



WOLLONDILLY

OPERATIONAL PLAN

2023/2024

1 JULY 2023 - 30 JUNE 2024

Towards delivering the Delivery Program
2022/23 – 2025/26

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1 MESSAGE FROM THE MAYOR AND CEO

As we head into a new Financial Year, we are pleased to see further progress on our massive road repair program, traction on a number of important advocacy issues and significant milestones reached on a range of projects across the Shire.

The 2023/24 Operational Plan aims to achieve the goals set by the community in Wollondilly 2033, our Community Strategic Plan and help Council work towards the long-term vision for 'making Wollondilly even better together.'

Roads will remain on top of the agenda for the next reporting period, from Bargo in the south to Warragamba in the north as we continue our largest ever repair program and pull out all the stops to get our 870km road network up to a level that meets community expectations. We will be working together to protect the unique character of the Shire while sustainably managing growth and development and making sure we have the infrastructure in place to meet the needs of our growing Shire.

We're embarking on an ambitious \$189M program of investment in new and upgraded community and sporting facilities all over the Shire over the coming four years, including:

- Upgraded community facilities in The Oaks, Tahmoor, Thirlmere, Warragamba, Oakdale, Menangle
- Upgraded sportsgrounds in Warragamba, Appin, Picton, Tahmoor, Douglas Park and Oakdale
- Picton Botanic Gardens upgrade to inclusive playground and amenities
- Wollondilly Performing Arts Centre

Other key focus areas for Council include: supporting local jobs, tourism and agribusiness; building community resilience; improving the customer experience; and providing sound financial management.

We look forward to progressing some exciting projects, such as master planning for Thirlmere Sportsground, construction of the Performing Arts Centre, the opening the refurbished Old Picton Post Office as a Smart Hub, and the Picton to Tahmoor Shareway.

This reporting period will also see us secure a contract for a regional domestic waste processing and disposal service (Project 24) and continue to lobby and advocate for infrastructure in growth areas. We will progress a number of exciting infrastructure projects while supporting our community and businesses through a range of programs and events.

We are pleased to bring you the 2023/24 Operational Plan for Wollondilly.

Matt Gould – Mayor

Ben Taylor – CEO



2 OUR COUNCILLORS



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3 OUR WARDS



NORTH

Belimba Park | Blue Mountains National Park | Brownlow Hill
Camden Park (part) | Cawdor
Glenmore | Lakesland
Menangle (part) | Mount Hunter
Mowbray Park | Nattai | Oakdale
Orangeville | Picton (part) | Razorback
Silverdale | Tahmoor (part) | The Oaks
Theresa Park | Thirlmere (part)
Wallacia | Warragamba | Werombi
Yerranderie



EAST

Camden Park (part) | Darkes Forest
Cataract | Appin | Wilton | Menangle (part)
Douglas Park | Wilton | Pheasants Nest
Yanderra | Bargo | Buxton |
Tahmoor (part) | Maldon | Couridjah
Thirlmere (part)



4 ORGANISATIONAL FRAMEWORK



5 VISION, MISSION AND VALUES

5.1 Our Community Vision

Making Wollondilly even better together

5.2 Our Organisational Mission

To lead the delivery of the community's vision for Wollondilly

5.3 Our Corporate Values:

Our corporate values, *You, Me and Wollondilly*, are our agreed understanding of what's important to our organisation. Values guide our behaviours and help us make informed-decisions as we work to achieve our mission through our commitments in the Delivery Program 2022/23 – 2025/26 and annual Operational Plans.

YOU, ME & Wollondilly OUR CORPORATE VALUES



AGILITY

We work together to be flexible, forward thinking and open to change.



INTEGRITY

We are trustworthy, honest, ethical and care about our community and each other.



COLLABORATION

We effectively and respectfully work with each other to achieve our common goal of 'Making Wollondilly even better together'.



ACCOUNTABILITY

We display ownership and are united in our responsibility when making decisions.



SERVICE EXCELLENCE

We strive to go above and beyond to provide a high quality of internal and external customer experience.

6 BUDGET OVERVIEW AND FUNDING

Our approach to developing Councils long term financial plan is to focus on resourcing to support the business to deliver of core services for our community as well as adequately plan for and respond to growth. We have a plan to ensure financial sustainability over the short, medium and long term. This means investing in the business now to be able to adequately respond to growth.

The 2023/24 budget has been formulated to support of the key strategies as outlined in the Delivery Program and deliver the priority projects and actions, with a focus on core projects and investment in new initiatives:

- Roads: Substantial and ongoing investment in roads of \$30.3M (Capital Expenditure: \$19.9M, Operating Expenditure: \$10.4M), with an emphasis on heavy patching, an additional pothole crew (grant funded) and internal traffic control crew.
- Community and Sporting facilities: unprecedented investment in community and sporting facilities in towns and villages across the Shire to improve services for our community
- Strategic Planning: More resources focussed on rural and employment planning and growth area management, creating jobs and sustainable outcomes in our growth areas.
- Developments Applications (DA's): Increased DA determination service levels and customer service, including investment in development engineering to increased speed and quality of referrals.
- Service digitisation: Improved resourcing and in-house software management to improve customer experience and cyber-security.
- Infrastructure planning: Improved planning and coordination of future infrastructure for our growing community.

Income Statement		
	2022/23 Revised Budget	2023/24 Budget
Operating Revenue		
Total Operating Income	\$90,758,000	\$83,273,500
Operating Expenses		
Total Operating Expenses	\$87,066,000	\$91,582,700
Net Surplus/(Deficit) before Capital Amounts	\$3,692,000	(\$8,309,200)
Capital Grants & Contributions	\$35,291,000	\$32,141,100
Net Surplus/(Deficit)	\$38,983,000	\$23,831,900

Funding Statement		
Add Back		
Non-Cash Operating Items	\$16,604,005	\$18,101,000
Loan Borrowings	\$3,364,486	\$10,835,000
Funds Available	\$58,951,491	\$52,767,900
Capital Additions	(\$49,789,826)	(\$52,180,600)
Loan Principal Repayments	(\$1,673,471)	(\$1,639,600)
Movements in Reserve Funds (Net)		
Externally Restricted Reserves	(\$4,475,883)	\$622,300
Internally Restricted Reserves	(\$2,827,136)	\$430,000
Budget Result: Surplus	\$185,175	\$0

7 WORKS PROGRAM OVERVIEW

Council is directly investing \$189M in an extensive capital works program that aims to deliver, maintain and renew priority infrastructure assets for our Shire. This includes a \$59M investment in 2023/24.

Improving the condition of our transport network continues to be the priority focus and the investment in these projects will be \$19.7M in 2023/24. Key projects scheduled to commence or be completed during 2023/24 are:

- New Performing Arts Centre, Picton
- Dudley Chesham, The Oaks - Amenity and Community Facility,
- Tahmoor Sports Complex Stage 2
- Picton Sportsground extension of amenities
- Thirlmere Hall Renewal
- Old Menangle School Site
- Douglas Park sportsground lighting, drainage and facilities
- Renovations to sports fields in Oakdale, Douglas Park and Wilton.

The coming four years see a proposed capital works program that totals \$189M and sees the delivery of a range of projects across the Shire from Warragamba to Bargo, Oakdale to Menangle and Appin to Thirlmere.

8 COMMUNITY PRIORITIES OVERVIEW

During development of the Community Strategic Plan (CSP), Wollondilly 2033 and the 2022/23-2025/26 Delivery Program Council undertook community research and engagement activities to understand the needs and priorities for the future, which are shown below.



9 DEVELOPING AND SUPPORTING OUR PLAN

All councils in NSW are required to operate within the Integrated Planning and Reporting (IP&R) framework (shown below). The IP&R framework guides how each council develops, documents and reports on their strategic plans for their Local Government Area. The IP&R framework reflects relevant legislative requirements under the Local Government Act 1993.

The IP&R framework requires Council to develop and implement a suite of planning documents in response to the community Strategic Plan (CSP). The CSP, *Wollondilly 2033* is Council's highest-level strategy and guides our direction for the next 10 years towards the long-term vision 'making Wollondilly even better together' through five key Pillars.

The Delivery Program is a 4-year plan that outlines the specific activities that council will undertake during its elected term to address the strategies and outcomes outlined in the CSP. This plan, the Operational Plan, then sets out the specific actions that will be undertaken on a yearly basis to achieve the Delivery Program, along with the detailed annual budget.

Monitoring progress of implementation and reporting on performance will occur through quarterly budget reviews and reported in the Annual Report.



10 OUR STRATEGIC FRAMEWORK

The aspirations of our community, captured in Wollondilly 2033 guides the development of our Delivery Program 2022-26 and annual Operational Plans, as well as our broader strategic context (e.g. state and regional plans). These are all important because as we are experiencing significant growth and change, providing both opportunities and challenges for our community, our environment and our economy. Through our Delivery Program, Operational Plan and Council's Local Strategic Planning Statement 'Wollondilly 2040' we will continue to work proactively with our partners to respond to the evolving strategic context, so we can maximise future opportunities for making Wollondilly even better.

CSP PILLAR	ASPIRATION	OUTCOMES
 <p>PEOPLE</p>	A safe, inclusive and resilient community, with access to services that support good health and wellbeing.	<ol style="list-style-type: none"> 1. We are an engaged and active community 2. We are proud to be a diverse and inclusive community 3. Our community is a safe place to be 4. We have access to services to support our health and wellbeing
 <p>ENVIRONMENT</p>	Our pristine and beautiful natural environment is protected, responsibly managed and enhanced as we grow and play our part for the future.	<ol style="list-style-type: none"> 5. Our community is prepared and resilient in the face of natural disasters and emergencies 6. Our beautiful natural environment is valued, protected and enjoyed 7. We have shared responsibility for climate action and sustainability
 <p>PLACE & LANDSCAPE</p>	Wollondilly's unique towns and villages sitting within our beautiful natural landscape. We are shaping growth to ensure change respects what we have and where we want to be. Our communities have the functional infrastructure and safe roads they need.	<ol style="list-style-type: none"> 8. Our transport systems are safe, accessible, affordable and sustainable 9. Our townships and villages are attractive, welcoming and healthy places to live 10. We grow in a responsible way that respects and enhances what makes Wollondilly unique 11. We have access to adequate, safe and affordable housing
 <p>ECONOMY</p>	We are an emerging and dynamic Shire with a thriving and diverse economy. We seek to attract new viable business to support the region while also supporting our towns, villages and rural lifestyle.	<ol style="list-style-type: none"> 12. We have a prosperous, diverse and resilient economy with work opportunities for everyone 13. We have access to quality education and lifelong learning opportunities
 <p>PERFORMANCE</p>	Our community recognises we are striving to be a leading local government. We listen and respond to community needs, delivering excellent customer experiences.	<ol style="list-style-type: none"> 14. We are a collaborative community - Everyone is working towards a shared vision 15. Our Council provides excellence in customer service, financial management and organisational performance

11 PILLAR 1: PEOPLE

A safe, inclusive and resilient community, with access to services that support good health and wellbeing.

Service Areas

Whilst all of Council service areas contribute to our long-term vision for Wollondilly, these service areas have the most direct delivery, management and influence for this CSP Pillar, People.

- Facilities and Recreation
- Community Events
- Environmental Health
- Ranger Services
- Compliance
- Community Projects
- Library Services
- Children Services

4-year performance measures to be reported annually

- Attendance at our two key events (Illuminate and The Festival of Steam)
- Number of library members
- Total annual library visits (physical visits to main library plus mobile libraries)
- Year-round care attendance/enrolment rate
- Pre-school attendance/enrolment rate
- Family Day Care Educators in operation
- Community Satisfaction with Safety and Crime Prevention
- Crime rates in the Shire
- School zones patrolled per month during school term
- Proportion of food shops achieving 4 and 5 star "Scores on Doors" certificates
- Swimming Pool compliance inspections completed in accordance with Council schedule
- Proportion of commercial premises inspections completed for health regulation purposes
- Community satisfaction with animal management
- Incidents investigated under Regional Illegal Dumping Program
- Number of abandoned or unauthorised items impounded (vehicles, signage, other articles).
- On Site Sewerage Management Services and monitoring of all Licenses to Operate - respond to complaints and proactively investigate issues (% responses within 7 days)

- Inspection programs for:
 - Skin Penetration Premises (Target >90% program complete)
 - Mortuary (Target >90% program complete)
 - Public Swimming Pools (Target >90% program complete)
 - Caravan Parks (Target >90% program complete)
 - Cooling Towers (Target >90% program complete)
 - Underground Petrol Storage (Target >90% program complete)

Informing and Supporting Strategies

- Library Strategy 2020 - 2026
- Disability Inclusion and Access Plan 2022 - 2026
- Wilton Health and Wellbeing Strategy (2020)

11.1 CSP Outcome 1: We are an engaged and active community

Objective 1.1 Encourage participation in sport and recreation activities.

Priority Project and Actions 2022-26		2023/24	Responsibility
1.1.1	Prepare a Community Sport and Recreation Needs Strategy.	Funded and to be completed in 2023/24	Parks and Recreation
1.1.2	Complete implementation of the Tahmoor District Sport Complex masterplan.	Part funded	Project Delivery
1.1.3	Invest in sporting and recreational facility upgrades across the Shire as detailed in Council's Capital Works program, funded primarily by grants and developer contributions.	Grant dependant	Parks and Recreation
1.1.4	In collaboration with the Western Parkland Councils, investigate initial options and feasibility for an iconic walk that connects the 8 Western Parkland Councils and connects the key walking routes in Wollondilly.	Part funded	Sustainable Growth
1.1.5*	Develop an implementation plan for the Great River Walk along the Nepean River from Menangle to Wallacia, subject to staging and feasibility.	Not programmed for 2023/24	Sustainable Growth
1.1.6 [#]	Commence implementation of aspects of the Great River Walk.	Removed <i>Linked to re-wording of 1.1.5</i>	
1.1.7*	Develop a master plan for Thirlmere Sportsground, incorporating Thirlmere Memorial Park.	Funded and to be completed in 2023/24	Parks and Recreation

*denotes amended wording to 2022/23-2025/26 Delivery Program Priority Project and Action wording

[#]denotes removal of 2022/23-2025/26 Delivery Program Priority Project and Action

The following is an additional commitment to the 2022/23-2025/26 Delivery Program:

Priority Project and Actions 2022-26		2023/24	Responsibility
1.1.8	Develop a masterplan for Bargo Sportsground.	Funded	Parks and Recreation

Objective 1.2: Grow participation in arts, culture and community events.

Priority Project and Actions 2022-26		2023/24	Responsibility
1.2.1	Create a comprehensive events schedule by introducing new local events to foster a strong sense of community and encourage visitation to the Shire.	Grant dependant	Community Services
1.2.2*	Finalise designs and pursue funding opportunities for Stage 3 of the Wollondilly Cultural Precinct - Village Green.	Funded and to be completed in 2023/24	Project Delivery
1.2.3*	Finalise designs, obtain approvals and pursue funding opportunities for Stage 4 of the Wollondilly Cultural Precinct - New Library and Community Arts Space.	Funded and to be completed in 2023/24	Project Delivery
1.2.4	Investigate opportunities to enhance Council's library services in accordance with Council's Library Strategy (including a review of the mobile library service, increased opening hours, expanded facilities and expansion of the Library's offering of programs and activities for our community).	Funded	Community Services
1.2.5	Implement enhancements to library services, in accordance with the Library Strategy.	Part funded	Community Services
1.2.6	Design and launch a new Library website to improve customer usability and experience, encourage participation in programs and activities, and encourage and facilitate increased library patronage and membership.	Complete 2022/23	Community Services
1.2.7	Complete construction of the Wollondilly Performing Arts Centre by mid-2024.	Funded and to be completed in 2023/24	Project Delivery
1.2.8	Develop and finalise the operational model for the Wollondilly Performing Arts Centre.	Funded and to be completed in 2023/24	Community Services
1.2.9	Prepare for and commence operation of the Wollondilly Performing Arts Centre so as to deliver new arts and cultural opportunities for our community and encourage greater visitation to the Shire, including a comprehensive calendar of attractive events.	Part funded	Community Services
1.2.10	Prepare Shire wide Wollondilly Public Art Strategy to guide the procurement process for engaging with artists and for the funding and commissioning of public art.	Not programmed for 2023/24	Community Services
1.2.11	Develop a local approvals policy that will provide a simplified approval process and clear information on how the local community, organisations and businesses can hold temporary events on Council owned land.	Funded and to be completed in 2023/24	Business and Investment
1.2.12	Expand the activities within the Thirlmere Festival of Steam.	Part funded	Community Services

Priority Project and Actions 2022-26		2023/24	Responsibility
1.2.13	Expand the activities within Illuminate Wollondilly Festival of Art and Light.	Grant dependant	Community Services
1.2.14	Develop processes to obtain long term sponsorship for flagship Wollondilly events, such as Illuminate and Thirlmere Festival of Steam, to create sustainable funding sources and reduce impact on Council budget.	Funded and to be completed in 2023/24	Community Services

**denotes amended wording to 2022/23-2025/26 Delivery Program Priority Project and Action wording*

The following is an additional commitment to the 2022/23-2025/26 Delivery Program:

Priority Project and Actions 2022-26		2023/24	Responsibility
1.2.15	Implement a web-based tool that helps local community organisations and businesses to understand if their event requires Council approval, be provided with relevant information to their event and link to Council's booking system.	Unfunded and to be completed in 2023/24	Business and Investment

11.2 CSP Outcome 2: We are proud to be a diverse and inclusive community

Objective 2.1: Grow understanding and respect for cultural diversity, history and heritage.

Priority Project and Actions 2022-26		2023/24	Responsibility
2.1.1	Prepare and implement a Reconciliation Action Plan, including increased formal collaboration with local land Councils and a broad range of local indigenous groups.	Funded and to be completed in 2023/24	Community Services
2.1.2	Enhance and improve the management of the Library's collection of Aboriginal and European history. Promote opportunities with Community Groups to share local stories.	Grant dependant	Community Services

Objective 2.2: Listen and respond to community needs at all stages of life.

Priority Project and Actions 2022-26		2023/24	Responsibility
2.2.1	Scope the need for a social health and wellbeing strategy for Greater Macarthur in response and readiness for the State led rezoning approval.	Not programmed for 2023/24	Sustainable Growth
2.2.2	The 'People' Councillor led Strategic reference Group/Committee to identify opportunities for Councillors to support advocacy efforts for more support services for the Wollondilly community.	Funded	Community Services

Objective 2.3: Provide and promote services and programs that positively engage with and develop young people (12-25 years).

Priority Project and Actions 2022-26		2023/24	Responsibility
2.3.1	Deliver hospitality training and education programs for young people in the Wollondilly Region including Responsible Service of Alcohol training, Responsible Conduct of Gambling training, Barista, Customer Service.	Grant dependant	Community Services
2.3.2	Work with young people in the Shire to deliver youth-based events and programs that address key issues for youth in the Shire, including Youth Week events, mental health programs.	Funded	Community Services

Objective 2.4: Provide and promote services to support seniors, people living with a disability and vulnerable groups

Priority Project and Actions 2022-26		2023/24	Responsibility
2.4.1	Implement key actions in Council's Disability Inclusion Action Plan Implement key actions in Council's Disability Inclusion Action Plan so as to: <ul style="list-style-type: none"> Promote positive attitudes and behaviours toward people with disability. Ensure our community is easier to live in and get around. Support access to meaningful employment opportunities for people with disability. Make sure the information we provide is accessible. 	Part funded	Community Services
2.4.2	Review, update, print and distribute a Seniors health and services directory every year.	Grant dependant	Community Services

11.3 CSP Outcome 3: Our community is a safe place to be

Objective 3.1: Improve community safety and crime prevention infrastructure, programs and services.

Priority Project and Actions 2022-26		2023/24	Responsibility
3.1.1	Identify a list of priority bus shelters and update specifications to improve the overall safety, including lighting at bus shelters.	Funded	Assets, Transport and Engineering
3.1.2	Ensure resources are available to implement and prioritise parking roster to enable monitoring and enforcement of parking and traffic at high risk locations including school safety zones and pedestrian facilities.	Funded	Health and Regulatory Services
3.1.3	Liaise with NSW Police and key stakeholders to collaborate and identify opportunities to reduce Domestic Violence across Wollondilly.	Funded	Community Services

Priority Project and Actions 2022-26		2023/24	Responsibility
3.1.4	Prepare and develop a public surveillance policy and apply for funding for projects to assist in managing community safety in council-controlled lands as well as protection of our assets.	Funded	Governance, Integrity and Ethics
3.1.5	Identify opportunities to raise awareness of the Women's Safety charter at Council led events for example Women's International Day.	Funded	Community Services
3.1.6	Investigate funding opportunities and implement ongoing measures to improve safety for pedestrians in high traffic or unsafe areas.	Grant dependant	Infrastructure Operations

Objective 3.2: Encourage responsible animal management.

Priority Project and Actions 2022-26		2023/24	Responsibility
3.2.1	Ensure resources are available to prioritise complaint and investigation responses to dog attacks.	Funded	Health and Regulatory Services
3.2.2	Prepare a companion animal management plan; <ul style="list-style-type: none"> i. to identify and recommend additional off-leash dog exercise areas particularly in areas that do not have them ii. to promote responsible pet ownership across the Shire iii. produce plan. 	Part funded	Health and Regulatory Services
3.2.3	Prepare place-based approach for Wildlife Protection Area plans across the Shire to support the management of roaming companion animals, particularly cats.	Part funded and to be completed in 2023/24	Health and Regulatory Services

11.4 CSP Outcome 4: We have access to services to support our health and wellbeing

Objective 4.1: Improve access to quality health and community services.

