



Willoughby City Council

ORDINARY COUNCIL

ATTACHMENT BOOKLET

26 April 2022

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CHIEF EXECUTIVE'S OFFICE

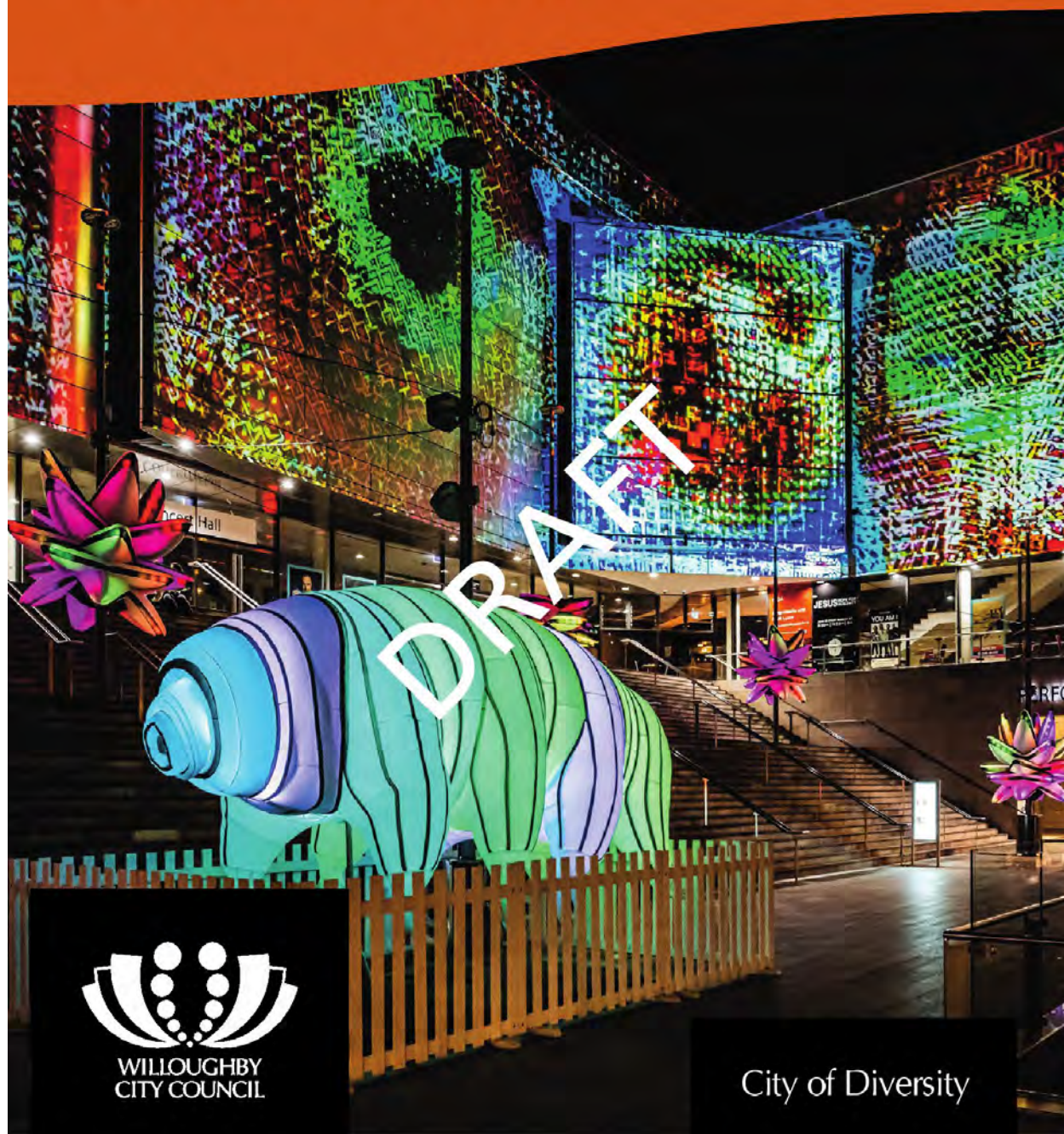
**15.1 PUBLIC EXHIBITION OF THE DRAFT DELIVERY PROGRAM 2022/23 –
2025/26 AND OPERATIONAL PLAN 2022/23**

ATTACHMENTS:

- 2. DRAFT DELIVERY PROGRAM 2022-2026**
- 3. DRAFT OPERATIONAL PLAN 2022/23**
- 4. DRAFT SCHEDULE OF FEES AND CHARGES
2022/23**

ATTACHMENT 2 – DRAFT DELIVERY PROGRAM 2022-2026

DELIVERY PROGRAM 2022–2026



About this Plan

This document outlines initiatives Council will undertake to achieve the outcomes defined in *Our Future Willoughby 2032, Community Strategic Plan*.

Acknowledgement of Country

We wish to acknowledge the traditional inhabitants of the land on which we stand, the Aboriginal People, their spirits and ancestors.

We acknowledge the vital contribution that Indigenous people and cultures have made and still make to the nation that we share, Australia.

Published by Willoughby City Council
June 2022

The Willoughby City Council *Delivery Program 2022-26* has been prepared in accordance with Integrated Planning and Reporting Framework requirements. It has been prepared by Willoughby City Council in consultation with the City of Willoughby community.

We acknowledge and thank all interested stakeholders for their contributions towards this plan.

Willoughby City Council

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Introduction

Welcome to the draft Delivery Program 2022-26, which outlines the key services and projects Council will be delivering over its term.

This draft Delivery Program aligns with the aspirations described in draft *Our Future Willoughby 2032, Community Strategic Plan*, which articulates the future vision for Willoughby for the next 10 years.

The purpose of the draft Delivery Program is to illustrate what services and projects will be provided during the current Council term, and how these services and projects will be funded. The Council's term will be completed in September 2024 and the draft Delivery Program has a 4 year horizon.

The draft Delivery Program focus for this Council is to:

- Improve customer service and experiences and review community engagement and consultation
- Advocate for community priorities and ensure financial sustainability
- Enhance the resilience of our community to shocks and stresses
- Support businesses, their recovery from COVID and the development of a night time economy
- Deliver a new comprehensive and updated planning framework for the City
- Upgrade and deliver new recreation facilities
- Increase urban tree canopy and greening
- Plan for the introduction of a food waste collection system
- Increase access and inclusion
- Regenerate and activate local centres and laneways
- Deliver affordable housing

Each of the 4 years of the draft Delivery Program are captured in an annual Operational Plan, a separate document, which provides the annual budget, fees and charges and a detailed list of projects and services to be delivered during the financial year.

This draft Delivery Program has many significant and exciting projects set to be completed in the coming years together with our ongoing services. Some key projects include:

- Develop and implement a customer experience strategy and review Council's engagement and consultation and framework
- Delivering actions from our Resilient Willoughby Strategy and Action plan
- Developing a night time economy and business support in line with our Economic Development Strategy
- Finalising our draft Local Environment Plan and draft Development Control Plan
- Delivering a major upgrade of pool hall at Willoughby Leisure Centre, the construction of the Artarmon Parklands Pavilion and progressing the Gore Hill Indoor Stadium
- Improving and activating local centres at Artarmon and Naremburn and the laneways on Mills, Spring, Charlotte and Post Office lanes.
- Construction of shared path at Pacific Highway from Chatswood to St Leonards
- Access and inclusion initiatives including review of our Disability Action Plan and the development of a Reconciliation Action Plan
- Increasing affordable housing through construction of essential housing at Abbott Road, Artarmon and a strengthened planning framework

Willoughby City Council – draft *Delivery Program 2022-26*

Invitation to provide feedback

The draft *Delivery Program 2022-26* will be on public exhibition in May. We encourage everyone in the community to review the Plan and give feedback at www.haveyoursaywilloughby.com.au

Following public exhibition, the final Plan will be presented for Council's endorsement on 27 June.

Your Council

The elected Council comprises a popularly elected Mayor and 12 Councillors. The Willoughby Local Government Area comprises four wards – Middle Harbour, Naremburn, Sailors Bay and West - each represented by four elected Councillors. The next Council election will be held in September 2024.

Visit www.willoughby.nsw.gov.au for contact details of our councillors.

Reporting our progress

Council will provide the community with six-monthly updates on how it is tracking to deliver the services and projects outlined in the final Delivery Program through published reports. Council also prepares an Annual Report, which provides commentary on the implementation of the Delivery Program and Operational Plan. The Annual Report contains information required by legislation to give the community a greater understanding of how Council is performing as an organisation. All reports are publicly available on Council's website.

Our draft Delivery Program

How to read this plan

Outcomes

The draft Delivery Program is presented under the five outcomes of the *Our Future Willoughby 2032, Community Strategic Plan*. These are the community's aspirations for the City.

The outcomes are:

Outcome 1: A City that is green

Outcome 2: A City that is connected, ~~and~~ inclusive and resilient

Outcome 3: A City that is liveable

Outcome 4: A City that is prosperous and vibrant

Outcome 5: A City that is effective and accountable.

Community Priorities

Each outcome is supported by community priorities. Each community priority is supported by specific initiatives and services.

Initiatives

These are the actions Council will undertake over the next 4 years that contribute to achieving the outcomes and community priorities, and ultimately the City's vision. Each initiative is linked to the community priority that it most directly contributes to. Delivering one initiative may help achieve multiple community priorities.

Outcome 1: A City that is green

Our City will become a leader in sustainability.

We are proud of our natural environment and will celebrate and protect our flourishing bushland, wildlife and waterways.

We will aspire to meet the needs of our community and environment while not compromising those of future generations.

We will deliver

- 1.1 Create and enhance green spaces, ~~and~~ urban tree canopy cover and greening
 - Incorporate requirements for rooftop and deep soil plantings in developments and high pedestrian traffic areas into the Willoughby Local Environmental Plan
 - Launch Gardening Willoughby by August 2022
 - Undertake a street tree census by June 2024 to inform our planting programs
- 1.2 Promote sustainable lifestyles and practices
 - Monitor the increase in sustainable behaviours through the Live Well in Willoughby program
 - Continue the Solar Bulk Buy program for residents
- 1.3 Enhance, protect and respect waterways, bushland, wildlife and ecological systems
 - Continue to review Reserve Action Plans and support Bushcare
 - Install and upgrade Gross Pollutant traps
 - No net decline in the Local Waterway Health Report Card grade
- 1.4 Reduce use of energy, water and natural resources and maximise use of waste
 - Implement Our Green City Plan 2028
 - Continue to use 100% renewable energy
 - Complete pilot and planning for Food Only waste collections by June 2024
- 1.5 Reduce carbon and greenhouse gas emissions
 - Implement the Resilient Willoughby Strategy and Action Plan 2021 including:
 - Launch Climate-Wise Communities program by October 2022
 - Deliver Beat the Heat program by July 2024

We will continue to deliver programs and services:

Better Business Partnership
Bushland management and maintenance
Resource recovery - waste management/recycling/reuse
Sustainable environment - education, projects, business engagement
Tree planting, street tree planting program and tree preservation orders
Urban Design and Streetscape Improvements

Outcome 2: A City that is connected, and inclusive and resilient

We are a City that is connected through our people, transport, technology and history.

We celebrate the diversity of our people and provide opportunities to care and connect through activities, services and places.

We will encourage and promote transport choices and connections for pedestrians, bikes, public transport and private vehicles.

Our City will be a Smart City of the future supported by digital infrastructure and literacy.

We will deliver

2.1 Enhance transport choices and connections throughout the City

- Continue extension of Council's bike network in accordance with the Bike Plan 2017
- Construct a shared path at Pacific Highway from Chatswood to St Leonards by June 2022
- Continue to implement actions from the Integrated Transport Strategy 2036

2.2 Respect and celebrate our indigenous and non-indigenous history and heritage

- Adopt an Indigenous Strategy and Reconciliation Action Plan by June 2023
- List additional local heritage items in the Willoughby Local Environment Plan

2.3 Celebrate and encourage our diversity

- Conduct annual public celebrations including Culture Bites, Chatswood Lunar New Year Festival, Emerge Festival and Australia Day

2.4 Reduce parking and traffic congestion

- Continue to implement Street Parking Strategy 2017 in accordance with priorities
- Upgrade the parking system at The Concourse car park by December 2022
- Design and construct local area traffic management devices including for the Royal North Shore Hospital precinct

2.1 Create neighbourhoods that connect people from all types of households and families

- Implement neighbour connection initiatives including Neighbour Day, programs at the Dougherty Community Centre, Willoughby Park Centre, MOSAIC and volunteer programs

2.2 Foster a digitally enabled community

- Adopt a Digital Strategy by July 2023
- Complete the roll out of Phase 3 of CONNECT (corporate systems) project by December 2023

2.3 Promote accessible services and facilities for the community

- Review and implement the Disability Inclusion Action Plan 2022-2026 by 30 June 2026

2.4 Increase community resilience to shocks and stresses

- Continue to implement the Resilient Willoughby Strategy and Action Plan 2021
- Promote the Red Cross 'Be Prepared' app for personal emergency planning

We will continue to deliver programs and services:

Aged Care
Children's services
Community Centres
Construction and maintenance of roads, footpaths, kerb/gutter and car parks
Developer contributions and car parking contributions
Disability Inclusion and Access Plan
Infrastructure and parking management
Multicultural services
Road safety projects
Traffic and transport planning
Youth Services
Zoning certificates

Outcome 3: A City that is liveable

We are a City that is safe, engaging, vibrant and supported by great urban design.

Our City has lively village centres and a strong Central Business District (CBD) that we will celebrate and promote.

Our growing community will have access to required services and facilities and spaces that promote a healthy and active lifestyle.

We will deliver

3.1 Foster feelings of inclusion, safety and cleanliness

- Implement community programs at Dougherty Community Centre, Willoughby Park Centre and MOSAIC
- Implement public domain projects in Council's parks and local centres
- Continue the Street Lighting Improvement Project
- Implement community safety initiatives including road safety campaigns, fire safety campaigns and Beat the Heat program

3.2 Create recreation spaces for all

- Construct the Artarmon Pavilion by June 2023
- Complete the design for Gore Hill Indoor Sport Centre by June 2024
- Complete the Open Space and Recreation Study by June 2023
- Construct a picnic area at Thomson Park by February 2023
- Upgrade playgrounds at Bales Park by May 2023 and Sanders Park by June 2024

3.3 Promote an active and healthy lifestyle

- Complete major upgrade of Willoughby Leisure Centre pool hall by June 2024

3.4 Create desirable places to be and enjoy

- Continue to activate the CBD and extend to local centres
- Upgrade/renewal of:
 - 20 ovals
 - 13 parks
 - 6 playgrounds

3.5 Activate local spaces in creative ways

- Continue to implement Local Centres Strategy 2036 and streetscape enhancement program for local centres including Artarmon and Naremburn
- Activate laneways in the CBD focusing upon Mills, Spring, Charlotte and Post Office lanes

3.6 Promote housing choice and affordability

- Continue to implement the Housing Strategy 2036 including an annual review of housing delivery and supply
- Complete construction of essential housing at Abbott Road, Artarmon by June 2024

We will continue to deliver programs and services

Affordable Housing
Bushland
Development Enforcement
Development, building, subdivision and rezoning applications
Engineering conditions associated with development applications
Engineering design and surveying
Environmental health
Libraries
Open space and Sportsgrounds
Planning
Property operations and assets
Rangers and Compliance
Recreation assets
Street cleansing
Street and road signs
Swimming pool safety
Transport
Willoughby Leisure Centre

Outcome 4: A City that is prosperous and vibrant

Our City will have a robust economy with meaningful and diverse employment opportunities close to home.

We will be a City where local and global businesses thrive.

Our City, its places and vibrancy will attract businesses and visitors from around the world.

We will be leaders in creativity and innovation.

We will deliver

4.1 Facilitate the development of all businesses

- Continue to implement the Easy to do Business Program in partnership with the State government
- Implement the actions in the Economic Development Strategy 2022 including:
 - Enhance co-working with local Chambers of Commerce and Business Peak Body organisations
 - Establish a Business Mentors and Leaders program
 - Facilitate the development of key sites within the CBD to provide high quality commercial space
 - Support the establishment of a business start-up centre
 - Launch the Shop Local campaign

4.2 Build and support a night-time economy

- Promote the night-time offer in the City in accord with actions in the Night Time Economy Strategy 2022 including:
 - Create a night time brand for Chatswood
 - Work with local businesses to extend opening hours

4.3 Create memorable food destinations

- Promote the food offerings and experiences in the City including Culture Bites events
- Create food ambassador roles to lead the media promotion of local food offerings

4.4 Attract visitors and promote local destination-based tourism

- Conduct Chatswood CBD special event Culture Bites annually
- Conduct Chatswood Lunar New Year Festival annually
- Promote or co-promote events at The Concourse and Council's art exhibition spaces

4.5 Diversify our economy including creative and innovative industries

- Continue to implement the actions in the Economic Development Strategy 2022 including:
 - Work with local businesses to establish a local innovation based development business group.
 - Work with the local creative sector to establish a local creative sector development business group.

4.6 Facilitate the viability and vibrancy of our CBD and village centres

- Complete the review of Local Environmental Plan (LEP) and Development Control Plan by November 2022 and gazette the LEP by December 2023

Willoughby City Council – draft Delivery Program 2022-26

- Continue to implement the Chatswood CBD and Urban Design Strategy 2036
- Complete stages 2 and 3 of streetscape construction at Hampden Road, Artarmon streetscape by June 2023
- Complete streetscape construction for Naremburn local centre by June 2023

We will continue to deliver**Services**

Arts and cultural services
Better Business Partnership
Community venues and centres
Festival and events
Planning – CBD Strategy
Planning – Urban Strategy
Streetscape – Urban Design
The Concourse Precinct

Outcome 5: A City that is effective and accountable

A City that is governed by an ethical Council that is open, transparent and accountable.

A City that is led by informed representatives who actively encourage meaningful engagement with all stakeholders to seek their involvement in decisions made on their behalf.

We will represent the interests of the community, be a good steward to the environment and advocate for the City's priorities.

We will deliver

- 5.1 Be honest, transparent and accountable in all that we do
 - Develop a legislative compliance framework by December 2022
 - Adopt a revised Code of Conduct by September 2022
 - Adopt a new Code of Meeting Practice by September 2022
- 5.2 Demonstrate leadership and advocacy for local priorities
 - Advocate to influence decisions relating to infrastructure contribution changes, rate peg and Northern Beaches Tunnel Link and other matters as relevant.
- 5.3 Balance the creation of new public assets with the upgrade of existing public assets
 - Meet the OLG asset ratios
- 5.4 Anticipate and respond to changing community and customer needs
 - Undertake surveys and implement the resultant actions plans for:
 - Community Perception Surveys by December 2022 and 2024
 - Community Wellbeing Surveys by December 2023 and 2025
 - Review Community Strategic Plan by June 2025
 - Ground floor Customer Centre opened by April 2022
 - Design and implement upgrades to Victor Street Chambers and Offices to deliver improved productivity for customers, Councillors and staff and to enhance employee attraction and retention by June 2025
- 5.5 Make it easy for citizens to engage and participate in decision making
 - Review the Community Engagement Framework by December 2022
 - Improve customer service and experiences, and review community engagement and consultation to make it easy for citizens to engage and participate in decision making
- 5.6 Ensure value for money and financial sustainability
 - Endorse the Resourcing Strategy, including the Long Term Financial Plan by June 2023
- 5.7 Deliver excellent customer service
 - Continue customer service training for staff across all Council services
 - Develop Customer Experience Strategy by December 2022 and implement in accord with the action plan

We will continue to deliver programs and services:**Services**

Advocacy and Leadership
Asset management
Business Improvement
Community engagement
Customer service centre
Finance
Governance and Audit and Risk
Procurement
Public Relations and communications
Stakeholder and grants management

Integrated Planning and Reporting Framework

The Integrated Planning and Reporting Framework helps local governments across the State approach strategic planning in a consistent manner. The Framework connects all of Council's various plans and policies to assist with planning for the future. There are three plans which Council prepares for the community:

Title	Description	Timeframe
Community Strategic Plan	This plan articulates the community's long term vision and aspirations	10+ years
Delivery Program (This document)	Outlines what will be delivered to the community during Council's term of office	4 years
Operational Plan	Outlines what will be delivered in the financial year, along with annual budget and funding information	One financial year

The Integrated Planning and Reporting Framework is driven by ongoing community engagement and the capacity to resource projects, works and services (outlined in Council's Resourcing Strategy).

Resourcing and Funding

A Resourcing Strategy supports Council's short, medium and long term strategic plans. The Resourcing Strategy consists of the Long Term Financial Plan, Workforce Plan and Asset Management Policy and Plans.

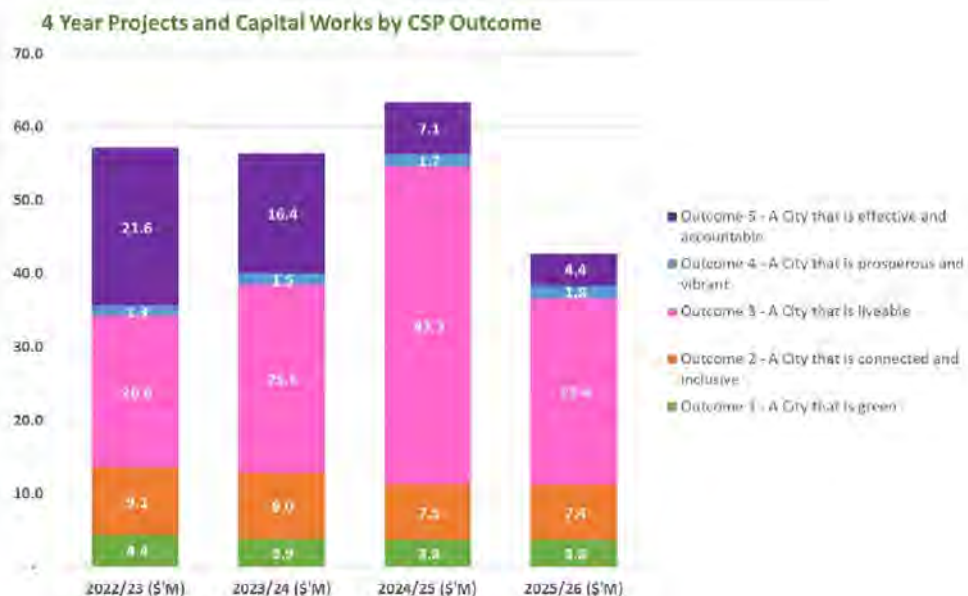
The Long Term Financial Plan, along with the annual Operational Plan and Budget, provide a projected 10 year view and current snapshots of Council's financial standing. Financial forecasts take into account Council's future revenue streams and operational expenses. Another factor which impacts financial forecasts is the maintenance of Council's assets. Asset Management Plans have been developed in line with community expectations. They forecast the cost of maintaining and renewing each type of asset.

