

REPORT AUTHORISATIONS

Report of: Peter Coyte, Manager Property and Recreation
 Authorised by: Kerry Hunt, Director Corporate and Community Services - Creative, Engaged and Innovative City (Acting)

ATTACHMENTS

- 1 Plan Forming Annexure to Lease of Telecommunications Tower at Bellambi
- 2 NPV Calculation over 15 years of leases

BACKGROUND

Telstra Corporation Limited currently holds a lease in respect of Part Lot 2 DP 716326 Bott Drive, Bellambi which expired on the 31 January 2013 and has been holding over under tenancy determinable at any time upon three months’ notice being given by either party to the other upon the same provisions as far as they can be applied to a quarterly tenancy.

Following protracted negotiations since the expiration of the previous lease, Telstra Corporation Limited has agreed to renew the lease for the Mobile Telephone Base Station and associated services on Part Lot 2 DP 716326 Bott Drive, Bellambi for a term of five years with a further two five year consecutive leases on the terms and conditions outlined in the proposal below.

Under the provisions of the Telecommunications Act 1997, Telstra has the power to enter Council’s land and operate its equipment with or without a lease, should they choose to exercise their powers under the Telecommunications Act 1997. Telstra Communications Limited is however willing to negotiate a new lease with Council and agreement has been reached on the proposal as set out below.

Lessee	Telstra Corporation Limited c/- Telstra Property Locked Bag 6553 SYDNEY NSW 2001
Site Address/Lease Area	Part Lot 2 DP716326 Bott Drive, Bellambi being Part Folio Identifier 202/716326 being the premise described Mobile Network Site 188153 Bellambi, Armour Street as shown on the attached plan.
Permitted Use	Communications operations including a Cellular Mobile Telephone Base

	Station, antennas and associated services.
Term	Three consecutive leases of five years.
Commencement Date	1 February 2014
Rental	At commencement date of 1 February 2014 rent of \$30,822.19 per annum (plus GST) At commencement of the second five year lease on 1 February 2019, \$36,722.09 (plus GST) At the commencement of the third five year lease on 1 February 2024, \$43,870.54 (plus GST).
Rent Review	Annually per annum by a fixed percentage increase of 3% during each five year lease.
Subletting	Council will not agree to Telstra Corporation Limited subletting the lease area without the prior written consent of Council.
Legal Costs and Stamp Duty	Telstra Corporation Limited is to pay up to a capped amount of \$2500 towards Council's reasonable legal costs for the preparation and completion of the lease documentation and for all costs associated thereto such as all survey, registration and stamp duty costs (if applicable).
Other costs (Outgoings)	Telstra Corporation Limited shall be responsible for all costs of separate metering for electricity and telephone services as necessary and to pay the suppliers all charges for such services as have been consumed or used by Telstra.
Insurance	Telstra Corporation Limited undertakes to maintain a self- insurance arrangement which covers the respective rights and interests of the Lessor (Wollongong City Council) and Telstra for damage which must be repaired by Telstra under this Lease. Telstra is to hold a licence pursuant to the Safety, Rehabilitation and Compensation Act 1998 (Cth). Telstra is to hold insurance coverage for Public Liability for a minimum of \$20 million which includes that interest of Telstra's landlords as a class.
Maintenance of the facility	Telstra must keep the premises and Telstra facilities in good and safe repair and condition (including structural condition in the case of the Tower) (having regard to the condition of the Premises at the commencement date), fair wear and tear excepted in respect of the Premises.

PROPOSAL

It is proposed that Council enter into a lease with Telstra Corporation Limited which will provide market rental and additional revenue to Council.

The negotiated terms and conditions of the lease/s are as outlined above.

CONSULTATION AND COMMUNICATION

All other relevant divisions of Council were consulted and no objections were raised.

The subject land (part Lot 2 DP 716326 Bott Drive Bellambi) was reclassified from Community Land to Operational land 17 December 2010; therefore, Council is not bound to advertise this lease.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Wollongong 2022 goal “We are a healthy and livable city”. It specifically delivers on core business activities as detailed in the Property Services Service Plan 2017-18 – achieve market return on commercial leases.

RISK ASSESSMENT

Due diligence undertaken by Council officers will minimise any risk to Council by ensuring that Telstra Corporation Limited meets Council’s standard requirements in respect to Work Health and Safety at this site. In addition, the Lessee has the experience and demonstrated capacity to meet the requirements of the proposed lease/s.