Priority Project and Actions 2022-26		2023/24	Responsibility
4.1.1	Advocate for adequate health services across the Shire (current and future growth needs) including more GP's, mental health services and a new hospital in Wilton.	Funded	Sustainable Growth
4.1.2	Participate and contribute to the Western Sydney Health Alliance, to: <ul style="list-style-type: none"> • Advocate for regional projects that benefit health services and outcomes for the Wollondilly community and Western Parkland Council's. • Improve health outcomes, and; • Support actions to address the health effects of climate change. 	Funded	Shire Futures

11.5 People Core Services and Outputs

Facilities and Recreation	
Planning recreation facilities	Maintain Aquatic centres
Maintain Community Centres and Halls	Maintain Cemeteries
Maintain Sportsgrounds, Parks, Reserves and Playgrounds	Delivering the Community Building and Facilities Strategy

Community Events	
Create and manage Community and Regional Festivals and Events	Organise and conduct Corporate and Civic Events, Youth Events, events for our seniors
Coordinate Aboriginal Events	Organise and conduct Official Openings
Organise and conduct Mayoral receptions	

Environmental Health	
Categorisation and Inspection of Food premises	Public health inspections
Manage over 8000 on-site sewage management systems	Inspection and processing of temporary food applications
Process all public health, contamination and S68 application referrals under the DA process	Respond or Investigate to complaints and management of – noise, odour, discharge and emission notifications
Provide advice and represent Council in workgroups e.g. Sydney Water, Regional Food Group and Regional Public Health Group	

Ranger Services	
Conduct school parking patrols; street parking; heavy vehicle parking	Investigate dog attacks and coordinate prosecution measures when necessary
Process abandoned vehicle reports	Process Pile Burn applications
Investigate Illegal signage on public land	Investigate Illegal dumping on public land
Enforce Animal Management legislation – barking dogs, straying pets, cat colonies	Inspections of Dangerous and Menacing Dog enclosures
Audit of Companion Animals identified but not yet registered	Follow up on escalations of overgrown blocks

Compliance	
Investigate alleged unlawful activity or development that requires consent via Customer Requests	Responsive to reports of alleged non-compliance with conditions of consent via Customer Requests
Responsive to complaints and questions raised by elected Councillors and State Member	Swimming Pool Inspection Audit and issuing of Swimming Pool Compliance Certificates
Council representation in the Local, District and Land and Environment Courts in Class 4 and Class 5 matters	Collaboration and investigation of matters with other Agencies
Maintenance and day to day management of the Animal Shelter and ancillary animal control activities	

Community Projects	
Work with Ageing and Disability services and individuals	Develop Youth Development programs and services
Aboriginal Engagement	Recovery and Resilience
Community Development	Community Safety- AFZ, DV programs and referrals
Emergency Prevention, Preparation, Response and Recovery	Wollondilly Health Alliance – Health Promotion for community
Outreach Services – Mobile Child Development activities, Information and referral (targeted early intervention)	Manage Strategies: <ul style="list-style-type: none"> • Disability Inclusion and Access Plan • Activate Wollondilly 2021 Long Term Recovery and Resilience

Library Services	
Provide Information in regards to all library services	Provide Access to online resources
Provide Public access to computers	Community lounge within the Library
Provision of Study/work spaces	Manage Mobile Library
Coordinate and run Programs and events	Manage Home Library delivery
Delivery of the Library Strategy 2020-2026	Community Outreach programs
Provide access to books, DVDs, CDs, talking books, magazines and newspapers	

12 PILLAR 2: ENVIRONMENT

Our pristine and beautiful natural environment is protected, responsibly managed and enhanced as we grow and play our part for the future.

Service Areas

Whilst all of Council service areas contribute to our long-term vision for Wollondilly, these service areas have the most direct delivery, management and influence for this CSP Pillar, Environment.

- Waste Management
- Environment Services
- Natural Disaster Management

4-year performance measures to be reported annually

- Monitoring of Wildlife Protection Areas for straying cats
- No net loss of koala habitat
- Number of plants annually given away to the community
- Proportion of weed management outcomes delivered by property owner (% of agreed management outcomes delivered)
- % of domestic waste diverted from landfill
- CO₂ emissions and/or energy cost in Council's operations
- Increased understanding of Council's Water Sensitive Urban Design expectations amongst the community and developers
- Environmental/Sustainability Education and Events (e.g. Sustainadilly program, tree planting) - Target ~25 events per year.

Informing and Supporting Strategies

- Hazard Analysis and Emergency Management Study
- Activate Wollondilly 2021 Long Term Recovery and Resilience Plan
- Stonequarry Creek (Picton) Floodplain Risk Management Plan
- Biosecurity (Weed Management) Strategy 2020-2025
- Waste Management and Resource Recovery Strategy 2020-25
- Integrated Water Management Strategy

12.1 CSP Outcome 5: Our community is prepared and resilient in the face of natural disasters and emergencies

Objective 5.1: Minimise risks and impacts from bushfires, storms, flooding and other natural disasters.

Priority Project and Actions 2022-26		2023/24	Responsibility
5.1.1	Embed resilience planning by finalising a guideline to inform planning proposals to implement the outcomes from the Hazard Analysis and Emergency Management Study.	Not programmed for 2023/24	Sustainable Growth
5.1.2	Establish a Mobile Recovery Hub Service which will provide mobile and agile recovery support services after disasters and which will also promote and support preparedness and resilience.	Funded	Community Services
5.1.3	Distribute a Recovery Hub Toolkit and Training Manual.	Not programmed for 2023/24	Community Services
5.1.4	Develop Community Asset Mapping and Community Profiles to support preparedness and resilience.	Funded	Community Services
5.1.5	Initiate Communities of Interest Programs to assist in rebuilding social connectivity within impacted communities.	Funded	Community Services
5.1.6	Source and share historic mapping of floods and fires available to the community.	Not programmed for 2023/24	Project Delivery
5.1.7	Partner with DPE and RFS to promote a shared understanding of bushfire risk for Wilton and the mitigation measures needed.	Funded	Sustainable Growth
5.1.8	Complete the Shire wide Flood Study and develop implementation strategy including identification of priority study areas outcomes.	Funded	Assets, Transport and Engineering
5.1.9	Implement Stonequarry Creek (Picton) Floodplain Risk Management Plan through grant funded projects when funding available, with key priorities the review of the Stonequarry Creek Flood Warning System and undertaking a feasibility study to investigate appropriate site(s) and concept designs for a retarding basin on Stonequarry Creek, at a location upstream of Barkers Lodge Road.	Grant dependant	Assets, Transport and Engineering
5.1.10	Identify and publish storm water priority works list and address through the capital works program.	Funded and to be completed in 2023/24	Assets, Transport and Engineering
5.1.11	Investigate options to manage storm water in Yanderra.	Funded	Assets, Transport and Engineering

Priority Project and Actions 2022-26		2023/24	Responsibility
5.1.12	Implement the Wollondilly Dangerous Tree Removal Community Grants Program.	Complete 2022/23	Community Services
5.1.13*	Advocate to relevant agencies to ensure access to catchment areas from existing public road network (Sheehy's Creek Road and Bluegum Fire Trail), to ensure access in time of emergencies.	Funded	Assets, Transport and Engineering
5.1.14*	Advocate to the State and Federal Government to fund the repair of access to the Burragorang Valley and Lake Burragorang, to ensure access in time of emergencies.	Funded	Assets, Transport and Engineering

*denotes amended wording to 2022/23-2025/26 Delivery Program Priority Project and Action wording

12.2 CSP Outcome 6: Our beautiful natural environment is valued, protected and enjoyed

Objective 6.1: Sustainably manage, conserve and enhance our natural habitats and reserves.

Priority Project and Actions 2022-26		2023/24	Responsibility
6.1.1	Prepare an advocacy action plan for the protection and conservation of important cultural and heritage attributes in the Warragamba Dam locality in partnership with applicable stakeholders as part of Council's opposition to the raising of the Warragamba Dam Wall.	Removed <i>See resolution 110/2023, Council Meeting 23 May 2023</i>	
6.1.2	Maintain and expand Council's Weed inspection service.	Funded	Waste and Environmental Services
6.1.3	Undertake eradication and control of high priority weeds.	Funded	Waste and Environmental Services
6.1.4	Integrate weed management outcomes into major roadworks projects, roadside vegetation mulching and hazard reduction programs.	Funded	Waste and Environmental Services
6.1.5*	Finalise the Shire wide Koala Plan of Management.	Funded and to be completed in 2023/24	Waste and Environmental Services
6.1.6	Implement the priority actions of the adopted Shire wide Koala Plan of Management; including: <ul style="list-style-type: none"> Develop and implement a koala monitoring program Implement appropriate regulatory tools and compliance measures for koala protection Lobby NSW TfNSW to install koala exclusion fencing on roads with roadkill hotspots. Collaborate with the community to seek opportunities to regenerate and restore existing koala corridors. 	Part funded	Waste and Environmental Services

Priority Project and Actions 2022-26		2023/24	Responsibility
6.1.7	Finalise the Biodiversity Strategy and implement priority actions, subject to funding availability.	Funded	Waste and Environmental Services
6.1.8	Incorporate objectives and controls into Wollondilly's local planning framework to support key strategies, including, for example, the emerging Koala Plan of Management, Integrated Water Management Strategy and the emerging Sustainability Strategy.	Not programmed for 2023/24	Sustainable Growth
6.1.9	Develop a proposal or business case for the provision of a koala hospital that would identify the benefits and seek to identify delivery options.	Not programmed for 2023/24	Waste and Environmental Services
6.1.10	The 'Environment' Councillor led Strategic reference Group/Committee to identify opportunities for Councillors to support advocacy efforts that seek to protect and conserve our natural habitats and reserves.	Funded	Waste and Environmental Services

**denotes amended wording to 2022/23-2025/26 Delivery Program Priority Project and Action wording*

12.3 CSP Outcome 7: We have a shared responsibility for climate action and sustainability

Objective 7.1: We adapt to climate change and reduce our impact

Priority Project and Actions 2022-26		2023/24	Responsibility
7.1.1	Scope and develop a sustainability framework that guides Wollondilly towards increasing its climate change resilience, including: <ul style="list-style-type: none"> Developing a net zero emissions strategy Investing in solar power for Council facilities. 	Funded and to be completed in 2023/24	Waste and Environmental Services
7.1.2	Investigate opportunities for charging stations for electric vehicles to go into new Council facilities, including the new Government Services Building to support the change to lower emission vehicles in Wollondilly.	Funded and to be completed in 2023/24	Project Delivery

Objective 7.2: Develop sustainable, low waste, circular economy.

Priority Project and Actions 2022-26		2023/24	Responsibility
7.2.1	Review and enhance Councils domestic waste collection service to ensure value for money including the scope of on-call bulky goods collection.	Funded	Waste and Environmental Services
7.2.2	Undertake a new regional domestic waste processing and disposal service by completing the Project 24 joint procurement process which will result in new contracts, including food organics collection and processing to reduce waste to landfill.	Funded and to be completed in 2023/24	Waste and Environmental Services
7.2.3	Deliver Site Rehabilitation Plan for Bargo Waste Management Centre and investigate viability of a waste transfer station to ensure residents have long term access to disposal of bulky waste.	Funded	Waste and Environmental Services
7.2.4	Scope, design and plan for construction of a Community Recycling Centre to provide year-round safe disposal options for household chemicals.	Funded	Waste and Environmental Services
7.2.5	Review Council's procurement process and services to ensure sustainable decision making and promote circular economy opportunities.	Not programmed for 2023/24	Finance

Objective 7.3: Conserve and manage water resources.

Priority Project and Actions 2022-26		2023/24	Responsibility
7.3.1	Finalise the Water Sensitive Urban Design guidelines recommended in the Integrated Water Management Strategy and update the Development Control Plan and standard engineering plans accordingly.	Funded	Waste and Environmental Services
7.3.2	Partner with Sydney Water on how to best utilise excess treated effluent water to improve environmental and amenity outcomes, agricultural productivity and increase capacity for additional sewer connections.	Funded	Waste and Environmental Services
7.3.3	Work within Council and with local developers to develop and implement urban design that delivers multiple benefits (including flood mitigation storm water detention, biodiversity retention (including tree canopy) and addressing of urban heat implications) and also result in no adverse effect to downstream waterways.	Funded	Waste and Environmental Services
7.3.4	Undertake community awareness and education on stormwater management.	Funded	Waste and Environmental Services

12.4 Environment Core Service and Outputs

Waste Management	
Management of current operations of Bargo Waste Management Centre	Management of remediated and non-remediated legacy landfills within the LGA
Waste education and advocacy	Coordination of Community Waste Programs
Natural disaster waste emergency planning and response operations	Manage the Waste Management and Resource Recovery Strategy 2020-25
Management of current domestic and commercial waste collection service and processing contracts	Strategic waste planning

Environment Services	
Deliver Environmental Sustainability Strategies	Natural Resource Management
Biodiversity Stewardship Sites	NSW Weeds Action Program
Robin Davies Wollondilly Community Nursery	Floodplain Risk Management
Emergency Prevention, Preparation, Response and Recovery	Bushcare
Landholder and Landcare Support	Advocacy

Natural Disaster Management	
Mitigation, preparedness and execution of emergency responses	Initiate Communities of Interest Programs
Manage the Mobile Recovery Hub Service	Embed resilience into workplace practices
This service is currently split amongst several service areas	

13 PILLAR 3: PLACE AND LANDSCAPE

Wollondilly's unique towns and villages sitting within our beautiful natural landscape. We are shaping growth to ensure change respects what we have and where we want to be. Our communities have the functional infrastructure and safe roads they need.

Service Areas

Whilst all of Council service areas contribute to our long-term vision for Wollondilly, these service areas have the most direct delivery, management and influence for this CSP Pillar, Place and Landscape.

- Strategic Planning
- Local Contributions Planning
- Growth Planning
- Project Delivery
- Development Services
- Infrastructure Operations
- Assets Planning and Management
- Transport Planning
- Development Engineering
- Open Space
- Traffic and Parking

4-year performance measures to be reported annually

- Road Pavement Condition Index (PCI) improvement
- Proportion of annual scheduled road renewal works completed on time
- The amount of new cycle-ways and footpaths being provided (excluding new development areas)
- % of workforce travelling to work via public transport (bus and train)
- Parks, open space and reserves mown and serviced in accordance with adopted service standards
- Community satisfaction regarding the Shire's character and identity
- Increase in net number of trees in Council's areas of control (private tree removal approvals and Council's tree removals offset by new planting)
- Increased housing diversity / housing typology (proportion of housing stock that is medium density)
- Housing growth on track in relation to Council's housing strategy targets
- Key infrastructure elements delivered in the Wilton Growth Area in accordance with Contributions Plans

Informing and Supporting Strategies

- Wollondilly 2040 (Local Strategic Planning Statement)
- Rural Lands Strategy
- Local Housing Strategy
- Employment Lands Strategy
- Centres Strategy
- Urban Tree Canopy Plan and Landscape Strategy
- Picton Place Plan
- Asset Management Strategy
- Capital Works Program
- Picton Town Centre Transport Plan 2026
- Picton parking Strategy
- Active Transport Strategy
- Signage Strategy

13.1 CSP Outcome 8: Our transport systems are safe, accessible, affordable and sustainable

Objective 8.1: Deliver an efficient, safe and comfortable road network to meet community expectations on road conditions.

Priority Project and Actions 2022-26		2023/24	Responsibility
8.1.1	Implement a road renewal program including capital works and enhanced maintenance works.	Funded	Infrastructure Operations
8.1.2	Develop and implement the rolling 10-year Capital Works Program (includes stormwater) and publish online.	Funded	Assets, Transport and Engineering
8.1.3	Maintain and update Capital Works Program to ensure it is delivering infrastructure that is safe, current and fit for purpose.	Funded	Assets, Transport and Engineering
8.1.4	Rolling review of asset management plans including transport, buildings and open space.	Funded	Assets, Transport and Engineering
8.1.5	Continue advocacy to gain support from the State Government to reclassify the following to State Roads and ensure ongoing maintenance of: Menangle Road, Remembrance Driveway and Silverdale Road.	Funded	Assets, Transport and Engineering
8.1.6	Advocate for upgrades to major intersections including the Picton Rd and Hume Highway intersection.	Funded	Assets, Transport and Engineering
8.1.7	Review roadside vegetation management program, increase available resources and expand capacity/capability to deliver positive outcomes and improved frequency of services. Improvements will be integrated into core service delivery in years 2, 3 and 4.	Complete 2022/23	Parks and Recreation
8.1.8	Implement recommended priority actions from the Picton Town Centre Transport Plan 2026, including upgrades to Menangle St and Prince St intersection, Argyle St and Prince St intersection and Argyle St and Lumsdaine St (including community engagement and finalising designs).	Part funded	Assets, Transport and Engineering

Objective 8.2: Encourage more people to walk, ride or use other active transport.

Priority Project and Actions 2022-26		2023/24	Responsibility
8.2.1	Complete the Picton to Tahmoor shared cycleway linking Tahmoor to Picton High school.	Funded and to be completed in 2023/24	Project Delivery
8.2.2	Design and implement new footpath network connections to public transport and recreational areas, facilities and sports grounds for our villages. To be included in Active Transport Strategy.	Funded	Assets, Transport and Engineering

Objective 8.3: Improve shared and public transport services.

Priority Project and Actions 2022-26		2023/24	Responsibility
8.3.1	Advocate for public transport services for Wilton including rapid bus and electrified rail.	Funded	Assets, Transport and Engineering
8.3.2	Advocate for improved public transport services for towns and villages, for example bus and rail.	Funded	Assets, Transport and Engineering
8.3.3	Promote the transport needs of the community to private ride share companies and encourage them to investigate operations in Wollondilly.	Funded	Community Services
8.3.4	Advocate to Transport for NSW for better and safer parking facilities for commuters as well as support park and ride, carpooling, kiss and ride etc. i.e. better parking at the Wilton Interchange.	Funded	Assets, Transport and Engineering

13.2 CSP Outcome 9: Our townships and villages are attractive, welcoming and healthy places to live

Objective 9.1: Create vibrant and welcoming towns and villages with a strong sense of place and local identity.

Priority Project and Actions 2022-26		2023/24	Responsibility
9.1.1	Undertake a comprehensive review of the Development Control Plan.	Funded	Sustainable Growth
9.1.2	Prepare a staged delivery program for 'Place plans' to be prepared for towns and villages, prioritising villages in high growth areas.	Funded and to be completed in 2023/24	Sustainable Growth
9.1.3	Develop place plans according to prioritisation in the staged delivery program.	Not programmed for 2023/24	Sustainable Growth

The following is an additional commitment to the 2022/23-2025/26 Delivery Program:

Priority Project and Actions 2022-26		2023/24	Responsibility
9.1.4	Prepare a town and village renewal program that outlines a staged program of investment in the streetscape and public realm of existing towns and villages across the Shire.	Funded	Parks and Recreation

Objective 9.2: Picton is Wollondilly's Community, Culture and Civic Centre

Priority Project and Actions 2022-26		2023/24	Responsibility
9.2.1	Implement Picton Place Plan, subject to funding.	Unfunded	Sustainable Growth
9.2.2	Plan for and deliver Stage 2 of the Wollondilly Cultural Precinct - Government Services building - to maintain Picton as Wollondilly's cultural and civic centre.	Funded and to be completed in 2023/24	Project Delivery
9.2.3	Finalise business case and implement Council depot relocation plan to improve operational performance and enhance Picton's streetscape.	Funded	Property and Commercial

Objective 9.3: Manage places with special landscape, rural and scenic value.

Priority Project and Actions 2022-26		2023/24	Responsibility
9.3.1	Identify heritage items across the Shire to include on Wollondilly's heritage register.	Funded and to be completed in 2023/24	Sustainable Growth
9.3.2	Prepare a heritage strategy to provide direction for achieving heritage outcomes.	Funded	Sustainable Growth
9.3.3.	Amend Wollondilly's Local Planning Framework in accordance with heritage studies.	Funded	Sustainable Growth

Objective 9.4: Provide and maintain community buildings and facilities.

Priority Project and Actions 2022-26		2023/24	Responsibility
9.4.1	Implement an online system for booking public facilities allowing customer to book and pay for council's facilities at a time and place that suits.	Funded and to be completed in 2023/24	Customer, Information and Technology Services
9.4.2	Review fee structure for public facilities to improve customer experience, efficiency and maximise patronage.	Funded	Parks and Recreation
9.4.3	Develop a plan for the future use of Condell Park Homestead.	Funded and to be completed in 2023/24	Property and Commercial
9.4.4	Plan for the renewal of the community halls at Thirlmere, the Oaks and Oakdale.	Funded	Parks and Recreation

Objective 9.5: Provide quality maintained parks and public open spaces.

Priority Project and Actions 2022-26		2023/24	Responsibility
9.5.1	Develop a preferred plant species list to be used for the delivery of planting and landscape improvement programs in Council's parks and open space.	Funded and to be completed in 2023/24	Parks and Recreation
9.5.2	Installation of new water play facility at Barralier Park, The Oaks.	Funded and to be completed in 2023/24	Parks and Recreation
9.5.3	Plan and design new water play facility at Thirlmere.	Removed <i>Linked to rewording of 1.1.7</i>	
9.5.4	Review and improve the provision of maintenance services within Council cemeteries.	Funded	Parks and Recreation

Objective 9.6: Manage streetscapes.

Priority Project and Actions 2022-26		2023/24	Responsibility
9.6.1	Plan, increase and review annual Wollondilly Shire Council Street and Park Tree Planting Program.	Grant dependant	Parks and Recreation
9.6.2	Develop the framework and approach for a Tree Asset Register, incorporating a Significant Tree Register.	Funded and to be completed in 2023/24	Waste and Environmental Services

13.3 CSP Outcome 10: We grow in a responsible way that respects and enhances what makes Wollondilly unique

Objective 10.1: Manage urban growth effectively in and around Wilton

Priority Project and Actions 2022-26		2023/24	Responsibility
10.1.1	Advocate for the delivery of infrastructure to support planned growth across the Shire including growth areas such as Wilton, including in partnership with Western Parkland Councils.	Funded	Sustainable Growth
10.1.2	Introduce a Neighbourhood Planning Policy to guide the preparation of future neighbourhood Plans in Wilton.	Funded and to be completed in 2023/24	Sustainable Growth
10.1.3	Collaborate with landowners and the state government in the preparation of neighbourhood plans for Wilton to promote growth, good design and good planning outcomes for the centre.	Funded	Sustainable Growth
10.1.4	Ensure the local contributions framework continues to support timely delivery of infrastructure in Wilton.	Funded	Finance
10.1.5	Undertake the structure planning to facilitate to the rezoning of the remaining areas of South Wilton ensuring the provision of appropriate infrastructure.	Funded and to be completed in 2023/24	Sustainable Growth

Priority Project and Actions 2022-26		2023/24	Responsibility
10.1.6	Implement and maintain the public tracking and reporting of Wollondilly's developer contributions and VPAs.	Funded	Finance

Objective 10.2: Evidence based planning and fully funded infrastructure informs any future growth in Greater Macarthur.