Council's Workforce Plan provides direction on the human resources required to deliver services and infrastructure to the community in the long term. As needs and expectations change over time, as well as the way of doing work, the Workforce Plan will outline solutions to ensure efficient and quality work. The Workforce Plan links to the Asset Management Plans and Long Term Financial Plan to make the full suite of resourcing documents.

The Resourcing Strategy is publicly available on Council's website.

The Figure below indicates the breakdown of funding across the Outcomes for the next 4 years. Outcome 3 reflects expenditure on significant recreation facilities such as the Willoughby Leisure Centre and Gore Hill Indoor stadium. More details of expenditure are provided in the annual Operational Plan and the Long Term Financial Plan which can be viewed on Council's website.

4 Year Projects and Capital Works by Community Strategic Plan Outcome



ATTACHMENT 3 - DRAFT OPERATIONAL PLAN 2022/23

OPERATIONAL PLAN 2022/2023

DRAFT



City of Diversity

About this Plan

This document outlines the activities Council will undertake to achieve the outcomes defined in *Our Future Willoughby 2032, Community Strategic Plan*.

Acknowledgement of Country

We wish to acknowledge the traditional inhabitants of the land on which we stand, the Aboriginal People, their spirits and ancestors.

We acknowledge the vital contribution that Indigenous people and cultures have made and still make to the nation that we share, Australia.

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We acknowledge and thank all interested stakeholders for their contributions towards this plan.

Willoughby City Council

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Introduction

Willoughby City Council provides a large range of services and works for our communities, including projects, capital works programs, services and activities.

The Operational Plan 2022/23 details the services and projects we will provide and how we will fund these. It includes the annual budget and annual rates, projects and capital works and fees and charges. The Plan also shows how we measure progress and work. This work links directly to our four-year Delivery Program 2022/23-2025/26.

The Operational Plan is guided by the outcomes in our Community Strategic Plan, *Our Future Willoughby 2032*:

- A City that is green
- A City that is connected, inclusive and resilient
- A City that is liveable
- A City that is prosperous and vibrant
- A City that is effective and accountable

Projects and Capital Works

We prioritise all proposed projects for the financial year according to community needs, timing and resources.

Business Improvements

There are areas where we can be more efficient or improve customer services. This program sets out the target areas for the year.

Resources

We allocate budgets, staffing and assets for different services and projects.

Services

These are services that do not require additional project funding as they are provided through staff and operational resources. They are part of the operational plan and their progress is tracked.

Performance Indicators

Performance Indicators keep us accountable to our communities and ensure we provide services as promised.

Willoughby City Council – draft *Operational Plan 2022/23*

Invitation to provide feedback

The draft *Operational Plan 2022/23* will be on public exhibition in May. We encourage everyone in the community to review the Plan and give feedback at www.haveyoursaywilloughby.com.au. Following public exhibition, the final Plan will be presented for Council's endorsement on 27 June.

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Highlights

Willoughby Leisure Centre - Construction for major upgrade of pool hall - \$10M



About this project:

This project will create modern aquatic facilities and enable tailored services to be provided including Learn to Swim, rehabilitation programs, fitness and training and aquatic family fun. Construction will commence in 2022/23 and be completed in 2024.

Work for 2022/23:

Appointment of works contractor and commencement of site works.

Hampden Road Artarmon, streetscape stage 2 – Construction: \$8.0M



About this project:

We will implement the Artarmon Local Centre Public Domain Masterplan to improve pedestrian amenity and safety. Increased alfresco dining, new public amenities and integration with future shared path will be the key deliverables of these proposed works.

Work for 2022/23:

Works to the Village Green will be completed from October 2022-March 2023. Works to the retail strip Hampden Road west will be undertaken from July 2022-December 2022.

Affordable Housing Design and Construction Abbott Rd Artarmon - \$3M**About this project:**

This project will convert a vacant property into affordable housing for key workers within Willoughby in close proximity to schools, transport and shops. It will help retain employees for local businesses.

Work for 2022/23:

Construction of the facility.

Pacific Highway between Chatswood and St Leonards shared path construction - \$2,290,000**About this project:**

The Pacific Highway, east and north side of road, between Chatswood and St Leonards has been identified as a bicycle route in our Bike Plans in 2012 and 2017. The construction of this shared path will promote walking and cycling and realise personal health and environmental benefits.

Work for 2022/23:

Completion of the shared pathway on Pacific Hwy between Mowbray Rd, Chatswood and Herbert St, St Leonards

Artarmon Parklands Pavilion - \$1.7M**About this project:**

We will deliver a new pavilion through adaptive reuse of the existing structure. Included be the capacity to create a room for hire, a picnic area and new seating to increase the recreation facilities for park visitors and create a pleasant outdoor space for the community to gather and socialise.

Work for 2022/23:

Construction and commissioning of the new amenity, including surrounding landscaped areas.

Cultural Bites - \$895,816**About this project:**

A year long calendar of cultural activities and events, both ticketed and free, within the Chatswood CBD will be delivered. With diversity of events we aim to increase patronage, improve the economic impact within the Chatswood CBD and position Chatswood as Cultural Heart of the North Shore.

Work for 2022/23: Cultural events occurring throughout the year

CONNECT (Corporate system) - \$650,000**About this project:**

We are in the final phase of rolling out a single, integrated corporate information system which will connect people and information. Phase 3 focuses on the customer, property and rating, document management, cash receipting and performance planning. The final phase will have significant improvements for our customers' experience.

Work for 2022/23: Final Phase of implementation of the corporate system

The Concourse Car Park Upgrade and replacement - \$560,000

About this project:

We will upgrade existing car park equipment at The Concourse to provide a better experience for casual and long-term parkers using facilities such as the library and theatres or shopping and dining in Chatswood.

Work for 2022/23:

Progressive installation of new car park equipment without impacting on the operation of the facility.

Bus stop access upgrade - \$300,000**About this project:**

Council will upgrade all bus stops to be Disability Discrimination Act compliant by 2023. Boarding points will be levelled and tactile pavers and signage installed. These works are prioritised based on usage and relative need.

Work for 2022/23: Access improvement to approximately 60 locations

Bales Park Playground Renewal- \$280,000**About this project:**

We will provide replacement of the individual benches with tiered seating next to the sportsground to create pleasant outdoor spaces for the community to gather and socialise.

Work for 2022/23:

Construction and commissioning of new facility.

Walking Tracks Lane Cove Catchment - \$276,000**About this project:**

We will construct and maintain new bush tracks in the Lane Cove Catchment area to improve accessibility to the bushland reserve. Stabilised surfaces will be combined with sandstone steps in keeping with the sandstone topography and natural setting. This will provide safe access for walkers and reduce erosion.

Work for 2022/23:

Construction of the new bush tracks including sandstone steps.

Warners Park Lower Green – \$275,000**About this project:**

We will transform the lower bowling green into a park facility that will complement the upgraded adjacent building. A new picnic area, informal play area, relocation of community garden to lower green and new entry points will be provided.

Work for 2022/2023:

Construction and commissioning of new facility.

Renew drainage, irrigation and surface – Alan Hyslop Oval - \$190,000**About this project:**

To maximise the use of the ground, works will include a new sub base for the oval, drainage and irrigation system, and replacement of surface turf.

Work for 2022/23: Implementation of upgrades to the oval.

Thomson Park Master Plan- New Picnic Area - \$150,000**About this project:**

We will provide a picnic area including a shelter, barbecue, bins, accessible drinking fountain and seating. Replacement of the individual benches with tiered seating next to the sportsground will be provided.

Work for 2022/23:

Construction of the new facilities.

Better Business Partnership - \$122,000**About this project:**

The Better Business Partnership (BBP) is a joint Council service jointly funded by Ku-ring-gai, North Sydney and Willoughby councils. The service assists business operators and commercial building owners to implement actions that improve the sustainability (economic, social and environmental) of their building and/or business operations.

Work for 2022/23: Ongoing provision of services.

Wickham Park Playground Renewal - \$105,000**About this project:**

We will deliver a new playground with functionality and capacity to meet community needs.

Work for 2022/2023:

Construction of the new facility.

Council by the numbers

17 public halls
330ha of bushland and nearly 20km of harbour foreshore
425ha of open space
66,000+ customer service centre calls received
288km of sealed roads
\$57m projects and capital works expenditure
\$116.2m total operating expenditure
7 libraries
60 sports grounds
100+ parks and reserves
44 playgrounds

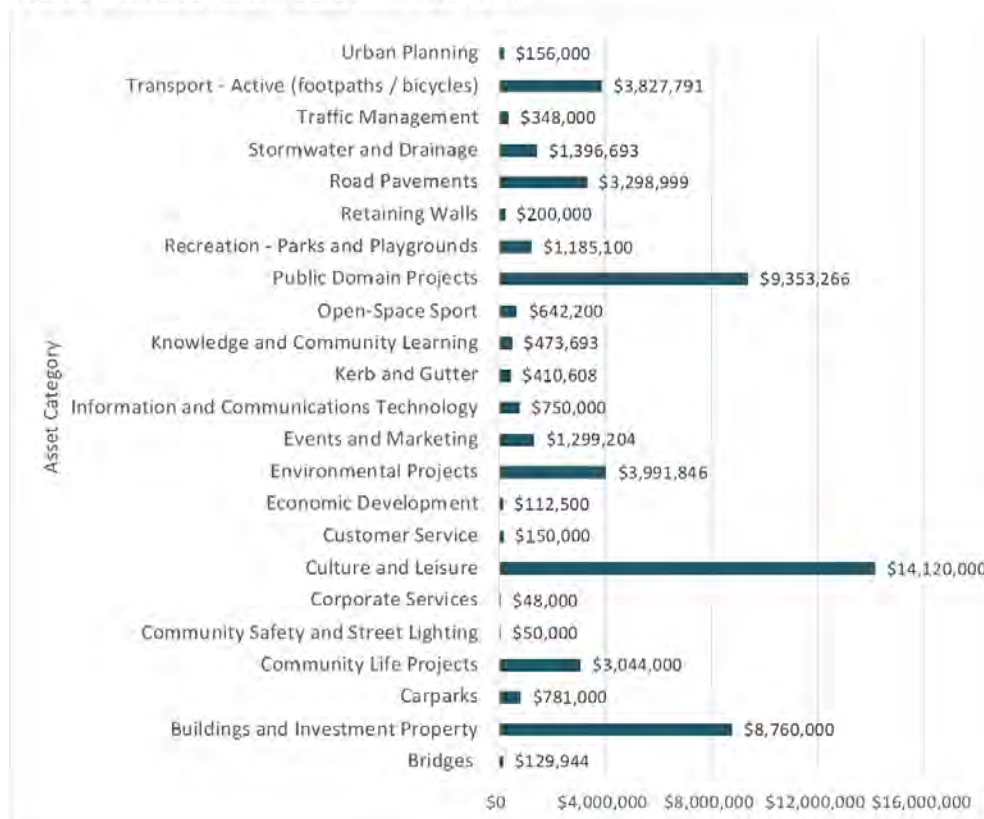
Willoughby City Council – draft *Operational Plan 2022/23*

Our Operational Plan

Projects and Capital Works

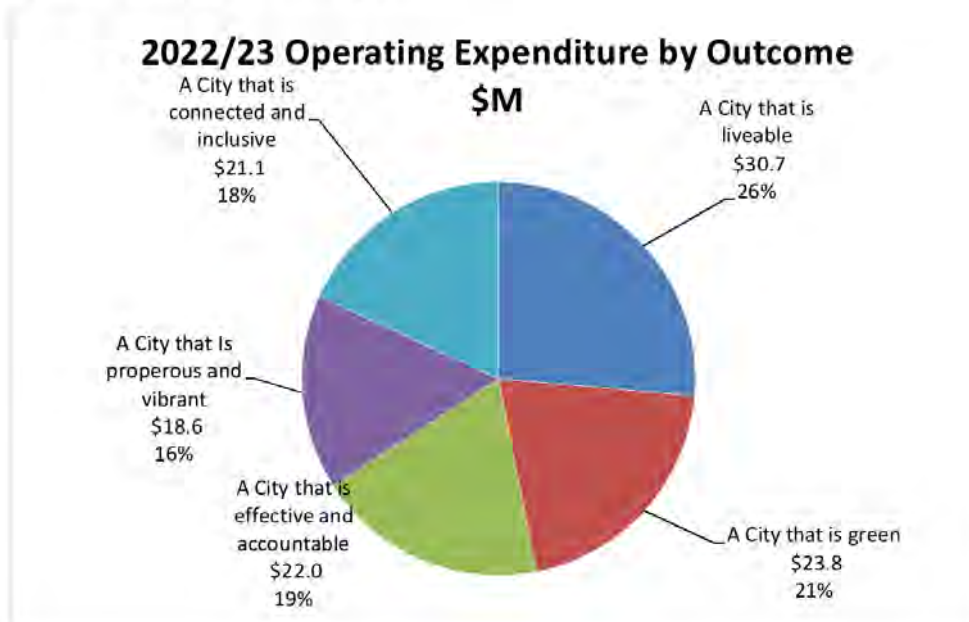
The draft Projects and Capital Works program for 2022/23 is \$57m. The figure below provides a summary of all categories and their associated spend in 2022/23.

Figure 1 - Proposed Funding 2022/23 (\$57,172,377)



The projected 2022/23 expenditure on the five community outcomes in the Community Strategic Plan are outlined in Figure 2 below.

Figure 2 – Operating Expenditure by Outcome



Projects and Capital Works by Asset Category

The projects and capital works for the financial year are provided by category in Figure 3 below.

Figure 3 – Projects and Capital Works by Asset Category

Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
Bridges				
302183	Repair works to bridges	Bridges	Outcome 2	\$99,944
302193	Bridge Design - 88 The Bulwark, Castlecrag	Bridges	Outcome 2	\$30,000
Bridges Summary				\$129,944
Buildings and Investment Property				
301199	The Incinerator - Small Street Willoughby - structural ground floor repairs	Buildings and Investment Property	Outcome 5	\$350,000
301429	Hazardous materials audits and removal	Buildings and Investment Property	Outcome 5	\$100,000

Willoughby City Council – draft *Operational Plan 2022/23*

Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
301695	Rolling roof replacement program	Buildings and Investment Property	Outcome 5	\$200,000
301961	Artarmon parklands pavilion - construction	Buildings and Investment Property	Outcome 5	\$1,700,000
301964	Council building – Chamber and Offices - Victor Street, Chatswood – design and upgrade	Buildings and Investment Property	Outcome 5	\$2,480,000
301982	Rolling floor program - renewal	Buildings and Investment Property	Outcome 5	\$135,000
302032	Fire safety compliance program	Buildings and Investment Property	Outcome 3	\$100,000
302159	Gibbes Street depot awnings - construction	Buildings and Investment Property	Outcome 5	\$140,000
302161	Chatswood Commons (youth centre, children's centre and car park) –strategic plan - consultancy	Buildings and Investment Property	Outcome 5	\$60,000
302224	Council building minor capital works program	Buildings and Investment Property	Outcome 5	\$800,000
302225	Chatswood Leisure Centre - plant and equipment replacement	Buildings and Investment Property	Outcome 5	\$1,400,000
302248	Building performance assessment - consulting	Buildings and Investment Property	Outcome 5	\$200,000
302250	Asset data, capture and validation program	Buildings and Investment Property	Outcome 5	\$175,000
302251	Rolling security/CCTV renewal program	Buildings and Investment Property	Outcome 5	\$150,000
302253	Council Chambers Chiller - End of Life Replacement	Buildings and Investment Property	Outcome 5	\$150,000
302254	The Concourse - membrane and water leak remediation (non roof related)	Buildings and Investment Property	Outcome 5	\$365,000
302255	Northbridge Baths - renewal and repair works	Buildings and Investment Property	Outcome 5	\$205,000
302256	The Concourse - Century Venues minor capital works	Buildings and Investment Property	Outcome 5	\$50,000
Buildings and Investment Property summary				\$8,760,000
Carparks				
302041	The Concourse car park upgrade	Carparks	Outcome 2	\$560,000
302139	Northbridge Plaza car park (repairs)	Carparks	Outcome 2	\$51,000
302140	Tyneside Avenue, Willoughby - car park renewal	Carparks	Outcome 2	\$155,000

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
	Car Parks - Cleland Park car park renewal - Design & Construction	Carparks	Outcome 2	\$0
302197	Car park renewal design – various minor car parks	Carparks	Outcome 2	\$15,000
Carparks summary				\$781,000
Community Life Projects				
301801	Essential Housing - Abbott Rd, Artarmon - Design and Construction	Community Life Projects	Outcome 3	\$3,000,000
302155	Precinct Activation	Community Life Projects	Outcome 2	\$25,000
302182	Reconciliation Action Plan	Community Life Projects	Outcome 2	\$10,000
302188	Child and Family Expo	Community Life Projects	Outcome 2	\$9,000
Community Life Projects summary				\$3,044,000
Community Safety and Street Lighting				
302261	Council Wide street lighting improvement project	Community Safety and Street Lighting	Outcome 5	\$50,000
Community Safety and Street Lighting summary				\$50,000
Corporate Services				
302243	Public Toilet Strategy - Consultancy	Corporate Services	Outcome 2	\$48,000
Corporate Services summary				\$48,000
Culture and Leisure				
301962	Gore Hill Oval design - stage 2 works	Culture and Leisure	Outcome 3	\$4,000,000
302119	Northbridge Baths Landscape and Recreation Plan - implementation	Culture and Leisure	Outcome 3	\$95,000
302185	Willoughby Leisure Centre - service review	Culture and Leisure	Outcome 3	\$25,000
302186	Willoughby Leisure Centre - construction for major upgrade of pool hall	Culture and Leisure	Outcome 3	\$10,000,000
Culture and Leisure summary				\$14,120,000
Customer Service				
302236	Community Perception Survey	Customer Service	Outcome 5	\$50,000
302271	Customer Service Enhancements	Customer Service	Outcome 5	\$100,000
Customer Service summary				\$150,000

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
Economic Development				
302195	Economic Development program – implementation	Economic Development	Outcome 4	\$112,500
Economic Development summary				\$112,500
Environmental Projects				
301968	Water harvesting program	Environmental Projects	Outcome 1	\$720,000
301969	Water efficiency upgrade	Environmental Projects	Outcome 1	\$20,000
301970	Water asset maintenance	Environmental Projects	Outcome 1	\$240,000
301971	Water quality monitoring	Environmental Projects	Outcome 1	\$90,000
301977	Water saving urban design program	Environmental Projects	Outcome 1	\$340,000
302019	Public tree data collection	Environmental Projects	Outcome 1	\$50,000
302124	Natural Area Management for Middle Harbour	Environmental Projects	Outcome 1	\$480,200
302125	Natural Area Management for Lane Cove River Catchment	Environmental Projects	Outcome 1	\$184,000
302126	Catchment Management Actions for Lane Cove River	Environmental Projects	Outcome 1	\$48,000
302127	Catchment Management Actions for Middle Harbour	Environmental Projects	Outcome 1	\$65,000
302128	Reserve linkage planting	Environmental Projects	Outcome 1	\$158,140
302129	Streetscape canopy replenishment, Willoughby	Environmental Projects	Outcome 1	\$45,550
302130	Live Well bushland community project education project	Environmental Projects	Outcome 1	\$92,000
302131	Flat Rock Gully restoration, Small Street, Naremburn	Environmental Projects	Outcome 1	\$30,000
302132	Castlecrag Reserves Restoration – Reserve Connectivity	Environmental Projects	Outcome 1	\$104,000
302133	Bushland stormwater armouring	Environmental Projects	Outcome 1	\$41,000
302134	Sharing Sydney Harbour access' project	Environmental Projects	Outcome 1	\$0*
302135	Reserves Restoration - Interpretive signage	Environmental Projects	Outcome 1	\$15,500

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
302136	Middle Harbour walking track network upgrade	Environmental Projects	Outcome 1	\$159,000
302137	Renewal of walking tracks for Lane Cove River Catchment	Environmental Projects	Outcome 1	\$44,000
302138	Manual cleaning of creeks	Environmental Projects	Outcome 1	\$57,222
302154	Live Well in Willoughby sustainability education campaign	Environmental Projects	Outcome 1	\$150,434
302162	Resilient Willoughby Program	Environmental Projects	Outcome 1	\$120,000
302172	Council owned buildings electricity meter upgrades	Environmental Projects	Outcome 1	\$30,000
302173	Willoughby Leisure Centre - cogeneration unit - maintenance	Environmental Projects	Outcome 1	\$8,800
302174	Council owned LED lighting upgrade	Environmental Projects	Outcome 1	\$150,000
302175	Better Business Partnership	Environmental Projects	Outcome 1	\$122,000
302176	Council owned buildings - The Concourse and Albert Avenue carpark - solar photovoltaic installation	Environmental Projects	Outcome 1	\$170,000
302177	Sustainable fleet and plant - procurement	Environmental Projects	Outcome 1	\$95,000
302178	Council LGA solar photovoltaic assessments program	Environmental Projects	Outcome 1	\$20,000
302179	Air quality monitoring	Environmental Projects	Outcome 1	\$17,000
302180	Street Light Improvement Program	Environmental Projects	Outcome 1	\$80,000
302244	Council net zero emissions 2025 roadmap review	Environmental Projects	Outcome 1	\$15,000
302245	Council energy and carbon reporting platform	Environmental Projects	Outcome 1	\$30,000
Environmental Projects summary				\$3,991,846
Events and Marketing				
302163	Chatswood CBD Special event Culture Bites	Events and Marketing	Outcome 4	\$895,816
302164	Chatswood Lunar New Year Festival	Events and Marketing	Outcome 2	\$140,454
302165	Carols	Events and Marketing	Outcome 3	\$18,753