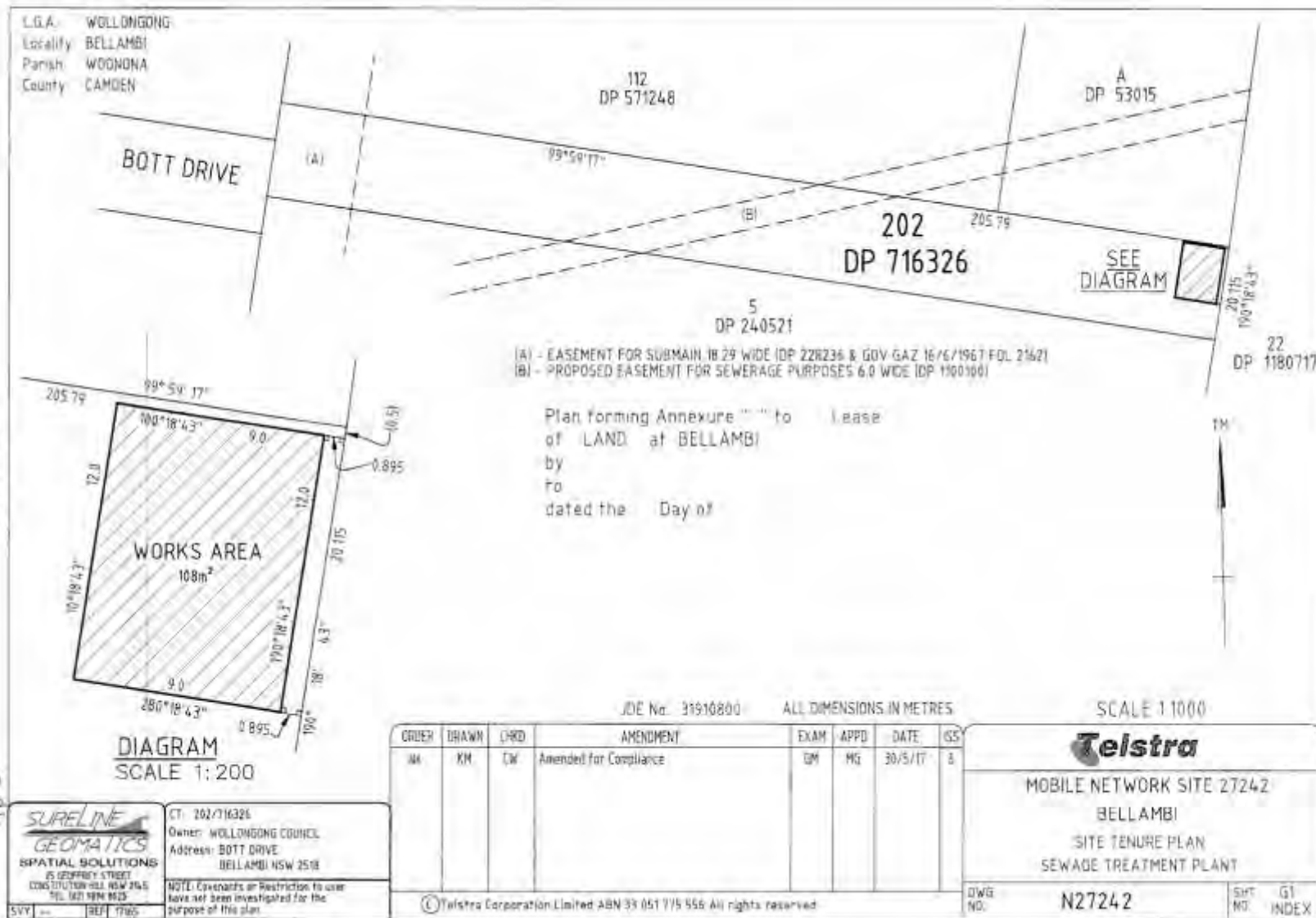
FINANCIAL IMPLICATIONS

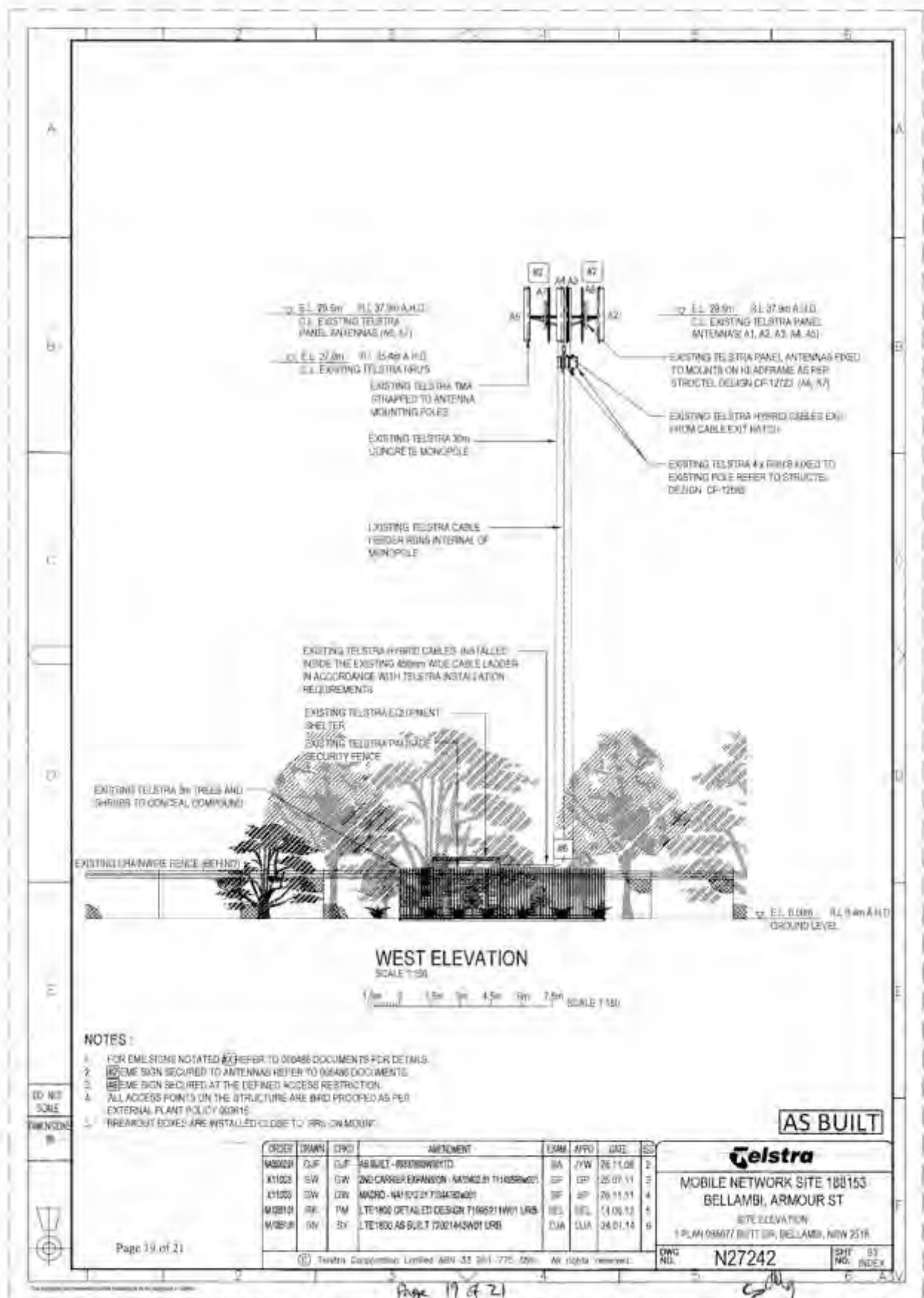
Entering into a lease with Telstra Communication Limited will provide additional income to Council (total rental of \$163,639 plus GST over the first five year term of the Lease). The new rental negotiated of \$30,822.19 is based on market rental as determined by Valuers, Opteon on the 19 February 2014.