Priority Project and Actions 2022-26		2023/24	Responsibility
10.2.1	Continue to advocate strongly that development in Greater Macarthur (Appin) is premature without a fully funded infrastructure plan supported by a detailed funding strategy and staging and sequencing plan, and should not be considered until at least 2036 noting the priority for Wollondilly is the Wilton Growth Area.	Funded	Sustainable Growth
10.2.2	Recognising 10.2.1, continue to collaborate closely with the Department of Planning and relevant State agencies including Transport for NSW and Sydney Water to ensure that staging and sequencing plans for essential infrastructure are in place to meet future demand particularly in the Wilton Growth Area, and that all impacts on the natural environment and indigenous and European cultural heritage are properly and respectfully managed.	Funded	Sustainable Growth
10.2.3	Effectively respond to State and provide input into planning for Greater Macarthur drawing on lessons learnt from Wilton. Prioritising upfront infrastructure planning and delivery by the State and Federal Government.	Funded	Sustainable Growth

The following priority project is an additional commitment to the 2022/23-2025/26 Delivery Program:

Priority Project and Actions 2022-26		2023/24	Responsibility
10.2.4	Prepare a local infrastructure plan/Development Contributions Plan Amendment for Greater Macarthur.	Funded	Finance

Objective 10.3: Plan for adequate utilities and infrastructure to support economic and population growth.

Priority Project and Actions 2022-26		2023/24	Responsibility
10.3.1	Prepare and implement advocacy strategies to set out how Council will use a variety of methods and techniques to pursue Wollondilly's advocacy priorities. This may include programmed activities, such as making submissions, direct lobbying, face to face meetings, media activities and public campaigns. Key priorities include public transport, roads and health.	Funded	Engagement and Performance

Priority Project and Actions 2022-26		2023/24	Responsibility
10.3.2	Implement initiatives and actions from the Western Sydney City Deal and Western Parkland Councils Delivery Program to address priority issues in the Western Parkland Region.	Funded	Shire Futures
10.3.3	The 'Place and Landscape' Councillor led Strategic reference Group/Committee to identify opportunities for Councillors to support advocacy efforts that seek to fund enabling infrastructure to support economic and population growth.	Funded	Sustainable Growth

The following priority project is an additional commitment to the 2022/23-2025/26 Delivery Program:

Priority Project and Actions 2022-26		2023/24	Responsibility
10.3.4	Complete a reconciliation of expenditure to date of Contribution Plan funds and prepare a forward forecast of funds collected and the timing of their proposed utilisation.	Funded	Finance
10.3.5	Review the existing developer contributions plan 2020 with a focus on any updates to Area A (Non-growth areas).	Funded	Finance

13.4 CSP Outcome 11: We have access to adequate, safe and affordable housing

Objective 11.1: Facilitate access to diverse housing options.

Priority Project and Actions 2022-26		2023/24	Responsibility
11.1.1	Advocate to state agencies and delivery partners to help meet demand for diverse housing needs consistent with Wollondilly 2040.	Funded	Sustainable Growth
11.1.2	Ensure the local planning framework continues to support diversity in housing choice, by: <ul style="list-style-type: none"> Reviewing DCP standards for accessible housing standards Advocating for an increase in emergency housing for DV victims in the Shire Look for more opportunities to attract respite accommodation to the Shire. 	Funded	Sustainable Growth

13.5 Place and Landscape Core Services and Outputs

Strategic Planning	
Develop, implement and reporting on the local strategic planning statement (Wollondilly 2040)	Maintain Wollondilly Council's Local Planning Framework
Wollondilly Community Participation Plan Management	Social and Health Impact Assessment Group
Assess, prepare and progress Planning proposals	Manage land use planning reforms and policy
Policy development and Advocacy	Scoping Proposal Pre-lodgement service
Check and maintain Planning Certificates	Support Advisory Groups
Heritage advice, monitoring, listing	Referrals for Development Applications and pre-lodgement development applications
Maintain Wollondilly Shire Council population forecasts through forecast.id	Prepare and Implement Planning Studies and Strategies such as the Wollondilly Centres Strategy, Rural Lands Strategy, Local Housing Strategy, Urban Tree Canopy Plan and Landscape Strategy, and Picton Place Plan

Local Contributions Planning	
Management of Local Infrastructure Contributions Plans	Negotiate, executing and monitor Planning Agreements
Works in Kind Agreements	Referrals for all development applications
Local, Regional and State Infrastructure Planning and Advocacy	Development Forecasting

Development Services	
Development Assessment	Building Certification and Approval
Local Planning Panel representation	Duty Planning enquiries
Building enquiries	Issue Subdivision certificates
Provide Pre-DA advice	Planning advice to internal departments
Submissions on state significant development	S10.7 planning certificate administration support service
Assist compliance team with unauthorised works matters	Represent and defend Council's decisions in the Land and Environment Court

Growth Planning	
Wilton Growth Area Strategic Planning	Precinct Planning in Growth Areas
Greater Macarthur Growth Area Strategic Planning	Neighbourhood Planning in Wilton
Policy Development, Review and Advocacy in Growth Areas	Pre-lodgements and Planning Proposals in Growth Areas
Pre-lodgements Planning Proposals for Employment Land for the Shire	Planning Certificates
Integrating Health into policy including LEP and DCP	Referrals for SaHIA, urban design and growth matters
Implement strategies and plans such as Employment Land Strategy, Wilton Health and Wellbeing, Social and Health Impact Assessment Policy (SaHIA), Economic Development Strategy and Picton Place Plan	

Project Delivery	
Project Management of nonstandard projects	Contract Management
Procurement of contractors and consultants	Supervision and surveillance of construction
WHS obligations as PCBU	Reporting on progress and expenditure

Infrastructure Operations	
Civil/Road Construction	Civil/Road Maintenance
Facilities Maintenance	Project Management
Plant Maintenance	Emergency Management Assistance
Fleet Management (leaseback cars to the rest of Council)	Procurement and Store Services (both internally within section and to the greater organisation)

Assets Planning and Management	
Asset Management Strategy direction, planning and implementation, including delivery of the Capital Works Program	Managing the road network including road network strategy and planning
Floodplain Management Program	Capital Works Program
Budget Schedule for Priority Works Program	Perform the functions of the delegations issued around the EPA Act and Road Act.

Transport Planning	
Planning to design, deliver and optimise all modes of transport e.g. pedestrians, vehicle and transit.	Strategic Advice and Advocacy

Development Engineering	
Development engineering standards and implementation	Design concept approval
Advice and specifications around the management of Stormwater, Traffic and Engineering aspects of Developments	Insure strict adherence to the Environmental Planning and Roads ACT's.
Monitor and assess effectiveness of Council's Design Specification to ensure fit for purpose assets are created and environmental impacts are minimised	Creation of New Public Assets to support development

Open Space	
Future development planning in Open Spaces and sub divisions	Street tree planting
DA approvals for landscaping	Protection of natural areas

Traffic and Parking	
Traffic Management	Transport Management
Road safety	Parking restrictions
Liaison with State Government Agency	

14 PILLAR 4: ECONOMY

We are an emerging and dynamic Shire with a thriving and diverse economy. We seek to attract new viable business to support the region while also supporting our towns, villages and rural lifestyle.

Service Areas

Whilst all of Council service areas contribute to our long-term vision for Wollondilly, these service areas have the most direct delivery, management and influence for this CSP Pillar, Economy.

- Tourism and Business Support
- Economic Development

4-year performance measures to be reported annually

- The Shire's jobs to workforce ratio
- Total area of land designated as an employment zone
- Annual number of businesses provided with planning pathway support/advice
- Number of Business Wollondilly subscribers
- Total number of businesses categorised as Agriculture
- Number of day trip visitors to Wollondilly (rolling four year average)
- Number of visitor nights in Wollondilly (rolling four year average)
- Number of people following our Visit Wollondilly social platforms (Facebook and Instagram)
- Number of average monthly visitors to Council's main tourism Website Visit Wollondilly

Informing and Supporting Strategies

- Economic Development Strategy
- Commercial Centres Strategy for Wilton
- Data, Information and Information Strategy
- Smart Shire Strategy
- Destination Management Plan

14.1 CSP Outcome 12: We have prosperous, diverse and resilient economy with work opportunities for everyone

Objective 12.1: Attract and retain diverse industries and businesses to grow the economy and local jobs.

Priority Project and Actions 2022-26		2023/24	Responsibility
12.1.1	Implement recommendations in the Employment Lands Strategy to unlock short-term employment land supply in priority localities, by: <ul style="list-style-type: none"> • Carrying out technical studies on key precincts in Picton, Bargo and Silverdale • Prepare a service and delivery plan to identify existing and required infrastructure to support rezoning land • Carry out a rezoning process and planning proposal to rezone appropriate land. 	Unfunded	Sustainable Growth
12.1.2	Explore the future rezoning of Maldon East Employment area, by: <ul style="list-style-type: none"> • Advocate for co-funding of project with State Government • Preparing a project plan • Carrying out technical studies • Prepare a structure plan • Prepare a service and delivery plan to identify existing and required infrastructure to support rezoning land. 	Part funded	Sustainable Growth
12.1.3	Finalise and implement the operating model of the Picton Co-working space in the Old Post office building.	Complete 2022/23	Engagement and Performance
12.1.4	Prepare a Shire wide retail strategy to identify commercial needs. This will require retail modelling to be undertaken across the Shire.	Unfunded	Sustainable Growth

Priority Project and Actions 2022-26		2023/24	Responsibility
12.1.5	Support economic development opportunities that will simplify the planning process and provide a customised service to businesses through: <ul style="list-style-type: none"> Continued operation of Council's concierge service Improved information on Council's website to assist customers in understanding the planning process Seek funding opportunities for and deliver a new web-based service to assist business identify land within the Shire to support their operations Continued collaboration with Western Parkland City Authority's Investment Attraction Office to improve customer experience and facilitate the retention and attraction of jobs to the Shire. 	Funded	Business and Investment
12.1.6	The 'Economy' Councillor led Strategic reference Group/Committee to identify opportunities to advocate to attract and retain diverse industries and businesses to grow the economy and local jobs.	Funded	Sustainable Growth
12.1.7	Connect local businesses to State and Commonwealth support programs by engaging with local businesses and identify any appropriate business support programs they may qualify for and make the necessary introductions to State or Commonwealth Governments.	Funded	Engagement and Performance
12.1.8	Support local business associations and chambers of commerce by working with local business associations and chambers to deliver appropriate business support programs such as building a digital presence, better use of technology, etc.	Funded	Engagement and Performance
12.1.9	Undertake stakeholder engagement, marketing and promotions to maintain a strong program regarding the economy and promotion and support for tourism.	Funded	Engagement and Performance
12.1.10	Advocate for Government services to locate in key centres, including Wilton and Picton.	Funded	Sustainable Growth

The following is an additional commitment to the 2022/23-2025/26 Delivery Program:

Priority Project and Actions 2022-26		2023/24	Responsibility
12.1.11	Provide ongoing collaborative support to the contractor of the co-working space in the Old Post Office to support the viability of the service and its benefits to our community.	Funded	Engagement and Performance

Objective 12.2: Improved digital access and improved services

Priority Project and Actions 2022-26		2023/24	Responsibility
12.2.1	Advocate for better telecommunication and internet services more specifically: <ul style="list-style-type: none"> • 2 new phone towers at most needed blackspots • Partnership with NBN Co on identified commercial projects to improve connectivity and seek grant funding to support implementation • Seek opportunities to roll out free WiFi across the Shire. 	Funded	Customer, Information and Technology Services
12.2.2	Advocate to improve mobile network coverage blackspots across the Shire specifically through a joint application with Telstra to the Peri Urban Mobile Program.	Funded	Customer, Information and Technology Services
12.2.3	Participate in the Western Parkland Digital City Implementation Steering Committee and promote local issues and needs that improve outcomes for Wollondilly residents.	Funded	Customer, Information and Technology Services

Objective 12.3: Support agriculture growth and development.

Priority Project and Actions 2022-26		2023/24	Responsibility
12.3.1	As an interim measure, investigate and implement short term actions from Wollondilly Rural Lands Strategy including: <ul style="list-style-type: none"> • Review Wollondilly LEP 2011 to encourage greater horticultural production. • Review Wollondilly LEP 2011 to provide a clearer framework for dwelling entitlements • Review the Development Control Plan for rural dwellings, rural industries and other rural enterprises. 	Funded	Sustainable Growth
12.3.2	Investigate affordable farming recommendations within the Rural Lands Strategy.	Funded	Sustainable Growth
12.3.3	Investigate the Yerranderie recommendations within the Rural Lands Strategy.	Funded	Sustainable Growth
12.3.4	Promote awareness of the Rural Lands Strategy and Council's commitment to supporting the continuing development of the agriculture industry through an ongoing communication approach.	Funded	Engagement and Performance
12.3.5	Undertake a viability study to inform the implementation of Rural Land Strategy.	Not programmed for 2023/24	Sustainable Growth

Priority Project and Actions 2022-26		2023/24	Responsibility
12.3.6	Continue to advocate for economic development opportunities to encourage and promote existing and emerging primary production uses including leveraging opportunities associated with the aerotropolis.	Funded	Sustainable Growth
12.3.7	Work with the Western Sydney Planning Partnership (WSPP) to advocate for Wollondilly's agricultural needs through collaboration on the development of a regional Rural Lands Strategy.	Funded	Sustainable Growth
12.3.8	Support agriculture by developing a right to farm framework, including: <ul style="list-style-type: none"> Guidelines that mediate complaints or a complaint register Develop a media strategy Advocate for Department of Primary Industries to review types and sizes of buffer zones. 	Not programmed for 2023/24	Sustainable Growth
12.3.9	Advocate for a tradeable credit scheme or other incentives to be incorporated into the NSW Planning system as a means of incentivising agricultural production on rural lands and minimising the land lost to urban encroachment.	Not programmed for 2023/24	Sustainable Growth
12.3.10	Advocate to the Federal Government for funding to support agricultural initiatives for example seasonal workers and a visa scheme.	Funded	Sustainable Growth

Objective 12.4: Create a vibrant and welcoming tourism destination.

Priority Project and Actions 2022-26		2023/24	Responsibility
12.4.1	Collaborate with NSW Government and relevant LGA's on the development and implementation of the Western Parklands Destination Management Plan, including identifying and prioritising opportunities for Wollondilly.	Funded	Engagement and Performance
12.4.2	Investigate and implement opportunities to make areas across the Shire RV friendly to encourage increased visitation, subject to funding.	Part funded	Business and Investment
12.4.3	Prepare Tourism Asset Plans to enhance a selection of the Shire's recognised existing assets to support the visitor economy and improve the amenity and visitor experience e.g. The Viaduct, Razorback Lookout and the Mushroom Tunnel.	Part funded	Engagement and Performance
*12.4.4	Increase visitation to Wollondilly through a strategically focused Visit Wollondilly campaign utilising a mix of digital and traditional marketing activity. <i>Linked to 12.4.9 in following table</i>	Part funded	Engagement and Performance

Priority Project and Actions 2022-26		2023/24	Responsibility
12.4.5	Enhance our small scale tourism location signage by seeking opportunities to utilise current technology e.g. Mounted QR codes to share information about our Shire to residents and visitors and drive visitors to visitwollondilly.com.au	Unfunded	Engagement and Performance
12.4.6	Partner with Transport Heritage NSW to identify opportunities to support tourism and visitation opportunities associated with the Loop Line Project. For example, this could include support infrastructure such as car parking, lighting, pathways, events and markets.	Funded	Engagement and Performance
12.4.7	Advocate and seek funding for a feasibility study for stage 1 of the Great Burragorang Valley Walk from Warragamba to Thirlmere Lakes via Werombi, Oakdale and Couridjah. Consultation to occur with relevant groups including with the Gundungurra people.	Part funded	Parks and Recreation
12.4.8	Review the Development Control Plan to support opportunities for tourism in rural areas.	Funded	Sustainable Growth

**denotes amended wording to 2022/23-2025/26 Delivery Program Priority Project and Action wording*

The following is an additional commitment to the 2022/23-2025/26 Delivery Program:

Priority Project and Actions 2022-26		2023/24	Responsibility
12.4.9	Update the local planning framework to open up and enable the visitor economy to become a foundation for social, cultural and economic life. <i>Linked to 12.4.4 re-wording.</i>	Funded and to be completed in 2023/24	Sustainable Growth

14.2 CSP Outcome 13: We have access to quality education and lifelong learning opportunities

Objective 13.1: Facilitate access to quality education, training and development opportunities.

Priority Project and Actions 2022-26		2023/24	Responsibility
13.1.1	Complete construction of the Children's Services Building.	Complete	Project Delivery
13.1.2*	Continue operation of the Children's Services education and care settings to work towards achieving an Excellent rating, in assessment against the National Quality Standards.	Funded	Community Services
13.1.3	Relocate year-round care service to the Children's Services Building.	Complete	Project Delivery
13.1.4	Advocate for fast-tracked delivery of K-12 public school in Wilton.	Funded	Sustainable Growth
13.1.5	The 'Economy' Councillor led Strategic reference Group/Committee to identify opportunities for Councillors to support advocacy efforts for more education facilities across Wollondilly.	Funded	Sustainable Growth
13.1.6.	Promote education opportunities and training facilities at Wilton, including: <ul style="list-style-type: none"> Seek an agreement or MOU with developers/builders to encourage employment of local apprentices. Advocate for location of satellite tertiary educational services at Wilton Implement controls to ensure that education facilities are co-located with Council controlled sporting facilities in growth areas. 	Funded	Sustainable Growth
13.1.7	Develop an organisational strategy to expand our trainee, apprentice and cadet program including ways to enable staff to be broad banded across different disciplines.	Not programmed for 2023/24	People and Wellbeing

*denotes amended wording to 2022/23-2025/26 Delivery Program Priority Project and Action wording

14.3 Economy Core Services and Outputs

Tourism and Business Support	
Facilitates the strategic delivery of marketing and promotion of Wollondilly	Graphic Design
Analytics, insights and reporting	Supporting existing and new businesses
Stakeholder Collaboration and industry advocacy	Connections to government support and advocacy
Project Management	Manages Councils Tourism and Business communication channels
Growing visitation and tourism product	Supporting the local economy to grow
Economic Development	
Participate and provide advice regarding employment and business development initiatives across Wollondilly Shire with key external stakeholders	Improve the customer experience through the approvals process
Provide expert advice relating to the coordination of economic development activities within them to address employment, business growth, economic sustainability and resilience with a focus on town centres, industrial estates, and local neighbourhood Centres	

15 PILLAR 5: PERFORMANCE

Our community recognises we are striving to be a leading local government. We listen and respond to community needs delivering excellent customer experiences.

Service Areas

Whilst all of Council service areas contribute to our long-term vision for Wollondilly, these service areas have the most direct delivery, management and influence for this CSP Pillar, Performance.

- Customer Service
- Communication and Engagement
- People and Culture
- Integrity, Governance and Risk
- Corporate Strategy and Performance
- Technology and Data
- Information Management
- Financial Services
- Property
- Legal
- Procurement

4-year performance measures to be reported annually

- | | |
|--|---|
| • Number of people following Council's main Facebook page | • Number of average monthly visitors to Council's main Website |
| • Proportion of the community reached by our various communication channels | • Number of e-news subscribers |
| • Number of Your Say Wollondilly registrations | • Unrestricted Current Ratio |
| • Debt Service Cover Ratio | • Rates and Annual Charges Outstanding |
| • Buildings and Infrastructure Renewals Ratio | • Infrastructure Backlog Ratio |
| • Customer Service Satisfaction | • Contact Centre calls answered within 20 seconds |
| • Community satisfaction with Council's Leadership | • Service Quality Complaints |
| • Proportion of annual adopted/budgeted Capital Works Program successfully delivered | • Net median time for determination of development applications |
| | • Level of employee engagement |

Informing and Supporting Strategies

- Resourcing Strategy i.e. Long-term Financial Plan, Workforce Management Plan, Asset Management Plans
- Business Enhancement Plan
- Community Engagement Strategy (2022)

15.1 CSP Outcome 14: We are a collaborative community – Everyone is working towards a shared vision

Objective 14.1: Provide strong open and accountable leadership

Priority Project and Actions 2022-26		2023/24	Responsibility
14.1.1	Provide training to build capacity of Councillors to excel in their roles.	Funded	Governance, Integrity and Ethics
14.1.2	Develop and undertake a promotion program which focusses on increasing community awareness of our vision and identity for Wollondilly in order to foster a better collaborative understanding between Council and the community.	Funded	Engagement and Performance
14.1.3	Create and publish a growth dashboard showing how and where the Shire is growing.	Funded and to be completed in 2023/24	Customer, Information and Technology Services

Objective 14.2: Raise community awareness and involvement in local decisions and activities through improved communications and consultation

Priority Project and Actions 2022-26		2023/24	Responsibility
14.2.1	Review and update Council's community engagement strategy to ensure it outlines Council's commitment to consultation and overarching approach to deliver best practice engagement opportunities for the community. The strategy will include the different methods that Council will use for different purposes to reach and engage with stakeholders and how and when to target each stakeholder group.	Complete 2022/23	Engagement and Performance
14.2.2	Review, prepare and implement communications approaches to increase community awareness of key issues including growth and development, roads and compliance with regular reporting on progress and effectiveness.	Funded	Engagement and Performance
14.2.3	Implement Council's adopted Community Engagement Strategy for key projects and consultation processes.	Funded	Engagement and Performance

Priority Project and Actions 2022-26		2023/24	Responsibility
14.2.4	Continue to promote Council's communications channels and databases to increase capacity, effectiveness and engagement, including developing a strategy to increase Council's email database to over 50% of residents in the Shire.	Funded	Engagement and Performance
14.2.5	Participate in the implementation and ongoing provision of the Open data sharing platform with the eight Western parkland Councils.	Funded	Customer, Information and Technology Services
14.2.6	Undertake an independent annual community survey to identify community priorities and, improve alignment with community needs and expectations for service delivery in line with the Voice of the Customer project.	Funded	Engagement and Performance
14.2.7	Scope options to consider and hold community forums in locations across the Shire, in addition to Picton.	Complete 2022/23	Governance, Integrity and Ethics
14.2.8	Implement a program of Community Forums held in locations around the Shire.	Complete 2022/23	Governance, Integrity and Ethics

15.2 CSP Outcome 15: Our Council provides excellence in customer service, financial management and organisational performance

Objective 15.1: Provide a sustainably high performing organisation to achieve the vision of 'an even better Wollondilly together'