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
302166	Emerge Festival	Events and Marketing	Outcome 4	\$ 86,145
302167	CBD Christmas tree	Events and Marketing	Outcome 3	\$29,131
	Family Festival	Events and Marketing	Outcome 4	\$0
302169	Australia Day	Events and Marketing	Outcome 2	\$15,606
	National Pet Day	Events and Marketing	Outcome 3	\$0
302171	Willoughby Street Fair, Chatswood	Events and Marketing	Outcome 3	\$113,299
Events and Marketing summary				\$1,299,204
Information and Communications Technology				
302146	Rangers Mobile Devices - renewal	Information and Communications Technology	Outcome 3	\$35,000
302263	Cyber Security - Firewall Upgrade	Information and Communications Technology	Outcome 5	\$65,000
302008	CONNECT software implementations Phase 3	Information and Communications Technology	Outcome 5	\$650,000
Information and Communications Technology summary				\$750,000
Kerb and Gutter				
302210	Kerb and gutter repair program	Kerb and Gutter	Outcome 2	\$8,250
302211	Renew kerb and gutter at Glenroy Ave, Middle Cove	Kerb and Gutter	Outcome 2	\$42,250
302212	Renew kerb and gutter at Victoria Avenue, (Between Alleyne Street and Gibbes Street)Chatswood	Kerb and Gutter	Outcome 2	\$49,500
302213	Kerb and gutter repair program-Euroka St, Northbridge (Between Marooba St and SBR)	Kerb and Gutter	Outcome 2	\$121,000
302214	Renew kerb and gutter at The Rampart, Castlecrag	Kerb and Gutter	Outcome 2	\$14,520
	Kerb and gutter repair program- De Villers Ave, Chatswood (Between Eddy Rd and Dardanelles Rd, few sections)	Kerb and Gutter	Outcome 2	\$0
302216	Renew kerb and gutter at Eddy Road, Chatswood (Between Goodchap Road and Whitton Road)	Kerb and Gutter	Outcome 2	\$35,750

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
	Kerb and Gutter Repair- Thomspn Ave, Artarmon(Adjacent to Tennis Court, W side)	Kerb and Gutter	Outcome 2	\$0
302218	Renew kerb and gutter Kerb at Rembrandt Drive, Middle Cove	Kerb and Gutter	Outcome 2	\$124,871
302264	Kerb and gutter rehabilitation with pavement work	Kerb and Gutter	Outcome 2	\$14,467
Kerb and Gutter summary				\$410,608
Knowledge and Community Learning				
302116	Resource collections - central library	Knowledge and Community Learning	Outcome 2	\$397,402
302117	Resource collections - branches	Knowledge and Community Learning	Outcome 2	\$49,189
302118	Library services- furniture and fittings	Knowledge and Community Learning	Outcome 2	\$27,102
Knowledge and Community Learning summary				\$473,693
Open Space Sport				
302065	Install subsoil drainage at The Willis futsal courts, Chatswood	Open-Space Sport	Outcome 3	\$150,000
302097	Renew drainage, irrigation and oval surface at Alan Hyslop Oval	Open-Space Sport	Outcome 3	\$190,000
302098	Renew water tank at Bicentennial Oval	Open-Space Sport	Outcome 3	\$120,000
302099	Renew centre cricket wickets at Mowbray Public School and Willoughby Oval 2	Open-Space Sport	Outcome 3	\$15,000
302100	Renew remote irrigation and lighting controllers at various sites	Open-Space Sport	Outcome 3	\$15,000
302101	Renew sportsground light globes at various sites	Open-Space Sport	Outcome 3	\$30,000
302102	Upgrade Thomson Park synthetic surface, walls, fences and seating	Open-Space Sport	Outcome 3	\$25,000
302103	Upgrade Naremburn Park and Artarmon Reserve cricket nets	Open-Space Sport	Outcome 3	\$77,000
302104	Renew Northbridge Oval fence	Open-Space Sport	Outcome 3	\$20,000
302105	Renew baseball diamond backnet section and netball courts fencing	Open-Space Sport	Outcome 3	\$100*
	Renew PA system Rotary Athletics Field- Implementation	Open-Space Sport	Outcome 3	\$0
302109	Renew Chatswood Oval perimeter fence and sight screens	Open-Space Sport	Outcome 3	\$100*
Open Space Sport summary				\$642,200
Public Domain Projects				

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
301959	Hampden Road Artarmon, streetscape stage 2 - Construction	Public Domain Projects	Outcome 5	\$8,060,266
301960	Sailors Bay/Strathallen/Eastern Valley Northbridge streetscape - stage 1 construction	Public Domain Projects	Outcome 5	\$150,000
301983	Naremburn local centre streetscape - design	Public Domain Projects	Outcome 5	\$1,050,000
302219	Local area traffic management at Alleyne Street Outside Chatswood	Public Domain Projects	Outcome 3	\$13,000
302249	Sustainable porous pavement at various locations	Public Domain Projects	Outcome 3	\$80,000
Public Domain Projects summary				\$9,353,266
Recreation - Parks and Playgrounds				
	New-Complete perimeter path at Willoughby Park-Construction	Recreation - Parks and Playgrounds	Outcome 3	\$0
300643	New Thomson Park Masterplan picnic area - construction	Recreation - Parks and Playgrounds	Outcome 3	\$150,000
300948	Renew playground-Wickham Park-Construction	Recreation - Parks and Playgrounds	Outcome 3	\$105,000
301259	Renew park name and regulatory signs various sites	Recreation - Parks and Playgrounds	Outcome 3	\$45,000
301261	Upgrade open spaces to improve inclusiveness	Recreation - Parks and Playgrounds	Outcome 2	\$40,000
301892	Renew playground assets-annual inspection reports	Recreation - Parks and Playgrounds	Outcome 3	\$30,000
	Renew Hallstrom Park bike track-Construction	Recreation - Parks and Playgrounds	Outcome 3	\$0
301952	Warners Park lower green-construction	Recreation - Parks and Playgrounds	Outcome 3	\$275,000
302106	Renew playground at Sanders Park-consultation and design	Recreation - Parks and Playgrounds	Outcome 3	\$100*
302110	Renew Garden of Remembrance irrigation system	Recreation - Parks and Playgrounds	Outcome 3	\$100,000
302145	New shade sails for Gore Hill playground	Recreation - Parks and Playgrounds	Outcome 3	\$125,000
302147	Renew playground at Bales Park	Recreation - Parks and Playgrounds	Outcome 3	\$280,000
302150	Review and update Open Space and Recreation Plan	Recreation - Parks and Playgrounds	Outcome 3	\$35,000
Recreation - Parks and Playgrounds summary				\$1,185,100
Retaining Walls				

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
	25 Grafton Ave Naremburn, retaining wall	Retaining Walls	Outcome 3	\$0
302267	Rebuild and Repair damaged retaining walls	Retaining Walls	Outcome 3	\$163,500
302222	Retaining wall design and fencing construction, Castlehaven Reserve The Scarp Castlecrag	Retaining Walls	Outcome 5	\$36,500
Retaining Walls summary				\$200,000
Road Pavements				
	Renew road pavement, Nardoo St, Sydney St to Patton Lane	Road Pavements	Outcome 2	\$0
	Renew road pavement, Whiting St, Artarmon, Clarendon St to eastern end	Road Pavements	Outcome 2	\$0
302068	Renew road pavement, Zara Road, Artarmon, Sydney Street to Patton Lane	Road Pavements	Outcome 2	\$70,000
302069	Renew road pavement, Nea Street, Chatswood, between Orchard Road and eastern end	Road Pavements	Outcome 2	\$52,000
302070	Renew road pavement, Young Street, Chatswood, between Nea Street and Mowbray Road	Road Pavements	Outcome 2	\$28,000
302071	Renew road pavement, Park Avenue, Chatswood, (no.46 - Reginald Street)	Road Pavements	Outcome 2	\$55,500
302072	Renew road pavement, View Street, Chatswood, (View Lane - Anglo Street)	Road Pavements	Outcome 2	\$55,000
302073	Renew road pavement, Holly Street, Castle Cove (Deepwater Road - Kendall Road)	Road Pavements	Outcome 2	\$38,000
302074	Renew road pavement, Harden Avenue, Northbridge, (Garrick Lane - Tenilba Street)	Road Pavements	Outcome 2	\$79,000
302075	Renew road pavement, Marana Road, Northbridge, (Strathallen Avenue - Cliff Avenue)	Road Pavements	Outcome 2	\$70,000
302076	Renew road pavement, Widgiewa Road, Northbridge (Coorabin Road - car park entry)	Road Pavements	Outcome 2	\$36,000
302077	Renew road pavement, Cambridge Street, Willoughby (High Street - Warrane Road)	Road Pavements	Outcome 2	\$120,000
	Renew road pavement, First Ave, Willoughby (Stan St - Robert St)	Road Pavements	Outcome 2	\$0
302079	Renew road pavement, Calbina Road, Northbridge (Strathallen Avenue - end)	Road Pavements	Outcome 2	\$90,000
302080	Renew road pavement, High Street, Chatswood, (Haig Street - Victoria Avenue)	Road Pavements	Outcome 2	\$100,000
302081	Renew road pavement, Hollywood Crescent, Willoughby (western leg no.36-Laurel Street)	Road Pavements	Outcome 2	\$80,000

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
302082	Renew road pavement, Fullers Road, West Chatswood, (Hawthorne Avenue - Culgoa Street)	Road Pavements	Outcome 2	\$130,000
302083	Renew road pavement, Glover Street, Willoughby (High Street - Glover Street)	Road Pavements	Outcome 2	\$115,000
302084	Road patching under \$15,000	Road Pavements	Outcome 2	\$500,000
302085	Roads and Maritime Services block grant	Road Pavements	Outcome 2	\$125,460
302086	Roads and Maritime Services block grant supplementary	Road Pavements	Outcome 2	\$41,820
302087	Bus bay road pavement repair	Road Pavements	Outcome 2	\$35,219
302088	Renew road pavement, Church Street, Chatswood (Stanley Street - Sydney Street)	Road Pavements	Outcome 2	\$75,000
	Renewal - Ashley St (Ferncourt St - Darling St) - Road Pavement - Construction	Road Pavements	Outcome 2	\$0
302090	Renew road pavement Hampden Lane, Artarmon (Francis Road- northern end)	Road Pavements	Outcome 2	\$30,000
	PMS - RENEWAL - Hampden Lane (Jersey Rd - Mcmillan Rd) - Road Pavement - Construction	Road Pavements	Outcome 2	\$0
302092	Renew road pavement, Ashley Street, Chatswood (Darling Street - Spearman Street)	Road Pavements	Outcome 2	\$108,000
302093	Renew road pavement, Artarmon Road, Artarmon (Smith Road - Clarendon Street)	Road Pavements	Outcome 2	\$112,280
302094	Renew road pavement, Archer Street, Chatswood (Malvern Avenue - Victoria Avenue)	Road Pavements	Outcome 2	\$116,000
302095	Renew road pavement, Merrenburn Avenue, Naremburn (Willoughby Road- Warringah Freeway)	Road Pavements	Outcome 2	\$100,000
302096	Renew road pavement, Dardanelles Road, Chatswood (Centennial Avenue- De Villiers Avenue)	Road Pavements	Outcome 2	\$60,000
302107	Renew road pavement, Anderson Street South, Chatswood (Victoria Ave - Albert Ave)	Road Pavements	Outcome 2	\$73,000
302148	Renew road pavement, De Villiers Avenue, Chatswood (Carr Street - Eddy Road)	Road Pavements	Outcome 2	\$45,000
302181	Renew road pavement, Kiola Road, Northbridge, Bellambi Street - Euroka Street	Road Pavements	Outcome 2	\$55,000
302187	Renew road pavement, Tessa Street, Chatswood (View Street - Anglo Street)	Road Pavements	Outcome 2	\$47,000
302265	PMS Repair(50/50) Archer Street, Chatswood (Albert Avenue- Mowbray Road)	Road Pavements	Outcome 2	\$150,000

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
302265	PMS Repair(50/50) Archer Street, Chatswood (Albert Avenue- Mowbray Road)	Road Pavements	Outcome 2	\$150,000
Road Pavements summary				\$2,942,279
Stormwater and Drainage				
302022	Scotts Creek Flood Study and Risk Management Plan - implementation	Stormwater and Drainage	Outcome 5	\$72,398
302198	Stormwater renewal relining program, design and construction	Stormwater and Drainage	Outcome 5	\$315,903
302199	Stormwater renewal replacement program	Stormwater and Drainage	Outcome 5	\$72,000
302200	Stormwater cleaning program	Stormwater and Drainage	Outcome 3	\$80,000
302201	Stormwater inlet safety program	Stormwater and Drainage	Outcome 5	\$50,000
302202	Stormwater renewal at Willoughby Road and Merrenburn Ave	Stormwater and Drainage	Outcome 5	\$200,029
	Stormwater Design - Intersection - Victoria Ave, Eastern Valley Way to Glenroy Avenue - With TfNSW	Stormwater and Drainage	Outcome 5	\$0
	SWU: Artarmon Road System Reconstruction - D&C	Stormwater and Drainage	Outcome 5	\$0
	Stormwater Design: Evans Lane Culvert Roof Repair Design	Stormwater and Drainage	Outcome 5	\$0
302206	Stormwater renewal pit upgrades	Stormwater and Drainage	Outcome 5	\$40,000
302207	Stormwater renewal patch program	Stormwater and Drainage	Outcome 5	\$52,995
302208	Stormwater renewal at Hotham Parade	Stormwater and Drainage	Outcome 5	\$150,000
302268	Bicentennial stormwater repair	Stormwater and Drainage	Outcome 5	\$258,368
302209	Stormwater design and investigation	Stormwater and Drainage	Outcome 5	\$105,000
Stormwater and Drainage summary				\$1,396,693
Traffic Management				
302113	Road safety behavioural program	Traffic Management	Outcome 2	\$10,000
302120	Council disabled parking spaces audit, on and off street parking	Traffic Management	Outcome 2	\$115,000
302190	Road safety management study - Upper Minimbah Road Northbridge	Traffic Management	Outcome 3	\$23,000

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Project ID	Project Title	Project Category	Strategic Alignment	2022/23 Funding
302242	Local area traffic management at Royal North Shore Hospital Precinct	Traffic Management	Outcome 3	\$200,000
Traffic Management summary				\$348,000
Transport - Active (footpaths/bicycles)				
301930	Bus stop access upgrade - construction	Transport - Active (footpaths/bicycles)	Outcome 2	\$300,000
	Local Area Traffic Management - Willoughby Road near Lawson Lane Naremburn - Pedestrian and Bicycle Refuge	Transport - Active (footpaths/bicycles)	Outcome 2	\$0
	Shared Path in Smith Street and High Street, Chatswood - Detailed Design	Transport - Active (footpaths/bicycles)	Outcome 2	\$0
302112	Artarmon loop and extended bus services	Transport - Active (footpaths/bicycles)	Outcome 2	\$345,000
302121	Pacific Highway shared path, Chatswood to St Leonards	Transport - Active (footpaths/bicycles)	Outcome 2	\$2,290,000
302194	New footpaths – footpath missing links program	Transport - Active (footpaths/bicycles)	Outcome 2	\$164,000
302196	Victoria Avenue and Anderson Street, Chatswood - Footpath paving restoration	Transport - Active (footpaths/bicycles)	Outcome 2	\$76,725
302220	Bus stop access upgrade - design	Transport - Active (footpaths/bicycles)	Outcome 2	\$40,000
302228	Elizabeth Street pedestrian access and safety	Transport - Active (footpaths/bicycles)	Outcome 3	\$150,000
302230	Edward Street pedestrian and cyclist improvement works	Transport - Active (footpaths/bicycles)	Outcome 3	\$450,000
302247	Pedestrian ramps at various locations	Transport - Active (footpaths/bicycles)	Outcome 2	\$12,066
Transport - Active (footpaths/bicycles) summary				\$3,827,791
Urban Planning				
302009	Review of Local Environmental Plan and Development Control Plan 2020/2021	Urban Planning	Outcome 5	\$96,000
302010	Implementation of Willoughby Integrated Transport Strategy 2036	Urban Planning	Outcome 2	\$60,000
Urban Planning summary				\$156,000
Centralised funding for unforeseen program costs associated with the current pandemic and economic climate, and for other priority projects as required.				\$3,000,253
Total				\$57,172,377

Key: * = Operational Funding; no project funding required

Corporate Performance Indicators

These corporate performance indicators for 2022/23 will ensure our services meet community needs. The progress on these indicators is tracked throughout the year.

It is reported to Council and our communities every six months.

Figure 4 – Corporate Performance Indicators

Corporate performance indicator	Target
Operational budget: Year to date actual compared to revised budget	≤±5%
Operational budget: Year to date expenditure compared to budget	≤±5%
Projects and capital works: Project and capital works milestones delivered on time	≥85%
Community perception: Overall community satisfaction	≥70%
Customer satisfaction: Overall customer satisfaction with Council services	≥70%
Enterprise risk management: Enterprise Risk Management open actions not overdue	≥85%
Work health and safety: Lost time injury rate	≤4.10
Work health and safety: Work health and safety matters addressed within 30 days	≥90%

Business Improvement Initiatives

Our business improvement program continues to improve value for our customers. The priority areas below were developed based on Councillor and community feedback and as a result of organisational risk analysis. Business improvement initiatives undertaken that support these themes will be reported annually.

Figure 5 – Business Improvement Initiatives

Business improvement initiative	Strategic Alignment
Improve customer experience	Outcome 5
Improve community engagement	Outcome 5
Improve planning approval process	Outcome 5
Implement CONNECT (corporate systems) project	Outcome 5

Budget Summary and Revenue Policy

Willoughby City Council is in a sound financial position, with conservative debt levels, a strong overall balance sheet and healthy levels of unrestricted working capital well in exceedance of the Office of Local Government (OLG) benchmarks.

In fact, since 2014 and up until 30 June 2021, the Council achieved and exceeded all six of OLG's financial sustainability benchmarks. Due to COVID-related revenue losses of over \$9 million, the council narrowly missed one OLG benchmark in the financial year 2020/21.

In the area of local infrastructure, the Council's asset renewal backlog has reduced by \$51 million since 2014 and the backlog is now only 1.3% of total asset value (exceeding the OLG benchmark of less than 2%).

This sound financial position, however, has the potential to be undermined by a range of events, many of which are outside of the Council's control. These are outlined below:

- Staff expenses (which make up 39% of the Council's total costs) increasing by 2.5% due to a Local Government Award increase determination (2%) and the mandated increase to the Federal Government's Superannuation Guarantee rate (a further 0.5% increase). Staff costs will therefore increase by \$1.11 million whereas rates are only allowed to increase by \$410,000 under the Independent Pricing and Regulatory Tribunal's (IPART) allowable increase (leading to a \$702,000 shortfall compared to staff cost increases alone).
- The closure of the Willoughby Leisure Centre for nine months during 2022/23 for refurbishment at a net cost of \$880,000.
- An exceptionally tight labour market leading to low supply of labour and wage inflation pressures at all employment levels and employment types, combined with increased cost of materials and services.
- Ongoing uncertainty about revenue streams due to COVID-19 impacts, with revenue expected to partially recover, but not return to pre-pandemic levels.
- Expiry of the Council's seven year, 7.3% Infrastructure Levy. The cessation of the Infrastructure Levy results in a \$2.96 million reduction in rating revenue in 2022/23.
- Council's previous Long Term Financial Plan 2021/22 to 2030/31, adopted in July 2021, assumed a 2% year on year increase to revenue from rates (excluding increased rates from population growth) while IPART in December 2021 announced a 0.7% rates revenue increase cap.
- Inflation levels significantly higher than estimates in the previous Long Term Financial Plan 2021/22 to 2030/31.
- Numerous State Government changes with adverse financial outcomes.
- Increasing incidence of extreme weather events and the resulting costs for repair, clean up and insurance premiums.

While the Council is undertaking savings measures in 2022/23, the overall impact of the above issues – if not corrected – means the council is likely to find itself having to manage a year-by-year erosion in its general fund (ie: its working capital), commencing in 2022/23 and continuing for a further six years. This outcome is not sustainable.

For this reason, the 2022/23 Long-Term Financial Plan is proposing a permanent 1.3 per cent Additional Special Variation (ASV) to rates, to apply on an ongoing basis from 2022/23. This will allow the council to maintain its general fund level in 2022/23, and then increase it in subsequent

years. It will also mean the council will avoid having to consider using other internal reserves, which have been set aside for specific purposes, for working capital.

Importantly, even if the Council is successful with its special rate variation, overall rate revenue will fall by 5.2 per cent (a total of \$1.9 million) due to the cessation of the Infrastructure Levy.

This will result in average residential rates per property decreasing by \$38 in 2022/23. This means that a reasonable cost of living adjustment on Council's rate revenue can be achieved while at the same time savings can be delivered to ratepayers.

Assuming the Council is successful in its special rate variation, the Council is budgeting for a 2022/23 Operational Deficit of \$1.7 million, before returning to surplus in subsequent years.

For the 2022/23 financial year, Council is budgeting for a deficit of \$1.7m before capital grants and contributions.

The budget moves to a surplus of \$7.3m when capital revenue is accounted for.