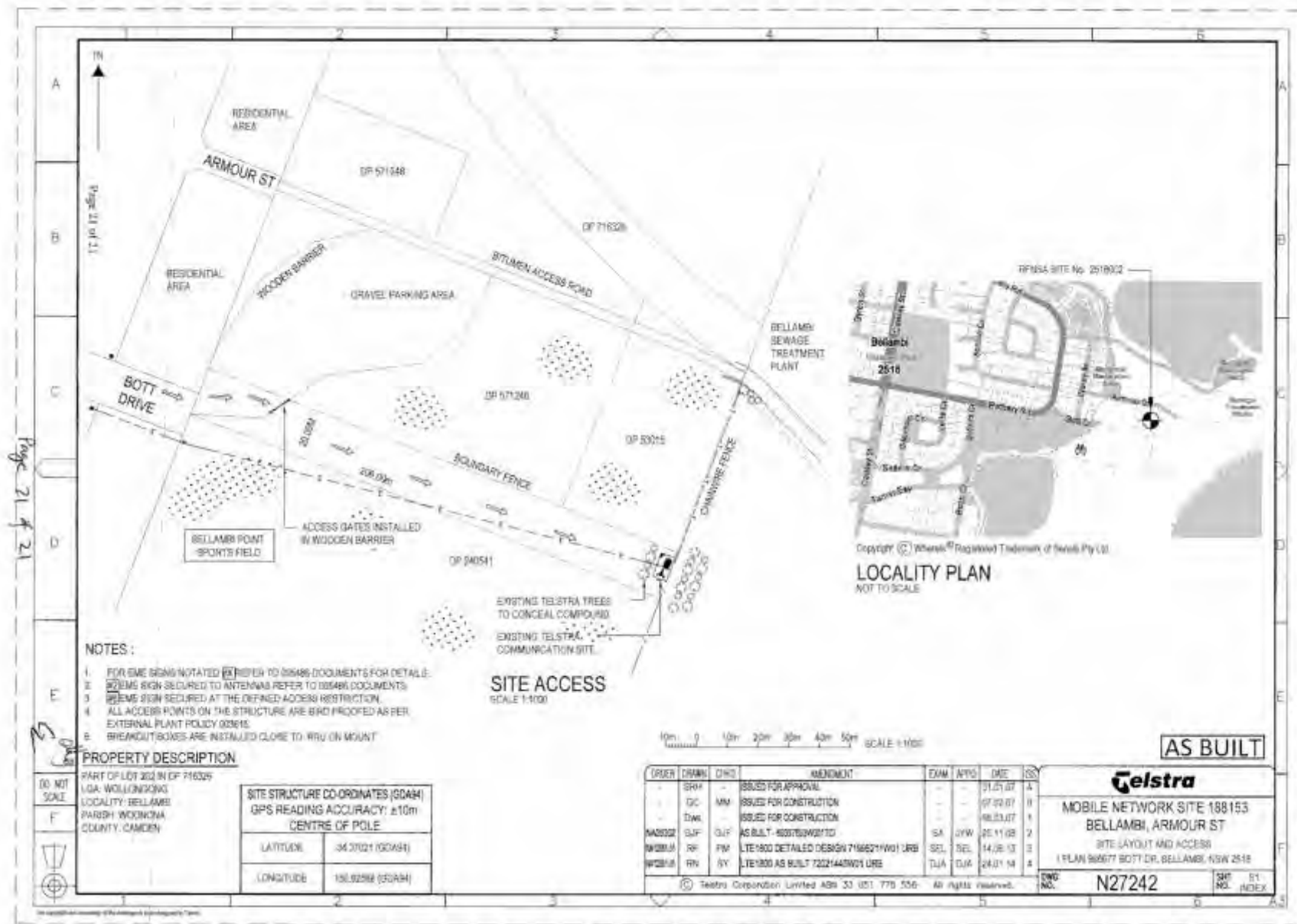
Using Net Present Value (NPV) analysis over the 15 years of the three leases the return to Council will be in the order of \$536,987.54, this calculation is based on an index of 3% per annum and a discount rate across the three leases of 2.5%, 3% and 4% respectively as shown in Attachment 2.

CONCLUSION

The negotiated term of five years plus two further terms of five years consecutive leases is favourable to Council. The income will increase the revenue generated from commercial leases and will formalise the tenure arrangements and assist Telstra Corporation Limited in meeting its telecommunications strategy for the Wollongong Local Government Area.







Lease 2014-2019					
	Year 1	Year 2	Year 3	Year 4	Year 5
Rental	\$30,822.19	\$31,746.86	\$32,699.26	\$33,680.24	\$34,690.65
Discount Rate	2.50%				
Rent Review Index	3.00%				
NPV	\$151,826.17				
Lease 2019-2024					
	Year 1	Year 2	Year 3	Year 4	Year 5
Rental	\$36,722.09	\$37,823.75	\$38,958.47	\$40,127.22	\$41,331.04
Discount Rate	3.00%				
Rent Review Index	3.00%				
NPV	\$178,262.57				
Lease 2024-2029					
	Year 1	Year 2	Year 3	Year 4	Year 5
Rental	\$43,870.54	\$45,186.66	\$46,542.26	\$47,938.52	\$49,376.68
Discount Rate	4.00%				
Rent Review Index	3.00%				
NPV	\$206,898.79				
Total	\$536,987.54				

ITEM 19

CITY OF WOLLONGONG TRAFFIC COMMITTEE - MINUTES OF MEETING HELD
21 JUNE 2017 AND THE ELECTRONIC MEETING OF 30 JUNE 2017

A meeting of the City of Wollongong Traffic Committee was held on 21 June 2017 and subsequently an electronic meeting on 30 June 2017.

Items 1 – 3 and Item 7 have been adopted by Council through delegated authority.

Items 4 – 6, 8 and 9 of the meeting must be determined by Council and is recommended to Council for approval for the temporary regulation of traffic on public roads for works or events by independent parties.

RECOMMENDATION

In accordance with the powers delegated to Council, the Minutes and recommendations of the City of Wollongong Traffic Committee Meetings held on 21 June and 30 June 2017 in relation to the Regulation of Traffic be adopted.

REPORT AUTHORISATIONS

Report of: Mike Dowd, Manager Infrastructure Strategy and Planning

Authorised by: Greg Doyle, Director Infrastructure and Works - Connectivity Assets and Liveable City

ATTACHMENTS

- 1 Council's Standard Conditions of Road Closures
- 2 Run Wollongong Event
- 3 Australian Road Walking Championship
- 4 St John's Catholic School Spring Fair
- 5 Yallah Bay Road - Kembla Joggers Half Maraton
- 6 Railway Street Corrimal Closure

BACKGROUND

4 WOLLONGONG WARD 2

Lang Park, Cliff Road, George Hanley Drive, Harbour Street, Marine Drive, Endeavour Drive, Carter's Lane, Elliotts Road and Squires Way – Run Wollongong Event – Sunday 15 October 2017.

Background

Run Wollongong is a distance running event which has been held previously however arrangements for this year have been adjusted. There are three events on the program - 1 km Kids Event, 6km Course and 12km Course. The road closures involve Harbour Street, Marine Drive, Endeavour Drive, Cliff Road, George Hanley Drive, Carters Lane, Elliott's Road and Squires Way. The road closures generally take effect from 6am to 12.30pm however the streets north of Harbour Street and Cliff Road intersection will be open by 10am.

The organisers will be required to establish alternate bus facilities in Burelli Street between Corrimal and Kembla Streets as the Marine Drive Bus Terminus will be closed for the duration of the event. The event will also require the closure of the Gong Shuttle Service between 6am and 10am, as Squires Way and George Hanley Drive will be closed.

Following the previous Traffic Committee Meeting the organisers were asked to consider amending the plans to take into account potential congestion arising from the sharing of the path network with members of the public during the event particularly in the vicinity of the north beach and the city beach surf lifesaving clubs. The Committee had also expressed concern at the decision to have a half road closure for George Hanley Drive.