Priority Project and Actions 2022-26		2023/24	Responsibility
15.1.1	Implement the Wollondilly Council Business Enhancement Plan including priority projects.	Funded	Engagement and Performance
15.1.2	Implementation of the key elements and actions of the Workforce Management Strategy: Strategy 1: We lead at all levels to enable a culture of collaboration and high performance Strategy 2: We are flexible, agile and adaptable, embracing change and growth Strategy 3: We are strategic in how we attract and retain the best people. <i>Refer to the Workforce Management Strategy for more detail</i>	Funded	People and Wellbeing
15.1.3	Scope, develop and implement a risk management framework which manages Council's risk while ensuring business continuity, agility and resilience.	Funded and to be completed in 2023/24	Governance, Integrity and Ethics

Priority Project and Actions 2022-26		2023/24	Responsibility
15.1.4	Implement service area review program across the organisation.	Part funded	Engagement and Performance
15.1.5	Review Council's operational facilities and their capacity to service the community. Prepare Project Plans for facilities requiring upgrades for example, the animal shelter, community nursery, waste transfer station.	Funded	Property and Commercial

Objective 15.2: Strong and sustainable financial management and value for money for all residents

Priority Project and Actions 2022-26		2023/24	Responsibility
15.2.1	Provide an evaluation framework and communication tools to demonstrate value for money from rates.	Complete 2022/23	Finance
15.2.2	Review the Long-Term Financial Plan on an annual basis.	Funded	Finance
15.2.3	Review the procurement process and identify opportunities for improvements to ensure value for money outcomes.	Funded and to be completed in 2023/24	Finance
15.2.4	Review Council's grant management and application processes and recommend improved ways to ensure efficiency and effectiveness in obtaining and administering grants that align with our strategic priorities.	Funded	Engagement and Performance
15.2.5	Report quarterly on grants applied for and the progress of grants awarded.	Funded	Engagement and Performance
15.2.6	Commence review of Wollondilly 2040 Local Strategic Planning Statement following updates to the regional and district plan.	Not programmed for 2023/24	Sustainable Growth

Objective 15.3: Embrace innovation to improve business efficiencies and drive performance

Priority Project and Actions 2022-26		2023/24	Responsibility
15.3.1	<p>Deliver resource and implement a Data, Information and Information Technology Strategy to enhance customer service and internal processes. Including ongoing recurring funding for critical projects that improve service delivery. Funded Projects:</p> <ul style="list-style-type: none"> • Implementation of digitisation and automation of Council services including: <ul style="list-style-type: none"> - Online bookings for facilities - All Council services accept payments online allowing customer more convenient way to pay for services. - All forms available online allowing customer to apply for council service at a time and place the suites • Digitisation of the planning approval process (encompassing development assessments and other planning approval processes) to significantly improve assessment time frames, productivity and customer service. • Continued improvement of cyber security and system resilience protecting the community's private data and council's ability to provide services. • Improvements to quality and accessibility of Council's corporate data including the scope for reporting tools for strategic measures. 	Funded	Customer, Information and Technology Services
15.3.2	Investigate and implement an Omnichannel contact centre improving customer service across phone, web-chat, email, and SMS etc. subject to funding.	Unfunded	Customer, Information and Technology Services
15.3.3	Systemisation and digitisation of marketing and communication leading to a more informed and engaged community.	Unfunded	Customer, Information and Technology Services

Objective 15.4: Deliver great customer service and outstanding customer experiences

Priority Project and Actions 2022-26		2023/24	Responsibility
15.4.1	Implement an integrated Customer Experience Framework to enhance service delivery for our customers, which includes mapping of customer touch points, measure effectiveness of communications and a focus on building an omni-channel experience for customer interactions with Council.	Funded	Customer, Information and Technology Services
15.4.2	Provide a minor review of the Community Strategic Plan.	Not programmed for 2023/24	Engagement and Performance
15.4.3	Provide an annual review of the Delivery Program and prepare an Operational Plan.	Funded	Engagement and Performance

Objective 15.5: Effectively manage the Shire's assets

Priority Project and Actions 2022-26		2023/24	Responsibility
15.5.1	Implement the improvement actions in the Asset Management Strategy.	Part funded	Assets, Transport and Engineering
15.5.2	Prepare a Property Strategy to strategically manage Council's property and deliver improved performance and outcomes for the community.	Funded and to be completed in 2023/24	Property and Commercial

Objective 15.6: Attract, develop and retain a competent, engaged and diverse workforce

Priority Project and Actions 2022-26		2023/24	Responsibility
15.6.1	Continue to enhance flexible working and activity based working opportunities while ensuring continuity of service provision and high levels of customer service.	Funded	People and Wellbeing
15.6.2	Partner with schools, TAFEs, universities and other companies and Councils to expand Council's Apprenticeship/Traineeship and Student Program.	Funded	People and Wellbeing
15.6.3	Advocate and partner with the Office of Local Government to lift the profile of and raise awareness of local government as an employer of choice.	Funded	People and Wellbeing

15.3 Performance Core Services and Outputs

Customer Service	
Customer Service through various channels i.e. Phone, front counter, email and social media	Manage and maintain the NSW Companion Animal Register (CAR)
Process customer requests in Salesforce	Payment receipting
Development application processing on the NSW Planning Portal	

Communication and Engagement	
Strategic communications and engagement	External and internal communications
Media liaison/relations	Advertising
Digital communications	Marketing
Community engagement	Graphic design
Social media	Photography/videography support
Council brand management and sub-brand co-management	

People and Culture	
Recruitment and Selection - Pre-Employment Services; On boarding, Induction; Probation, Separation; work experience opportunities	Payroll - Reconciliation of Payroll Data; Taxation and Superannuation; Workforce Analytics and reporting
Learning and Development - Learning and Development Advice; Mandatory Learning and Development; Discretionary Learning and Development Programs; Educational Assistance; Coordination of Trainee and Apprentice Program	Employee Relations and Industrial Relations - Employee Engagement Programs; Award advice and compliance; Union Liaison; disciplinary processes and grievance resolution; workplace change; workforce planning
WHS - Work Health and Safety programs; workers compensation and return to work	

Integrity, Governance and Risk	
Complaints Coordination – functions of service include Escalated complaints, Code of Conduct and Public Interest Disclosures	Enterprise Risk Management – functions of service include Insurance, Claims Management, Fraud and Corruption Prevention, Privacy, ARIC
Corporate Governance – functions include Council meeting and forums coordination, Council business paper publication, Oversee Policy Framework, Coordinate LG Elections and Councillor induction, Delegations Framework, Conflicts of Interest Register, Gift and Benefits Framework	Councillor Relations including Fees, Expenses, Training, Conferences and Support

Corporate Strategy and Performance	
Integrated Planning and Reporting Management	Engagement and communication
Corporate reporting	Community surveys
Strategic grants management	Service review program management
Business Improvement Plan Management	Project Management

Technology and Data	
Network Infrastructure	IT project management
Software development and support	Helpdesk services
Cybersecurity, IT risk management and disaster recovery	External eServices
Innovation and Smart City Services	

Information Management	
Corporate record management	GIPPA request processing
Graphical information systems	Strategic data and information and management including security, accessibility and quality management of Council's key information and data assets

Financial Services	
Strategic financial management	Annual budget management
Corporate Financial accounting and reporting	Financial systems maintenance
Cashflow management	Accounts payable
Accounts receivable	Rating services

Property and Commercial	
Lease and Licences with 3rd parties	Acquisition and disposal of property
Maintain land and tenancy registers	Manage all council dealings with regard to land
Information/Inquiry response to community / customers as required	Project manage land transactions and dealings with required consultants
Easements, right of ways, caveats, boundary adjustments	

Legal	
Procurement and contract management advice	

Procurement	
Procurement Management	Contract Management

16 BUDGET

Wollondilly Shire Council is committed to measuring important aspects of financial performance. The Operational Plan 2023/24 ensures Council is well placed to achieve this commitment by meeting the following criteria:

- Financial Sustainability as per financial planning and sustainability policy
- Asset Management as per resourcing strategy
- Sustainable service delivery

16.1 Key Drivers and Context

The 2023/24 Budget has been prepared to deliver the actions contained in the Operational Plan and to address the future challenges of growth.

Key drivers and assumptions utilized in the preparation of the budget include:

- 3.7% IPART approved rate peg in accordance with the Local Government Act
- Supplementary rating income due to growth
- Expected earnings across Councils investment portfolio of 4.25% (an increase compared to current year earnings of 4.12%)
- Introduction of a \$10.84M loan over a 20-year term to fund the capital works program
- Increased Employee Costs, resulting from the award increase (4.5%), an increase in the superannuation guarantee (0.5%) and progression through the established salary system.
- A continued focus upon the management of Councils extensive transport infrastructure.
- Substantial and ongoing investment in roads of \$30.3M (Capital Expenditure: \$19.9M, Operating Expenditure: \$10.4M)

There have also been a range of cost impacts outside of Councils control that have been identified and included in the budget, which include higher insurance premiums, increased fuel costs and inflationary impacts on key materials utilised in the transport network and expected construction cost increases.

The 2023/24 budget delivers a projected operating deficit (excluding Capital Grants) of \$8.31M. Inclusive of Capital Grants the projection is for a surplus of \$23.8M.

Responding to natural disasters

Wollondilly has been subjected to a range of storm and flooding events over the last several years. There are a range of remediation and repair works to be completed and Council is working with the relevant Government Agencies to secure funding to complete the works.

Looking ahead, Council has proactively made allowances for natural disasters and emergencies in the 2023/24 budget and the Long-Term Financial Plan, to mitigate potential future negative economic impacts.

17 FINANCIAL SUMMARY

Income Statement		
	2022/23 Revised Budget	2023/24 Budget
Operating Revenue		
Rates and Annual Charges	\$53,218,000	\$56,429,100
User Charges and Fees	\$10,251,000	\$10,805,800
Interest & Investment Revenue	\$2,613,000	\$4,564,600
Other Revenues	\$1,307,000	\$1,333,300
Grants & Contributions for Operating Purposes	\$23,369,000	\$10,140,700
Total Operating Income	\$90,758,000	\$83,273,500
Operating Expenses		
Employee Costs	\$31,382,000	\$35,081,500
Borrowing Costs	\$358,000	\$407,600
Materials and Services	\$36,752,000	\$35,488,600
Depreciation	\$16,604,000	\$18,100,600
Other Expenses	\$1,970,000	\$2,504,400
Total Operating Expenses	\$87,066,000	\$91,582,700
Net Surplus/(Deficit) before Capital Amounts	\$3,692,000	(\$8,309,200)
Capital Grants & Contributions	\$35,291,000	\$32,141,100
Net Surplus/(Deficit)	\$38,983,000	\$23,831,900

Funding Statement		
Add Back		
Non-Cash Operating Items	\$16,604,005	\$18,101,000
Loan Borrowings	\$3,364,486	\$10,835,000
Funds Available	\$58,951,491	\$52,767,900
Capital Additions	(\$49,789,826)	(\$52,180,600)
Loan Principal Repayments	(\$1,673,471)	(\$1,639,600)
Movements in Reserve Funds (Net)		
Externally Restricted Reserves	(\$4,475,883)	\$622,300
Internally Restricted Reserves	(\$2,827,136)	\$430,000
Budget Result: Surplus	\$185,175	\$0

18 CAPITAL BUDGET OVERVIEW

Council is directly investing \$189M in an extensive capital works program that aims to deliver, maintain and renew priority infrastructure assets for our Shire. The investment for 2023/24 is \$59M.

Improving the condition of our transport network continues to be the priority focus and the investment in these projects will be \$19.9M in 2023/24. The objective of the plan is to improve the network, stopping further deterioration while reconstructing already failed roads. The program demonstrates a balanced approach of preventative treatments as well as full reconstructions.

The Wollondilly Cultural Precinct will be the foundation of 'social infrastructure' for the Shire becoming a valued community asset that supports social cohesion and well-being. Progress will continue on the Precinct, which will see the construction of a new performance space during the year.

Over the coming four years the total capital spend is forecast to be \$189M, this program sees the delivery of a range of exciting projects across the Shire from Warragamba to Bargo, Oakdale to Menangle and Appin to Thirlmere.

2023/2024 Capital Works Program			
Description	2022/23 Carry Over	2023/24	2023/24 Total
TRANSPORT			
Major Roads & Bridge Works			
Road Renewal Program	0	11,011,000	11,011,000
Road Upgrade Program	150,400	7,671,000	7,821,400
Road Upgrade - signage	0	50,000	50,000
Kerb & Gutter (new)	0	330,000	330,000
Kerb & Gutter (renewal)	0	250,000	250,000
Footpaths & Cycleways Program (new)	1,013,000	250,000	1,263,000
Footpaths & Cycleways Program (renewal)	0	148,000	148,000
Public Transport Facilities Program (new)	0	20,000	20,000
Public Transport Facilities Program (renew)	0	20,000	20,000
Bridges Program	0	50,000	50,000
Traffic Facilities (renewal)	0	100,000	100,000
Sub Total - Transport	1,163,400	19,900,000	21,063,400
OPEN SPACE			
Open Space Projects (new)	2,055,000	6,087,200	8,142,200
Open Space Projects (renew)	644,800	1,274,900	1,919,700
Sub Total - Open Space	2,699,800	7,362,100	10,061,900
BUILDINGS			
Building Program (new)	365,000	2,902,500	3,267,500
Building Program (renew)	332,800	500,000	832,800
Sub Total -Buildings	697,800	3,402,500	4,100,300
PRECINCT			
Government Service Building	0	600,000	600,000
Green Square & Public Spaces	0	110,000	110,000
Library (New)	0	250,000	250,000
Performing Art Centre	2,000,000	19,200,000	21,200,000
Sub Total - Precinct	2,000,000	20,160,000	22,160,000

2023/2024 Capital Works Program, continued			
Description	2022/23 Carry Over	2023/24	2023/24 Total
PLANT & FLEET			
Plant Fleet Purchases	0	500,000	500,000
Car Fleet Purchases	0	100,000	100,000
Sub Total - Plant & Fleet	0	600,000	600,000
STORMWATER DRAINAGE			
Stormwater Improvement Program	0	246,000	246,000
Sub Total – Stormwater Drainage	0	246,000	246,000
OPERATIONAL FACILITIES			
Waste Facilities	0	500,000	500,000
Minor Facility Upgrades	0	10,000	10,000
Sub Total - Operational Facilities	0	510,000	510,000
Total Works Program	6,591,000	52,180,600	58,771,600

Funding Summary	2022/23 Carry Over	2023/24	2023/24 Total
Section 711 - Cash Reserves Funding	0	8,190,000	8,190,000
Grant Funding	6,028,200	17,725,600	24,241,600
West Invest Grant	0	4,300,000	4,300,000
Special Rate Variation Reserve	512,800	9,524,000	10,006,800
Domestic Waste Management Reserve	0	500,000	500,000
Stormwater Reserve	0	246,000	246,000
Plant Replacement Reserve	0	600,000	600,000
Infrastructure Works Reserve	0	80,000	80,000
Royalties	0	180,000	180,000
Loans	50,000	10,835,000	10,885,000
Total Funding	6,591,000	52,180,600	58,711,600

19 RATES, FINANCIAL MANAGEMENT, FEES AND CHARGES

19.1 Rates

19.1.1 Annual Statement of Revenue Policy

In accordance with Section 405 of the Local Government Act 1993, Council provides the following details of its Statement of Revenue Policy. This information explains the basis upon which rates and charges will be made.

19.1.2 Rate Pegging

NSW has a longstanding policy of regulating the growth in local council rates under an arrangement known as 'rate pegging'. Under rate pegging, IPART sets a 'rate peg' each year, which determines the allowable percentage increase in rates income for councils. The rates paid by individual households will not necessarily go up in line with the rate peg. Councils are able to set rate levels for different categories of ratepayers. The rate peg applies to Council's total general rate income, not individual ratepayer assessments. In addition, land valuation changes may impact on the rates payable by individual households or businesses. The rate peg figure for 2023/24 has been set at 3.7%.

19.1.3 Special Rate Variation

The 2018/19 financial year was the last year of Council's approved 2015/16 to 2018/19 Special Rate Variation. Council will continue to apply the additional funds generated through this rating strategy to the infrastructure renewal program in accordance with the Independent Pricing and Regulatory Tribunal approval in order to achieve our ten-year financial sustainability objectives.

19.1.4 Rating Structure

As our Shire is growing it is important that Council routinely considers whether there may be a need to alter our current rating structure to best reflect our changing townships and villages, and ensure that we have the best structure to suit the changing needs of our current community and the new growth areas such as Wilton.

In April 2023, Council consulted with the community proposing to move from the 2022/23 minimum rate structure to a base rate structure for 2023/24.

For 2023/24 Wollondilly rates will consist of a base amount and an ad valorem amount. The base is a standard amount which is applied to all assessments. The ad valorem amount is calculated as a proportion of each assessments land value. The land value is determined by the NSW Valuer General and is provided to Council every three years. 1 July 2022 base date valuations will be used as the basis of rating for 2023/24.

19.1.5 Rating Categories

In accordance with Section 514 of the Local Government Act 1993 (Act), before making an ordinary rate, Council must declare each parcel of rateable land to be within one of the following categories.

1. Farmland
2. Residential
3. Mining
4. Business

Under Section 554 of the Act all land is rateable unless it is exempt from rating. Section 555 and 556 of the Act provides what land is exempt from rates. Ratepayers that are eligible under these sections of the Act may apply to Council for an exemption from rates.

For 2023/24 rateable land will be categorised for rating purposes as follows:

Farmland

Section 515 of the Act provides what land is to be categorised as Farmland.

Land will be categorised as farmland, if it is a parcel of land valued as one assessment and its dominant use is for farming (that is, the business or industry of grazing, animal feedlots, dairying, pig-farming, poultry farming, viticulture, orcharding, bee-keeping, horticulture, vegetable growing, the growing of crops of any kind, forestry or aquaculture within the meaning of the Fisheries Management Act 1994, or any combination of those businesses or industries) which-

- a) Has a significant and substantial commercial purpose or character, and
- b) Is engaged in for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made)

Residential

Section 516 of the Act provides what land is to be categorised as residential.

Land will be categorised as residential if it is a parcel of rateable land valued as one assessment and:

- a) its dominant use is for residential accommodation, or
- b) in the case of vacant land, it is zoned or otherwise designated for use under an environmental planning instrument (with or without development consent) for residential purposes, or
- c) it is rural residential land

Mining

Section 517 of the Act provides that land is to be categorised as mining if it is a parcel of rateable land valued as one assessment and its dominant use is for a coal mine or metalliferous mine.

Business

Section 518 of the Act provides that land is to be categorised as business if it cannot be categorised as farmland, residential or mining.

In accordance with Section 519 of the Act vacant land unable to be categorised under sections 515,516 or 517 of the Act will be categorised as follows:

- a) if the land is zoned or otherwise designated for use under an environmental planning instrument – according to any purpose for which the land may be used after taking into account the nature of any improvements on the land and the nature of surrounding development, or
- b) if the land is not so zoned or designated – according to the predominant categorisation of surrounding land.

For 2023/24 no land will be sub-categorised.

19.1.6 Details of Rates

For 2023/24 Council will collect rating revenue predominantly through an ad valorem rate in the dollar, with a base rate being applicable as detailed in the below table:

Rate Category	No. of Assessments	Ad valorem Rate	Base Amount	Estimated Base Income Yield	Estimated Ad valorem Income Yield	Estimated Total Yield	Base Amount % of Yield
Residential	20,335	0.117863	\$ 970	\$ 19,724,950	\$ 20,902,003	\$ 40,626,953	48.55%
Farmland	268	0.073329	\$ 970	\$ 259,960	\$ 744,900	\$ 1,004,860	25.87%
Business	644	0.283084	\$ 970	\$ 624,680	\$ 1,594,751	\$ 2,219,431	28.15%
Mining	7	2.016376	\$ 970	\$ 6,790	\$ 1,852,773	\$ 1,859,563	0.37%
Total	21,254			\$ 20,616,380	\$ 25,094,427	\$ 45,710,807	

19.1.7 Interest Charges

Interest is charged on all overdue rates and charges on a daily simple interest basis. The interest rate that may be charged by Council is the rate as set by the Minister for Local Government. The rate for the 2023/24 is 9%.

In accordance with Section 566 (3) of the Act, Council will apply the maximum interest rate as determined by the Minister. If an instalment is missed, interest becomes payable on that instalment only. Interest only becomes payable on other instalments when the due date for those instalments has passed.

Under Section 567 of the Local Government Act 1993, Council has the ability to write off accrued interest on rates and charges in cases of hardship or where the person is unable to pay the accrued interest for reasons beyond their control.

19.1.8 Pensioners

Pensioners are entitled to a rebate (pro-rata based on full quarters) if they became an eligible pensioner or purchased a property in the Shire part way through the year.

An eligible pensioner whose assessment is \$500 or more for the year (or who is a joint owner with another eligible pensioner) is entitled to a full \$250 rebate for the year. If an eligible pensioner is a joint owner with non-eligible person(s), the rebate is pro-rated according to proportion of ownership. Council also offers an additional rebate to eligible pensioners of \$45 for the year and exemption from the stormwater management charge and up to 50% of the core waste service charge (This may need to change in the future to ensure compliance with the four pricing principles recommended for adoption in the IPART Review of Domestic Waste Management Charges Final Report: October 2022).

If a person ceases to be an eligible pensioner, their entitlement to a rebate ceases on the last day of the quarterly instalment period during which their eligibility ceased.

19.1.9 Debt Recovery

Rates and charges will be deemed overdue when the due date for an instalment has passed and payment has not been received. The Local Government Act 1993 and related regulations require Council to have effective and efficient debt collection processes in place, whilst being responsive and supportive to those ratepayers who are experiencing genuine financial hardship.

Council's Debt Recovery and Hardship Policies ensure that Council's revenue is collected promptly, fairly and efficiently, in particular the rating and domestic waste management revenue, which is Council's most significant cash inflow.

19.1.10 Domestic Waste Management Charges

The Local Government Act 1993 states that income from ordinary rates must not be used to fund the Domestic Waste Management Service. The service must be self-funded, i.e. income for the cost of providing the service must be obtained via the making and levying of a charge for that purpose. In the case of Wollondilly this service includes the provision, operation and eventual rehabilitation of landfill sites. Given the closure of Warragamba Waste Management Centre and the eventual closure of Bargo Waste Management Centre, Council is also obliged to fund the costly rehabilitation works through the Domestic Waste Service Charge. The NSW Government has passed legislation which (from July 1 2009) imposes a Levy under Section 88 of the Protection of the Environment Operations Act. This legislation requires Council, on behalf of the NSW Government, to collect the levy on any material entering a landfill site. A weighbridge at the site enables Council to accurately calculate the amount of levy that must be charged and passed on to the NSW Government. Under S496 of the Local Government Act, Council must levy a charge for Domestic Waste Management on every rateable property for which the Domestic Waste Management Service is available. The charge must be levied on vacant rateable land when the service is available. The charge levied on vacant land will be lower than that levied on occupied land and will be based on the cost of administering the service. An interest charge is applicable to overdue waste charges under Section 566 of the Act with the interest rate set by the Minister. The interest rate that may be charged by Council is the rate as set by the Minister for Local Government. The rate for the 2023/24 is 9%.