Figure 6 – Operating result 2022/23

Key financial information	2022/23 budget \$m	2021/22 budget \$m
Operating income	114.5	113.6
Operating expenditure	116.2	113.1
Net operating result (before capital grants and contributions)	(1.7)	0.5
Capital grants and contributions	9.0	4.5
Operating result	7.3	5.0

Impact of COVID-19 on 2022/23 revenue and Council's response

COVID-19 and related restrictions had a profound impact on revenues throughout the 2019/20, 2020/21 and 2021/22 financial years with combined revenue losses estimated at \$20m. Changes to the economic environment and consumer behaviour in the wake of COVID-19, will continue to have a major impact on areas such as paid parking, leisure centre, compliance and rental revenue through 2022/23 and beyond. In response, Council and staff have worked collaboratively to identify opportunities to reduce variable costs and to optimise revenue where possible.

Financial performance for the year ended 30 June 2023 (Profit and Loss and Funding Statement)

Review of the detailed budget operating statement indicates that revenue is derived from a number of sources and that Council is self-sufficient with a high level of own source operating revenue from rates and charges, fees, interest and other sources.

Figure 7 - Projected statement of financial performance for the year ended 30 June 2023

Revenue from ordinary activities	Budget 2022/23 \$m
Rates and annual charges	69.6
User charges and fees	15.3

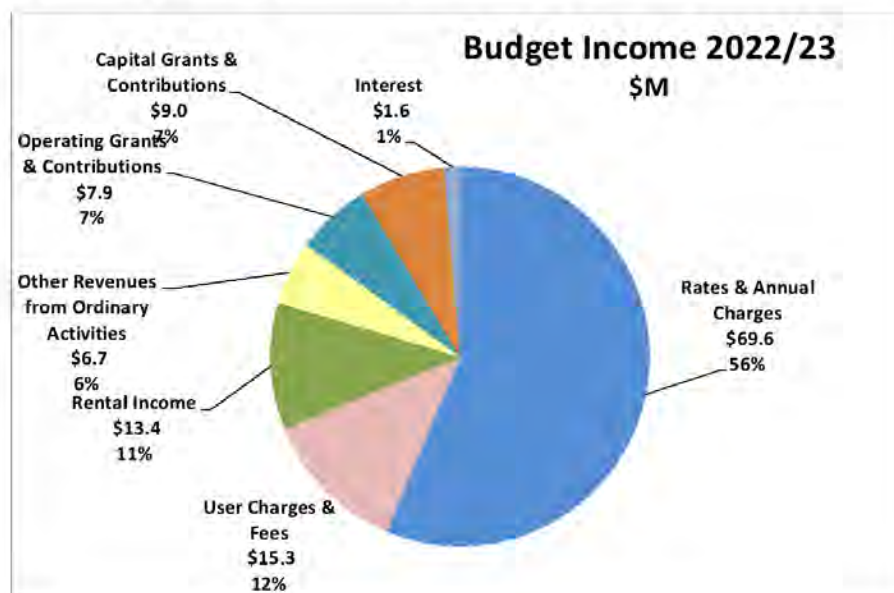
Willoughby City Council – draft Operational Plan 2022/23

Rental Income	13.4
Operating grants and contributions	7.9
Other revenues from ordinary activities	6.7
Interest	1.6
Revenues from ordinary activities before capital amounts	114.5
Expenses from ordinary activities	Budget 2022/23 \$m
Employee costs	45.3
Materials and contracts	36.6
Depreciation	17.4
Other Expenses	14.6
Borrowing Costs	2.3
Total expenses from ordinary activities	116.2
Surplus (deficit) from ordinary activities before capital amounts	-1.7
Capital grants and contributions	9.0
Surplus (deficit) from ordinary activities after capital amounts	7.3

Council income is derived from various sources including rates, fees and charges, rental income, grants and contributions, interest and other income.

This year, the largest contribution to income Council receives will be from rates (\$69.6m or 56%). Council's main source of income other than rates, is from fees and charges of \$15.3m or 12%.

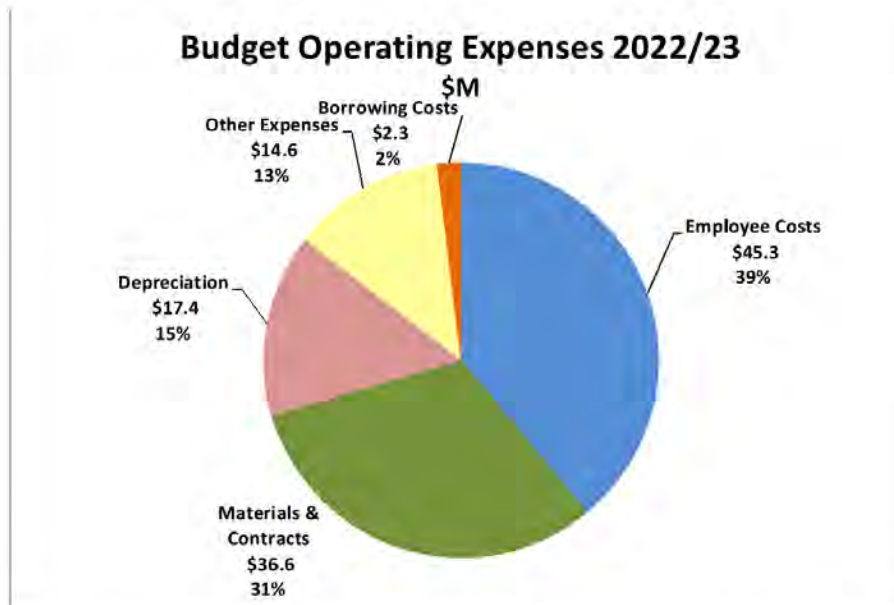
Figure 8 - Budget Operating Income 2022/23 \$m



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In 2022/23, the primary expense will be employee costs which will account for 39% of expenses.

Figure 9 – Budget Operating Expenses 2022/23 \$m

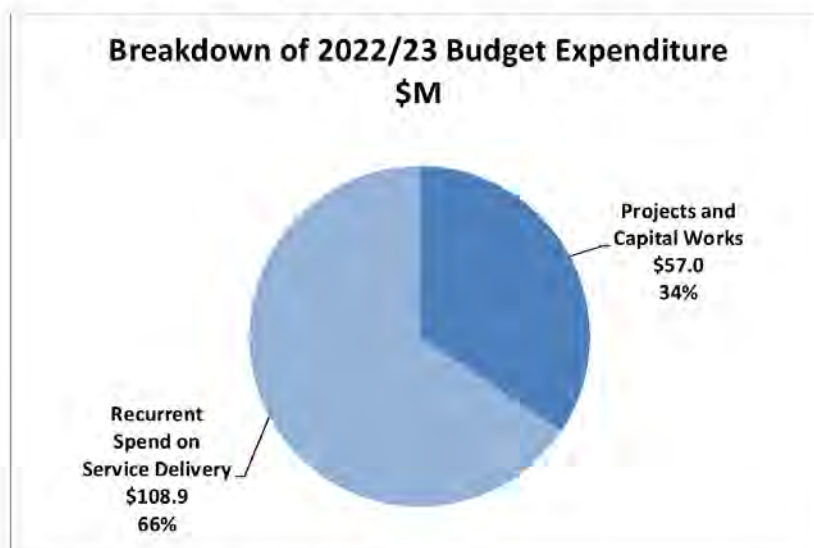


As well as the \$116.2m of operational expenses, Willoughby City Council will spend \$49.7m of capital (asset) spend. This will renew and upgrade existing assets and provide new assets for the community. Of the combined total spend of \$165.9m, \$57m will be spent on projects and capital works.

Figure 10 – 2022/23 Budget Expenditure

Breakdown of 2022/23 budget expenditure	Projects and capital works	Recurrent spend on service delivery	2022/23 budget total \$m
Operational expenditure	9.1	107.1	116.2
Capital expenditure	47.9	1.8	49.7
Total expenditure	57.0	108.9	165.9

Figure 11 – 2022/23 Budget Expenditure

**Cash-Flow and funding statement**

The General Fund Cash-Flow budget is a fully funded and in surplus if a 1.3% ASV is approved by the Independent Pricing and Regulatory Tribunal (IPART). With the additional rate income Additional Special Variation, we can fund our projects and capital works and continue high levels of ongoing services to the community without impacting our ability to pay our bills into the future. Without approval of the ASV by IPART, General Fund cash would be in deficit by \$651k.

Figure 12 – Budget summary by funding and expenditure

Summary of funding	2022/23 \$m	2021/22 \$m
Rates	46.0	44.9
User charges and fees	15.3	16.0
Other	5.6	5.4
Rental Income	13.4	12.6
Domestic waste management	16.9	16.3
Transfer from reserves	39.0	27.5
Grants and contributions	13.7	7.6
Internal recharge income	6.7	7.0
Environmental levy and stormwater charge	6.7	6.6
Infrastructure levy	0.0	3.2
Developer contributions	3.2	3.2
Interest	1.6	1.1

Willoughby City Council – draft Operational Plan 2022/23

Summary of funding	2022/23 \$m	2021/22 \$m
Disposal of assets	0.4	0.4
Total	168.5	151.8

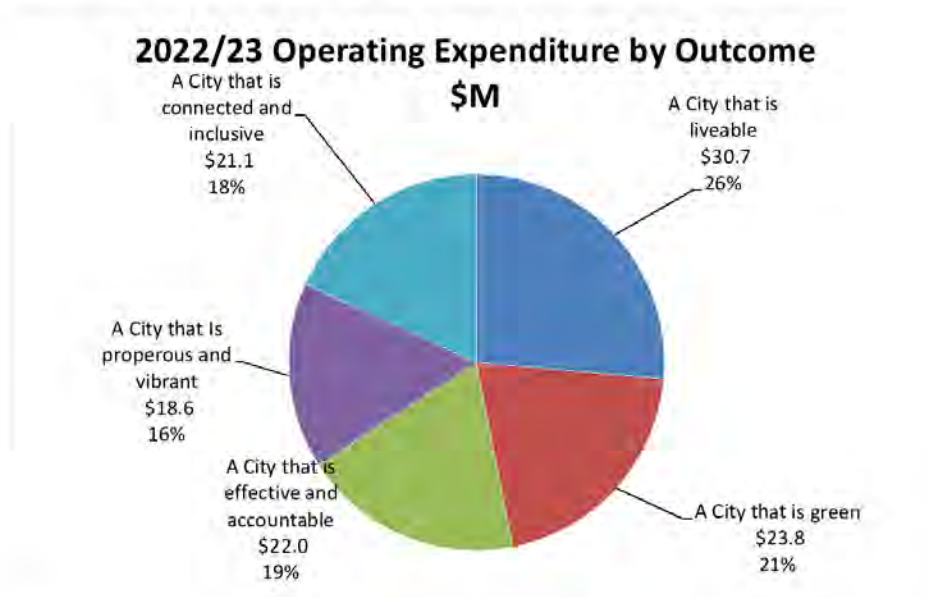
Summary of expenditure	2022/23 \$m	2021/22 \$m
Capital assets	47.3	32.4
Employee costs	42.0	41.4
Materials and contracts	20.8	18.6
Domestic waste management	15.6	15.0
Others	14.3	14.5
Transfer to reserves	12.0	12.4
Internal recharges	6.3	6.6
Environmental levy	5.9	6.0
Borrowing costs	1.5	1.6
Loan redemption	1.4	1.4
Employee costs – capital	1.2	1.4
Contributions and donations	0.2	0.2
Total	168.5	151.5
Surplus (deficit)	0.0	0.3

Expenditure on outcomes

We provide a wide range of services and infrastructure that reflect community needs. Decisions on where we spend our budget are guided by community feedback. This is used to develop our strategic plans. The projected 2022/23 spend of \$116.2m covers expenditure on the five outcomes in the community strategic plan, *Our Future Willoughby 2032*. These outcomes are:

- A City that is green
- A City that is connected and inclusive
- A City that is liveable
- A City that is prosperous and vibrant
- A City that is effective and accountable

Figure 13 – Operating expenditure by Outcome



Revenue policy 2022/23

1. Rating Structure

Total revenue raised from the levying of land rates continues to be capped by the state government with the Independent Pricing and Regulatory Tribunal (IPART).

The rates information below assumes approval of Council's Additional Rate Variation application for a 2.1% rate increase (comprising the 0.8% rate peg granted by IPART plus a 1.3% ASV). As noted in the Budget Summary section, the ASV is required to ensure financial sustainability and that services can be delivered in line with the 2021/22 to 2030/31 Long Term Financial Plan.

The 2.1% increase in rating income assumed for 2022/23 is offset by the discontinuation of Council's 7.3% Infrastructure Levy in 2022/23. This means the net reduction in rate income will be 5.2% (\$1.89m) lower rating income in 2022/23).

We have adopted the following rating categories in 2022/23 (including the following rates in the dollar, minimum rates and their associated yields):

Figure 14 – Rating Categories

Ordinary rates	
Residential	
Ad valorem*	.00085048

Willoughby City Council – draft *Operational Plan 2022/23*

Ordinary rates	
Minimum	\$849.80
Yield	\$30.73m
Business	
Ad valorem*	.0045599
Minimum	\$1,213.60
Yield	\$12.32m
Chatswood Town Centre	
Ad valorem*	.0066345
Minimum	\$1,290.75
Yield	\$7.10m
Chatswood Major Retail Centre – Chatswood Chase	
Ad valorem*	.015919
Minimum	\$1,081.75
Yield	\$0.91m
Chatswood Major Retail Centre – Chatswood Westfield	
Ad valorem*	.014811
Minimum	\$1,081.75
Yield	\$1.16m
Strata storage facility	
Ad valorem*	.0078325
Minimum	\$820.50
Yield	\$0.09m
Total yield rates	\$52.31m

*All Ad Valorem amounts are expressed as cents per \$ land value.

The levy for Chatswood Major Retail – Chatswood Chase and Chatswood Major Retail – Westfield remains at the same percentage of the rate levy compared to other categories as in previous years. The percentage of the levy will change with the addition or cancellation of properties from the category. It will not be affected by valuation changes.

(All rating classes include the e.restore levy funding)

Rates are calculated on the base date 1 July 2019 valuation.

Hardship Policy

We updated our hardship policy in November 2013. Full details are at willoughby.nsw.gov.au. The policy includes a statement on our commitment to prevent financial hardship to ratepayers in the payment of annual rates and charges. This policy has proven its effectiveness throughout the COVID-

19 crisis with a number of ratepayers being granted rate deferrals as a result of hardship caused by the pandemic.

We have the ability to extend a pension concession to an individual eligible pensioner to avoid hardship, if we are satisfied that the person has paid or is likely to pay the whole of a rate or charge. Applications must be made using the hardship rate relief form available at willoughby.nsw.gov.au.

2. e.restore Environmental Restoration Program

A sustainability levy replaced the existing environmental levy to fund a third round of the e.restore program known as 'e.restore 3' in July 2008. The sustainability levy is subject to open reporting to ensure accountability to our community and that it is only spent on sustainability projects. In line with the projected rate peg increase of 2.1%*, an amount of \$6.1m will be raised from the rate levy in 2022/23. * (this sustainability levy is not affected by the expiring Infrastructure Levy SRV).

Our Green City Plan 2028 outlines projects by e.restore 3. It builds on previous rounds of environmental levy programs by ensuring the continuation of the vital bushland and catchment management initiatives that protect and restore our local environment. It also has a focus on mitigating and adapting to climate change. The plan sets key performance indicators so we can measure our performance and report on these each year. The plan details our specific actions that support the community strategic plan with a focus on ecological sustainability. It demonstrates our commitment to ecological sustainability.

3. Stormwater Management Service Charge

We are continuing detailed investigation and assessment programs of our drainage assets. Many drainage assets are approaching a critical phase in their lifespan and will require a significant program of renewal, repair and upgrade. Maintenance will be needed to optimise their service life. Stormwater harvesting has been identified for inclusion in a long-term drainage program. The program in 2022/23 based on a 20-year plan, incorporates further investigation of pipeline condition, cleaning and blockage removal and the specification and design of repair and upgrade works.

Figure 15 – Stormwater Management Service Charge

Stormwater management service charge
\$25.00 per rateable residential property
\$12.50 per rateable strata titled property
\$25.00 per 350 sq. m for business related properties
Total Yield: \$700,000

We will charge fees for services in line with our schedule of fees and charges for 2022/23.

4. Domestic Waste Management Charge

We have an annual domestic waste management charge on all rateable land in the City of Willoughby area that is categorised as residential. This recovers the cost of providing domestic waste

management services for the 2022/23 rating year as outlined below. The 3% increase in the Domestic Waste Management Charge is required to:

- Increased waste management volumes resulting from COVID-19 and working from home;
- Unknown outcome from re-tendering of waste collection and waste disposal services in the near future;
- Fund the up-front investment and ongoing incremental costs associated with adoption of the State Government's Waste
- Waste and Sustainable Materials (WaSM) Strategy (which is forecast to increase waste management costs by between 8% and 16%).
- IPART review of Waste Management levy and potential to apply a "cap" to Domestic Waste Management charge annual increases.

Figure 16 – Domestic Waste Management Charge

Charge type	Amount
Domestic waste management charge	\$561.50
Domestic waste management self-funded retiree and pensioner charge	\$431.50
Total	\$16.9m

We reduce waste going to landfill by promoting the waste hierarchy (avoid, reduce, reuse, recycle) and ensuring waste is disposed of in a sustainable manner. The domestic waste management charge covers the following services for residential dwellings:

- Weekly Waste Collection (Red bins);
- Weekly Recycling Collection (Yellow bins);
- Weekly Vegetation (Green bins) and
- 3 general clean-up collections per financial year
- A free on call clean up collection per year (this can be used either for bulk vegetation or general household goods).

We also provide an on-call clean up service for a fee of \$102 per service. We charge a commercial waste collection service as below:

User pays principle	full cost recovery
Subsidised pricing	partial cost recovery
Market pricing	charged where the market has a preparedness to pay
Legislative pricing	standard fee imposed by legislation

Charge type	Amount
Commercial Waste Charge	\$838
Total	\$248,000

5. State Government Determinations

Eligible pensioners receive a statutory reduction of 50% of the combined rates and domestic waste management charge to a maximum of \$250. Pensioners and qualifying self-funded retirees also receive a \$130 reduction in the domestic waste service charge.

Under Section 566(3) of the Act, the Minister for Local Government determines the maximum rate of interest payable on overdue rates and annual charges in a given year

The interest rate for 2022/23 has not yet been set but is expected to be 6%. Council will take up the maximum rate.

6. Pricing Policy/Fees & Charges

All fees and charges quoted are GST inclusive. We apply GST to our fees and charges in line with the relevant legislation. The schedule of fees and charges in this document has been prepared using the best available information on the GST impact on the fees and charges at the time of publication. The fees and charges have as a minimum been increased by between 2% and 3.75% where appropriate to cater for inflation. Willoughby City Council is committed to raising revenue in a fair and equitable manner to enable it to meet the community's needs. In determining how its fees and charges have been set, we have considered the full costs of providing the particular goods and services. Our fee structure uses the pricing principles below.

Our fee structure also recognises our community service obligations to provide particular goods and services. These are reflected in the fees charged for those particular goods and services.

7. Work on Private Lands

If we carry out work on private land, we charge the actual prime costs plus a standard on costs. This provides a full cost recovery plus a return for Willoughby City Council.

8. Loan Borrowing 2022/23

We do not propose any new borrowing in 2022/23.

Figure 17 - Rates – Applicable Areas



Willoughby City Council – draft *Operational Plan 2022/23*

Fees and Charges

See the separate Schedule of Fees and Charges 2022/23 document.

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ATTACHMENT 4 - DRAFT SCHEDULE OF FEES AND CHARGES 2022/23

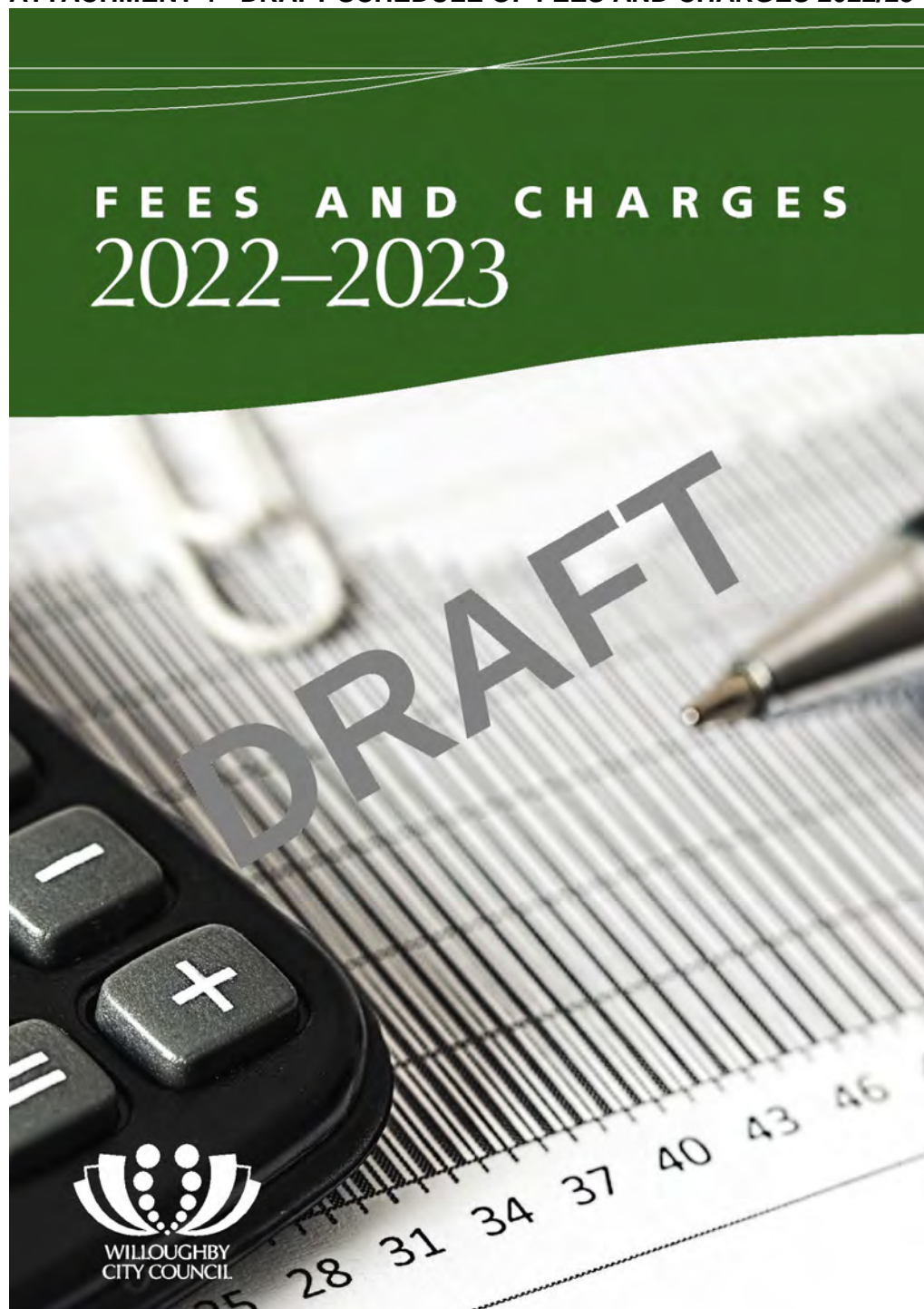


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DRAFT

Name	2021/2022	2022/2023			
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	Increase %

WILLOUGHBY CITY COUNCIL

All fees and charges and GST applicability are correct at the time of adoption of the Schedule.