In addition, the organisers were asked to provide an overall map of the proposed road closures and the times when they would take effect. The additional details have now been provided, including

details of the bus terminus in Burelli Street. The organisers have agreed to provide the phone number of the person managing the traffic arrangements on the day for the bus operators and NSW Police.

Consultation:

Consultation regarding this Agenda item is a condition of approval.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closures be approved subject to:

- The submitted traffic management plans (Attachment 2)
- Council's Standard Conditions for Road Closures (Attachment 1)
- Either the footpath on George Hanley Drive (northern side) be utilised in addition to the shared path, or in order to use the roadway both carriageways are to be closed.
- Participants in the 6km and 12km events be required to use the roadways of Endeavour Drive and Marine Drive and that the shared path on the eastern side of the City Beach Surf Lifesaving Club not be used for this event.
- The temporary bus zones for the Gong Shuttle (Montague, Flinders, Bourke and Corrimal Streets) and the terminating buses in Burelli Street to be installed during the evening of the day before the event.

5 WOLLONGONG WARD 2

Squires Way, Elliotts Road & George Hanley Drive - Australian Road Walking Championship - Sunday 27 August 2017 at 7.30am – 11.30am

Background

The Kembla Joggers have been successful in securing the Australian Road Walking Championships which is understood will be a qualifying event for the 2018 Commonwealth Games. The event will be taking place over several laps of the circuit approved by Athletics Australia and involves road closures of Squires Way at Elliotts Road and at George Hanley Drive.

The traffic management plans were tabled at the meeting. Subsequent to the meeting, organisers confirmed the Gong Shuttle would divert via Montague, Flinders and Bourke Streets in both directions, allowing Squires Way to be closed between Virginia Street and Elliotts Road. The road closures will take effect from 7.30am to 11.30am on the day.

Consultation:

Consultation regarding this Agenda item is a condition of approval.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to submitted traffic management plans (Attachment 3) and Council's Standard Conditions for Road Closures (Attachment 1), and the temporary bus zones to be installed on Montague, Flinders and Bourke Street on the evening of the day before the event.

6 DAPTO WARD 3

Jerematta Street – St John's Catholic School Spring Fair – 9 September 2017

Background:

St John's Catholic Primary School in Jerematta Street is holding its annual Spring Fair 9 September 2017 with the road closure of Jerematta Street. The arrangements are similar to previous years and it is understood that the school has a good relationship with the residents affected by this event. The road closure takes effect from 6am on the day until 6pm.

Consultation:

Consultation regarding this Agenda item is a condition of approval.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to the submitted traffic management plans (Attachment 4) and Council's Standard Conditions for Road Closures (Attachment 1).

8 YALLAH WARD 3

Yallah Bay Road – Kembla Joggers Half Marathon – 6 August 2017 at 7.15am – 9.15am

Background:

Kembla Joggers have applied to Council for the closure of Yallah Bay Road in order to permit the Club to have a half marathon event on 6 August 2017. The road closure will take place from 7.15am to 9.15am. The full course will include sections of the shared path and the proposed closure times for Yallah Bay Road will be sufficient to permit the road section of the event to be completed. Yallah Bay Road provides access to a small number of properties and a simple closure at the T Junction with the Old Princes Highway, will be sufficient for the safety of participants.

Consultation:

Consultation with effective residents is a condition of approval for this event.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to the submitted traffic management plans (Attachment 5) and Council's Standard Conditions for Road Closures (Attachment 1).

9 CORRIMAL WARD 1

Railway Street Corrimal Closure – Saturday 29 & Sunday 30 July 2017 Proposed level crossing closure.

Background:

Sydney Trains have a rail close down on the Illawarra Line scheduled for the weekend of 29/30 July 2017 and have proposed a closure of Railway Street Corrimal to carry out work on the level crossing. The closure will take effect from 2am on 29 July and is expected to be re-opened by 5am on Monday 31 July 2017.

The proposal involves the main road closures adjacent to Memorial Drive and Pioneer Road, where residential traffic will be permitted to pass.

The Route 4 Bus Service uses Railway Street and buses will be diverted around the closure via Rothery Street and Towradgi Road. General traffic will also be diverted by way of detour signs on the same route. Variable Message Boards will be used in advance and during the closure to advise drivers of the Railway Street closure.

Consultation:

Consultation with effective residents is a condition of approval for this event.

PROPOSAL SUPPORTED UNANIMOUSLY

The proposed road closure be approved subject to the submitted traffic management plans (Attachment 6) and Council's Standard Conditions for Road Closures (Attachment 1).

PLANNING AND POLICY IMPACT

The report contributes to the delivery of Wollongong 2022 goal under the objective Community Goal 6 – *We have sustainable, affordable and accessible transport.*

It specifically delivers on core business activities as detailed in the Transport Services Plan 2016-17.

Attachment 1 – WCC Standard Conditions

Standard Conditions for Road Closures

For Special Events and Work Related activities Within Council Road Reserves.

Following approval by Wollongong City Council, road closures are subject to the additional Council conditions:

1. **The Applicant must complete the Council form** 'Application to Open and Occupy or Underbore a Roadway or Footpath' (Refer to Checklist below – relates to Section 138 of the Roads Act.)
2. **NSW Police Approval:** The Applicant must obtain written approval from NSW Police, where required under the Roads Act.
3. **If the Road Closure is within 100m of any traffic control signals or on a 'State Classified Road'** the Applicant must obtain a Road Occupancy Licence (ROL) from NSW Roads & Maritime Services (RMS).
4. **The Applicant must advise all affected residents and business owners** within the closure area of the date/s and times for the closure, at least 7 days prior to the intended date of works.
5. **The Applicant must advise Emergency Services:** Ambulance, Fire Brigade and Police, Taxi and Bus Companies of the closure dates and times in writing, 7 days prior to the intended date of works. The Applicant must endeavour to minimise the impact on bus services during the closure.
6. **Traffic Management Plan:** The closure must be set up in accordance with the approved **Traffic Management Plan (TMP)** prepared by an appropriately qualified traffic controller; a copy of whose qualifications must be included with the submitted TMP.
7. **Traffic Management Plan Setup:** The Traffic Management Plan must be set up by appropriately qualified traffic control persons or the NSW Police.
8. **Access to properties affected by the road closure must be maintained where possible.** Where direct access cannot be achieved, an alternative arrangement must be agreed to by both the applicant and the affected person/s.
9. **Public Notice Advertisement:** The Applicant must advertise the road closure in the Public Notices section of the local paper, detailing closure date/s and times at least 7 days prior to the closure.
10. **Public Liability Policy:** The Applicant must provide Council with a copy of their current insurance policy to a value of no less than \$20 million dollars to cover Wollongong City Council from any claims arising from the closure.

Checklist:

- Completed Council Form:**
'Application to Open and Occupy or Underbore a Roadway or Footpath'.