Principles

The following principles are used to determine the application of the Section 496 charge:

Dwellings and Domestic Premises in Rural and Residential Zones

All dwellings and domestic premises in Rural and Residential zones with authorised occupancy within an approved area serviced by Council are to be charged for the provision of Council's Domestic Waste Management Service subject to the following exemptions;

- a) Where Council is unable to provide the Domestic Waste Management Service to dwelling and domestic premises in the Rural and Residential zones due to site safety characteristics and/or location and an alternative service is approved by Council.
- b) Existing dwellings, domestic premises and retirement villages in the Rural and Residential zones in streets serviced by Council that are not provided with Council's Domestic Waste Management Services as at 1 July 2013 due to the utilisation of a separate non-Council waste service.

Dwellings and Domestic Premises in Commercial / Industrial Zones

Dwellings and domestic premises in Commercial and Industrial Zones are to be charged for the provision of the Council's Domestic Waste Management Service whether or not any non-Council waste arrangement exists. Dwellings and domestic premises in these zones that were not provided with Council's Domestic Waste Management Service as at 1 July 2005 due to the utilisation of a separate non-Council waste service will be exempt from the charge.

Garden Organics

The garden organics service will be provided as a core service to residential premises in the Towns and Villages and specified surrounding rural/residential areas with areas of approx. 4,000m².

Commercial Properties: Bin Service – Commercial Waste	2023/2024
120LT General Waste, 240LT Recycling	\$638.00
120LT General Waste, 360LT Recycling	\$660.00
240L General Waste, 240LT Recycling	\$884.00
240L General Waste, 360LT Recycling	\$915.00

Residential Waste Services: Rural Areas – No Garden Organics Collection <i>(Please note the allocation of a property to the rural waste collection service relates to the waste service collection route and does not always match the zoning of the individual property)</i>	2023/2024
80L General Waste, 240L Recycling, Clean Up	\$518.00
80L General Waste, 360L Recycling, Clean Up	\$528.00
120L General Waste, 240L Recycling, Clean Up	\$544.00
120L General Waste, 360L Recycling, Clean Up	\$554.00
240L General Waste, 240L Recycling, Clean Up	\$633.00
240L General Waste, 360L Recycling, Clean Up	\$643.00

Towns and Villages and Specified Adjoining Rural Areas	2023/2024
80L General Waste, 240L Recycling, Garden Organics, Clean Up	\$604.00
80L General Waste, 360L Recycling, Garden Organics, Clean Up	\$614.00
120L General Waste, 240L Recycling, Garden Organics, Clean Up	\$630.00
120L General Waste, 360L Recycling, Garden Organics, Clean Up	\$640.00
240L General Waste, 240L Recycling, Garden Organics, Clean Up	\$718.00
240L General Waste, 360L Recycling, Garden Organics, Clean Up	\$728.00

Multi-Occupancy Dwellings, Shared Service	2023/2024
General Waste, Recycling, Clean Up. Kerbside collection	\$288.00
General Waste, Recycling, Garden Organics, Clean Up. Kerbside collection	\$331.00
General Waste, Recycling, Clean Up. On-property bin collection	\$326.00
General Waste, Recycling, Garden Organics, Clean Up. On-property bin collection	404.00
Non-Standard Service	
General Waste, Recycling, Clean Up. On-property bin collection	326.00
General Waste, Recycling, Garden Organics, Clean Up. On-property bin collection	\$404.00

Skip Bins – Multi occupancy Dwellings, Non-Strata Properties	2023/2024
1,100LT General Waste. Per bin (emptied weekly), No Clean Up	\$1,980.00
1,100LT Recycling (emptied fortnightly). No Clean Up	\$555.00
1,100LT Garden Organics (emptied fortnightly). No Clean Up	\$680.00

Availability Charge	2023/2024
Availability Charge	\$120.00

Additional Services

Where additional services are required the following charges will apply:

Residential Waste Services	2023/2024
General waste – 120L bin	\$170.00
General Waste – 240L bin	\$260.00
Recycling – 240L bin	\$60.00
Recycling – 360L bin	\$70.00
Garden Organics – 240L bin	\$86.00

Commercial Properties	2023/2024
General waste – 120L bin	\$300.00
General Waste – 240L bin	\$484.00
Commercial Recycling – 240L bin	\$99.00
Commercial Recycling – 360L bin	\$117.00
Commercial Garden Organics – 240L bin	\$143.00

19.2 Stormwater Management Charge

The introduction of the Local Government (General) Amendment (Stormwater) Regulation 2006 under the Local Government Act 1993 enables Council to charge a stormwater management charge to undertake new/ additional stormwater management services. The Charge applies to parcels of land rated as residential or business where Council provides stormwater services.

	Charge	Estimated Yield
Residential Land (each rateable parcel)	\$25.00	\$283,825
Residential Strata (each rateable unit)	\$12.50	\$7,455
Business	A minimum of \$25.00 plus \$25.00 per 350m ² or part thereof (capped at \$325.00)	\$73,828

Pensioners, rural residential, rural properties and vacant land are exempt from the charge. Stormwater is the water which runs off hard surfaces into our local waterways during rainfall events. As stormwater flows across the land it collects pollutants such as dirt, litter and leaves that are then washed into local waterways causing the degradation of these waterways. Wollondilly Shire contains three of Sydney's major water catchments. Parts of these catchments also form part of Sydney's drinking water catchment and it is therefore of vital importance that these waterways are protected. Council is responsible for the management of the stormwater drainage infrastructure in Wollondilly Shire.

19.3 Loan Borrowings

Debt is raised to fund non-recurrent capital expenditure that will benefit current and future residents and ratepayers. Council's Borrowing Policy (GOV0061) was adopted on 13 December 2022 to ensure that all borrowings are in accordance with legislative requirements and to minimise the cost of borrowing. All borrowings must be approved by Council resolution. Council's forecast debt servicing commitment and outstanding loan liability is as follows:

Year	Interest	Principal	Total Debt Servicing Cost	Outstanding Liability
2024	347,600	1,577,800	1,925,400	15,725,600
2025	832,900	922,500	1,755,400	14,803,100
2026	770,000	985,700	1,755,700	13,817,500
2027	708,100	894,700	1,602,800	12,922,900
2028	743,900	861,600	1,605,500	12,061,300
2029	604,600	712,200	1,316,800	11,349,300
2030	568,200	622,100	1,190,300	10,727,200
2031	536,800	653,500	1,190,300	10,073,700
2032	503,700	686,500	1,190,200	9,387,200
2033	469,100	721,200	1,190,300	8,666,000
2034	432,600	757,600	1,190,200	7,908,400
2035	394,400	795,900	1,190,300	7,112,500
2036	354,100	836,200	1,190,300	6,276,300
2037	311,800	878,400	1,190,200	5,397,900
2038	267,400	922,900	1,190,300	4,475,200
2039	224,300	653,500	877,800	3,821,700
2040	189,900	688,000	877,900	3,133,700
2041	153,700	724,200	877,900	2,409,500
2042	115,500	762,400	877,900	1,647,100
2043	75,300	802,500	877,800	844,700
2044	33,000	844,700	877,700	0

The 2023/24 Budget includes new borrowings of \$10.84M over a 20-year term to fund the Capital Works program. The modelling prepared for the Long-Term Financial Plan incorporates additional borrowings to facilitate the proposed Major Works program, however it is anticipated that additional funding sources will be identified as the program proceeds which may reduce the need for additional borrowings.

19.4 Investments

Council's Investment Policy (GOV0024) was most recently adopted on 11 December 2017.

The policy provides a framework for investing Council's funds at the most favourable return available to it at the time whilst having due consideration of risk and security for that investment type and to ensure that Council's liquidity requirements are met.

Surplus funds are invested for the following purposes:

1. The retention of externally restricted monies such as developer contributions, unspent grants and Domestic Waste Management funds.
2. As a means of accumulating funds for specific capital projects and future liabilities.
3. To provide adequate available working funds.
4. All investments are to comply with the following;
 - *Local Government Act 1993*;
 - *Local Government (General) Regulation 2005*;
 - Ministerial Investment Order;
 - Local Government Code of Accounting Practice and Financial Reporting;
 - Australian Accounting Standards;
 - Office of Local Government Circulars; and
 - *Trustee Act 1925*.

To control the credit quality of the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

Portfolio Credit Limits

Long Term Credit Ratings	Short Term Credit Ratings	Maximum
AAA	A-1+	100%
AA	A-1	100%
A	A-2	60%
BBB	A-3	30%
Specific Ministerial Approved Forms of Investment		
NSW Treasury Corp Deposits and NSW TCorpIM Funds		100%

Exposure to an individual institution will be restricted by their credit rating so that single entity exposure is limited, as detailed below:

Counterparty Limits

Long Term Credit Ratings	Short Term Credit Ratings	Maximum
AAA	A-1+	45%
AA	A-1	35%
A	A-2	20%
BBB	A-3	10%
NSW Treasury Corp Deposits and NSW TCorpIM Funds		
11am, Term Deposits or Bonds		45%
TCORP IM (managed funds)		
NSW TCorpIM Cash Fund		45%
NSW TCorpIM Strategic Cash Fund		35%

The Investment portfolio is to be invested within the following maturity constraints.

Term to Maturity Framework

Category Description	Minimum	Maximum
Portfolio % < 1 Year	40%	100%
Portfolio % > 1 Year <= 5 Years	0%	60%
Portfolio % > 3 Years <= 5 Years	0%	30%

The overall investment types within Council's investment portfolio are appropriate for a local government entity and fully comply with legislation and Investment Policy limits.

In accordance with Reg 212 of the Local Government (General) Regulation 2005, the performance of Councils investment portfolio and compliance with the policy limits and term to maturity framework is reported to Council monthly.

19.5 Fees and charges

19.5.1 Pricing Policy

Council has adopted a number of fees and charges for the wide and varied services that it provides to the Community. In deciding who pays for goods and services, and to what extent, it is necessary to determine whether the service benefits the general community and/or individuals, i.e. the proportion of Community versus private benefit.

Considerations that indicate Community benefit include:

- Individuals cannot be excluded from using the goods or service (for example, parks and roads).
- Does the Community, generally, benefit from the service?
- Is there a value for future generations?
- Does the Community gain a sense of civic pride from the provision of the service?

Considerations that indicate private benefit include:

- Do benefits apply to individual users?
- Are individuals prepared to pay for the service?
- Can individuals be excluded from using the services? (for example, the sale of tickets to a concert is limited to the number of seats available).

19.5.2 Price Categories

A. The price for this service is to make a minimal contribution towards the cost of providing this service. The majority of costs of this service are met from general income.

B. The price for this service is set to recover annual operating and maintenance costs, but does not contribute towards the replacement of assets in providing service.

C. The price of this service is set to recover annual operating and maintenance costs, and to make a contribution to the replacement of assets used in providing the service.

D. The price of these goods or services is set to generate an appropriate return on capital invested.

E. The price charged is a refundable deposit against possible damage to infrastructure, footpaths, kerb, gutters and roadways, buildings, parks and reserves caused by adjacent development or use of facilities.

F. The price charged for these goods or services is set by regulation and may change during the period covered by this document.

For full fees and charges, please see **Appendix 1**.



Wollondilly
Shire Council

ANNUAL FEES & CHARGES

2023/2024

PRICING POLICY

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PRICE CATEGORIES

- A. The price for this service is to make a minimal contribution towards the cost of providing this service. The majority of costs of this service are met from general income.
- B. The price for this service is set to recover annual operating and maintenance costs, but does not contribute towards the replacement of assets in providing service.
- C. The price of this service is set to recover annual operating and maintenance costs, and to make a contribution to the replacement of assets used in providing the service.
- D. The price of these goods or services is set to generate an appropriate return on capital invested.
- E. The price charged is a refundable deposit against possible damage to infrastructure, footpaths, kerb, gutters and roadways, buildings, parks and reserves caused by adjacent development or use of facilities.
- F. The price charged for these goods or services is set by regulation and may change during the period covered by this document.

REFUND POLICY

Refunds may be varied at the discretion of council staff.

Refunds or waivers for Planning Proposals

- The proponent is required to pay an initial Planning Proposal fee when submitting a planning proposal to cover all activities involved in reporting the proposal to Council for a Decision. No refund of this fee is applicable.
- The initial Planning Proposal fee may be waived only where a proposal is resubmitted and meets the criteria set out under the Planning Proposal Policy.
- Consistent with section 6 of Councils Planning Proposal Policy, Cost Recovery involves covering the operating costs associated with the assessment and implementation of plan making functions for Planning Proposals, therefore, no refund of this fee is applicable.

Refunds for Development Services Applications

Development Services Applications include the following applications: Development Applications; Complying Development Applications; Review of Determinations; Modification Applications; Construction Certificates; Occupation Certificates; S68 Applications; Building Information Certificates; Subdivision Certificates; Pre DA-meetings; Legal Document Processing.

- Rejected application - 100% of application fee less any other authorities levy paid and electronic file management fee
- Withdrawn within 5 days of lodgement - 75% of application fee less any other authorities levy paid and electronic file management fee
- Withdrawn prior to assessment - 50% of application fee less any other authorities levy paid and electronic file management fee
- Withdrawn after 7 days letter issued - 20% of application fee, less any other authorities levy paid and electronic file management fee

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WOLLONDILLY SHIRE COUNCIL

GROWTH

Planning Proposals (Rezoning)

A mapping fee may also be applicable to planning proposals supported by Council. Fees may be varied at the discretion of the Chief Executive Officer or Director Shire Futures. Please refer to refunds policy regarding refunds.

Technical assurance panel application fee	\$180,000.00	N	N	A
Pre-lodgement scoping proposal and meeting	\$6,500.00	N	N	A
Initial planning proposal fee (basic)	\$10,000.00	N	N	A
Not subject to refund under planning proposal policy.				
Initial planning proposal fee	\$25,000.00	N	N	A
Not subject to refund under planning proposal policy.				
Processing planning proposal fee (basic)	\$10,000.00	N	N	A
Processing planning proposal fee (standard and complex proposals)	Full cost recovery	N	N	A
Specialist Studies Assessment Fee	\$10,000 - initial review and agency consultation prior to lodgement.	N	N	A
DCP amendment initiated by proponent	\$15,000.00	N	N	A
DCP amendment prelodgement meeting fee	\$1,500.00	N	N	A
DCP amendment Neighbourhood Plan prelodgement meeting fee	\$1,500.00	N	N	A
DCP amendment (Neighbourhood Plan)	\$20,000.00	N	N	A
Study peer review	All costs incurred by the need to carry out a peer review on a study submitted to support a planning proposal, neighbourhood plan or development control plan amendment will be borne by the proponent. Min. Fee: \$3,000.00	N	N	A

Local Contributions Planning and Planning Agreement

Planning agreement or works-in-kind meeting(s) - per meeting	\$2,000.00	N	N	B
Initial proposal assessment fee	\$2,000.00	N	N	B
Local infrastructure agreements mapping fee	\$2,100.00	N	N	B
Planning agreement or works-in-kind agreement fee (basic)	\$10,000.00	N	N	B
Planning agreement or works-in-kind agreement fee (standard)	\$21,000.00	N	N	B
Planning agreement or works-in-kind agreement fee (complex)	\$46,000.00	N	N	B
Document processing fee	\$820.00	N	N	B

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Local Contributions Planning and Planning Agreement [continued]

Local infrastructure agreements (VPAs and WIKAs) administration fee	\$1,100 + 3% of the sum value of all contributions (inc. all works, land, maintenance and monetary contributions) in the agreement	N	N	B
Contributions plan initial review fees (with a planning proposal)	\$2,900.00	N	N	B
Draft contributions plan preparation (with a planning proposal – excluding the cost of any specialist plans, reports or studies)	\$46,000.00	N	N	B

Pre Lodgement Consultation for Development Applications

Fees may be varied by the Manager Development Services or the Director Shire Futures where the strict application of the scheduled fee is considered unreasonable or inappropriate considering the work required to carry out the assessment of the application. Refunds may be varied at the discretion of the Manager Development Services or the Director Planning. There will be no charge for basic advice regarding documents required for lodgement.

Formal pre-lodgement consultation with written response	Minor (Planner only) - \$600.00 Medium (up to 2 internal referral departments involved in providing advice) - \$1,250 Major (3 or more internal referral departments involved in providing advice) - \$2,250	N	Y	C
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Publications

Wollondilly LEP document	\$59.00	N	N	B
Local Strategic Planning Statement (Printed)	\$73.90	N	N	B
Development Control Plan 2010 Individual Volumes	\$21.50	N	N	B
Development Control Plan 2010 Entire Document	\$147.50	N	N	B
Various Planning Publications e.g. Growth Management Strategy, centre studies, streetscape, environment study (copies of other documents)	\$74.50	N	N	B
Price on application - minimum of \$33.				
Digital Copy (USB) of any Publication listed above	\$53.00	N	N	B

Development Application Fees (Any changes in the Legislated Fee will be passed on as at the effective date)

Fees may be varied by the Manager Development Services or the Director Shire Futures where the strict application of the scheduled fee is considered unreasonable or inappropriate considering the work required to carry out the assessment of the application.

Multiple Developments - If two or more fees are applicable to a single development application (such as to subdivide land and erect a building on one or more lots created by the subdivision) the maximum fee payable for that development is the sum of those fees.

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Estimated Cost

Less than \$5,000	\$138.00	Y	N	F
\$5,001 – \$50,000	\$212 plus an additional \$3.00 for each \$1,000 (or part of \$1,000) of the estimated cost	Y	N	F
\$50,001 – \$250,000	\$442 plus an additional \$3.64 for each \$1,000 (or part of \$1,000) of the estimated cost	Y	N	F
\$250,000 – \$500,000	\$1,455 plus an additional \$2.34 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	Y	N	F
\$500,001 – \$1,000,000	\$2,190 plus an additional \$1.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	Y	N	F
\$1,000,000 – \$10,000,000	\$3,281 plus an additional \$1.44 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	Y	N	F
More than \$10,000,000	\$19,917 plus an additional \$1.19 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	Y	N	F

Other

There is no charge for water tanks.

Administration fee for deferred commencement request operational consent review - construction value less than \$100,000	\$150.00	N	N	A
Administration fee for deferred commencement request operational consent - construction value \$100,001 to \$1,000,000	\$250.00	N	N	A
Administration fee for deferred commencement request operational consent - construction value greater than \$1,000,001	on request	N	N	A
Advertising signs and structures	\$357 plus \$93 for each advertisement in excess of one, or the fees calculated in accordance with statutory Development Application fees, whichever is the greater	Y	N	F
Additional fee for a development that is referred to a design review panel for advice	\$3,763.00	Y	N	F
Dwelling/house cost up to \$100,000	\$571.00	Y	N	F

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Other [continued]

Development not involving the erection of a building, the carrying out of work, the subdivision of land, or the demolition of a building or work	\$357.00	Y	N	F
Concept Development Application	The maximum fee payable for a concept development application in relation to a site, and for any subsequent development application for any part of the site, is the maximum fee that would be payable as if a single development application only was required for all of the development of the site.	Y	N	F
Designated development additional fee	\$1,154.00	Y	N	F
Time extension to commence work on a development consent	\$150.00	N	N	A
Assessment of amended plans for an undetermined application (DA, CC, 4.55, 8.2)	Depending on complexity: Minor complexity - 10% of DA fee paid Other - 30% of DA fee paid	N	N	A

Subdivision of Land

Subdivision with a new road - public or private road	\$834.00 plus \$65.00 per additional lot created by subdivision	Y	N	F
Subdivision not creating a new road	\$414.00 plus \$53.00 per additional lot created by subdivision	Y	N	F
Strata Subdivision	\$414.00 plus \$65.00 per additional lot created by subdivision	Y	N	F
Boundary adjustment and/or lot consolidation	\$414.00	Y	N	F
Subdivision works (As per Planning Circular PS 13-002 (Clause 249 of Environmental Planning and Assessment Regulation))	Applicable fees as per Schedule in "Any other Development (Estimated Cost)"	Y	N	F

Modification of a Consent

Section 4.55 EPAA 1979 - Modification

Section 4.55(1) Modifications involving minor error, misdescription or miscalculation	\$89.00	Y	N	F
Section 4.55(1A) Modifications involving minimal environmental impact	\$809 or 50% of the original development application fee, whichever is the lesser,	Y	N	F
Section 4.55(2) if the fee for the original application was less than \$100	50% of the fee for the original development application	Y	N	F

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Section 4.55 EPAA 1979 - Modification [continued]

Section 4.55(2) In the case of an application with respect to a development application that does not involve the erection of a building, the carrying out of a work or the demolition of a work or building	50% of the fee for the original development application	Y	N	F
Section 4.55(2) or 4.56(1) In the case of an application with respect to a development application that has minimal environmental impact or involves the erection of a dwelling-house with an estimated cost of \$100,000 or less	\$238.00	Y	N	F
4.55(2) or 4.56(1) that does not involve minimal environmental impact - original application value of works less than \$5,000	\$69.00	Y	N	F
4.55(2) or 4.56(1) that does not involve minimal environmental impact - original application value of works - between \$5,001 – \$250,000	\$106 plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost	Y	N	F
4.55(2) or 4.56(1) that does not involve minimal environmental impact - original application value of works - between \$250,001 – \$500,000	\$628 plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	Y	N	F
4.55(2) or 4.56(1) that does not involve minimal environmental impact - original application value of works - between \$500,001 – \$1,000,000	\$894 plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	Y	N	F
4.55(2) or 4.56(1) that does not involve minimal environmental impact - original application value of works - between \$1,000,001 – \$10,000,000	\$1,238 plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	Y	N	F
4.55(2) or 4.56(1) that does not involve minimal environmental impact - original application value of works - more than \$10,000,001	\$5,943 plus an additional \$0.27 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	Y	N	F
Additional fee for modification application if notice of application is required to be given under the Act, Section 4.55(2) or 4.56(1)	\$835.00	Y	N	F
Additional fee for modification application that is accompanied by statement of qualified designer	\$954.00	Y	N	F
Additional fee for modification application that is referred to design review panel for advice	\$3,763.00	Y	N	F

Review of Determination

Section 8.3 EPAA 1979

Review under section 8.3 of the Act with respect to a development application that does not involve the erection of a building, the carrying out of a work or the demolition of a work or building	50% of the fee for the original development application	Y	N	F
Review under section 8.3 of the Act with respect to a development application that involves the erection of a dwelling-house with an estimated cost of construction of \$100,000 or less	\$238.00	Y	N	F
Additional Notification fee if notice is required to be given under section 8.3 of the Act, section 4.55(2) or 4.56(1)required	\$778.00	Y	N	F

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Review of Determination [continued]

Appeal against determination of modification application under the Act, section 8.9	50% of the fee that was paid for the application subject to the appeal	Y	N	F
Review of modification	50% of the fee for the modification application	N	N	A

All other Development Application Reviews including erection of a building, carrying out of work, demolition of building or work (based on estimated costs)

Up to \$5,000	\$69.00	Y	N	F
\$5,001 to \$250,000	\$107 (plus an additional \$1.50 for every \$1,000 or part of \$1,000 of the estimated cost)	Y	N	F
\$250,001 to \$500,000	\$628 (plus an additional \$0.85 for every \$1,000 or part of \$1,000 of the estimated cost exceeds \$250,000)	Y	N	F
\$500,001 to \$1,000,000	\$894 (plus an additional \$0.50 for every \$1,000 or part of \$1,000 of the estimated cost exceeds \$500,000)	Y	N	F
\$1,000,001 to \$10,000,000	\$1,238 (plus an additional \$0.40 for every \$1,000 or part of \$1,000 of the estimated cost exceeds \$1,000,000)	Y	N	F
Over \$10,000,000	\$5,943 (plus an additional \$0.27 for every \$1,000 or part of \$1,000 of the estimated cost exceeds \$10,000,000)	Y	N	F

Development and Associated Building Fees

Fees may be varied by the Manager Development Services or the Director Shire Futures where the strict application of the scheduled fee is considered unreasonable or inappropriate considering the work required to carry out the assessment of the application. Refunds may be varied at the discretion of the Manager Development Services or the appropriate Team Leader.