Any statutory charges or GST treatment that changes following adoption will be amended from the applicable date.

All fees and charges are GST inclusive (where applicable).

COMMUNITY, CULTURE & LEISURE DIRECTORATE

COMMUNITY LIFE

COMMUNITY LIFE | WILLOUGHBY PARK CENTRE & UNMANNED COMMUNITY SPACES

Program, Class/Course fees, material charges – calculated for each individual class/course dependent upon costs and location.	Varies				
Concessions - apply to course fees					
Pensioner 10%					
Senior's Card 5%					
Staff 10%					
Health Care card 10%					
Tertiary Students card 5%					
Booking Amendment Fee	\$27.50	\$25.00	\$2.50	\$27.50	0.00%
Room Reset Fee	\$27.50	\$25.00	\$2.50	\$27.50	0.00%
Damage/Equipment/Cleaning/Key Deposit/Bond	\$250.00	\$250.00	\$0.00	\$250.00	0.00%
Cancellation fees – written notice 14 days prior to booking date	50% of Hire Fee				
Cancellation fees – written notice 7 days or less prior to booking date	100% of Hire Fee				
Weekend casual booking cleaning fee - Full day	\$60.00	\$59.09	\$5.91	\$65.00	8.33%
Weekend casual booking cleaning fee - Half day	\$30.00	\$31.82	\$3.18	\$35.00	16.67%

Late Pickup Fees

Late pickup fees (per family)	\$20.00 for first 10 minutes or part thereof (min payment \$20.00) \$2 per minute thereafter
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WILLOUGHBY PARK CENTRE & UNMANNED COMMUNITY SPACES

Credit vouchers are issued at the discretion of senior management for special circumstances.

An annual student/teacher exhibition is held at the centre and commission from sale of works is taken.

Commercial Hire Costs per hour

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023		Increase %
		Fee (excl. GST)	GST Fee (incl. GST)	

Northbridge Library - Mezzanine Community Space- Room Hire

Regular – per hour	\$40.00	\$37.27	\$3.73	\$41.00	2.50%
Casual – per hour	\$57.00	\$53.64	\$5.36	\$59.00	3.51%
Daily Rate (8hrs)	\$365.00	\$338.18	\$33.82	\$372.00	1.92%

Castle Cove - Room Hire

Regular – per hour	\$50.00	\$46.36	\$4.64	\$51.00	2.00%
Casual – per hour	\$71.00	\$66.36	\$6.64	\$73.00	2.82%
Daily Rate (8hrs)	\$460.00	\$427.27	\$42.73	\$470.00	2.17%

West Chatswood - Room Hire

Regular – per hour	\$40.00	\$37.27	\$3.73	\$41.00	2.50%
Casual – per hour	\$57.00	\$53.64	\$5.36	\$59.00	3.51%
Daily Rate (8hrs)	\$365.00	\$338.18	\$33.82	\$372.00	1.92%

Naremburn Community Centre**Community Room**

Regular Hirers – per hour	\$50.00	\$46.36	\$4.64	\$51.00	2.00%
Casual Hirers – per hour	\$71.00	\$66.36	\$6.64	\$73.00	2.82%
Daily Rate (8hrs)	\$460.00	\$427.27	\$42.73	\$470.00	2.17%

Saturday Night Functions (Special rate - 6 pm - 12 pm)

Commercial/Private	\$285.00	\$268.18	\$26.82	\$295.00	3.51%
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Sunday Children's Birthday Parties (Special rate - 9 am - 12 pm & 1 pm - 4 pm)

Commercial/Private	\$155.00	\$145.45	\$14.55	\$160.00	3.23%
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Meeting Room**Suitable for small group meetings only**

Regular – per hour	\$29.00	\$27.27	\$2.73	\$30.00	3.45%
Casual – per hour	\$42.00	\$39.09	\$3.91	\$43.00	2.38%
Daily Rate (8hrs)	\$265.00	\$245.45	\$24.55	\$270.00	1.89%

Willoughby Park Centre**Chowne Hall - Commercial Hirers Per Hour**

Regular – per hour	\$61.00	\$57.27	\$5.73	\$63.00	3.28%
Casual – per hour	\$87.00	\$80.91	\$8.09	\$89.00	2.30%

Name	2021/2022	2022/2023		Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	
Chowne Hall - Social Functions				
Community use only	\$345.00	\$322.73	\$32.27	2.90%
Security Call Back Charge	\$215.00	\$195.45	\$19.55	0.00%
Security personnel (as required)				Varies
Chowne Hall Hire for Sunday Afternoon Children's Parties				
11.00 am to 2 pm or 2.30 pm to 5.30 pm				
Commercial Use Only	\$175.00	\$163.64	\$16.36	2.86%
Mills Room - Commercial Hirers Per Hour				
Regular – per hour	\$59.00	\$55.45	\$5.55	3.39%
Casual – per hour	\$84.00	\$78.18	\$6.82	2.38%
Daily Rate (8hrs)	\$540.00	\$504.55	\$35.45	2.78%
Community Room 1				
Regular – per hour	\$50.00	\$46.35	\$3.65	2.00%
Casual – per hour	\$71.00	\$65.56	\$5.44	2.82%
Daily Rate (8hrs)	\$400.00	\$370.27	\$29.73	2.17%
Community Room 2				
Regular – per hour	\$40.00	\$37.27	\$2.73	2.50%
Casual – per hour	\$57.00	\$53.64	\$3.36	3.51%
Daily Rate (8hrs)	\$365.00	\$338.18	\$26.82	1.92%
Equipment Hire				
For community groups in special circumstances				
Exhibition Art Screens, including fittings (each) – per week (or part thereof)	\$24.00	\$21.82	\$2.18	0.00%
Exhibition Plinths, Medium and Large (each) – per week (or part thereof)	\$24.00	\$21.82	\$2.18	0.00%
Kiln Fire				
Quarter Kiln Fire	\$20.00	\$18.18	\$1.82	0.00%
Half Kiln Fire	\$37.00	\$33.64	\$3.36	0.00%
Full Kiln Fire	\$73.00	\$66.36	\$6.64	0.00%
Audio Visual Equipment Hire				
Audio system – Daily	\$23.00	\$21.82	\$2.18	4.35%
Audio system – Quarterly	\$65.00	\$60.91	\$6.09	3.08%
Projector – Daily	\$34.00	\$31.82	\$3.18	2.94%
Projector – Quarterly	\$97.00	\$90.91	\$9.09	3.09%

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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 11 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Audio Visual Equipment Hire (continued)

Microphone – daily	\$12.50	\$11.82	\$1.18	\$13.00	4.00%
Audio Visual Bond	\$250.00	\$250.00	\$0.00	\$250.00	0.00%

MOSAIC MULTICULTURAL CENTRE**MOSAIC ROOM HIRE**

Damage/Equipment/Cleaning/Key Deposit/Bond	\$200.00	\$204.00	\$0.00	\$204.00	2.00%
Weekend Cleaning Charges - Saturday	\$70.00	\$64.91	\$6.49	\$71.40	2.00%
Weekend Cleaning Charges - Sunday	\$93.00	\$86.36	\$8.64	\$95.00	2.15%

Function Room

Regular (full rate per hour)	\$48.00	\$44.55	\$	\$49.00	2.08%
Casual (full rate per hour)	\$76.00	\$71.11	\$7.89	\$78.00	2.63%

Classroom 1

Regular (full rate per hour)	\$39.00	\$36.36	\$3.64	\$40.00	2.56%
Casual (full rate per hour)	\$61.50	\$57.27	\$5.73	\$63.00	2.44%

Classroom 2

Regular (full rate per hour)	\$39.00	\$36.36	\$3.64	\$40.00	2.56%
Casual (full rate per hour)	\$61.50	\$57.27	\$5.73	\$63.00	2.44%

Whole Building (Excluding Office & Interview Room)

Regular (full rate per hour)	\$113.50	\$105.45	\$10.55	\$116.00	2.20%
Casual (full rate per hour)	\$174.00	\$161.36	\$16.14	\$177.50	2.01%

PROGRAM FEES

Student enrolment fee (per semester)	\$47.00	\$43.64	\$4.36	\$48.00	2.13%
Seniors enrolment fee (per semester)	\$37.00	\$34.55	\$3.45	\$38.00	2.70%
Program, Class/Course fees, material charges – calculated for each individual class/course dependent upon costs and location					Negotiable

MULTICULTURAL PROGRAMS**Lower North Shore Multicultural Aged Day Care Program**

Program Fee for Occasional Client (per excursion) – Wednesday	\$30.00	\$31.00	\$0.00	\$31.00	3.33%
Program Fee for Regular Client (per visit) – Wednesday	\$25.00	\$25.50	\$0.00	\$25.50	2.00%
Private/package/NDIS fee					Varies

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

CHATSWOOD YOUTH CENTRE

CHATSWOOD YOUTH CENTRE & ROOFTOP SPORTS AND RECREATIONAL AREA

Main Room – Regular Hirers per hour	\$53.00	\$49.55	\$4.95	\$54.50	2.83%
Main Room – Casual Hirers per hour	\$75.00	\$69.55	\$6.95	\$76.50	2.00%
Basketball Court – Regular Hirers per hour	\$28.00	\$26.36	\$2.64	\$29.00	3.57%
Basketball Court – Casual Hirers per hour	\$38.00	\$35.45	\$3.55	\$39.00	2.63%
Youth Dance/Event – entry fee (as determined by event)				Varies - min \$2.00	
Music Studio – Youth Hire only per hour or part thereof (per person)	\$4.00	\$4.09	\$0.41	\$4.50	12.50%
Music Studio – Youth Hire only per hour or part thereof (per band)	\$6.00	\$5.91	\$0.59	\$6.50	8.33%
Music Studio – Corporate Rate Per Hour	\$103.00	\$95.45	\$9.55	\$105.00	1.94%
Extra Key Deposit – Rooftop Sports Recreational Area (RSRA)	\$50.00	\$51.00		\$51.00	2.00%
Damage/Equipment/Cleaning/Key Deposit/Bond	\$200.00	\$204.00		\$204.00	2.00%

COMMUNITY CENTRES

ARTARMON KIDS COTTAGE COMMUNITY CENTRE

Hire Charges

For child-related use only

Regular Hirers – per hour	\$61.00	\$57.27	\$5.73	\$63.00	3.28%
Casual Hirers – per hour	\$87.00	\$80.91	\$8.09	\$89.00	2.30%
Daily rate (8hrs)	\$560.00	\$522.73	\$52.27	\$575.00	2.68%
Storage Area – per month	\$200.00	\$186.36	\$18.64	\$205.00	2.50%

Office Space 1

Regular – per hour	\$29.00	\$27.27	\$2.73	\$30.00	3.45%
Casual – per hour	\$42.00	\$39.09	\$3.91	\$43.00	2.38%
Daily rate (8 hrs)	\$265.00	\$245.45	\$24.55	\$270.00	1.89%

Office Space 2

Regular – per hour	\$40.00	\$37.27	\$3.73	\$41.00	2.50%
Casual – Per hour	\$57.00	\$53.64	\$5.36	\$59.00	3.51%
Daily rate (8 hrs)	\$365.00	\$338.18	\$33.82	\$372.00	1.92%

BALES PARK PAVILION

Hire Charges

Regular Hirers – per hour	\$50.00	\$46.36	\$4.64	\$51.00	2.00%
Casual Hirers – per hour	\$71.00	\$66.36	\$6.64	\$73.00	2.82%
Daily rate (8 hrs)	\$460.00	\$427.27	\$42.73	\$470.00	2.17%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

DOUGHERTY COMMUNITY CENTRE**Food Services**

Café Refreshments / Meals					Varies
Function Catering					Price on Application

Hiring Charges

Damage/Equipment/Cleaning/Key Deposit/Bond	\$210.00	\$215.00	\$0.00	\$215.00	2.38%
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Monday-Friday (Rates per Hour)**Commercial**

Auditorium	\$97.00	\$90.00	\$5.73	\$95.73	2.06%
Auditorium with extension	\$132.00	\$122.73	\$9.27	\$132.00	2.27%
Function Room	\$79.00	\$73.27	\$5.73	\$79.00	2.53%
Annexe	\$72.00	\$67.27	\$4.73	\$72.00	2.78%
Extension	\$72.00	\$67.27	\$4.73	\$72.00	2.78%
Meeting Room	\$62.00	\$57.27	\$4.73	\$62.00	3.23%
Orchard	\$61.00	\$56.27	\$4.73	\$61.00	3.28%
Oval Room	\$61.00	\$56.27	\$4.73	\$61.00	3.28%
Craft Room	\$61.00	\$56.27	\$4.73	\$61.00	3.23%
Studio/Hideaway	\$52.00	\$49.09	\$2.91	\$52.00	3.85%
Room 1	\$26.00	\$25.27	\$0.73	\$26.00	142.31%
Room 2	\$26.00	\$24.55	\$1.45	\$26.00	3.85%
Jack Donnelley	\$61.00	\$57.27	\$3.73	\$61.00	3.28%
Kitchen Hire (without other Venue Hire - One off casual rate)	\$91.00	\$84.55	\$6.45	\$91.00	2.20%
Kitchen Hire (with other Venue Hire)	\$44.00	\$40.91	\$3.09	\$44.00	2.27%
Regular Kitchen Hire rates to be negotiated					Negotiable

Full Day Hire (6-8 hours) Monday to Friday up to 9 pm

Auditorium Full day	\$485.00	\$450.00	\$35.00	\$485.00	2.06%
Auditorium with extension full day	\$705.00	\$653.64	\$51.36	\$705.00	1.99%
Annexe full day	\$385.00	\$357.27	\$27.73	\$385.00	2.08%
Extension full day	\$385.00	\$357.27	\$27.73	\$385.00	2.08%
Meeting Room full day	\$345.00	\$320.00	\$25.00	\$345.00	2.03%
Craft Room full day	\$345.00	\$320.00	\$25.00	\$345.00	2.03%

Saturday, Sunday (Rates per Hour)**Commercial**

Auditorium	\$154.00	\$142.73	\$11.27	\$154.00	1.95%
Auditorium with extension	\$208.00	\$192.73	\$15.27	\$208.00	1.92%
Function Room	\$116.00	\$107.27	\$8.73	\$116.00	1.72%
Annexe	\$100.00	\$92.73	\$7.27	\$100.00	2.00%

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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 14 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023		Fee (incl. GST)	Increase %
		Fee (excl. GST)	GST		

Saturday, Sunday (Rates per Hour) (continued)

Extension	\$100.00	\$92.73	\$9.27	\$102.00	2.00%
Meeting Room	\$88.00	\$81.82	\$8.18	\$90.00	2.27%
Craft Room	\$88.00	\$81.82	\$8.18	\$90.00	2.27%
Studio/Hideaway	\$77.00	\$71.82	\$7.18	\$79.00	2.60%
Room 1	\$53.00	\$73.64	\$7.36	\$81.00	52.83%
Room 2	\$53.00	\$49.09	\$4.91	\$54.00	1.89%
Orchard	\$79.00	\$73.64	\$7.36	\$81.00	2.53%
Oval Room	\$80.00	\$73.64	\$7.36	\$81.00	1.25%
Kitchen Hire (without other Venue Hire) (One Off Casual Rate)	\$124.00	\$115.00	\$11.50	\$126.50	2.02%
Kitchen Hire (with other Venue Hire)	\$63.00	\$58.64	\$5.86	\$64.50	2.38%
Regular Kitchen Hire rates to be negotiated					Negotiable

Equipment Hire Charges

Special Cleaning (Post – function / per hour)	\$164.00	\$151.36	\$15.64	\$168.00	2.44%
BBQ Hire	\$61.00	\$56.36	\$5.64	\$62.00	1.64%
Screen	\$10.00	\$9.09	\$0.91	\$10.00	0.00%
Laptop	\$20.00	\$18.18	\$1.86	\$20.50	2.50%
Microphones	\$10.00	\$9.09	\$0.91	\$10.00	0.00%
Electronic keyboard	\$20.00	\$18.18	\$1.86	\$20.50	2.50%
Garbage	\$26.00	\$23.64	\$2.36	\$26.00	4.00%

Booking Fees

All rooms				100% payable before confirmation	
Administration fee for cancellation	\$25.00	\$23.64	\$2.36	\$26.00	4.00%
Administration fee for booking changes	\$25.50	\$24.09	\$2.41	\$26.50	3.92%

Cancellation Fees

8 – 14 days prior to booking		50% of Hire Fee
7 days or less prior to booking		100% of Hire Fee

CHILDREN'S SERVICES*Excursions/Entertainment Costs*

Excursion fees (varied no set amount)		Varies
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OUT-OF-SCHOOL HOURS CARE*Benefits provided by Federal Govt (gap fees will apply)*

After School Centres (Per child per day) up to	\$31.75	\$32.70	\$0.00	\$32.70	2.99%
Casual Loading After School Care/session Each child	\$2.15	\$2.20	\$0.00	\$2.20	2.33%
Bond of 2 weeks fees required prior to commencing in BASC services					

continued on next page ...

Willoughby City Council Draft Fees & Charges 2022-2023 | Page 15 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

OUT-OF-SCHOOL HOURS CARE [continued]

Vacation Care (Per child per day) up to	\$56.15	\$57.80	\$0.00	\$57.80	2.94%
Pupil Free Day	\$56.15	\$57.80	\$0.00	\$57.80	2.94%
Search Fee	\$20.00	\$20.50	\$0.00	\$20.50	2.50%

Late Pickup Fees

Late pickup fees (per family)	\$20.00 for first 10 minutes or part thereof (min payment \$20.00) \$2.00 per minute thereafter				
Administration charge for late payment of fees	\$19.00	\$19.40	\$0.00	\$19.40	2.11%

DEVONSHIRE STREET CHILDREN'S CENTRE

Gap Fees Apply - maximum fees quoted

Formula for Childcare Benefits provided by the Federal Govt. Gap fees will apply.

Placement Fee	\$50.00	\$50.00	\$0.00	\$50.00	0.00%
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Child Care Fees (Per Day) From 1 July 2022

Bond of 2 weeks fees required prior to commencement

0-2 years	\$161.75	\$161.75	\$0.00	\$161.75	17.09%
2-3 years	\$153.65	\$156.50	\$0.00	\$156.50	17.10%
3-5 years	\$131.00	\$154.40	\$0.00	\$154.40	17.86%

Child Care Fees (Per Day) From 1 January 2023

0-2 years	\$154.75	\$154.75	\$0.00	\$154.75	0.00%
2-3 years	\$147.00	\$147.00	\$0.00	\$147.00	0.00%
3-5 years	\$144.10	\$144.10	\$0.00	\$144.10	0.00%

Child Care Fees (Per Day) From 1 July 2023

0-2 years	\$164.75	\$168.50	\$0.00	\$168.50	2.28%
2-3 years	\$156.50	\$160.00	\$0.00	\$160.00	2.24%
3-5 years	\$153.40	\$156.45	\$0.00	\$156.45	1.99%

OOSH AND LONG DAY CARE DIRECT DEBIT FEES

Direct Debit Establishment Fee (one off payment per family)	Fees determined by third party direct debit providers
CCMS Provider Transaction Fee (per transaction)	Fees determined by third party direct debit providers
Bank Account Transaction Fee (per transaction)	Fees determined by third party direct debit providers
Credit Card Fee (per transaction)	Fees determined by third party direct debit providers
Rejection fee (per transaction)	Fees determined by third party direct debit providers

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

COMMUNITY AID SERVICES

LINEN SERVICE

Flat fee to cover all linen and delivery, per service	\$13.00	\$13.25	\$0.00	\$13.25	1.92%
Private/package/ NDIS linen fee					Varies

SOCIAL SUPPORT

WCA Shopping Bus – one way	\$5.00	\$5.25	\$0.00	\$5.25	5.00%
Private/package/NDIS Shopping Bus one way					Varies
WCA Shopping Bus – return	\$7.50	\$7.75	\$0.00	\$7.75	3.33%
Private/package/NDIS Shopping Bus – return					Varies
WCA Outings Bus + (entry fee if applicable) – long day	\$17.00	\$17.50	\$0.00	\$17.50	2.94%
Private/package/ NDIS WCA Outings Bus + (entry fee if applicable) – long day					Varies
WCA Outings Bus + (entry fee if applicable) – short day	\$17.00	\$17.50	\$0.00	\$17.50	2.94%
Private/package/NDIS WCA Outings Bus + (entry fee if applicable) – short day					Varies
WCA Companion Shopping	\$19.50	\$20.00	\$0.00	\$20.00	2.56%
Private/package/NDIS WCA Companion Shopping					Varies

OUT AND ABOUT WITH WILL

Full fee for non-eligible users	\$18.00	\$16.82	\$1.68	\$18.50	2.78%
Subsidised fee (per trip)	\$6.75	\$6.90	\$0.00	\$6.90	2.22%

* Limited to persons aged 65 years or older.