Required information as shown below MUST be attached:

- A copy of the letter from the Traffic Committee authorising the closure
- The Traffic Management Plan (TMP)
- The Road Occupancy Licence (ROL) *if required*
- Written approval from NSW Police
- Public Liability Insurance

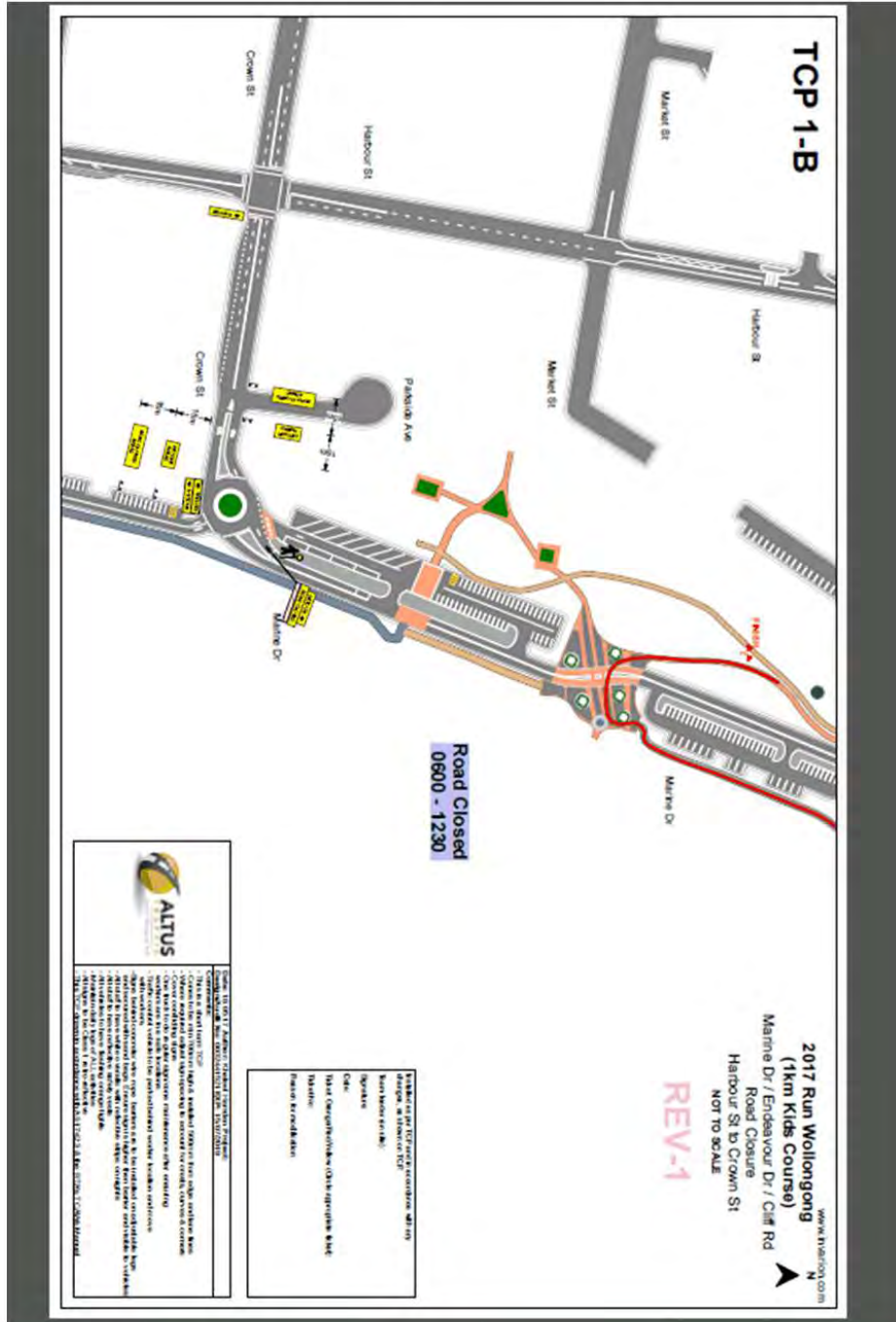
Applications may be lodged in the Customer Service Centre located on the Ground Floor of Council's Administration Building, 41 Burelli Street Wollongong between 8.30am and 5pm Monday to Friday.

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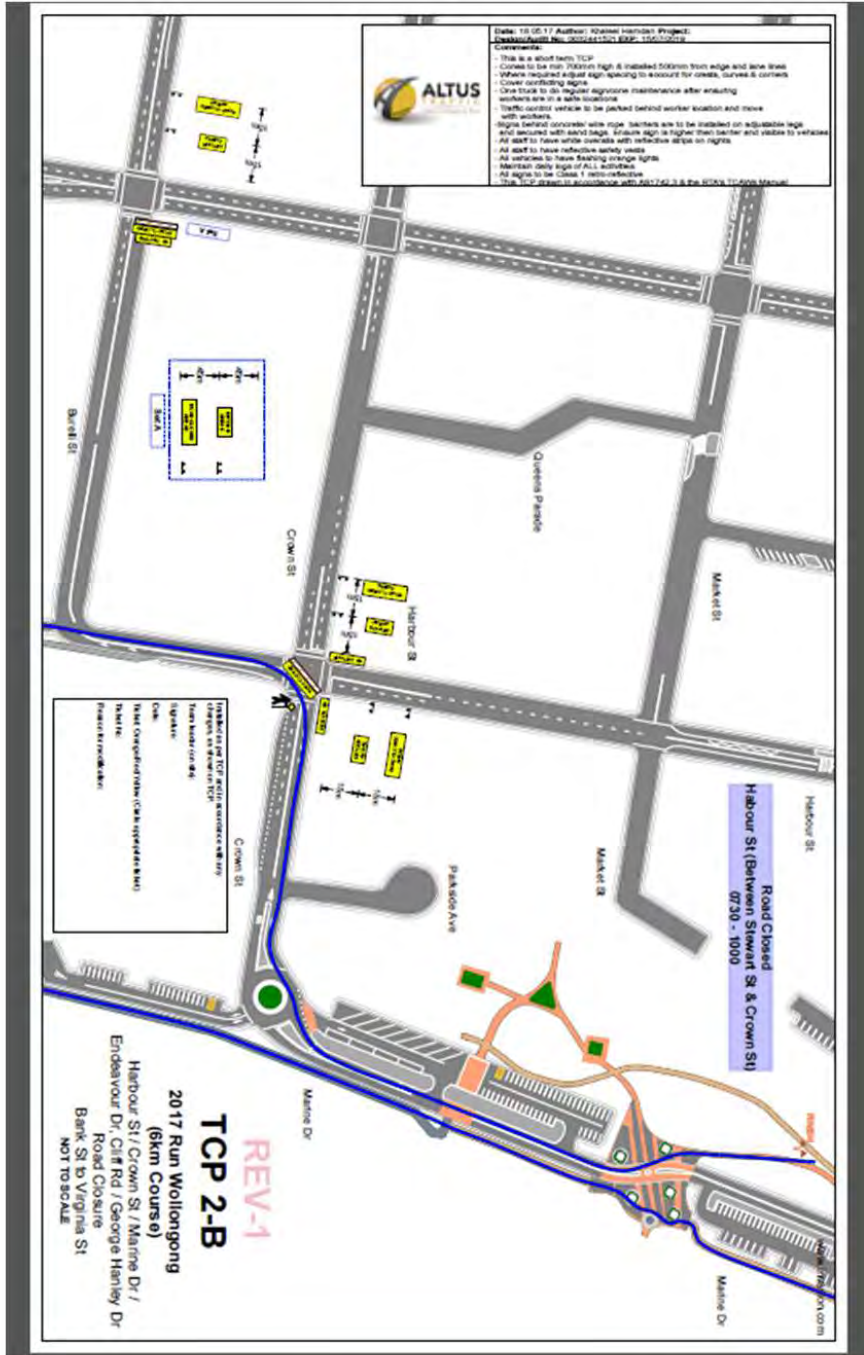
Attachment 2 – Run Wollongong Event – Overall Plan of Route