Building and Drainage Inspection

Building Construction Inspection fee	\$220.00	N	Y	C
Plumbing and drainage inspections	\$220.00	N	N	C
Additional inspection or re inspection of work	\$220.00	N	N	C

Public Notification and Advertising

Dwelling or ancillary residential structure	\$230.00	N	N	C
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Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Public Notification and Advertising [continued]

Complying development neighbour inform letter	\$200.00	N	N	B
Other development - commercial & industrial - Less than \$100,000	\$230.00	N	N	C
Other development - including commercial & industrial - \$100,000 to \$750,000	\$300.00	N	N	C
Other development - including commercial & industrial - Over \$750,000	\$762.00	N	N	C
Public Exhibition of a designated development as required by a LEP, DCP or CPP	\$2,785.00	Y	N	F
Public Exhibition of a development required to be advertised by a LEP, DCP or CPP	\$1,386.00	Y	N	F
Public Exhibition of a prohibited development application	\$1,386.00	Y	N	F
Public exhibition of a nominated integrated development, threatened species development or class 1 aquaculture development	\$1,386.00	Y	N	F

Other

Public infrastructure fee for development over \$20,000 in R2, R3, R5 zones	\$229.00	N	N	C
Public infrastructure fee for development class 2,3,5,6,7,8 & 9 in all zones	\$299.50	N	N	C
Electronic file management fee	\$195.00	N	N	A
Outstanding notices certificate section 121ZP & 735A combined	\$223.50	N	N	C
Principal Certifier notification sign	\$26.00	N	Y	C
Sewerage system inspection - pre-development minimum – up to 1 hour	\$303.00	N	N	C
Sewerage system inspection pre-development additional time – per hour	\$184.50	N	N	C
Liquor licence review and endorsement	\$120.00	N	N	A
Application for a drainage diagram	\$120.00	N	N	A
Processing fee for a development application requiring concurrence from other Agencies	\$176 one-off administration fee	Y	N	F

Fire Safety

Bushfire Attack Level (BAL) Certificate (application for the purpose of preparing a local or complying development application, including site inspection)	\$850.00	N	Y	C
Identification of fire safety measures (Upon request under Cl.182(2)EP&A Regs.)	\$220.00	N	Y	C
Fire safety building audit and inspection	Base fee \$220.00 inspection plus \$220.00 per hour (minimum 1 hr) for audit	N	Y	C
Fire safety follow up inspection (new or existing buildings)	\$220.00	N	Y	C
Registration of Annual Fire Safety Statement (AFSS)	\$95.00	N	Y	C
Application for extension of time to submit an Annual Fire Safety Certificate (AFSS)	\$95.00	N	Y	B
Reassessment of unsatisfactory AFSS	\$220.00	N	Y	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Fire Safety [continued]

Assessment of alternative solution under the BCA for Class 2 – 9 Buildings – minor works (This fee is payable in addition to the Construction Certificate Fees)	POA	N	Y	C
Assessment of alternative solution under the BCA for Class 2 – 9 Buildings – major works (This fee is payable in addition to the Construction Certificate Fees)	POA	N	Y	C
NSW Fire Brigade Final Safety Report – Administration Fee	\$68.00	N	Y	C
Professional external consultancy service fee for fire engineering, fire safety and Building Code of Australia BCA (NCC) – per review, report or advice	As invoiced to Council plus 10% administrative fee	N	Y	C

Clause 144 Referral to NSW Fire Brigade - Currently \$2,600 per day plus admin costs. Payable prior to release of the Construction Certificate.

Note: The NSW Fire Brigade Final Safety Report Fee will be charged separately as determined by the NSWFB and is payable prior to the release of the Occupation Certificate.

S10.7 Planning Certificates

10.7(2) Certificate	\$67.00	Y	N	F
10.7(5) Certificate	\$167.00	Y	N	F

Temporary Occupation of a Building Site

Application fee (up to 2 years)	\$450.00	N	N	C
Extension of approval	\$450.00	N	N	C

Building Works

Complying Development

Class 1a dwelling - contract value less than \$500,000	\$3,386 package including inspections and occupation certificate	N	Y	C
Class 1a dwelling - contract value between \$500,000 and \$1,000,000	\$3,686 including inspections and occupation certificate	N	Y	B
Class 1a dwelling - contract value greater than \$1,000,000	Price on application	N	Y	B
Class 1a dwelling addition/alteration – contract value less than \$100,000	\$1,196 package including inspections and occupation certificate	N	Y	C
Class 1a dwelling addition/alteration – contract value exceeds \$100,000	\$3,286 package includes inspections and occupation certificate	N	Y	C
Complying Development for ancillary residential development where only a final inspection is required	\$700.00	N	Y	C
Class 10a & 10b	\$1,196 package includes inspections and occupation certificate	N	Y	C
Commercial/industrial development without building works	\$700.00	N	Y	C
Bed & breakfast	\$700.00	N	Y	C
Commercial/Industrial	Price on Application	N	Y	C
Boundary adjustments	Price on Application	N	Y	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Complying Development [continued]

Demolition	\$750.00	N	Y	C
Modified Complying Development Certificate	Price on application	N	Y	C

Construction Certificates

Fees may be varied by the Manager Development Services or the Director Shire Futures where the strict application of the scheduled fee is considered unreasonable or inappropriate considering the work required to carry out the assessment of the application.

< \$20,000	\$400.00	N	Y	C
> \$20,000 < \$100,000	\$1,100.00	N	Y	C
> \$100,001 < \$250,000	\$1,620.00	N	Y	C
> \$250,001 < \$1,000,000	\$2,895.00	N	Y	C
> \$1,000,000	\$2,895 plus an additional \$1.00 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	N	Y	C
Multi-unit development	Fee by negotiation depending on complexity.	N	Y	B
Pre-construction certificate lodgement meeting	\$220.00	N	Y	A
Construction certificate (Private assessors engagement by council)	Contractors fee plus \$100.00 admin charge	N	Y	A
Modified Construction Certificate	25% of construction certificate fee or by negotiation depending on complexity	N	Y	C
Construction Certificate transferred from Privately Certified to Council	Price on Application	N	Y	C

Occupation Certificates

Occupation certificate (Class 1a, 10a, 10b, 10c)	\$340.00	N	Y	C
Occupation certificate (class 2-9 minor development, including change of use) < \$100,000	\$400.00	N	Y	C

Building Information Certificates

Class 1 or 10 Building	\$350.00	N	N	A
Other class buildings with a floor area of the building or part thereof not exceeding 200m2	\$350.00	N	N	A
Other class buildings with a floor area of the building or part thereof exceeding 200m2 but not exceeding 2,000m2	\$350.00 plus \$0.50 per m2 over 200m2	N	N	A
Other class buildings with a floor area of the building or part thereof exceeding 2,000m2	\$2,000 plus \$0.075 per m2 over 2,000m2	N	N	A
Application where part of a building does not have a floor area	\$350.00	N	N	A
Additional building certificate fee where council is required to carry out more than 1 inspection of the building	\$220.00	N	N	A
Application for a building erected without approval under S260(3A)	\$350.00 plus what would have been applicable DA & CC application fees based on value of work	N	N	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Building Hoardings

Type A (per 20m road frontage)	\$201.00	N	N	C
Type B (per 20m road frontage)	\$663.00	N	N	C

Part 6 Certificates

Part 6 Certificate - Handling fee for registration of certificates from Private Certifiers (per certificate)	\$39.00	Y	N	F
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General Enquiries

Request for written advice (advice on DA matters must be through a pre-DA lodgment request)	\$820.00	N	N	C
Dwelling entitlement enquiry	\$820.00	N	N	B
Exempt boundary adjustment initial enquiry (a legal document processing request is also required once documents are ready for signing)	\$600.00	N	N	B

Information Fact Sheets

Charge per sheet	\$0.60	N	N	C
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Legal Document Processing

Release / change of restrictions on title	\$850.00	N	N	A
Exempt boundary adjustment / modification to a building envelop (an exempt boundary adjustment general enquiry must be applied for prior to submitting documents for processing)	\$850.00	N	N	B
Modification to building envelop	\$820.00	N	N	B

Subdivision Certificates

Fees may be varied by the Manager Development Services or the Director Shire Futures where the strict application of the scheduled fee is considered unreasonable or inappropriate considering the work required to carry out the assessment of the application.

Base fee includes torrens, strata and community title subdivisions - Less than 20 lots	\$1,500.00	N	N	A
Base fee includes torrens, strata and community title subdivisions - up to 50 lots	\$2,500.00	N	N	A
Base fee includes torrens, strata and community title subdivisions - 51 lots or more	\$3,500.00	N	N	A
Per additional lot fee - includes Torrens Title, Strata and Community Title	\$250.00	N	N	C
Pre subdivision review fee	\$500 plus \$50 per lot	N	N	A
Re-endorsement of previously issued subdivision certificate	\$625.00	N	N	C

Pre Purchase Inspection

Vacant land	\$820.00	N	Y	C
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Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Sewage Management (Under Section 68 of The Local Government Act)

Fees may be varied by the Manager Development Services or the Director Shire Futures where the strict application of the scheduled fee is considered unreasonable or inappropriate considering the work required to carry out the assessment of the application.

Domestic Systems

New sewage management system - assessment and up to 3 installation inspections	\$1,330.00	N	N	A
Additional inspections	\$220.00	N	N	A
Amended sewage management application	\$250.00	N	N	A
New connection to an existing sewage management system – including 1 inspection	\$720.00	N	N	A
Modified site plan	\$100.00	N	N	A

Commercial Systems

New sewage management system up to 49 persons - assessment and up to 3 installation inspections	\$2,260.00	N	N	A
New sewage management system over 50 persons - assessment and up to 3 installation inspections	\$5,160.00	N	N	A
Additional inspections	\$220.00	N	N	A
Amended sewage management application	\$500.00	N	N	A
New connection to an existing sewage management system – including 1 inspection	\$720.00	N	N	A
Modified site plan	\$100.00	N	N	A

Approval to Operate

A copy of a current approval to operate a septic tank	\$34.00	N	N	A
Approval to operate (domestic & commercial < 10 persons or pump-out) 1yr	\$71.00	N	N	C
Approval to operate (domestic & commercial < 10 persons or pump-out) 3yrs	\$98.00	N	N	C
Approval to operate (domestic & commercial < 10 persons or pump-out) 5yrs	\$111.50	N	N	C
Approval to operate (commercial land systems > 10 persons up to 49 dwellings/lots)	\$576.00	N	N	C
Approval to operate (Private/package sewer treatment systems > 50 dwellings/lots)	\$1,160.00	N	N	C
Approval to operate (Pensioner) 1yr	\$54.50	N	N	C
Approval to operate (Pensioner) 3yrs	\$82.00	N	N	C
Approval to operate (Pensioner) 5yrs	\$94.50	N	N	C
Septic inspection fee (existing systems) by request	\$171.00	N	N	C

Other Section 68 (LGA 1993) Applications

Fees may be varied by the Manager Development Services or the Director Shire Futures where the strict application of the scheduled fee is considered unreasonable or inappropriate considering the work required to carry out the assessment of the application.

Manufactured home (1 per lot) – additional S68 fees may apply for septic/drainage work	\$532.00	N	N	B
Solid fuel heater	\$295.00	N	N	B

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Other Section 68 (LGA 1993) Applications [continued]

Manufactured Home – multiple occupancies – additional S68 fees may apply for septic/drainage work	Price on application	N	N	B
Activity application on Council managed land	\$355.00	N	N	B
Inspection of awnings over public lands	\$220.00	N	N	C
Fee for service under S608 of the LGA Act providing a service in connection with the exercise of the Council's regulatory function	By Negotiation	N	N	C
Review of a determination of a Section 68 application	50% of the original application fee	Y	N	F
Alter determined S68 application	50% of the original application fee	N	N	A

Health and Regulatory

Approvals/Inspections Under The Local Government Act

Application for approval of amusement device - Maximum 3 rides per application	\$75.50	N	N	A
Caravan park approval (per site)	\$13.40	N	N	C
Caravan park inspection/re-inspection (per site)	\$6.40	N	N	F

Approvals/Inspections Under the POEO ACT

Environmental monitoring inspection (per hour) Sect. 80(2) POEO Act 1997 (min 1 hour)	\$171.50	N	N	C
Fee for clean-up, prevention and noise control – Notices under POEO Act	\$785.00	Y	N	F
Underground Petroleum inspection (UPSS) - for the first hour AUD 82.50(GST Exempt) per hour or part there of	\$179.50	N	N	A
Underground Petroleum re-inspection (UPSS)	\$179.50	N	N	A
Lodgement of UPSS Management Plan	\$88.50	N	N	B

Public Health Act

Initial approval (5 years)	\$275.00	N	N	C
Annual inspection fee	\$177.50	N	N	C
Improvement Notice or a Prohibition Order	\$290.00	Y	N	F
Mortuary inspection	\$171.00	N	N	C
Cooling Towers inspection - per hour additional hours \$152.95 or part thereof	\$171.00	N	N	C
Additional re-inspection of Cooling Towers	\$171.00	N	N	C
Lodgement and Assessment of Risk Management Plans	\$91.50	N	N	B
Cooling Tower Audit Fee (per review)	\$91.50	N	N	B
Issue of an Improvement Notice/Prohibition Order for regulated system (Cooling Tower)	\$620.00	Y	N	F

Water Sampling of Public Pools

Inspection including Palin Test	\$171.00	N	N	C
Water quality (Palin Test) Additional Pools	\$84.00	N	N	C
Re-inspection of Pool (including Palin Test)	\$171.00	N	N	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Water Sampling of Public Pools [continued]

Re-inspection Pools (Palin Test) Additional Pools	\$84.00	N	N	C
Improvement Notice or Prohibition Order	\$290.00	Y	N	F
Re-inspection of premises after issue of prohibition notice	\$272.00	N	N	B

Food Premises - Registration/Inspection Fee

Food Premises Inspections (routine inspections)	\$166.50	N	N	B
Food vendor approval (annual approval/inspection) – Mobile	\$275.00	N	N	C
Food Premises Inspections (large premises)	\$405.00	N	N	C
Food Premises Inspection – greater than 1 hour	\$300.00	N	N	A
Reinspections	\$195.50	N	N	C
Improvement Notice issued under Food Act 2003	\$330.00	Y	N	F
Temporary Food Stall inspection – Small (single food type)	\$67.00	N	N	C
Temporary Food Stall inspection – Large (range of foods)	\$105.50	N	N	C
Temporary Food Stall re-inspection	\$77.00	N	N	C

Companion Animals Registration Fees

Registration fee for a dog - desexed by 6 months of age	\$75.00	Y	N	F
Registration fee for a dog - not desexed by 6 months of age (additional fee of \$177 applies)	\$252.00	Y	N	F
Registration fee for a cat	\$65.00	Y	N	F
Registration fee for a desexed companion animal owned by an eligible pensioner	\$32.00	Y	N	F
Late fee if the registration fee has not been paid 28 days after the date on which the companion animal is required to be registered	\$21.00	Y	N	F
Annual permit fee - cat that is not desexed by four months of age	\$92.00	Y	N	F
Annual permit fee - dangerous dog	\$221.00	Y	N	F
Annual permit fee - restricted dog	\$221.00	Y	N	F
Late fee if the permit fee has not been paid 28 days after the date on which a permit was required to own the companion animal	\$21.00	Y	N	F

Impounding Fees – Dogs & Cats

Maintenance Fees (charged daily)	\$43.00	N	N	C
Vet Care (where applicable)	At Cost	N	N	C
Sale of cat or dog – previously registered, desexed and microchipped	\$162.50	N	Y	C
Sale of dog (male & female)	\$344.00	N	Y	C
Includes de-sexing, registration and microchipping				
Sale of dog (male & female) for pensioners	\$319.00	N	Y	A
Sale of cat desexed and registered	\$225.50	N	Y	B
Sale of cat desexed and registered - pensioner	\$169.00	N	Y	B
Sale of kitten under 12 weeks including microchip and registration	\$246.00	N	Y	B
Surrender of cat or dog – At the pound	\$300 per animal plus \$100 per additional animal Min. Fee: \$300.00	N	N	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Impounding Fees – Dogs & Cats [continued]

Surrender of cat or dog – Pick – up	\$350 per animal plus \$120 per additional animal	N	N	C
Breed Assessment	Cost as quoted by Dogs NSW	N	N	C
Assessment carried out by Dogs NSW. Cost of assessment payable to Council for reimbursement to agency prior to assessment being carried out				
Temperament Assessment	Costs as quoted by appointed assessor	N	N	C
Assessment carried out by Assessor as advised by Office of Local Government. Cost of assessment payable to Council for reimbursement to agency prior to assessment being carried out				
Microchip on return of impounded dog or cat	\$73.50	N	Y	C
Microchip on sale of dog	Included in Sale	N	Y	C
Microchip (supply and chip animal to Rescue Agency)	\$19.00	N	Y	C
Microchip – Livestock	\$80 plus cost of tag	N	Y	C
1st time Impounded – if not registered & collected within 24hrs	\$84.50	N	N	C
No Charge - 1st time Impounded – if returned to registered owner within 24hrs No Charge				
2nd time impounded or subsequent time impounded	\$84.50	N	N	C

Disposal of cat or dog

Where a dog or cat is sold and owner at time of impounding is known, Council will recover the difference in cost for the fees for release of the animal and the charges for maintenance, from that owner	\$100 per animal plus \$55 per additional animal	N	N	C
Where a dog or cat is destroyed and the owner at the time of impounding is known, Council will recover the charges for its maintenance and expenses incurred by the Council destroying the animal, from that owner	At Cost	N	N	C
Hire of animal trap (per week) (plus bond)	\$32.50	N	Y	C
Bond for animal traps (refundable)	\$82.50	N	N	E

Dangerous Dog Collars

Small	\$43.00	N	Y	C
Medium	\$49.50	N	Y	C
Large	\$54.50	N	Y	C
Extra Large	\$63.50	N	Y	C

Release Fees - Other Animals

Transportation Fee	At Cost	N	N	C
Cartage by contractors	At Cost	N	N	C
Cartage by Council Stock Trailer	\$237.00	N	N	C
Portable Stockyards & Ramp	\$91.00	N	N	C
Sale of Animal (not companion animal)	By Negotiation	N	Y	C
Maintenance and Vet Care (charged daily – per animal)	At Cost	N	N	C

Maintenance of stock yards - per day

Fee per animal	\$27.00	N	N	C
Vet Care (where applicable)	At Cost plus GST	N	N	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Maintenance of stock yards - per day [continued]

Certificate of Compliance for Dangerous Dog Enclosure	\$150.00	Y	N	F
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Trolleys & Impounded Items

Impounding Fee (each)	\$116.00	N	N	C
Release Fee – per item	\$34.00	N	N	C
Daily Storage Fee up to 28 days – per work day	\$16.20	N	N	C

Enforcement of Private Car Parking

Enforcement of private car parking	\$3,025.00	N	Y	C
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Compliance Cost Notices

Compliance Cost Notice	\$750.00	Y	N	F
Cost of non-compliance with order for illegal and non-compliant building work	\$119.00	N	N	C
Lodgement for s.22E swimming pool compliance	\$119.00	N	Y	C
Removal of Election Signs	\$276.50	N	Y	C
Plus recovery of any additional expenses				

Swimming Pools Act

Application for variation – Swimming Pool Act Section 22	\$82.00	Y	N	F
On-line registration of NSW Pool Register	\$10.00	Y	Y	F
NSW Pool Register 1st Inspection	\$150.00	Y	Y	F
NSW Pool Register re-inspection to ensure compliance	\$100.00	Y	Y	F
Any or all subsequent inspections after the first inspection since the person became the owner				
Resuscitation Charts	\$26.00	N	Y	C

Tourism & Business Investment

Co-working Space Fees

Casual – Daily Fee	POA	N	Y	A
Flexible Membership – Monthly Fee	POA	N	Y	A
Full-time Membership – Monthly Fee	POA	N	Y	A
Meeting Room Hire – Hourly Fee	POA	N	Y	A
Venue Hire	POA	N	Y	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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INFRASTRUCTURE

Bonds

Bonds are not accepted by Council for work on Private Land

Bond Payable

Bond outstanding works	Bond payable will be 200% of the estimated or actual value of the outstanding works.	N	N	E
A maximum period of time for a bond to be applied will be set by Council				
12 Months Public Assets Defects Liability	Bond payable will be \$5,000 or 10% of the estimated or actual value of the public assets, whichever is the greater	N	N	E
Public Assets Maintenance period	Bond payable will be \$5,000 or 50% of the estimated or actual value of the public assets, whichever is the greater	N	N	E
Including street trees, water management infrastructure.				