* Individual trips capped at a maximum of four trips per client per week

* Individual client subsidy capped at \$2,200 per client per annum.

* Clients must be eligible and registered for Commonwealth Home Support Program funding to receive a subsidised fee.

MEALS ON WHEELS (MOW)

MOW Centre Based Lunch	\$16.00	\$16.50	\$0.00	\$16.50	3.13%
Private/package/NDIS provider Social Lunch					Varies
MOW Per Main Meal Only	\$7.50	\$7.75	\$0.00	\$7.75	3.33%
MOW Per Meal Package	\$10.50	\$11.00	\$0.00	\$11.00	4.76%
Private/package/NDIS provider Meal Only					Varies
Private/package/NDIS provider Meal Package					Varies

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

LIBRARY BRANCH

LIBRARY

Charges for lost items					Replacement cost
Processing Fee (Books and Audio-Visual)	\$11.95	\$12.20	\$0.00	\$12.20	2.09%
Processing Fee (Magazines)	\$5.65	\$5.80	\$0.00	\$5.80	2.65%
Reservations per item	\$2.55	\$2.60	\$0.00	\$2.60	1.96%
ILL Request	\$3.45	\$3.27	\$0.33	\$3.60	4.35%
Replacement Library Cards	\$10.00	\$10.20	\$0.00	\$10.20	2.00%
Inter-Library Loans Charges (charge imposed from lending library passed on)					Full cost
Overdue Fine (per item per day)					Up to 30c per item per day
Fees not to be charged for overdue items on a trial basis from 1 July 2020					

Activities in the Library					\$0.00 - \$50.00
Display areas (Community groups and community information only)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Item Replacement Parts Charges

Audio books – (where available)	\$4.00	\$4.00	\$0.00	\$29.00	2.11%
Lost and/or damaged Audio book cases	\$19.70	\$19.70	\$0.00	\$19.70	2.07%
Lost and/or damaged DVD or CD cases	\$6.70	\$6.70	\$0.00	\$6.70	2.29%
Miscellaneous lost or damaged AV parts (e.g. CD/DVD cases)	\$3.85	\$3.95	\$0.00	\$3.95	2.60%
Language kit cases – Assorted sizes					Replacement cost

Miscellaneous

Library Bags	\$5.10	\$4.82	\$0.48	\$5.30	3.92%
Sale of USB memory sticks					Full Cost
Accessories					Full Cost

Publications

Publications					Varies
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Local Studies

Scanned Image (emailed) non-commercial (per image)	\$14.20	\$14.50	\$0.00	\$14.50	2.11%
Scanned Image on Disk non-commercial (per image)	\$17.25	\$17.60	\$0.00	\$17.60	2.03%
Scanned image – commercial	\$47.00	\$48.00	\$0.00	\$48.00	2.13%
House trace (per hour) non-commercial	\$34.00	\$35.00	\$0.00	\$35.00	2.94%
House trace (per hour) commercial	\$97.40	\$99.50	\$0.00	\$99.50	2.16%
Local Studies research (per hour) non-commercial	\$34.00	\$35.00	\$0.00	\$35.00	2.94%
Local Studies research (per hour) commercial	\$97.40	\$99.50	\$0.00	\$99.50	2.16%
Local Studies memorabilia items					Price varies according to cost/market value

Name	2021/2022	2022/2023			Increase %
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	

Photocopying and Printing

A4 per copy – B/W	\$0.20	\$0.18	\$0.02	\$0.20	0.00%
A3 per copy – B/W	\$0.40	\$0.36	\$0.04	\$0.40	0.00%
A4 per copy – Colour	\$2.00	\$1.91	\$0.19	\$2.10	5.00%
A3 per copy – Colour	\$5.00	\$4.73	\$0.47	\$5.20	4.00%
Scanning – per scan	\$0.10	\$0.09	\$0.01	\$0.10	0.00%

LIBRARY MEETING SPACES**THE CONCOURSE LIBRARY - MEETING ROOM HIRE**

Damage/Equipment/Cleaning/Key Deposit/Bond	\$215.00	\$219.50	\$0.00	\$219.50	2.09%
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Willoughby Room - Room Hire (Meeting Room 3)

Regular Mon-Fri (per hour)	\$51.00	\$47.73	\$3.27	\$52.50	2.94%
Casual Mon-Fri (per hour)	\$76.00	\$70.91	\$5.09	\$78.00	2.63%
Daily rate (Per 8 hrs) Weekdays	\$475.00	\$440.91	\$34.09	\$485.00	2.11%
Weekend rate – Regular (per hour)	\$61.00	\$56.82	\$4.18	\$62.50	2.46%
Weekend rate – Casual (per hour)	\$89.00	\$83.64	\$5.36	\$91.00	2.25%
Daily rate (Per 7 hrs) weekend when available	\$500.00	\$454.55	\$45.45	\$500.00	2.04%
Dry hire – tea making fac – cup/saucer per hire	\$24.85	\$22.59	\$2.26	\$24.85	2.05%

Front Meeting Room - Room Hire

Regular (per hour)	\$39.00	\$36.36	\$2.64	\$40.00	2.56%
Casual (per hour)	\$63.00	\$58.64	\$4.36	\$64.50	2.38%
Daily rate Mon-Sat (per 8 hrs)	\$412.00	\$382.73	\$29.27	\$421.00	2.18%
Weekend rate – Regular (per hour)	\$49.00	\$45.45	\$3.55	\$50.00	2.04%
Weekend rate – Casual (per hour)	\$78.00	\$72.73	\$5.27	\$80.00	2.56%

Meeting Room 1A, 1B, 2A, 2B - Room Hire (Study Rooms)

Regular Mon-Fri (per hour)	\$31.45	\$29.18	\$2.27	\$32.10	2.07%
Casual Mon-Fri (per hour)	\$47.00	\$43.64	\$3.36	\$48.00	2.13%
Daily rate (Per 8 hrs) Weekdays	\$296.00	\$274.55	\$21.45	\$302.00	2.03%
Weekend rate – Regular (per hour)	\$41.00	\$38.18	\$2.82	\$42.00	2.44%
Weekend rate – Casual (per hour)	\$56.00	\$52.27	\$3.73	\$57.50	2.68%
Daily rate (Per 7 hrs) Weekend when available	\$316.00	\$293.64	\$22.36	\$323.00	2.22%

Creator Space

Regular (per hour)	\$60.90	\$56.82	\$4.08	\$62.50	2.63%
Casual (per hour)	\$90.00	\$83.64	\$6.36	\$92.00	2.22%
Daily rate (Per 8 hrs)					Hourly rate x 75%
Community Learning Activities					Full Concession as per Council's Concessional Hire Policy
Dry hire - tea making fac- cup/saucer per hire	\$24.35	\$22.59	\$1.76	\$24.85	2.05%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Meeting Room 4 - Room Hire

Regular Mon-Fri (per hour)	\$43.00	\$40.00	\$4.00	\$44.00	2.33%
Casual Mon-Fri (per hour)	\$63.00	\$58.64	\$5.86	\$64.50	2.38%
Daily rate (Per 8 hrs) Weekdays	\$376.00	\$349.09	\$34.91	\$384.00	2.13%
Weekend rate – Regular (per hour)	\$49.75	\$46.14	\$4.61	\$50.75	2.01%
Weekend rate – Casual (per hour)	\$73.00	\$67.73	\$6.77	\$74.50	2.05%
Daily rate (Per 7 hrs) Weekends when available	\$385.00	\$357.27	\$35.73	\$393.00	2.08%

Booking Fees

All Rooms		100% payable before confirmation			
Admin fee for cancellation	\$26.40	\$24.50	\$2.45	\$26.95	2.08%
Admin fee for post booking changes	\$26.40	\$24.55	\$2.45	\$27.00	2.27%

Cancellation Fees

8-14 days prior to booking					50% of Hire Fee
7 days or less prior to booking					100% of Hire Fee

Equipment Hire

Data projector	\$19.40	\$17.64	\$1.76	\$19.40	2.11%
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CULTURAL ACTIVITIES**WILLOUGHBY OPEN STUDIO WEEKEND****Per artist or venue**

One Artist per venue	\$79.20	\$73.64	\$7.36	\$81.00	2.27%
Two Artists per venue	\$138.60	\$128.64	\$12.86	\$141.50	2.09%
Three or more Artists per venue	\$176.70	\$164.09	\$16.41	\$180.50	2.15%

INCINERATOR ART SPACE

Council Curated Exhibition					20% of Sale Price
Deposit					20% of Sale Price

Gallery Space Hire - Cost Per Week For 3 Week Hire

Category A – Commercial/Private/Education Institution (per week)	\$819.00	\$759.82	\$75.98	\$835.80	2.05%
Category B – Community Organisation/Group or Artist Group Exhibition (per week)	\$590.10	\$547.27	\$54.73	\$602.00	2.02%
Category C – Individual Artist (per week)	\$384.30	\$356.36	\$35.64	\$392.00	2.00%
Category D – Full Concession as per Council's Concessional Hire Policy					Refer to Policy
Damage/Equipment/Cleaning/Key Deposit/Bond	\$200.00	\$200.00	\$0.00	\$200.00	0.00%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Hire Fees For Corporate Functions

Per Day (max. 4 Hours)	\$674.50	\$625.45	\$62.55	\$688.00	2.00%
Each additional hour	\$195.40	\$181.36	\$18.14	\$199.50	2.10%
Damage/Equipment/Cleaning/Key Deposit/Bond	\$200.00	\$200.00	\$0.00	\$200.00	0.00%

Cancellation Fees

More than 60 days prior		50% of Hire Fee
Less than 60 days prior		100% of Hire Fee

THE CONCOURSE ART SPACE

Council Curated Exhibition	20% of Sale Price
Deposit	20% of Sale Price

Hire Fees For Exhibitions

Category A – Commercial galleries, educational institutions (per week)	\$819.00	\$760.00	\$76.00	\$836.00	2.08%
Category B – Community arts organisations/ artist group exhibitions (per week)	\$590.10	\$547.33	\$54.73	\$602.00	2.02%
Category C – Individual Artist (per week)	\$392.00	\$356.36	\$35.64	\$392.00	2.00%
Category D – Full Concession as per Council's Concessional Hire Policy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Damage/Equipment/Cleaning/Key Deposit/Bond	\$200.00	\$200.00	\$0.00	\$200.00	0.00%

Hire Fees For Concessional Hire

Per Night (max. 4 hours)	\$674.50	\$625.45	\$62.55	\$688.00	2.00%
Each additional hour	\$195.40	\$181.36	\$18.14	\$199.50	2.10%
Damage/Equipment/Cleaning/Key Deposit/Bond	\$200.00	\$200.00	\$0.00	\$200.00	0.00%

Cancellation Fees

More than 60 days prior	50% of Hire Fee
Less than 60 days prior	100% of Hire Fee

Sundry Charges

Art Workshop	\$10.00 - \$40.00
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THE CONCOURSE SPECIAL EVENTS

Seniors Concert tickets	\$5.00	\$4.55	\$0.45	\$5.00	0.00%
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PERFORMING ARTS UNIT

See also WSOC & Zenith Theatre

Name	2021/2022	2022/2023		Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST Fee (incl. GST)	%

TICKETING SERVICES FOR INTERNAL AND EXTERNAL EVENTS

Charges and services assessed on an event / facility basis	Event Based
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PRODUCTION UNIT SERVICES

Charges and services assessed on an event / facility basis	Event Based
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WILLOUGHBY SYMPHONY COMMERCIAL SERVICES HIRE

Charges and services assessed based on Commercial market rates for the hire of Musicians	Price determined by cost/market value
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JOE CIANTAR MUSIC REHEARSAL STUDIO

Commercial Groups (per 4 hour session)	\$542.00	\$502.73	\$527.27	\$553.00	2.03%
The above rates are exclusive of staffing.					
Staffing services will incur an additional charge.					
Minimum staff required to service an event is at the manager's discretion.					

WILLOUGHBY SYMPHONY ORCHESTRA & CHOIR**TICKET PRICES ARE EFFECTIVE FROM 1 JANUARY 2022****Subscription Packages**

Platinum – Double (Full Price)	\$792.00	\$738.18	\$73.82	\$812.00	2.53%
Platinum – Double (Concession)	\$750.00	\$703.64	\$70.36	\$774.00	3.20%
Platinum – Single (Full Price)	\$420.00	\$392.73	\$39.27	\$432.00	2.86%
Platinum – Single (Concession)	\$396.00	\$370.91	\$37.09	\$408.00	3.03%
6A Reserve Concert Tickets (Full Price)	\$282.00	\$261.82	\$26.18	\$288.00	2.13%
6A Reserve Concert Tickets (Concession)	\$252.00	\$234.55	\$23.45	\$258.00	2.38%
5A Reserve Concert Tickets (Full Price)	\$240.00	\$227.27	\$22.73	\$250.00	4.17%
5A Reserve Concert Tickets (Concession)	\$220.00	\$209.09	\$20.91	\$230.00	4.55%
4A Reserve Concert Tickets (Full Price)	\$212.00	\$200.00	\$20.00	\$220.00	3.77%
4A Reserve Concert Tickets (Concession)	\$196.00	\$185.45	\$18.55	\$204.00	4.08%

Tickets At Door

Single Ticket A Reserve (Full price)	\$56.00	\$52.73	\$5.27	\$58.00	3.57%
Single Ticket A Reserve (Concession)	\$51.00	\$48.18	\$4.82	\$53.00	3.92%
Single Ticket A Reserve (Youth 16 – 26 years)	\$25.00	\$23.64	\$2.36	\$26.00	4.00%
Single Ticket A Reserve (Children aged 5 – 16 years)	\$15.00	\$14.09	\$1.41	\$15.50	3.33%
Family Pass A Reserve (2 Adults, 2 Children aged 5 – 16 yrs)	\$125.00	\$117.27	\$11.73	\$129.00	3.20%
Group 10+	\$49.00	\$45.45	\$4.55	\$50.00	2.04%
Group 20+	\$48.00	\$44.55	\$4.45	\$49.00	2.08%

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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 22 of 62

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	

Tickets At Door (continued)

Special concert Ticket price (Family and Friends ticket)	\$44.00	\$40.91	\$4.09	\$45.00	2.27%
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TICKET PRICES ARE EFFECTIVE FROM 1 JANUARY 2023

Subscription Packages

Platinum – Double (Full Price)	\$792.00	\$736.36	\$73.64	\$810.00	2.27%
Platinum – Double (Concession)	\$750.00	\$695.45	\$69.55	\$765.00	2.00%
Platinum – Single (Full Price)	\$420.00	\$387.27	\$38.73	\$426.00	1.43%
Platinum – Single (Concession)	\$396.00	\$368.18	\$36.82	\$405.00	2.27%
9A Reserve Concert Tickets (Full Price)	\$423.00	\$392.73	\$39.27	\$432.00	2.13%
9A Reserve Concert Tickets (Concession)	\$378.00	\$351.82	\$35.18	\$387.00	2.38%
8A Reserve Concert Tickets (Full Price)	\$376.00	\$349.09	\$34.91	\$384.00	2.13%
8A Reserve Concert Tickets (Concession)	\$336.00	\$312.73	\$31.27	\$344.00	2.38%
7A Reserve Concert Tickets (Full Price)	\$329.00	\$302.45	\$30.55	\$336.00	2.13%
7A Reserve Concert Tickets (Concession)	\$294.00	\$273.64	\$27.36	\$301.00	2.38%
6A Reserve Concert Tickets (Full Price)	\$282.00	\$261.82	\$26.18	\$288.00	2.13%
6A Reserve Concert Tickets (Concession)	\$252.00	\$232.35	\$23.45	\$258.00	2.38%
5A Reserve Concert Tickets (Full Price)	\$240.00	\$221.73	\$22.27	\$245.00	2.08%
5A Reserve Concert Tickets (Concession)	\$220.00	\$202.34	\$20.36	\$224.00	1.82%
4A Reserve Concert Tickets (Full Price)	\$200.00	\$196.36	\$19.64	\$216.00	1.89%
4A Reserve Concert Tickets (Concession)	\$196.00	\$181.82	\$18.18	\$200.00	2.04%

Tickets At Door

Single Ticket A Reserve (Full price)	\$56.00	\$51.82	\$5.18	\$57.00	1.79%
Single Ticket A Reserve (Concession)	\$51.00	\$47.27	\$4.73	\$52.00	1.96%
Single Ticket A Reserve (Children 16 – 19 years)	\$25.00	\$23.64	\$2.36	\$26.00	4.00%
Single Ticket A Reserve (Children aged 5 – 16 years)	\$15.00	\$13.91	\$1.39	\$15.30	2.00%
Family Pass A Reserve (2 Adults, 2 Children aged 5 – 16 yrs)	\$125.00	\$116.36	\$11.64	\$128.00	2.40%
Symphony Children's Concert Ticket	\$26.00	\$24.09	\$2.41	\$26.50	1.92%
Group 10+	\$49.00	\$45.45	\$4.55	\$50.00	2.04%
Group 20+	\$48.00	\$44.55	\$4.45	\$49.00	2.08%
Special concert Ticket price (Family and Friends ticket)	\$42.00	\$39.09	\$3.91	\$43.00	2.38%

ZENITH THEATRE & CONVENTION CENTRE

Standard Hire Rates

Rates noted for Main Auditorium and Rehearsal Studio hire are based on a 4-hour block. Additional time beyond the 4-hour block will be charged in hour increments based on a percentage of the block rate. Terms and conditions of hire are noted in the hire agreement and support documentation. Additional fees apply for some services and amenities.

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

MAIN AUDITORIUM

A Duty Manager and a House Technician are included in the hire rate only, all other staffing, equipment and services will incur additional costs

Monday – Thursday	\$1,429.00	\$1,325.45	\$132.55	\$1,458.00	2.03%
Friday – Saturday	\$1,677.00	\$1,555.45	\$155.55	\$1,711.00	2.03%
Sunday	\$1,924.00	\$1,783.64	\$178.36	\$1,962.00	1.98%
Public Holiday	\$2,826.00	\$2,620.91	\$262.09	\$2,883.00	2.02%

SEMINAR ROOM (2 HOUR RATE)

A Duty Manager is included in the hire rate only, all other staffing, equipment and services will incur additional costs

Please note Seminar fees are based on a minimum 2 hour hire 8-5 pm Mon-Fri, outside these times the 4 hour minimum is required.

Monday – Thursday	\$364.00	\$337.77	\$33.77	\$371.00	1.92%
Friday – Saturday	\$428.00	\$399.27	\$39.73	\$437.00	2.10%
Sunday	\$557.00	\$516.36	\$51.64	\$568.00	1.97%
Public Holiday	\$723.00	\$670.00	\$67.00	\$737.00	1.94%

REHEARSAL STUDIO

A Duty Manager is included in the hire rate only, all other staffing, equipment and services will incur additional costs

Monday – Thursday	\$589.00	\$546.36	\$54.64	\$601.00	2.04%
Friday – Saturday	\$650.00	\$602.73	\$60.27	\$663.00	2.00%
Sunday	\$706.00	\$655.45	\$65.55	\$721.00	2.12%
Public Holiday	\$944.00	\$875.45	\$87.55	\$963.00	2.01%

CHATSWOOD CENTRE AND WILLOUGHBY LGA ONE-OFF SPECIAL EVENTS

Public Liability Insurance document to be lodged with Events Unit prior to booking

Handing out pamphlets – Community groups & church promotions (per hour per person) (Max 10 hours per month)	\$23.00	\$23.50	\$0.00	\$23.50	2.17%
Sampling or handing out pamphlets – Commercial Promotions (per hour per person)	\$46.70	\$48.00	\$0.00	\$48.00	2.78%
Fundraising via promotions companies (per day)	\$62.50	\$64.00	\$0.00	\$64.00	2.40%
Busking (per day)	\$16.00	\$16.00	\$0.00	\$16.00	0.00%
Sampling Products (per hour per person – with vehicle & equipment)/Promotional Vehicle rate	\$163.00	\$166.50	\$0.00	\$166.50	2.15%
Hire of parking spaces CBD per hour per vehicle for promotional purposes subject to approval.	\$156.00	\$144.55	\$14.45	\$159.00	1.92%
Chatswood Mall – Permit to use one zone (per day)	\$2,175.00	\$2,220.00	\$0.00	\$2,220.00	2.07%
Chatswood Mall – Permit to use entire space (per day)	\$6,520.00	\$6,655.00	\$0.00	\$6,655.00	2.07%
Security Vehicle access to mall per annum	\$2,180.00	\$2,225.00	\$0.00	\$2,225.00	2.06%

Name	2021/2022	2022/2023			Increase %
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	

MARQUEE**Marquee (6m x 6m) max 6 people**

Commercial rate (per day)	\$2,210.00	\$2,255.00	\$0.00	\$2,255.00	2.04%
Community & Church rate (per day)	\$1,007.90	\$1,028.00	\$0.00	\$1,028.00	1.99%
Commercial rate (per hour)	\$309.00	\$315.00	\$0.00	\$315.00	1.94%
Community & Church rate (per hour)	\$125.00	\$127.50	\$0.00	\$127.50	2.00%

Marquee (3m x 3m) max 3 people

Commercial Rate (per day)	\$1,320.00	\$1,350.00	\$0.00	\$1,350.00	2.27%
Community & Church rate (per day)	\$623.20	\$636.00	\$0.00	\$636.00	2.05%
Commercial Rate (per hour)	\$205.00	\$209.00	\$0.00	\$209.00	1.95%
Community & Church rate (per hour)	\$78.50	\$80.50	\$0.00	\$80.50	2.55%

THE CONCOURSE OPEN SPACE ONE-OFF SPECIAL EVENTS

Public Liability Insurance document to be lodged with Events Unit prior to booking

Urban Screen Sponsorship (per instance) (per hour)	\$1,199.00	\$1,223.00	\$111.18	\$1,223.00	2.00%
Urban Screen Display (per instance) (maximum fee)	\$6,075.00	\$6,090.91	\$554.09	\$6,095.00	2.01%
Special events pricing determined based on event type and duration. Based on event type and duration.					