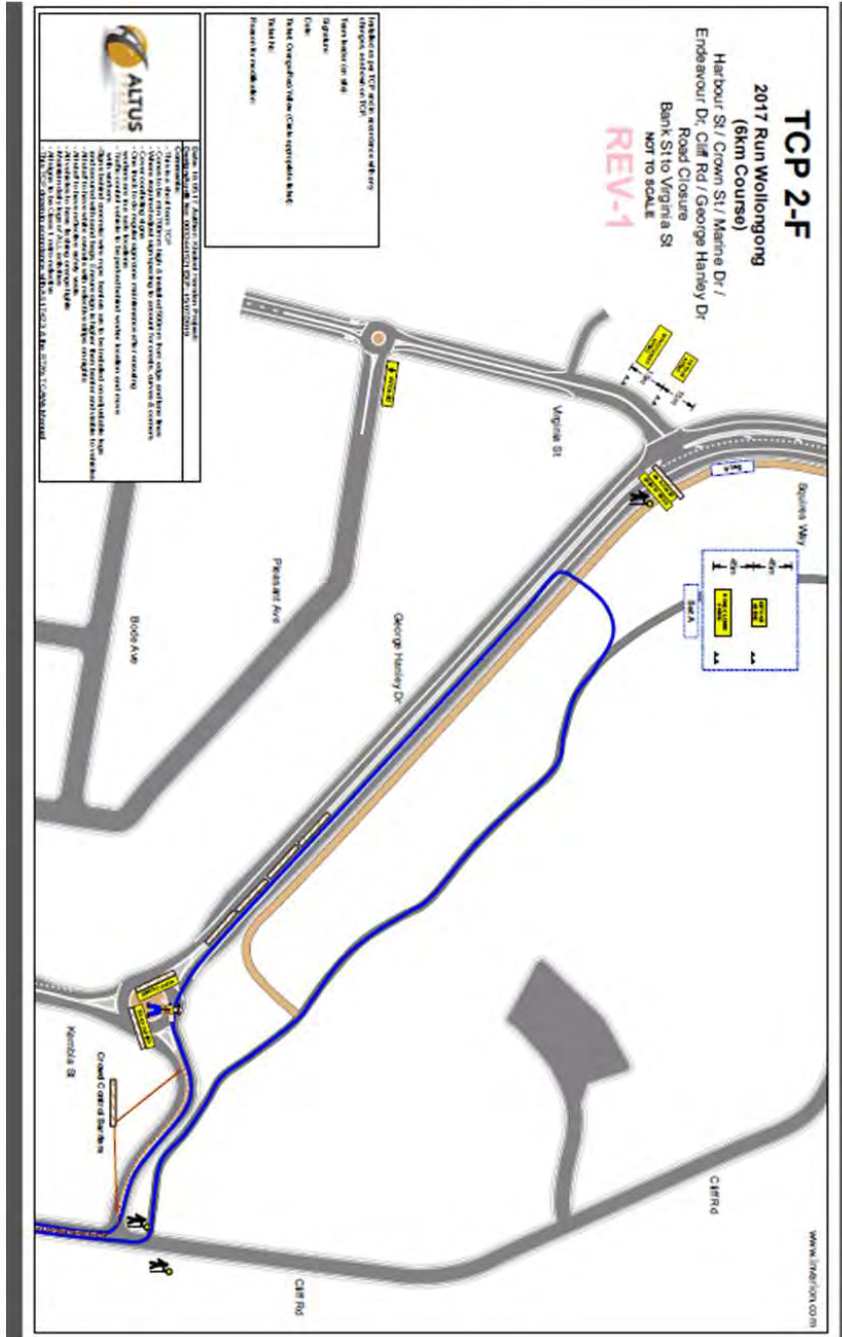
Run Wollongong 1Km – Kids Course



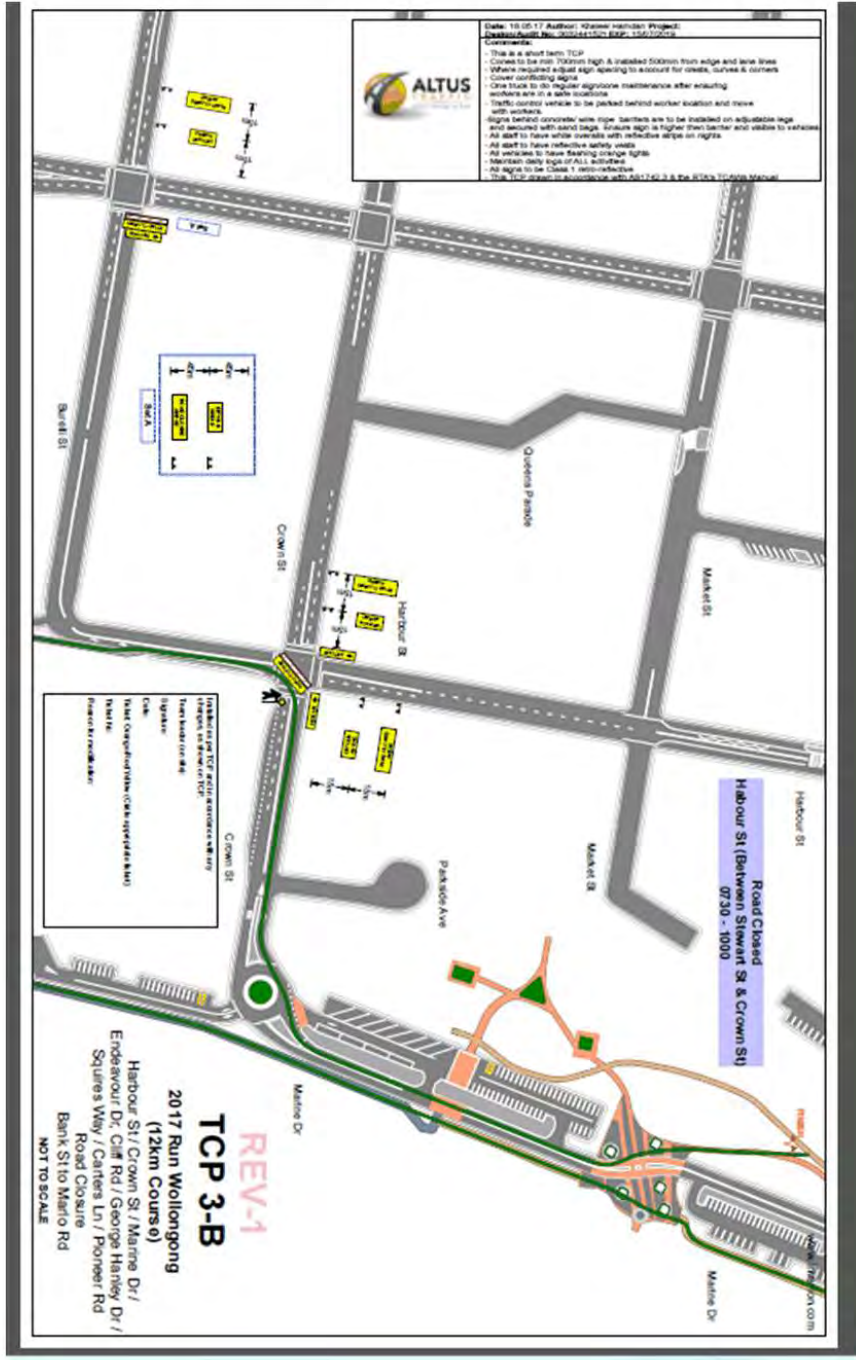
Run Wollongong 6Km Course



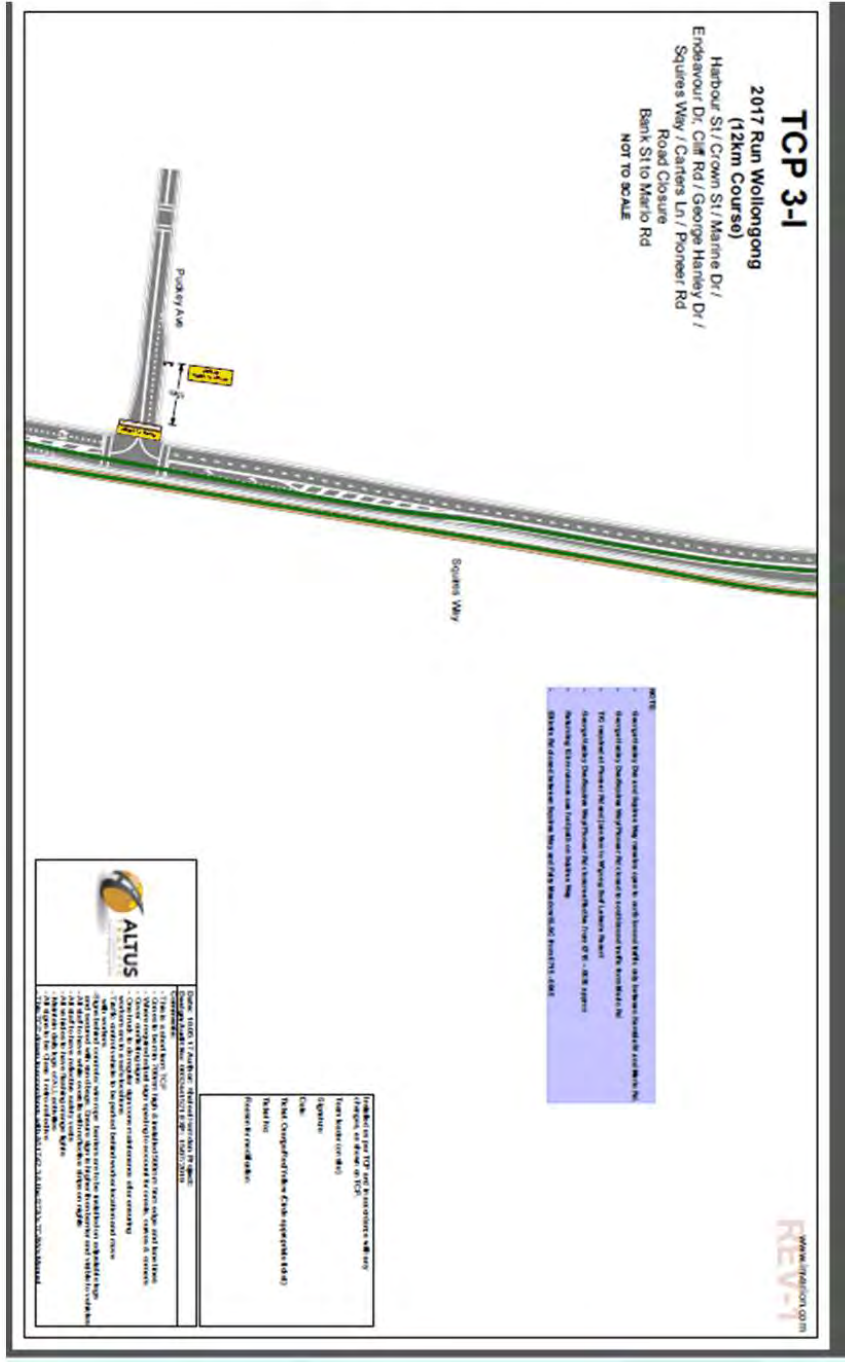
Run Wollongong 6Km Course



Run Wollongong 12Km Course



Run Wollongong 12Km Course

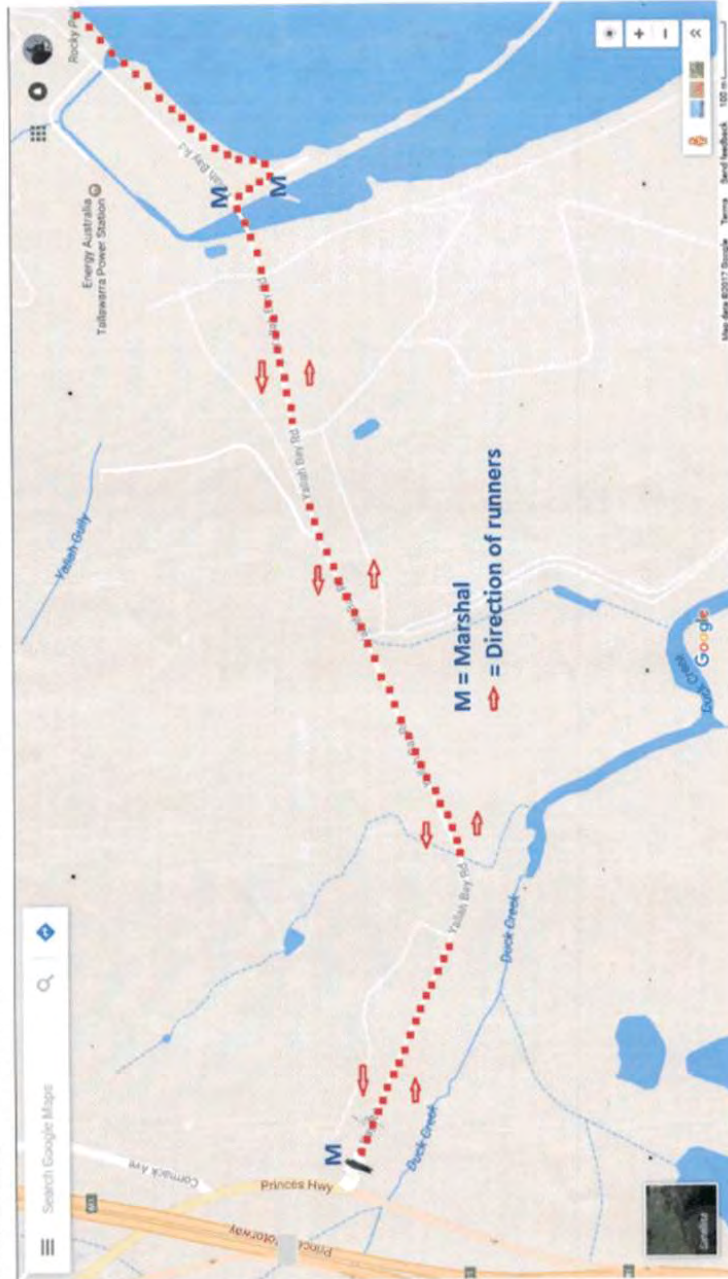


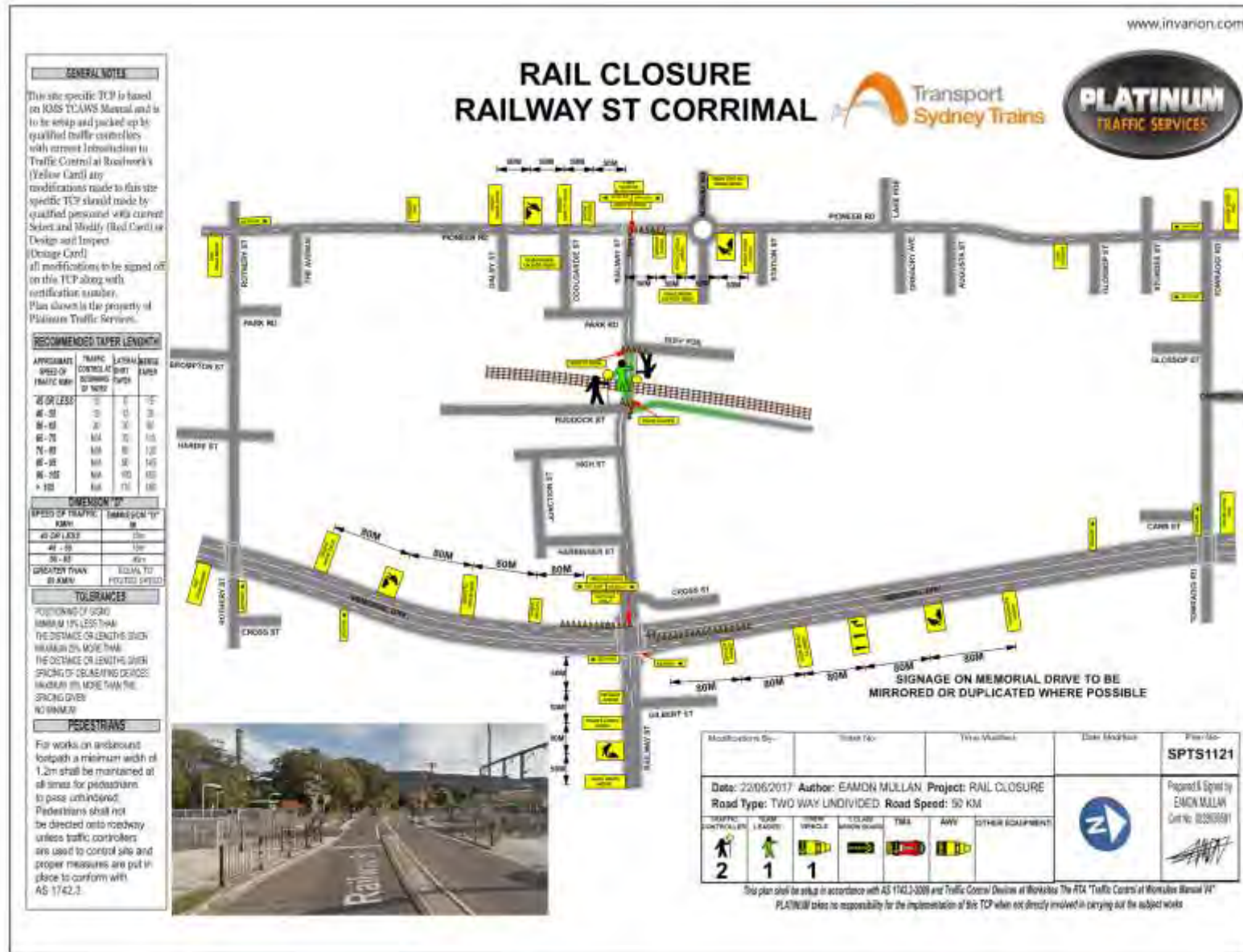
Kembla Joggers Half Marathon
6 August 2017 – 8.15am – 9.15am



Kembla Joggers Half Marathon
6 August 2017 – 8.15am – 9.15am

KJ Half Marathon – Direction of runners and marshal points along Yallah Bay Rd and through the carpark near Talliwarra Power Station Spit.





ITEM 20

BI MONTHLY TABLING OF RETURNS OF DISCLOSURES OF INTERESTS AND OTHER MATTERS - JULY 2017

The Local Government Act 1993 requires the General Manager to table all Returns of Disclosures of Interest lodged by persons nominated as designated persons. Returns are submitted to Council on a bi-monthly basis.

RECOMMENDATION

Council note the tabling of the Returns of Disclosures of Interest as required by Section 450A of the Local Government Act 1993.

REPORT AUTHORISATIONS

Report of: Clare Phelan, Manager Governance and Information (Acting)
Authorised by: Kerry Hunt, Director Corporate and Community Services - Creative, Engaged and Innovative City (Acting)

ATTACHMENTS

- 1 Returns of Disclosures of Interests and Other Matters (to be tabled)

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 Administration Service Plan 2017-18.