Application Fee Based on Bond Value

Up to \$10,000	\$421.00	N	N	C
10,000 – 25,000	\$612.00	N	N	C
25,000 – 50,000	\$931.00	N	N	C
Over 50,000	\$1,340.00	N	N	C

Cemetery Fees

Interment

Interment Right - Monumental or Lawn Beam (including first interment/permit)	\$1,990.00	N	Y	B
2nd interment - Monumental or Lawn plot/allotment	\$690.00	N	Y	B
Non Resident Fee	\$525.00	N	Y	B
Interment Right - Baby Section, Thirlmere (including interment/burial permit)	\$590.00	N	Y	B
Interment Right - Ashes - columbarium wall niche, single (including interment/permit)	\$975.00	N	Y	B
Interment of ashes into grave/plot	\$595.00	N	Y	B
Interment Right - Memorial Tree per single allotment (including interment/permit)	\$1,115.00	N	Y	B
Removal of Ashes for Relocation	\$595.00	N	Y	B

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Memorial Work

Application - erect a memorial/monument - single plot/allotment	\$280.00	N	N	B
Application - erect a memorial/monument - double (adjoining) plot/allotment	\$410.00	N	N	B
Application - restore or modify existing memorial/monument including re-inscription, restoration or additional plaque	\$190.00	N	N	B
Plaque - bronze single (niche or memorial tree) including installation	\$650.00	N	Y	B
Plaque - additional emblem, fixing or image	POA (As invoiced to Council plus 10% administrative fee)	N	Y	B

General

Account processing fee	\$70.00	N	Y	B
Transfer - Right of interment (admin fee)	\$130.00	N	N	B
Exhumation (administration and attendance)	\$980.00	N	Y	B
Refund unused interment right (relinquish)	Refund of original purchase price less 10% administration fee	N	Y	B

Commercial Direction Signs - Supply and Installation

Commercial direction sign installation (each)	\$567.00	N	Y	C
Non standard commercial sign installation	POA	N	Y	C

Commercial Use of Public Footpaths and Roadside Verges

Initial application fee	\$207.00	N	N	C
Café style outdoor dining area (rate per m2 per annum)	\$119.00	N	N	C
A-Frame and advertising signage (rate per sign per annum)	\$173.00	N	N	C
Display and/or sale of goods (rate per m2 per annum)	\$275.00	N	N	C
Lease preparation & execution – legal fees and administration	At Cost plus GST	N	Y	C

Food Vending Van (Where Authorised)

Application Fee	\$207.00	N	N	C
Annual Rate per site	\$822.00	N	N	C

Subdivision Works Certificate

Minimum Fee	\$397.00	N	N	C
Plus rate per metre of road frontage (full or half road) or rate per metre of drainage	\$28.00	N	N	C
Pre-subdivision works certificate lodgement advice - per review	\$854.70	N	Y	C
Compliance review of supporting documents for subdivision works certificate - per review	\$183.70	N	Y	C

Modification of Construction Certificate Plans

Minor / Single Item	\$500.00	N	N	C
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Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Modification of Construction Certificate Plans [continued]

Major / multiple issues	50% of original Construction Certificate Fee	N	N	C
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Plan Checking & Supervision Fees

Roadworks & Associated Matters per metre length	\$46.50	N	Y	C
Minor roadworks, driveways for battleaxe type developments and any unsealed pavements, private roads etc. per metre length	\$22.50	N	Y	C
Drainage Works per metre length	\$29.50	N	Y	C
N.B. Includes overland flowpaths where no pipes are proposed, inter-allotment drainage lines, inlet/outlet works etc.				
Inspections (each)	\$455.00	N	N	C
Inspection for Audits of Construction Work	POA, fee up to \$1,000	N	N	C

Plan Checking Fee

Initial Assessment	\$517.00	N	Y	C
Subsequent Amendments	\$290.00	N	Y	C
For developments with a value of construction in excess of \$200,000, a quote for plan checking and supervision fees will be provided by council upon request				
Compliance review of electronic stormwater management models - per model set	\$977.00	N	Y	C

Design Consultation Fee (Input by Council Engineering Staff)

Advice – over and above standard plan checking and inspections	\$345.00	N	Y	C
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Engineering Specifications

Design Specifications – Subdivision & Engineering standards	\$710.00	N	N	C
Free Download from Council Website. Fee applies if hard copy required.				
Construction Specifications – Subdivision & Engineering standards	\$710.00	N	N	C

Installation of Entrances

Application and inspection fee	\$228.50	N	N	C
Inspections over and above standard	\$149.00	N	N	C
Culvert entrances – 375 mm diameter & 4.9m wide	POA	N	Y	C
Layback entrances (3.5m wide)	POA	N	Y	C
Ramped entrances (3.5m wide)	POA	N	Y	C
Headwalls (to repair)	POA	N	Y	C
Concrete dish crossing	POA	N	Y	C

Plan Printing Costs (Including Copying Plans)

A0	POA	N	Y	C
A1	POA	N	Y	C
A2	POA	N	Y	C
Large quantity printing (in excess of 10 pages)	POA	N	Y	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Filming Rights on Council Property & Roads - Including Footpath Areas Application Fee Based On

N.B. Conditions apply. Refer to the Works Division and/or Council's Filming Policy for details

Film Shoots – Low impact	\$231.00	N	N	C
Film Shoots – High impact	\$1,445.00	N	N	C
For example, film shoots requiring road closures, traffic management, advertising, liaising with other agencies, etc.				
Film Shoots – Low impact – Less than 8 working days notification	\$493.00	N	N	C
Cost of advertisement placed in newspaper circulating across the state concerning issues of interest to Aboriginal people in relation to filming on community land that is of cultural significance	At Cost	N	N	B

Daily Hire Fees

Daily hire fee halls, community centres and multi-purpose facilities – see "halls, community centres and multi-purpose facilities"	Halls, community halls, community centres and multi-purpose facilities	N	N	A
Daily hire fee sportsgrounds and/or parks & reserves (including botanical gardens) – see "sportsgrounds" and/or "parks and reserves"	Please refer to "Sportsgrounds - Parks and Reserves (including Picton Botanic Gardens)"	N	N	A

Other

Key Deposit	\$25.00	N	N	E
Bond (refundable)	\$1,000.00	N	N	E

Flooding Enquiry

NOTE: Flood mapping (where available) is generally accessible through Council's web site and site specific flood information (where available) is provided free of charge via an application through Council's web site.

Supply of simple site specific electronic flood modelling data outputs (where available) in selected formats – Minimum Fee	\$525.00	N	N	A
Supply of complex and/or extensive electronic flood modelling data outputs (where available) in selected formats – Additional Fee	POA	N	N	A

Works by Council-Resident Contribution (Roads Act)

Property owners will be charged a maximum of 50% of the actual construction costs in accordance with the NSW Roads Act 1993. No charge for foot paths, kerb & gutter on Residential & Rural Property.

Commercial & Industrial Property

Footpath – full frontage – rate per m2	\$143.00	N	N	C
Kerb & Gutter – full frontage – rate per m	\$167.00	N	N	C

Occupation Part of Road Reserve

Non-Refundable (rate/m2/day)	POA	N	Y	C
Refundable Damage Deposit (rate/m2)	POA	N	N	E
Ancillary Works – eg sediment control	POA	N	Y	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Occupation Part of Road Reserve [continued]

Annual charge for cables and pipes	POA	N	Y	C
Private utility services - per km/year				
Application for Street Stall (non-charitable organisations)	\$220.00	N	N	C
Application for Street Stall (Charitable Organisations) - No Charge for the first 2m x 2m Street Stall - each subsequent application	\$110.00	N	N	C

Road Management Approval

Application Fee for roadworks or structures Permit for Low/Risk occupation. NOTE : If unclear of the charges required this should be the minimum fee for lodgement of the application. Additional fees will be notified if applicable.	\$220.00	N	N	C
Application for roadworks or structures Permit for Medium to High Impact/Risk occupation for 1 to 5 shifts inclusive (See application form for definitions)	\$320.00	N	N	C
Additional shift fees for Medium to High Impact/ Risk roadworks or structures Permit per week for greater than five shifts.	\$600 per week or part thereof	N	N	C
Bond for High Impact/Risk Roadworks or Structures Permit	\$50,000 or 20% of the estimated value of the works subject of the Road Management Permit, whatever is the greater	N	N	C
Review of design documents, plans and construction supervision and inspection fees	As per plan checking and supervision fees and document review fees	N	N	C
Permit for events (non-roadwork) affecting a Public Road	\$320.00	N	N	C
Permit to exceed signposted load limit (per permit)	\$220.00	N	N	C
Charges capped at 10 permits per applicant - 12 months permit only				
Provision of Road Manager Consent of NHVR Permit for HML / B Double per application.	\$220.00	N	N	C
Structural assessment of bridge on HML / B Double route	POA	N	N	C

Road Opening Permits - Telstra, Water Supply, Drainage, Gas

Road/Footpath Opening Permit	\$208.00	N	N	C
This fee is to administer compliance of the Restoration Policy				

Civil Works (Including Restoration Fees)

Unsealed Shoulder/Pavement

Establishment	POA	N	N	C
\$/m ²	POA	N	N	C

Asphalt Patching (Less than 24T Total)

Plant and Labour charge (/shift max 6t)	POA	N	N	C
50mm thick \$/m ²	POA	N	N	C
100mm thick \$/m ²	POA	N	N	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Asphalt Paving (Greater than 24T)

Plant and Labour charge (/shift max 200t)	POA	N	N	C
50mm thick \$/m ²	POA	N	N	C
100mm thick \$/m ²	POA	N	N	C

Road Pavement With 2 Coat Spray Seal Finish

Establishment	POA	N	N	C
\$/m ²	POA	N	N	C

Plain Concrete Footpath

Establishment	POA	N	N	C
\$/m ²	POA	N	N	C

Concrete Driveway

Fee	POA	N	N	C
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Kerb and Gutter

Establishment	POA	N	N	C
\$/m	POA	N	N	C
Pram ramps, pits, lintels	POA	N	N	C

Grassed Footpath

Establishment	POA	N	N	C
\$/m ²	POA	N	N	C
Pavers	POA	N	N	C

Traffic Counts

Supply of information only to first site (min)	POA	N	Y	C
Additional sites (per site)	POA	N	Y	C

Maintenance of Private Unsealed Roads

Note: for 2016/17, the daily rate for road works on the private road known as "Avoca Road, Silverdale" is 50% of the base rate specified below.

Base rate for daily hire of labour resources & construction plant	\$15,200.00	N	Y	C
Supply and cartage to site of granular road-base materials (price per tonne)	\$63.00	N	Y	C
Supply and cartage to site of recovered granular road-base materials (price per tonne)	\$25.00	N	Y	C
Provision of professional advice by Council Engineer to determine scope & method of works (includes travel & one hour on site)	\$305.00	N	Y	C

Road Widening Enquiry

Road widening (per enquiry)	\$220.00	N	N	C
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Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Halls, Community Centres and Multi-Purpose Facilities

- Appin AIS Community Hall, Bargo Community Centre, Douglas Park Community Centre, Mount Hunter Community Hall, Tahmoor Community Centre, Tahmoor CWA Hall, Tahmoor District Sporting Complex, The Oaks Community Hall, Warragamba Town Hall, Warragamba Town Hall Seniors Annex, Wilton Community Centre, Wilton Recreation Reserve Multi-Purpose Room, Wollondilly Shire Hall.
- Function rates apply for bookings greater than 4 hours on weekends.
- Rates for hire apply to any other facilities that come into the care of Council.

Community groups – hire per hour	\$15.00	N	Y	A
Community groups – functions	\$170.00	N	Y	A
Regular hirers – hire per hour	\$18.00	N	Y	A
Regular hirers – functions	\$215.00	N	Y	A
Casual hirers – hire per hour	\$24.00	N	Y	A
Casual hirers – functions	\$325.00	N	Y	A
Casual hirers (non-residents) – hire per hour	\$35.00	N	Y	A
Casual hirers (non-residents) – functions	\$515.00	N	Y	A
Markets/Carnivals/Fetes/Corporate - regular hirers (12+ per year)	\$270.00	N	Y	A
Includes use of foyers				
Markets/Carnivals/Fetes/Corporate - casual hirers	\$367.00	N	Y	A
Includes use of foyers				
Tahmoor District Sporting Complex: Function room – (150 seated capacity) - full day - current user groups/ community groups	\$250.00	N	Y	A
Tahmoor District Sporting Complex: Function room (150 seated capacity) – full day - Wollondilly Residents	\$500.00	N	Y	A
Tahmoor District Sporting Complex: Function room (150 seated capacity) – full day - Corporate/Non-Residents	\$1,000.00	N	Y	A
Wilton Recreation Reserve – small club room (facing tennis courts) - per hour	\$14.00	N	Y	A
Wilton Recreation Reserve - small club room (facing tennis courts) - day hire (6+ hours)	\$76.00	N	Y	A

Bonds and Key Deposits

Bonds are applicable for all hirers with the exception of Emergency Services (meetings and/or training).

Key deposit	\$25.00	N	N	E
Bond	\$400.00	N	N	E
Community Group Bond	\$200.00	N	N	E
Tahmoor District Sporting Complex – function room bond	\$1,000.00	N	N	E
Bond for 16th to 21st birthday functions	\$5,000.00	N	N	E
Council's preferred security guards required at a ratio of 1:50 guests.				
Bond for Markets/Carnivals/Fetes/Fairs/Corporate	\$1,000.00	N	N	E

Cancellation Fees and Administration Fees

Cancellation of booking fees are not applicable in case of more than 30 days notice period has been given to the council

Regular hire cancellation - less than 2 weeks' notice	100%	N	Y	B
Cancellation of booking less than 7 days notice	100%	N	Y	B
Cancellation of booking less than 8 to 30 days notice	10%	N	Y	B

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Cancellation Fees and Administration Fees [continued]

Administration fee for bookings made within 14 days of hire	\$50.00	N	Y	B
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Meeting Room Hire

Meeting Rooms are located within: Bargo Community Hall, Douglas Park Community Centre, Warragamba Town Hall, Wilton Community Centre, Tahmoor CWA Hall. Rates for Meeting Room Hire apply to any other facilities that come into the care of Council.

Per hour	\$14.00	N	Y	A
Day hire (6 plus hours)	\$76.00	N	Y	A

Wollondilly Shire Hall - Art foyers

Art exhibition fees are applicable for both the foyers. If only one foyers is required, the relevant rate will be halved

Art exhibitions – general hire - one day	\$70.00	N	Y	A
Art exhibitions – general hire - three days	\$195.00	N	Y	A
Art exhibitions – general hire - one week	\$451.00	N	Y	A
Art exhibitions – community group - one day	\$40.00	N	Y	A
Art exhibitions – community group - three days	\$117.00	N	Y	A
Art exhibitions – community group – one week	\$265.00	N	Y	A
General hire – per hour - per foyer	\$14.00	N	Y	A
General hire – day hire (6 + hours) - per foyer	\$76.00	N	Y	A
General hire – per hour – per foyer	\$5.00	N	Y	A

When the Wollondilly Shire Hall, Main Hall is also hired at the same function.

General hire – day hire (6 plus hours) – per foyer	\$26.00	N	Y	A
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When the Wollondilly Shire Hall, Main Hall is also hired at the same period for the same function.

Wilton Community Centre

Office hire per week	\$27.00	N	Y	A
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Picton Memorial School of Arts, office and hall

Office 1 - per week	\$165.00	N	Y	A
Office 2 - per week	\$110.00	N	Y	A
Office 3 - per week	\$150.00	N	Y	A
Regular hall hire - per hour	\$15.00	N	Y	A

Tahmoor Community Centre, sound room

Hourly rate	\$21.00	N	Y	A
8 hours or more	\$150.00	N	Y	A

Warragamba Neighbourhood Centre

Neighbourhood Centre/per week	\$165.00	N	Y	A
Elder Care Cottage per week	\$131.00	N	Y	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Miscellaneous

Security	At Cost	N	Y	B
Pre arranged cleaning and/or rubbish removal	At Cost	N	Y	B
Clean up fee or rubbish removal	At cost plus 40% plus GST	N	Y	B
Trade Waste Container (max 2m3)	At cost + 10%	N	Y	A
Waste Container (max 240L)	At cost + 10%	N	Y	A
Lighting usage for performances at Wollondilly Shire Hall	10% of hourly rate charged for lighting	N	Y	A

Sportsgrounds

Cancellation of booking fees are not applicable in case of more than 30 days notice period has been given to the council.

Sportsground hire will be fee free for;

- Emergency services (meetings and trainings)
- Community fundraising events (to be determined by Council on application)
- Christmas Carols
- ANZAC Day services
- Remembrance Day services.

Bonds and Key Deposits

Clubs that use multiple sportsgrounds are only required to pay one bond for the season or year.

No bonds will be required for;

- Emergency services (meetings and trainings)
- ANZAC Day services
- Remembrance Day services.

Key deposit	\$25.00	N	N	E
Bond	\$400.00	N	N	E
Markets/Carnivals/Fetes/Fairs/Corporate	\$1,000.00	N	N	E

Cancellation Fees and Administration Fees

Cancellation of booking fees are not applicable in case of more than 30 days notice period has been given to the council

Cancellation of booking if less than 7 days notice given	100%	N	Y	B
Cancellation of booking if 8 to 30 days notice given	10%	N	Y	B
Administration fee for bookings made within 14 days of hire	\$50.00	N	Y	B

Schools

Annual bond per school (payable to Council)	\$400.00	N	N	E
Annual maintenance contribution fee for weekly school sports - primary schools	\$138.50	N	Y	A
Annual maintenance contribution fee for weekly school sports – secondary schools	\$630.00	N	Y	A
Athletics carnival	\$215.50	N	Y	A
Cross country	\$109.50	N	Y	A
P.S.S.A. gala days - half day	\$109.50	N	Y	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Schools [continued]

P.S.S.A gala day - full day	\$215.50	N	Y	A
Canteen bond	\$200.00	N	N	E
Canteen hire - per day	\$129.50	N	Y	A

Miscellaneous

Hire of all sporting facilities is subject to Council's normal requirements for Public Liability Insurance (refer to "Occasional/Casual Hirer Insurance Policies") in addition to hire fees. Definition of Community Group - A not-for-profit community organisation which does not operate as a business. Penalties apply to Unauthorised Access/Usage.

Minimum annual contribution	\$244.50	N	Y	B
Penalty for late payment of hire fees - regular hirers only	\$122.00	N	Y	B
Penalty for use of grounds without a booking	\$560.00	N	Y	B
Clean up of Sportsground (if required) including removal of rubbish	\$250.00	N	Y	A
If costs exceed charge "Clean up fee" below applies				
Clean up of amenity (if required)	\$250.00	N	Y	A
If costs exceed, charge "clean up fee" below				
Clean up fee - if clean up costs exceed amounts listed above	At cost plus 40% plus GST	N	Y	A
If costs exceed, charge 'clean up fee" below				

Canteen

Canteen bond - casual hirers	\$200.00	N	N	E
Hire - casual hirers - per day	\$129.50	N	Y	A

Floodlights

Floodlights per hour casual hirers & seasonal hirers where applicable	\$100.00	N	Y	A
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Electricity Costs For Amenities

Amenity electricity use costs – seasonal hirers	At cost plus GST	N	Y	A
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Cricket Pitch Assistance

Covering or uncovering	\$937.00	N	Y	A
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Goal Posts Assistance

Installation or removal	\$367.00	N	Y	A
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Fitness Trainers

Casual trainer - 1 session up to 2 hours	\$49.00	N	Y	A
Group fitness training - up to 8 weeks	\$370.00	N	Y	A
12 month licence -1 trainer with up to 10 clients	\$512.00	N	Y	A
12 month licence -1 trainer with 10+ clients	\$1,535.00	N	Y	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Seasonal Hirers

Winter season is April to September. Summer season is October to March. "Per player fees" are only charged if they exceed the minimum season hire fees. "Per player fees" apply for all codes with the exception of Cricket.

Amenities maintenance fee - season hirers	\$565.00	N	Y	A
Amenities maintenance fee - annual hirers	\$805.00	N	Y	A
Amenities maintenance fee – cricket clubs	\$240.00	N	Y	A
Excessive Water Usage	At Cost	N	Y	A
Junior players (age under 18) – per season	\$8.40	N	Y	A
Per Player Fee - All Codes except Cricket				
Senior players (age 18 and over) – per season	\$13.80	N	Y	A
Per Player Fee - All Codes except Cricket				
Out of season - junior players (age under 18) - per season	\$1.70	N	Y	A
Per Player Fee - all codes				
Out of season - senior players (age 18 and over) - per season	\$3.30	N	Y	A
Per Player Fee - all codes				

General

Rubbish Removal	At cost + 40%	N	Y	A
Prearranged cleaning of amenity	At cost	N	Y	C

General Sportsground Hire

Season hire - presentations/Finals – per hour (up to 3 hours)	\$27.00	N	Y	A
Seasonal hire - presentations/Finals – half day (3 to 6 hours)	\$88.00	N	Y	A
Seasonal hire - presentations/Finals – full day (6+ hours)	\$163.00	N	Y	A
Casual hirers - hourly rate	\$55.00	N	Y	A
Casual hirers - half day (3 to 6 hours)	\$173.00	N	Y	A
Casual hirers - full day (6+ hours)	\$325.00	N	Y	A
Markets/ Carnivals/ Fetes/ Fairs/ Corporate – per day	\$930.00	N	Y	A

Clubhouse Hire

Clubhouse hire is automatically included in "season"/ "annual" hire bookings for the applicable clubs. Bookings will be assessed on application and in consultation with the applicable club.