THE CONCOURSE PODIUM LEVEL - GREEN SPACE

Commercial rate	\$2,593.00	\$2,645.00	\$0.00	\$2,645.00	2.01%
Community rate	\$882.00	\$900.00	\$0.00	\$900.00	2.04%

THE CONCOURSE PODIUM LEVEL - AMPHITHEATRE

Commercial rate	\$2,180.00	\$2,225.00	\$0.00	\$2,225.00	2.06%
Community rate	\$882.00	\$900.00	\$0.00	\$900.00	2.04%

THE CONCOURSE UPPER PODIUM LEVEL - OUTSIDE OF THEATRE

Commercial rate	\$2,180.00	\$2,225.00	\$0.00	\$2,225.00	2.06%
Community rate	\$882.00	\$900.00	\$0.00	\$900.00	2.04%

CULTURAL EVENTS**WILLOUGHBY STREET FAIR**

Commercial Stall Holders (maximum fee, per day)	\$420.00	\$428.00	\$0.00	\$428.00	1.90%
Commercial Food Stall Holders (maximum fee, per day)	\$565.00	\$576.00	\$0.00	\$576.00	1.95%
Corporate Stall (maximum fee, per day)	\$2,300.00	\$2,346.00	\$0.00	\$2,346.00	2.00%

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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 25 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

WILLOUGHBY STREET FAIR [continued]

Community Group and Club Stall Holders (maximum fee, per day)	\$150.00	\$153.00	\$0.00	\$153.00	2.00%
Charities and Churches (maximum fee, per day)	\$150.00	\$153.00	\$0.00	\$153.00	2.00%

CHATSWOOD MARKET

Commercial Stall (maximum fee, per day)	\$199.00	\$203.00	\$0.00	\$203.00	2.01%
Commercial cart (maximum fee, per day)	\$195.00	\$199.00	\$0.00	\$199.00	2.05%
Community and Churches stall (maximum fee, per day)	\$100.00	\$102.00	\$0.00	\$102.00	2.00%
Food Stall (maximum fee, per day)	\$327.00	\$334.00	\$0.00	\$334.00	2.14%
Corporate Stall (maximum fee, per day)	\$2,300.00	\$2,350.00	\$0.00	\$2,350.00	2.17%
Introductory week rate (maximum fee, per day)	\$200.00	\$204.00	\$0.00	\$204.00	2.00%
Bring our own marquee - retail	\$120.00	\$122.50	\$0.00	\$122.50	2.08%

LIVE AT LUNCH

Single Ticket Prices

Live at Lunch Adult	\$5.55	\$5.55	\$3.45	\$38.00	6.89%
Live at Lunch Child / Concession	\$3.00	\$3.00	\$3.00	\$33.00	1.54%

Packages

Live at Lunch 4 concerts (Adult)	\$126.00	\$117.27	\$11.73	\$129.00	2.38%
Live at Lunch 5 concerts (Adult)	\$146.00	\$135.45	\$13.55	\$149.00	2.05%
Live at Lunch 6 concerts (Adult)	\$174.00	\$160.91	\$16.09	\$177.00	1.72%
Live at Lunch 4 concerts (Concession)	\$114.00	\$105.45	\$10.55	\$116.00	1.75%
Live at Lunch 5 concerts (Concession)	\$136.00	\$126.36	\$12.64	\$139.00	2.21%
Live at Lunch 6 concerts (Concession)	\$157.00	\$147.27	\$14.73	\$162.00	3.18%
Live at Lunch 7 concerts (Adult)	\$197.00	\$182.73	\$18.27	\$201.00	2.03%
Live at Lunch 7 concerts (Concession)	\$182.00	\$169.09	\$16.91	\$186.00	2.20%

Group Tickets

Live at Lunch Group 10+ (Individual Ticket)	\$28.00	\$26.36	\$2.64	\$29.00	3.57%
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HIRE OF SPORTING FIELDS

For all venues 75% additional fee applies to commercial hirers

Cleaning Bond Per season	\$485.00	\$495.00	\$0.00	\$495.00	2.06%
Parks Deposit Key Refundable if returned within 12 months	\$190.80	\$195.00	\$0.00	\$195.00	2.20%
Security breach/property issue – per callout	\$173.00	\$160.45	\$16.05	\$176.50	2.02%
School Licence Administration Fee – Per Year	\$52.00	\$48.64	\$4.86	\$53.50	2.88%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

SCHOOLS

See Also Chatswood Rotary Athletic Field

In School Hours

Schools within WCC area	Free
Schools outside WCC area	100% seasonal fees apply

After School Hours

Schools within WCC area	50% seasonal fees apply
Schools outside WCC area	100% seasonal fees apply
PSSA Fee (All sports)	75% seasonal fees apply

CLASS 1 SPORTING FIELDS

Lights additional fee per hour applies	\$29.50	\$27.70	\$1.80	\$30.50	3.39%
Lights higher lux lighting fee to 200lux (per hour)	\$50.50	\$47.27	\$3.23	\$52.00	2.97%
Cricket nets only, per net	\$8.30	\$7.73	\$0.77	\$8.50	2.41%

Sportsfields

Beauchamp Park*, Castle Cove*, Chatswood*, Willoughby Park*, Bicentennial Baseball Diamond* & Lawn Tennis Courts (* denotes lights)

Per hour turf wicket	\$156.50	\$145.45	\$14.55	\$160.00	2.24%
Per hour (not using turf wicket)	\$86.50	\$80.45	\$8.05	\$88.50	2.31%
Per hour lawn tennis court	\$42.50	\$39.55	\$3.95	\$43.50	2.35%
Per hour diamond	\$82.50	\$76.82	\$7.68	\$84.50	2.42%
Seasonal – per hour turf wicket	\$54.00	\$50.45	\$5.05	\$55.50	2.78%
Per hour (not using turf wicket)	\$30.00	\$28.18	\$2.82	\$31.00	3.33%
Per hour lawn tennis court	\$33.00	\$30.91	\$3.09	\$34.00	3.03%
Per hour diamond	\$41.50	\$38.64	\$3.86	\$42.50	2.41%
Curator – Ground staff – per hour (min 4hrs)	\$74.50	\$69.09	\$6.91	\$76.00	2.01%
Line Marking – Per Field	\$273.50	\$253.64	\$25.36	\$279.00	2.01%

Synthetic Sportsfields

Northbridge Oval*, Thomson Oval*, Chatswood High School*, Gore Hill Oval* (* denotes lights)

Casual – per hour	\$78.50	\$73.18	\$7.32	\$80.50	2.55%
Seasonal – per hour	\$47.00	\$43.64	\$4.36	\$48.00	2.13%

CLASS 2 SPORTING FIELDS

Artarmon*, Bales, Bicentennial*, Mowbray PS*, Naremburn 1* & 2*, OH Reid, Bicentennial Baseball Diamond Outers (* denotes lights)

Casual – per hour	\$62.50	\$58.18	\$5.82	\$64.00	2.40%
Seasonal – per hour	\$20.70	\$19.55	\$1.95	\$21.50	3.86%

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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 27 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

CLASS 2 SPORTING FIELDS [continued]

Small Sided Games eg Bales – per field	\$5.00	\$4.73	\$0.47	\$5.20	4.00%
Touch football field eg Artarmon – per field	\$12.60	\$11.82	\$1.18	\$13.00	3.17%
Lights – additional fee per hour applies	\$29.50	\$27.73	\$2.77	\$30.50	3.39%
Lights – higher lux lighting fee to 200lux (per hour)	\$50.50	\$47.27	\$4.73	\$52.00	2.97%
Cricket nets only, per net	\$8.30	\$7.73	\$0.77	\$8.50	2.41%

CLASS 3 SPORTING FIELDS

Greville St, "Alan Hyslop" (* denotes lights)

Per hour	\$13.20	\$12.36	\$1.24	\$13.60	3.03%
Cricket nets only	\$8.30	\$7.73	\$0.77	\$8.50	2.41%

CHATSWOOD ROTARY ATHLETIC FIELD

Casual – per hour	\$72.00	\$68.32	\$6.68	\$75.00	2.08%
Seasonal – per hour	\$36.00	\$33.64	\$3.36	\$37.00	2.78%
Lights – additional fee per hour applies	\$29.50	\$27.73	\$2.77	\$30.50	3.39%
School Carnivals per day or part includes P/A system	\$115.00	\$109.45	\$38.55	\$424.00	2.17%

SPORTS TRAINING COURT

Northbridge Oval (including lighting bonds Cover)

Casual – per hour	\$67.50	\$62.73	\$6.27	\$69.00	2.22%
Seasonal – per hour	\$28.00	\$26.36	\$2.64	\$29.00	3.57%
Lights – per hour	\$29.50	\$27.73	\$2.77	\$30.50	3.39%

NETBALL/ BASKETBALL COURTS

Bicentennial*; Naremburn*; Beauchamp*; Thomson*; Chatswood HS* (* denotes lights)

Casual – per hour, per court	\$29.50	\$27.73	\$2.77	\$30.50	3.39%
Seasonal – per hour, per court	\$14.40	\$13.45	\$1.35	\$14.80	2.78%
Association rate Range per hour, per court				\$3.55 - \$5.55	
Lights – additional fee per hour/court/zone applies	\$29.50	\$27.73	\$2.77	\$30.50	3.39%

CANCELLATION FEES

Cancellation fees only apply to casual hirers. No refunds/ cancellation fees apply to seasonal hire fees.

8 – 14 days prior to booking	50% of hire fee
7 days or less prior to booking	100% of hire fee

COMMERCIAL FITNESS GROUPS HIRE

Group of 6 – 18 persons maximum Per Quarter	\$540.00	\$500.91	\$50.09	\$551.00	2.04%
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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 28 of 62

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

COMMERCIAL FITNESS GROUPS HIRE (continued)

Group of 6 – 18 persons maximum Per Annual	\$1,600.00	\$1,486.36	\$148.64	\$1,635.00	2.19%
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WILLOUGHBY LEISURE CENTRE**CASUAL ADMISSION**

Entry - All Access (excludes creche & casual shooting) - Adult	\$25.90	\$23.55	\$2.35	\$25.90	0.00%
Entry - All Access (excludes creche & casual shooting) - Concession	\$19.30	\$17.55	\$1.75	\$19.30	0.00%
Entry - Spectator	\$3.00	\$2.73	\$0.27	\$3.00	0.00%
Entry - Pool - Adult	\$8.70	\$7.91	\$0.79	\$8.70	0.00%
Entry - Pool - Concession	\$7.10	\$6.45	\$0.65	\$7.10	0.00%
Entry - Pool - Child	\$6.90	\$6.27	\$0.63	\$6.90	0.00%
Entry - Pool - Squad Participant	\$6.60	\$6.06	\$0.54	\$6.60	0.00%
Entry - Pool - Family (2 Adults, 3 Children U16)	\$19.20	\$17.28	\$1.92	\$20.00	4.17%
Entry - Pool - Family Inflatable Pass (Ages 5-12 Years)	\$25.20	\$23.64	\$2.36	\$26.00	3.17%
Entry - Pool - Inflatable Pass (Ages 5-12 Years)	\$9.90	\$9.09	\$0.90	\$9.90	0.00%
Entry - Pool - Swim Club Night	\$5.60	\$5.09	\$0.51	\$5.60	0.00%
Entry - Pool - Sports Focus Physio (Adult)	\$8.30	\$7.55	\$0.75	\$8.30	0.00%
Entry - Pool - Sports Focus Physio (Concession)	\$6.80	\$6.22	\$0.62	\$6.80	0.00%
Entry - Health Club or Group Fitness - Adult	\$23.85	\$21.68	\$2.17	\$23.85	0.00%
Entry - Health Club or Group Fitness - Concession	\$15.35	\$14.27	\$1.43	\$15.70	2.28%
Entry - Health Club - Sports Focus Physio	\$15.35	\$13.95	\$1.40	\$15.35	0.00%
Entry - Creche (2 hour limit per visit)	\$8.10	\$7.36	\$0.74	\$8.10	0.00%
Entry - Casual Basketball Shooting (limited to 1 court) – Per Person Per Hour	\$10.00	\$9.09	\$0.91	\$10.00	0.00%

VISIT PASSES

Creche Pass - 10 Visits (2 hour limit per visit)	\$72.90	\$66.27	\$6.63	\$72.90	0.00%
Creche Pass - 20 Visits (2 hour limit per visit)	\$137.70	\$125.18	\$12.52	\$137.70	0.00%
Health Club or Group Fitness Pass - Adult - 10 Visits	\$214.65	\$195.14	\$19.51	\$214.65	0.00%
Health Club or Group Fitness Pass - Adult - 20 Visits	\$405.45	\$368.59	\$36.86	\$405.45	0.00%
Health Club or Group Fitness Pass - Concession - 10 Visits	\$138.15	\$128.45	\$12.85	\$141.30	2.28%
Health Club or Group Fitness Pass - Concession - 20 Visits	\$260.95	\$242.64	\$24.26	\$266.90	2.28%
Health Club or Group Fitness Pass - Willoughby City Council Employee - 10 Visits	\$98.55	\$89.59	\$8.96	\$98.55	0.00%
Health Club or Group Fitness Pass - Willoughby City Council Employee - 20 Visits	\$186.15	\$169.23	\$16.92	\$186.15	0.00%
Swim Pass - Child - 10 Visits	\$62.10	\$56.45	\$5.65	\$62.10	0.00%
Swim Pass - Child - 20 Visits	\$117.30	\$106.64	\$10.66	\$117.30	0.00%
Swim Pass - Adult - 10 Visits	\$78.30	\$71.18	\$7.12	\$78.30	0.00%
Swim Pass - Adult - 20 Visits	\$147.90	\$134.45	\$13.45	\$147.90	0.00%
Swim Pass - Concession - 10 Visits	\$63.90	\$58.09	\$5.81	\$63.90	0.00%
Swim Pass - Concession - 20 Visits	\$120.70	\$109.73	\$10.97	\$120.70	0.00%

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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 29 of 62

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

VISIT PASSES [continued]

Swim Pass - Family - 10 Visits	\$172.80	\$163.64	\$16.36	\$180.00	4.17%
Squad Pass - Participant - 20 Visits	\$112.20	\$102.00	\$10.20	\$112.20	0.00%
Squad Pass - Participant - 40 Visits	\$224.40	\$204.00	\$20.40	\$224.40	0.00%

ADMINISTRATION

Locker Hire - Small - Non-Member	\$3.00	\$2.73	\$0.27	\$3.00	0.00%
Locker Hire - Large - Non-Member	\$4.00	\$3.64	\$0.36	\$4.00	0.00%
Locker Hire - Large - Member	\$1.00	\$0.91	\$0.09	\$1.00	0.00%
Merchandise Sales	For the sale of goods as per Willoughby Leisure Centre's merchandise agreements: \$0.10 - \$200.00				
Membership - Admin Fee	\$50.00	\$45.45	\$4.55	\$50.00	0.00%
Membership - Suspension Fee (Per day)	\$0.35	\$0.32	\$0.03	\$0.35	0.00%
Promotional Fee - Services (Per Person)				\$1.00 - \$500.00	
Swim School - Administration Fee	\$6.60	\$6.75	\$0.00	\$6.75	2.27%
Access Card/Device Replacement Fee	\$5.00	\$4.55	\$0.45	\$5.00	0.00%
Promotional Fee - Membership & Health Club (Per Person)				\$1.00 - \$500.00	
Promotional Fee - Swim School (Per Person)				Fee for one-off promotional use only. \$1.00 - \$300.00 Per Person.	
Specialised Program Fee (i.e. NDIS Rate) - Per Person				Fee for specialised programs only. \$5.00 - \$500.00 Per Person	
Specialised Program Fee - Group Fitness Kids 10 - Per Person				\$5.00 - \$500.00	
Membership - Joining Fee	\$60.00	\$54.55	\$5.45	\$60.00	0.00%
Membership - Transfer Fee	\$61.50	\$57.27	\$5.73	\$63.00	2.44%
Access Card Replacement	\$5.00	\$4.55	\$0.45	\$5.00	0.00%
Membership - Early Cancellation Fee	\$167.00	\$151.82	\$15.18	\$167.00	0.00%
Direct Debit - Failed Payment / Dishonour Fee (Per Transaction)	\$6.00	\$6.20	\$0.00	\$6.20	3.33%
Chargeback Fee (Per Transaction)	\$45.00	\$46.00	\$0.00	\$46.00	2.22%
Pool Hall redevelopment discount (percentage)				10 - 50% discount to be applied to facility, service or entry fees as determined by Willoughby Leisure Centre management for the duration of redevelopment work on the Pool Hall. Discount use and changes to be approved by Willoughby City Council Culture & Leisure Manager.	

PROGRAM FEES

Kids Holiday Program - After Hours Care	\$19.30	\$18.18	\$1.82	\$20.00	3.63%
Kids Holiday Program - External Activity	\$76.00	\$70.91	\$7.09	\$78.00	2.63%
Kids Holiday Program - Internal Activity	\$71.00	\$65.45	\$6.55	\$72.00	1.41%
Basketball Holiday Clinic Per Person	\$16.30	\$15.45	\$1.55	\$17.00	4.29%
Life Ball Fee (per week)	\$4.25	\$3.95	\$0.40	\$4.35	2.35%

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

SWIM SCHOOL

Swimming Lesson Fee - Per Lesson - First Student Per Term	\$21.50	\$21.50	\$0.00	\$21.50	0.00%
Swimming Lesson Fee - Per Lesson - Second Student Per Term	\$19.35	\$19.35	\$0.00	\$19.35	0.00%
Swimming Lesson Fee - Upfront - Per Lesson - Third Student Per Term	\$18.28	\$18.28	\$0.00	\$18.28	0.00%
Swimming Lesson Discount - Second Lesson Per Week		10% to 20% Discount off the First Student Price. Applicable discount is determined by the number of students enrolled within a family. Contact Swim School Staff for further details.			
Swimming Lesson Discount - Third Lesson Per Week		15% to 30% Discount off the First Student Price. Applicable discount is determined by the number of students enrolled within a family. Contact Swim School Staff for further details.			
Swimming Lesson Discount - Fourth or More Lesson Per Week		20% to 40% Discount off the First Student Price. Applicable discount is determined by the number of students enrolled within a family. Contact Swim School Staff for further details.			
Swimming Lesson Fee - Private Sessions	\$62.00	\$62.00	\$0.00	\$62.00	0.00%
Swimming Lesson Fee - Schools - Term 4	\$13.00	\$13.00	\$0.00	\$13.00	0.00%
Swimming Lesson Fee - Schools - Terms 1, 2 and 3	\$12.00	\$12.00	\$0.00	\$12.00	0.00%
Swim School - School Sport	\$8.00	\$8.27	\$0.27	\$8.00	0.00%

FACILITY HIRE AND BOOKINGS

Deposit - Returnable Key	\$50.00	\$50.00	\$0.00	\$50.00	0.00%
Hire - 25m Pool Lane - Commercial (Per Lane Per Hour)	\$45.00	\$44.00	\$4.14	\$45.50	0.00%
Hire - 25m Pool Lane - Non-Commercial (Per Lane Per Hour)	\$34.00	\$30.91	\$3.09	\$34.00	0.00%
Hire - 25m Pool Lane - Squad Agreement		As per agreement with Council			
Hire - Cycling Room (Per Hour)	\$49.00	\$45.45	\$4.55	\$50.00	2.04%
Entry - Health Club Gym Hire (Per Person)	\$16.20	\$15.09	\$1.51	\$16.60	2.47%
Hire - Instructor Fee (Per Session)	\$75.00	\$69.55	\$6.95	\$76.50	2.00%
Hire - Play Club Room (Per Hour)	\$49.00	\$45.45	\$4.55	\$50.00	2.04%
Play Club - Cleaning Fee (Per Hour)	\$20.00	\$19.09	\$1.91	\$21.00	5.00%
Hire - Full Court - Casual Rate (Per Hour)	\$91.00	\$84.55	\$8.45	\$93.00	2.20%
Hire - Half Court (Basketball Only) - Casual Rate (Per Hour)	\$64.00	\$59.55	\$5.95	\$65.50	2.34%
Hire - Badminton Court - Per Court Per Hour (Maximum 4 Players)	\$32.40	\$30.45	\$3.05	\$33.50	3.40%
Hire - Full Court - Regular Rate (Per Hour)	\$82.60	\$76.82	\$7.68	\$84.50	2.30%
Entry - Sports Birthday Party (Per Person)				\$15.00 - \$30.00	
Damages Fee	\$100.00	\$90.91	\$9.09	\$100.00	0.00%
Sports Hall - Emergency Alarm Activation	\$50.00	\$45.45	\$4.55	\$50.00	0.00%
Cleaning Fee - Per Instance		Determined by extent of cleaning required. \$50.00 - \$1000.00			

MEMBERSHIPS ADMINISTRATION

Membership Admin Fee	\$49.75	\$46.14	\$4.61	\$50.75	2.01%
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Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

MEMBERSHIP**UPFRONT**

All Access Membership - Adult - Upfront Per Month (Fixed Term)	\$0.00	\$87.73	\$8.77	\$96.50	∞
All Access Membership - Concession - Upfront Per Month (Fixed Term)	\$0.00	\$71.82	\$7.18	\$79.00	∞
All Access Membership - Concession Off-Peak - Upfront Per Month (Fixed Term)	\$0.00	\$41.82	\$4.18	\$46.00	∞
All Access Membership - Family (2 Adults, 3 Children U18) - Upfront Per Month (Fixed Term)	\$0.00	\$145.91	\$14.59	\$160.50	∞
All Access Membership - Family - Additional Child (Under 18) - Upfront Per Month (Fixed Term)	\$0.00	\$30.00	\$3.00	\$33.00	∞
All Access Membership - Family - Additional Concession (Over 18) - Upfront Per Month (Fixed Term)	\$0.00	\$40.00	\$4.00	\$44.00	∞
All Access Membership - Family - Additional Adult - Upfront Per Month (Fixed Term)	\$0.00	\$69.09	\$1	\$76.00	∞
Aquatic Membership - Upfront Per Month (Fixed Term)	\$0.00	\$68.18	\$6.82	\$75.00	∞
Health Club Membership - Upfront Per Month (Fixed Term)	\$0.00	\$68.18	\$6.82	\$75.00	∞
DISCONTINUE - Willoughby City Council Staff Membership - 12 Month Fixed Term - Salary Sacrifice / Upfront	\$680.00	\$618.18	\$61.82	\$680.00	0.00%