Bond	\$400.00	N	N	E
Regular hire – per hour	\$16.00	N	Y	A
Regular hire – per day	\$191.00	N	Y	A
Casual hire – per hour	\$20.00	N	Y	A
Casual hire – per day	\$265.00	N	Y	A
Casual hire (non-residents) – per hour	\$29.00	N	Y	A
Casual hire (non-residents) – per day	\$470.00	N	Y	A
Community group – Bond	\$200.00	N	N	E
Community group – per hour (up to 11 hours)	\$12.00	N	Y	A
Community group – per day (11+ hours)	\$141.50	N	Y	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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BBQ Hire

Bond	\$200.00	N	N	E
Community groups – per day	\$83.00	N	Y	A
Regular hirers – per day (out of season only)	\$107.00	N	Y	A
Casual hirers – per day	\$176.00	N	Y	A
Casual hirers (non-residents) – per day	\$313.00	N	Y	A

Tennis Courts

Per hour

Tennis court hire – casual requiring lights	\$21.00	N	Y	A
Tennis court hire – casual without lights	\$16.00	N	Y	A
Tennis court hire – regular hirer (3 months minimum) requiring lights	\$19.00	N	Y	A
Tennis court hire – regular hirer (3 months minimum) without lights	\$15.00	N	Y	A

Appin AIS

Should Council receive a booking request for "season hire" where an 'annual hirer' is present, shared usage of the grounds will be required, with preference given to the sport traditionally played in the requested season.

Season hire (minimum fee)	\$1,135.00	N	Y	A
Soccer annual hire (minimum fee)	\$2,045.00	N	Y	A
Netball season hire (minimum fee)	\$302.00	N	Y	A

Appin Park

Season hire	\$800.00	N	Y	A
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Bargo Sportsground

Cricket net fees do not apply for Bargo Sportsground. Per player fees do not apply for Cricket.

Season hire (minimum fee)	\$800.00	N	Y	A
Cricket per wicket	\$560.00	N	Y	A
Bargo 1st scouts group – hire per season	\$401.00	N	Y	A
Per player fee does not apply				

Douglas Park Sportsground

Season hire (minimum fee)	\$1,135.00	N	Y	A
Netball courts – season hire	\$347.00	N	Y	A
Netball courts per hour	\$16.00	N	Y	A
Per player fee does not apply				

Dudley Chesham

Rugby league - season hire (minimum fee)	\$800.00	N	Y	A
Cricket – per season	\$750.00	N	Y	A
Netball – season hire (minimum fee)	\$354.00	N	Y	A
Pony club - annual hire	\$693.00	N	Y	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Dudley Chesham [continued]

Tennis - annual hire	\$145.00	N	Y	A
Per player fee does not apply				
Macarthur Astronomical society - annual hire	\$145.00	N	Y	A
Individual Rider - Hire of pony club area - annual	\$162.00	N	Y	A
Per player fee does not apply				
Individual Rider - Hire of pony club area - per day	\$16.00	N	Y	A

Hume Oval

Per player fees do not apply for Cricket

Season hire (minimum fee)	\$1,135.00	N	Y	A
Cricket - per season	\$750.00	N	Y	A

Picton Sportsground

Oztag – summer season hire	\$3,360.00	N	Y	A
Oztag – winter season hire	\$1,135.00	N	Y	A
Soccer – season hire	\$1,135.00	N	Y	A
Rugby league – season hire	\$1,135.00	N	Y	A

Tahmoor District Sporting Complex

For Function/ Meeting room hire at Tahmoor District Sporting Complex please refer to "halls"
Should Council receive a booking request for season hire where an annual hirer is present, shared usage of the grounds will be required, with preference given to the sport traditionally played in the requested season.

Soccer - annual hire	\$5,040.00	N	Y	A
Cricket - per season	\$2,250.00	N	Y	A
Little athletics - season hire	\$1,135.00	N	Y	A
Netball – annual hire	\$2,505.00	N	Y	A
Kennel club – annual hire	\$624.00	N	Y	A

Teloepa Park

Season hire (minimum fee)	\$437.00	N	Y	A
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Thirlmere Sportsground

Touch football – season hire (minimum fee)	\$1,435.00	N	Y	A
Senior Rugby League – season hire (minimum fee)	\$2,715.00	N	Y	A
Junior Rugby League – season hire (minimum fee)	\$2,935.00	N	Y	A
Greyhound track – annual hire (minimum fee)	\$978.00	N	Y	A

Victoria Park

Season hire (minimum fee)	\$1,135.00	N	Y	A
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Warragamba Sportsground

Season hire (minimum fee)	\$798.00	N	Y	A
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Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Warragamba Sportsground [continued]

Netball season hire	\$354.00	N	Y	A
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Warragamba Water Board Oval

Soccer annual hire (minimum fee)	\$2,043.00	N	Y	A
Season hire (minimum fee)	\$1,135.00	N	Y	A

Willis Park

Season hire	\$1,135.00	N	Y	A
Cricket – per season	\$560.00	N	Y	A

Wilton Recreation Reserve

Please refer to "halls" for small club room hire, multi-purpose room hire fees

Netball – Season hire (minimum fee)	\$388.00	N	Y	A
Netball courts – per hour	\$16.00	N	Y	A
Futsal courts – per hour	\$16.00	N	Y	A

Hannaford Oval

Season hire	\$1,135.00	N	Y	A
Cricket – per season	\$560.00	N	Y	A

Top Field

Season hire (minimum fee)	\$1,135.00	N	Y	A
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Parks and Reserves (Including Botanic Gardens)

Parks and Reserves hire will be fee free for;

- Emergency services (meetings and trainings)
- Community fundraising events (to be determined by Council on application)
- Christmas Carols
- ANZAC Day services
- Remembrance Day services.

No bonds will be required for;

- Emergency services (meetings and trainings)
- ANZAC Day services
- Remembrance Day services.

Bonds	\$200.00	N	N	E
Formal functions (e.g. weddings, christening and parties)	\$157.00	N	Y	A
General park access for an organised event	\$157.00	N	Y	A
No charge for general park access e.g. gatherings with less than 50 guests				
Hire – per hour (up to 6 hours)	\$35.00	N	Y	A
Hire – per day (6 plus hours)	\$214.00	N	Y	A
Markets/ Carnivals/ Fetes/ Fairs/ Corporate – per day	\$930.00	N	Y	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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ENVIRONMENT

Weed Management

Weeds Compliance Enquiry Certificate (formerly Noxious weeds certificate)	\$102.00	N	N	C
Private property spraying/per hour	\$117.50	N	N	C
Additional charge for chemicals				

Expenses Incurred When Serving a Biosecurity Direction Under the Biosecurity Act (formerly Expenses Incurred When Serving a Notice Under Section 18 of The Noxious Weeds Act)

Administration	\$98.00	N	N	C
Inspection fee per 1/2 hour	\$83.50	N	N	C

Expenses Incurred When Undertaking Control Works under Biosecurity Act (formerly Expenses Incurred When Serving a Notice Under Section 20 of The Noxious Weeds Act)

Inspection fee including fees for private property spraying/per hour	\$148.00	N	N	C
Additional charge for chemicals				
Roadside management pre-works inspection (per 1/2 hour)	\$83.50	N	N	C

Biobanking Agreement

Under the Environmental Planning and Assessment Act

Request for Biobanking agreement -written enquiry fee	\$424.00	N	N	A
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Vegetation Management

Nursery Stock

Tubestock (each)	\$2.70	N	Y	C
Tubestock per tube for orders over 500	\$2.00	N	Y	C
Lannen/Hiko cells	\$1.30	N	Y	C
15cm pots (each)	\$8.20	N	Y	C
20cm pots (each)	\$14.60	N	Y	C
Long stem (each)	\$8.30	N	Y	C
Approved community projects (each)	POA	N	Y	C

Other

Seed collection (per person/per hour)	\$94.50	N	Y	C
Bush regeneration (per person/per hour)	\$97.50	N	Y	C
Vegetation management charge (per person/per hour)	\$105.00	N	Y	C
Environmental technical services (per person/per hour)	\$121.00	N	Y	C
Education programs	As Advertised	N	Y	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Tree/Vegetation Removal/Pruning Inspection Fee (formerly Tree Inspection Fee)

Up to 5 Trees/100m2 Vegetation (formerly Less than or equal to 5 trees)	\$116.50	N	N	C
6 or more Trees, > 100m2 Vegetation (formerly Tree permit)	\$217.30	N	N	C
Ancillary to other development work that requires consent (formerly Greater than 5 Trees (ie 6 +))	DA fees apply (sliding scale)	N	N	C

Environmental Resource Centre Hire Rates

Not for profit & approved environmental groups	No Charge	N	Y	F
Government Agencies (per hour)	\$37.00	N	Y	C
Other Approved groups (per hour)	\$43.50	N	Y	C

Bin Service Charges

Commercial Waste Services

Commercial Properties

120LT General Waste, 240LT Recycling	\$638.00	N	N	A
120LT General Waste, 360LT Recycling	\$660.00	N	N	C
240L General Waste, 240LT Recycling	\$884.00	N	N	B
240L General Waste, 360LT Recycling	\$915.00	N	N	C

Commercial Waste Services

Additional Commercial Bins

General waste – 120L bin	\$300.00	N	N	C
General waste – 240L bin	\$484.00	N	N	C
Commercial Recycling – 240L bin	\$99.00	N	N	C
Commercial Recycling – 360L bin	\$117.00	N	N	C
Commercial Garden Organics – 240L bin	\$143.00	N	N	C

Residential Waste Services

Rural Areas - No Garden Organics Collection

80L General Waste, 240L Recycling, Clean Up	\$518.00	N	N	C
80L General Waste, 360L Recycling, Clean Up	\$528.00	N	N	C
120L General Waste, 240L Recycling, Clean Up	\$544.00	N	N	C
120L General Waste, 360L Recycling, Clean Up	\$554.00	N	N	C
240L General Waste, 240L Recycling, Clean Up	\$633.00	N	N	C
240L General Waste, 360L Recycling, Clean Up	\$643.00	N	N	C

Towns and Villages and Specified Adjoining Rural Areas

80L General Waste, 240L Recycling, 240L Garden Organics, Clean Up	\$604.00	N	N	C
80L General Waste, 360L Recycling, 240L Garden Organics, Clean Up	\$614.00	N	N	C
120L General Waste, 240L Recycling, 240L Garden Organics, Clean Up	\$630.00	N	N	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Towns and Villages and Specified Adjoining Rural Areas [continued]

120L General Waste, 360L Recycling, 240L Garden Organics, Clean Up	\$640.00	N	N	C
240L General Waste, 240L Recycling, 240L Garden Organics, Clean Up	\$718.00	N	N	C
240L General Waste, 360L Recycling, 240L Garden Organics, Clean Up	\$728.00	N	N	C

Multi-Occupancy Dwellings, Shared Service

Kerbside collection - General waste, Recycling, Clean up	\$288.00	N	N	C
Kerbside Collection - General Waste, Recycling, Garden Organics, Clean Up	\$331.00	N	N	C
On-property collection - General waste, Recycling, Clean up	\$326.00	N	N	C
On Property Collection - General Waste, Recycling, Garden Organics	\$404.00	N	N	C

Skip Bins - Multi-Occupancy Dwellings, Non-Stratad Properties

1,100LT General Waste. Per bin (emptied weekly). No Clean Up	\$1,980.00	N	N	C
1,100LT Recycling (emptied fortnightly). No Clean Up	\$555.00	N	N	C
1,100LT Garden Organics (emptied fortnightly). No Clean Up	\$680.00	N	N	C

Availability Charge

Availability Charge	\$120.00	N	N	C
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Additional Domestic Bins

General waste – 120L bin	\$170.00	N	N	C
General Waste – 240L bin	\$260.00	N	N	C
Recycling – 240L bin	\$60.00	N	N	C
Recycling – 360L bin	\$70.00	N	N	C
Garden Organics – 240L bin	\$86.00	N	N	C

Bargo Waste Management Centre

In case of a weighbridge failure the facility will be temporarily closed.

General inert waste - per tonne	\$436.00	N	Y	C
General inert waste - minimum charge	\$50.00	N	Y	C
Brick, pavers and concrete. Mixed or separated. No other material - per tonne	\$162.00	N	Y	C
Brick, pavers and concrete. Mixed or separated. No other material - minimum charge	\$50.00	N	Y	C
Garden organics - per tonne	\$180.00	N	Y	C
Garden organics - minimum charge	\$50.00	N	Y	C
Tyres - rims must be removed: motorcycle - per tyre	\$8.00	N	Y	C
Tyres - rims must be removed: passenger car - per tyre	\$8.00	N	Y	C
Tyres - rims must be removed: light truck & 4WD - per tyre	\$16.00	N	Y	C
Tyres - rims must be removed: truck - per tyre	\$25.00	N	Y	C
Tyres - rims must be removed: truck super single - per tyre	\$72.00	N	Y	C
Tyres - rims must be removed: large plant up to 1 metre diameter - per tyre	\$145.00	N	Y	C

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Bargo Waste Management Centre [continued]

Tyres - rims must be removed: large plant > 1 metre diameter - per tyre - advance booking required	Cost + 5%	N	Y	C
Gas bottles - per bottle	\$16.00	N	Y	C
Mattresses and bases: all sizes - per mattress or base	\$43.00	N	Y	C
Virgin Excavated Natural Material (VENM) - must be certified	Negotiable	N	Y	C
Unacceptable waste re-load fee	\$118.00	N	Y	C

Free Drop-Off

Motor oil : maximum 20-litres per customer per day		N	Y	C
Scrap metal (fridges, washing machines, metal car parts, metal roofing & fencing, etc)		N	Y	C
'Yellow-lid' recycling bin materials: glass containers, paper, cardboard, plastic containers, steel cans, aluminium cans		N	Y	C
eWaste (computers, screens, computer peripherals, printers, TVs)		N	Y	C
Car batteries		N	Y	C
Household batteries		N	Y	C
Expanded polystyrene: clean, white, domestic quantities only		N	Y	B

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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COMMUNITY

MLAK Key

Bond	\$10.00	N	N	E
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Library Service

Photocopies (Per Page)

A4 Black & white	\$0.30	N	Y	C
A3 Black & white	\$0.60	N	Y	C
A4 Colour	\$1.00	N	Y	C
A3 Colour	\$2.00	N	Y	C

Inter-library loans

Processing Fee	\$2.80	N	Y	C
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Replace lost library membership card

Fee	\$5.80	N	N	C
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Other

Library printing, black & white (A4, per page)	\$0.30	N	Y	C
Library printing, black & white (A3, per page)	\$0.60	N	Y	C
Library printing, colour (A4, per page)	\$1.00	N	Y	C
Library printing, colour (A3, per page)	\$2.00	N	Y	B
Lost stock	Replacement cost plus any debt recovery charges	N	N	C
Library bag – Members	\$4.50	N	Y	A
Library bag – Non – Members	\$5.80	N	Y	A
Activity program fee (per unit)	As advertised	N	Y	A
Includes Adult, Teen and Children's Activities				

The View Room Hire (Casual Hire Only)

Not for Profit Groups (hourly rate)	\$20.00	N	Y	A
Casual Hirers (Hourly rate)	\$40.00	N	Y	A

Community Bus

Travel inside Wollondilly (per day)	\$35.00	N	Y	A
Travel outside Wollondilly (per day)	\$65.00	N	Y	A

Family Day Care

Enrolment fee - 1st child	\$55.00	N	N	B
Enrolment fee – additional children - per child	\$25.00	N	N	A
Educator Re-registration fee (annually)	\$35.00	N	N	B
Educators levy (per hour/per child)	\$0.75	N	N	B

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Family Day Care [continued]

Parent Administration levy (per hour/per child)	\$1.20	N	N	B
Prospective Educator induction training	\$300.00	N	N	B
Late administration fee for Family Day Educators	\$38.50	N	Y	B
Change of fees schedule other than annually	\$35.00	N	Y	B

Year Round Care

Before school care session	\$24.00	N	N	B
After school care session	\$27.00	N	N	B
Vacation care (per day)	\$55.00	N	N	B
Vacation care booking fee (per vacation period)	\$11.00	N	N	B
Before/after school care enrolment fee (annual/per family) – One Child Rate	\$27.00	N	N	B
Before/after school care enrolment fee (annual/per family) – Each Child Thereafter	\$13.00	N	N	B
Before school care – late child collection fee (per minute)	\$1.20	N	N	B
After school care – late child collection fee (per minute)	\$1.20	N	N	B
Vacation care – Late child collection fee (per minute)	\$1.20	N	N	B
Before school care casual child placement per session fee	\$30.00	N	N	B
After school care casual child placement per session fee	\$34.00	N	N	B
Late Notification of altered pick-up	\$24.00	N	N	B

Preschool

Daily fee - 3 to 4 years old - per child	\$70.00	N	N	B
Daily fee - 4 to 5 years old - per child	\$60.00	N	N	B
Daily fee - Aboriginal Children, Children with Disability, Low Income Families – 3 to 4 years old – per child	\$25.00	N	N	B
Daily fee - Aboriginal Children, Children with Disability, Low Income Families – 4 to 5 years old – per child	\$20.00	N	N	B
Hat fee	\$15.00	N	N	A
Late fee - per minute	\$2.50	N	N	A
Administration fee - Enrolment (annually) - per child	\$50.00	N	N	A
Holding fee - Refundable - per child	\$140.00	N	N	A
Dishonored EFT Payments – per transaction	\$9.00	N	N	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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COUNCIL

Conduct Money for Subpoena

Conduct Monies	\$38.00	N	N	C
Processing Fee	Staff Salary Cost per hour + 40%	N	N	C
Photocopies – A4 per copy	\$2.00	N	N	C
Plans per copy	\$2.00	N	N	C
Courier Charges	At Cost plus GST	N	N	C

Dishonour Fee (To Cover both Bank Charges plus Council Admin Costs)

Dishonoured cheque – each instance	\$41.00	N	N	C
Direct Debit Transactions – each instance	\$35.00	N	N	C

Election Fees

Election Recount	At Cost plus GST	N	Y	C
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Government Information (Public Access) Act 2009 No 52

Application Fees

Initial application – (statutory application fee)	\$30.00	Y	N	F
Processing charge for advanced deposit requests/per hour	\$30.00	Y	N	F
Internal review	\$40.00	Y	N	F
Discounted Processing charge – Financial Hardship/Special Public Benefit	\$30.00	Y	N	F

Charged at initial application - discounted processing charge will be applied as first 2 hours processing (then 50% off total costs)

Other

Processing Charge for a request for personal affairs documents	\$30.00	Y	N	F
First 20 hours free, then \$30 per hour estimated to the nearest quarter hour.				
Processing charges for formal requests (per hour, estimated to nearest quarter hour)	\$30.00	Y	N	F
Informal GIPAA Requests – Photocopies – A4 per copy	\$2.00	N	N	C
Informal GIPAA Requests – CD/USB	\$30.00	N	N	C
Retrieve Archived Documents	At Cost	N	N	C
	Min. Fee: \$15.00			

Mediation Fee

Mediation Fee	At cost unless otherwise determined by Council	N	Y	C
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Payment Charges

Interest due on overdue rates per annum (as specified by the Minister for Local Government by notice in the Government Gazette)	9%	Y	N	F
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Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Payment Charges [continued]

Service fee for credit card transactions – GST treatment is the same as the underlying transaction	1%	N	N	B
Service fee for credit card transactions using Post Billpay – GST treatment is the same as the underlying transaction	0.60%	N	N	B
Effective 1/8/19				
Copy of a rates notice	\$6.10	N	N	C

Maps

General Enquiry Fee per 15 minutes (search council records)	\$49.00	N	N	C
Electronic map	\$47.00	N	N	C
Data extraction fee – per hour (minimum 1 hour)	\$124.00	N	N	C
Quote track time then invoice				

Photocopying Fee

Per A4 page	\$2.00	N	Y	C
Per A3 page	\$2.00	N	Y	C

Property Fees

Application for Purchase of Council Property	\$2,310.00	N	Y	C
Easement consideration over operational or community land	\$500.00	N	N	A
Applicant to pay registered valuer's fee to establish acquisition price and Council's survey, plan registration and legal costs in the easement transaction.				
Native Title assessment fee	\$60.00	N	N	A
Application for permanent closure Council public road (investigation and initial report to Council)	\$600.00	N	N	C
Processing of permanent closure Council public road (full assessment, consultation and approval by Council)	\$3,000.00	N	N	A
Applicant to pay registered valuer's fee to establish acquisition price				
Application for Crown Road Closure (permanent)	\$4,615.00	N	N	C
Application for alteration of Road Status	\$2,280.00	N	N	C

Lease or licence

Lease market rent review : Lessor and lessee 50% equal contribution to registered valuer's fee

Application for lease or licence Council operational or community land	\$2,315.00	N	Y	C
Application for short term (up to one year) licence Council operational or community land	\$500.00	N	Y	A
Minimum annual rental Council operational or community land	\$1,025.00	N	Y	C
Statutory advertising costs - leases, licences, road closures requiring print media notification	at cost	N	Y	A
Application for lease Council public road reserve	\$500.00	N	Y	A
Minimum annual rental lease of public road	by valuation	N	Y	A
Application for lease air space public road	\$500.00	N	Y	A
Minimum annual rental lease of air space public road	by valuation	N	Y	A
Application for lease renewal	\$500.00	N	Y	A

Name	Year 23/24 Fee (incl. GST)	Statutory (Y/N)	GST	Price Category
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Lease or licence [continued]

Application for lease assignment	\$500.00	N	Y	A
Application for sub-lease	\$500.00	N	Y	A
Application fee lease or licence crown land	as published by Crown Lands	Y	Y	F
Minimum annual rental lease or licence crown land	as published by Crown Lands	Y	Y	F

Investigation Legal Fees

Investigation Legal Fees	At Cost plus GST + Fixed fee of \$180 + Administration fee of \$60/hour as incurred	N	Y	C
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Property Enquiry Fee (Search Council Records)

Written	\$380.00	N	N	C
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Nonstandard Electronic Map or Plan Preparation Fee

Minimum Fee	\$92.50	N	N	C
Per hour	\$92.50	N	N	C

Street addressing/Numbering application – New or Alterations

Application Fee (includes one address allocation)	\$410.00	N	N	C
Additional lots/dwellings (2 to 10 lots/dwellings) Per Property	\$154.00	N	N	C
Additional lots/dwellings (over 10 lots/dwellings)	POA	N	N	C

Road Naming Application

1 – 5 names	\$1,845.00	N	N	C
More than 5 names	POA	N	N	C

S54 Certificate

s54 Certificate	\$55.00	Y	N	F
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S603 Certificate

The standard base fee is determined by the Director General of the Office of Local Government and is subject to change

Standard Base Fee (5 day turnaround)	\$95.00	Y	N	F
Urgency Fee (Same day turnaround) In addition to standard base fee	\$74.50	N	N	C
Copy of certificate Electronic or hardcopy	\$24.00	N	N	C