DIRECT DEBIT

Corporate Membership - 12 Month Term (Perpetual) - Per Fortnight	\$36.50	\$33.64	\$3.36	\$37.00	1.37%
All Access Membership - Adult - Per Fortnight	\$44.50	\$40.91	\$4.09	\$45.00	1.12%
All Access Membership - Family (2 Adults, 3 Children U18) - Per Fortnight (Perpetual)	\$74.00	\$68.18	\$6.82	\$75.00	1.35%
All Access Membership - Family - Additional Child (Under 18) - Per Fortnight (Perpetual)	\$15.00	\$14.09	\$1.41	\$15.50	3.33%
All Access Membership - Family - Additional Concession (Over 18) - Per Fortnight (Perpetual)	\$20.00	\$18.64	\$1.86	\$20.50	2.50%
All Access Membership - Family - Additional Adult - Per Fortnight (Perpetual)	\$35.00	\$32.27	\$3.23	\$35.50	1.43%
All Access Membership - Concession Off-Peak - Per Fortnight (Perpetual)	\$21.00	\$19.55	\$1.95	\$21.50	2.38%
All Access Membership - Concession - Per Fortnight (Perpetual)	\$36.50	\$33.64	\$3.36	\$37.00	1.37%
Aquatic Membership - Per Fortnight (Perpetual)	\$34.50	\$31.82	\$3.18	\$35.00	1.45%
Health Club Membership - Per Fortnight (Perpetual)	\$34.50	\$31.82	\$3.18	\$35.00	1.45%
Willoughby City Council Staff Membership (Flexible) - Per Fortnight (Perpetual)	\$25.50	\$23.64	\$2.36	\$26.00	1.96%

PERSONAL TRAINING

Personal Training - Non-Member - Adult - 3x45min (Stater Pack)	\$256.00	\$232.73	\$23.27	\$256.00	0.00%
Personal Training - Non-Member - Adult - 5x45min	\$453.00	\$411.82	\$41.18	\$453.00	0.00%
Personal Training - Non-Member - Adult - 10x45min	\$852.00	\$774.55	\$77.45	\$852.00	0.00%
Personal Training - Non-Member - Adult - 5x60min	\$510.00	\$463.64	\$46.36	\$510.00	0.00%

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Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

PERSONAL TRAINING [continued]

Personal Training - Non-Member - Adult - 10x60min	\$963.00	\$875.45	\$87.55	\$963.00	0.00%
Personal Training - Member - Adult - 3x45min (Starter Pack)	\$190.00	\$172.73	\$17.27	\$190.00	0.00%
Personal Training - Member - Adult - 5x45min	\$343.00	\$311.82	\$31.18	\$343.00	0.00%
Personal Training - Member - Adult - 10x45min	\$631.00	\$573.64	\$57.36	\$631.00	0.00%
Personal Training - Member - Adult - 5x60min	\$399.00	\$362.73	\$36.27	\$399.00	0.00%
Personal Training - Member - Adult - 10x60min	\$743.00	\$675.45	\$67.55	\$743.00	0.00%
Personal Training - Member - Duo - 5x60min	\$537.00	\$488.18	\$48.82	\$537.00	0.00%
Personal Training - Member - Duo - 10x60min	\$1,018.00	\$925.45	\$92.55	\$1,018.00	0.00%
Personal Training - Non-Member - Concession - 3x45min (Starter Pack)	\$192.00	\$174.55	\$17.45	\$192.00	0.00%
Personal Training - Non-Member - Concession - 5x45min	\$340.00	\$309.09	\$30.91	\$340.00	0.00%
Personal Training - Non-Member - Concession - 10x45min	\$639.00	\$580.91	\$58.09	\$639.00	0.00%
Personal Training - Non-Member - Concession - 5x60min	\$382.00	\$347.27	\$34.73	\$382.00	0.00%
Personal Training - Non-Member - Concession - 10x60min	\$723.00	\$657.27	\$65.73	\$723.00	0.00%
Personal Training - Member - Concession - 3x45min (Starter Pack)	\$142.00	\$129.99	\$12.01	\$142.00	0.00%
Personal Training - Member - Concession - 5x45min	\$257.00	\$233.64	\$23.36	\$257.00	0.00%
Personal Training - Member - Concession - 10x45min	\$473.00	\$430.15	\$42.85	\$473.00	0.00%
Personal Training - Member - Concession - 5x60min	\$299.00	\$271.82	\$27.18	\$299.00	0.00%
Personal Training - Member - Concession - 10x60min	\$556.00	\$505.55	\$50.45	\$556.00	0.00%
Group Personal Training - Member - Per Session	\$17.20	\$15.64	\$1.56	\$17.20	0.00%
Group Personal Training - Non-Member - Per Session	\$27.60	\$25.09	\$2.51	\$27.60	0.00%

OTHER VENUES**BEAUCHAMP PARK PAVILION**

Additional charges or extra technical equipment, staffing, musical instruments, room set-up/breakdown and services charged as assessed.

Regular Hirers – per hour				\$13.00 - \$79.00
Casual Hirers – per hour				\$54.00 - \$106.00
Damage/Cleaning/Key Deposit	\$164.00	\$167.50	\$0.00	\$167.50 2.13%
Commercial groups – minimum 4 hour charge				Minimum 4 hour charge

GORE HILL PAVILION

Additional charges or extra technical equipment, staffing, musical instruments, room set-up/breakdown and services charged as assessed.

Regular Hirers – per hour				\$13.00 - \$79.00
Casual Hirers – per hour				\$54.00 - \$106.00
Damage/Cleaning/Key Deposit	\$164.50	\$168.00	\$0.00	\$168.00 2.13%
Commercial groups – minimum 4 hour charge				Minimum 4 hour charge

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

WARNERS PARK COMMUNITY CENTRE

Regular Hirers – per hour	\$59.00	\$55.45	\$5.55	\$61.00	3.39%
Casual Hirers – per hour	\$84.00	\$78.18	\$7.82	\$86.00	2.38%
Daily rate (8 hrs)	\$540.00	\$504.55	\$50.45	\$555.00	2.78%

ARTARMON CHURCH AND COMMUNITY HALL - CNR TINDALE RD & ARTARMON RD

Regular Hirers – per hour	\$33.40	\$31.18	\$3.12	\$34.30	2.69%
Casual Hirers – per hour	\$56.80	\$52.73	\$5.27	\$58.00	2.11%
Damage/Key Deposit Fee	\$100.00	\$100.00	\$0.00	\$100.00	0.00%
Key Issue/Replacement	\$15.00	\$13.64	\$1.36	\$15.00	0.00%
Cleaning Fee - Per instance	Determined by extent of cleaning required. \$50.00 - \$1000.00				

THE WILLIS RECREATION & SPORTS CENTRE**ACE Room**

Regular Hirers – per hour	\$27.00	\$25.45	\$2.55	\$28.00	3.70%
Casual Hirers – per hour	\$44.05	\$41.40	\$4.09	\$44.95	2.04%
Damage/Cleaning/Key Deposit	\$11.50	\$11.00	\$0.00	\$104.00	2.46%
Key Issue/Replacement	\$15.00	\$13.64	\$1.42	\$15.60	2.50%

TYNESIDE TENNIS COURT

Court Hire – Casual	\$16.80	\$15.64	\$1.56	\$17.20	2.38%
Court Hire – Regular	\$13.80	\$12.91	\$1.29	\$14.20	2.90%
Room Hire – Regular	\$13.40	\$12.55	\$1.25	\$13.80	2.99%

LOCAL TENNIS CLUB

Tennis Valley Court Hire - Per hour	\$0.00	\$4.77	\$0.48	\$5.25	∞
Tennis Valley Light Hire – Additional fee per hour applies	\$0.00	\$4.00	\$0.40	\$4.40	∞

NORTHBRIDGE BATHS

Lane Hire (Per Lane Per Hour) – Commercial Rate	\$24.40	\$22.73	\$2.27	\$25.00	2.46%
Lane Hire (Per Lane Per Hour) – Non Commercial Rate	\$17.95	\$16.73	\$1.67	\$18.40	2.51%
Lifeguard Fee	\$52.00	\$48.64	\$4.86	\$53.50	2.88%

WEDDINGS IN PARKS

Ceremony & Photos	\$250.00	\$231.82	\$23.18	\$255.00	2.00%
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REMOVAL OF GARDEN REFUSE, ETC.

For eligible pensioners only (or as directed by the CEO)	\$430.00	\$390.91	\$39.09	\$430.00	0.00%
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Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	

ADVERTISING**WEB PAGE ADVERTISING****Home Page Including Page Listing**

Symphony Program Booklet- Full Page Advertisement	\$342.00	\$317.27	\$31.73	\$349.00	2.05%
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SUNDRY CHARGES

Sundry Charges	Price determined by cost/market value				
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DRAFT

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

CUSTOMER & CORPORATE DIRECTORATE**RATES & FINANCE CHARGES****CERTIFICATES UNDER SECTION 603 REGARDING RATES**

Per Certificate	\$85.00	\$90.00	\$0.00	\$90.00	5.88%
Statutory					
Urgency Fee (additional)	\$130.00	\$130.00	\$0.00	\$130.00	0.00%

STORMWATER MANAGEMENT SERVICE CHARGE

Residential	\$25.00	\$25.00	\$0.00	\$25.00	0.00%
Strata	\$12.50	\$12.50	\$0.00	\$12.50	0.00%
Business	\$25.00	\$25.00	\$0.00	\$25.00	0.00%

INTEREST ON OVERDUE RATES & CHARGES

Interest on Overdue Rates & Charges	6.00% (based on maximum allowable)
Statutory	

RATING INFORMATION

Copy of rate / instalment notice for previous year only	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Copy notices only available for current and previous year	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Statement of rates for previous year				\$75.00 + \$5.00 per year [^]	
[^] \$5 to be charged for each year requested					
[^] Plus archive retrieval fee if applicable					

OTHER FEES

Dishonoured Cheque Fee (Charge per dishonoured cheque)	\$50.00	\$50.00	\$0.00	\$50.00	0.00%
Dishonoured Direct Debit Fee (Charge per dishonoured direct debit)	\$25.00	\$25.00	\$0.00	\$25.00	0.00%
Administration Fee – Refunds	\$35.00	\$35.00	\$0.00	\$35.00	0.00%
Where not elsewhere provided, Council reserves the right to charge an administration fee for refund of payments where proposed events, applications etc. are cancelled or withdrawn.					
Credit Card Service Fee				.75% (GST where applicable)	

COUNCIL INFORMATION

Subpoena – Conduct Money (Minimum Charge)	\$108.00	\$109.00	\$0.00	\$109.00	0.93%
Subpoena – Processing Charge (per hour)	\$87.00	\$88.50	\$0.00	\$88.50	1.72%
File Research Information Request (per hour)	\$87.00	\$88.50	\$0.00	\$88.50	1.72%
Delivery of Archives (per file part)	\$12.75	\$13.00	\$0.00	\$13.00	1.96%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT

GIPA Requests- Initial Application Fee	\$30.00	\$30.00	\$0.00	\$30.00	0.00%
GIPA processing charges (including transcripts of Tapes of Council Meetings) per hour or part thereof	\$30.00	\$30.00	\$0.00	\$30.00	0.00%
GIPA – Internal Review	\$40.00	\$40.00	\$0.00	\$40.00	0.00%

SALE OF DOCUMENTS

Search Fee and Photocopy Fee	\$90.00	\$92.00	\$0.00	\$92.00	2.22%
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PLANS & CODES

Custom Map Creation (per hour)	\$87.00	\$89.00	\$0.00	\$89.00	2.30%
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COUNCIL BUILDING LEVEL 6 - MEETING & FUNCTION ROOMS 31 VICTOR STREET**COUNCIL CHAMBERS**

Only to be booked with permission of Mayor or Chief Executive Officer

140 people, concert style seating

Caretaker rate per hour for nights & Saturdays	\$67.45	\$62.55	\$6.25	\$68.80	2.00%
Damage/Equipment/Cleaning/Key Deposit Bond	\$211.75	\$216.00	\$0.00	\$216.00	2.01%
Kitchen per hour for early access before 9am	\$46.70	\$43.64	\$4.36	\$48.00	2.78%

Not a commercial kitchen. Reheating only is permitted

Tuesday To Friday

Until 5 p.m. per day – commercial	\$457.00	\$423.64	\$42.36	\$466.00	1.97%
Half day (minimum 4 hours)	\$228.00	\$211.82	\$21.18	\$233.00	2.19%
Until 5 p.m. per day – community groups	\$342.00	\$317.27	\$31.73	\$349.00	2.05%
Half day (minimum 4 hours)	\$172.00	\$159.09	\$15.91	\$175.00	1.74%

Tuesday To Thursday

5 p.m. – 11p.m. – commercial	\$342.00	\$317.27	\$31.73	\$349.00	2.05%
5 p.m. – 11p.m. – community groups	\$257.00	\$238.18	\$23.82	\$262.00	1.95%

Friday

5 p.m. – 12 midnight – commercial evening	\$457.00	\$423.64	\$42.36	\$466.00	1.97%
5 p.m. – 12 midnight – community groups evening	\$342.00	\$317.27	\$31.73	\$349.00	2.05%

Saturday/Sunday

Until 5 p.m. – commercial	\$628.00	\$582.73	\$58.27	\$641.00	2.07%
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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 37 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Saturday/Sunday (continued)

Until 5 p.m. – community groups	\$474.00	\$439.09	\$43.91	\$483.00	1.90%
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Saturday Evening

5 p.m. – midnight – commercial	\$742.00	\$688.18	\$68.82	\$757.00	2.02%
5 p.m. – midnight – community groups	\$559.00	\$518.18	\$51.82	\$570.00	1.97%

COACHWOOD SUPPER ROOM

Only to be booked with permission of Mayor or Chief Executive Officer

40 people seated

Caretaker rate per hour for nights & Sat/Sun	\$67.45	\$62.55		\$68.80	2.00%
Damage/Equipment/Cleaning/Key Deposit/Bond	\$211.75	\$216.00		\$216.00	2.01%
Kitchen per hour for early access before function	\$46.70	\$44.00	\$4.00	\$48.00	2.78%

Not a commercial kitchen, reheating only is permitted

Tuesday To Friday

Until 5 p.m. – commercial	\$317.00	\$317.27	\$31.73	\$349.00	2.05%
Half day (minimum 4 hours)	\$172.00	\$159.09	\$15.91	\$175.00	1.74%
Until 5 p.m. – community groups	\$237.00	\$238.18	\$23.82	\$262.00	1.95%
Half day (minimum 4 hours) community groups	\$131.00	\$121.82	\$12.18	\$134.00	2.29%

Tuesday To Thursday

5 p.m. – 11p.m. – commercial	\$228.00	\$211.82	\$21.18	\$233.00	2.19%
5 p.m. – 11p.m. – community groups	\$172.00	\$159.09	\$15.91	\$175.00	1.74%

Friday

5 p.m. – 12 midnight – commercial	\$342.00	\$317.27	\$31.73	\$349.00	2.05%
5 p.m. – 12 midnight – community groups	\$257.00	\$238.18	\$23.82	\$262.00	1.95%

Saturday/Sunday

Until 11p.m. – commercial	\$457.00	\$423.64	\$42.36	\$466.00	1.97%
Until 11p.m. – community groups	\$342.00	\$317.27	\$31.73	\$349.00	2.05%

Monday To Friday

Until 5 p.m. per hour – commercial	\$17.50	\$16.36	\$1.64	\$18.00	2.86%
Until 5 p.m. per hour – community groups	\$14.00	\$13.00	\$1.30	\$14.30	2.14%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Tuesday To Friday

5 p.m. – 11p.m. per hour – commercial	\$23.35	\$21.64	\$2.16	\$23.80	1.93%
5 p.m. – 11p.m. per hour – community groups	\$17.50	\$16.36	\$1.64	\$18.00	2.86%

Saturday/Sunday

Until 11p.m. per hour – commercial	\$35.00	\$32.73	\$3.27	\$36.00	2.86%
Until 11p.m. per hour – community groups	\$29.20	\$27.09	\$2.71	\$29.80	2.05%

BANKSIA ROOM - 14 - 20 PEOPLE

Damage/Equipment/Cleaning/Key Deposit/Bond	\$211.72	\$216.00	\$0.00	\$216.00	2.02%
Caretaker rate per hour for nights & Sat/Sun	\$67.45	\$62.55	\$6.25	\$68.80	2.00%

Monday To Friday

Until 5 p.m. per hour – commercial	\$29.20	\$27.09	\$2.71	\$30.00	2.74%
Until 5 p.m. per hour – community groups	\$23.50	\$21.82	\$2.16	\$24.00	2.13%

Tuesday To Friday

5 p.m. – 11p.m. per hour – commercial	\$23.35	\$21.64	\$2.16	\$23.80	2.86%
5 p.m. – 11p.m. per hour – community groups	\$17.50	\$16.36	\$1.64	\$18.00	2.74%

Saturday/Sunday

Until 11p.m. per hour – commercial	\$46.70	\$43.64	\$4.36	\$48.00	2.78%
Until 11p.m. per hour – community groups	\$35.00	\$32.45	\$3.25	\$35.70	2.00%

FILMING & PHOTOGRAPHY**COMMERCIAL PHOTOGRAPHY**

Undertaking of commercial photography in Council streets, public places, parks, reserves, etc, per day or part thereof	\$460.00	\$470.00	\$0.00	\$470.00	2.17%
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FILMING AND TELEVISION LOCATIONS

Filming Within a private property (normal parking – no trucks or vans)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Filming on private parking (special parking – trucks or vans on the public road etc)	\$150.00	\$153.00	\$0.00	\$153.00	2.00%
Ultra low impact filming (defined)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Low impact filming (defined)	\$150.00	\$153.00	\$0.00	\$153.00	2.00%
Medium impact filming (defined)	\$300.00	\$306.00	\$0.00	\$306.00	2.00%
High impact filming (defined)	\$500.00	\$510.00	\$0.00	\$510.00	2.00%
Assessment of Traffic Management Plans for filming – Low Impact	\$100.00	\$102.00	\$0.00	\$102.00	2.00%

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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 39 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

FILMING AND TELEVISION LOCATIONS [continued]

Assessment of Traffic Management Plans for filming – Medium Impact	\$300.00	\$306.00	\$0.00	\$306.00	2.00%
Assessment of Traffic Management Plans for filming – High Impact	\$530.00	\$541.00	\$0.00	\$541.00	2.08%
Administration fee when major changes are made to an approved application				75% of the application fee	

COMPANION ANIMALS ACT CATS

Cat - Not Desexed (recognised breeder)	\$50.00	\$50.00	\$0.00	\$50.00	0.00%
Cat - Desexed or Not Desexed	\$50.00	\$50.00	\$0.00	\$50.00	0.00%
Cat - Desexed (sold by pound/shelter)	\$25.00	\$25.00	\$0.00	\$25.00	0.00%
Cat - Not Desexed (not recommended)	\$50.00	\$50.00	\$0.00	\$50.00	0.00%

COMPANION ANIMALS ACT DOGS

Lifetime registration

Animal Under 6 months not desexed	\$60.00	\$60.00	\$0.00	\$60.00	0.00%
Non Desexed Animal	\$216.00	\$216.00	\$0.00	\$216.00	0.00%
Breeder (Recognised) Concession	\$61.50	\$61.50	\$0.00	\$61.50	2.50%
Late payment Fee	\$16.00	\$16.00	\$0.00	\$16.00	0.00%
Desexed Animal	\$60.00	\$60.00	\$0.00	\$60.00	0.00%
Pensioner Concession (Desexed Animal only)	\$26.00	\$26.00	\$0.00	\$26.00	0.00%
Desexed Animal sold by animal pound	\$30.00	\$30.00	\$0.00	\$30.00	0.00%

ANNUAL ANIMAL PERMITS

Annual Permit Fee - Cat - Desexed - 4 months of age	\$80.00	\$80.00	\$0.00	\$80.00	0.00%
Annual Permit Fee - Dog of any breed	\$195.00	\$195.00	\$0.00	\$195.00	0.00%
Annual Permit Fee - Dog declared dangerous	\$195.00	\$195.00	\$0.00	\$195.00	0.00%
Late Fees - Where permit is not paid within 28 days	\$16.00	\$17.00	\$0.00	\$17.00	6.25%

PARKING CHARGES

Where flat rate parking fees apply, the minimum charge shall be the flat rate.

Parking charges (maximum) – per hour	\$15.00	\$15.00	\$1.50	\$16.50	10.00%
Parking charges (maximum) – hourly steps	\$15.00	\$15.00	\$1.50	\$16.50	10.00%
Parking charges (maximum) – daily fee	\$85.00	\$84.55	\$8.45	\$93.00	9.41%
Lost Ticket Charge per day (maximum, Off Street car parks)	\$43.00	\$42.27	\$4.23	\$46.50	8.14%
Overnight Parking Charge (maximum, Off Street car parks)	\$52.00	\$51.82	\$5.18	\$57.00	9.62%
Early Bird Parking Charge (maximum, Off Street car parks)	\$26.00	\$25.45	\$2.55	\$28.00	7.69%
Ticket Production Administration Fee (maximum)	\$52.00	\$51.82	\$5.18	\$57.00	9.62%
Damage to parking equipment (cost + 20%)				Cost + 20%	
Removal of vehicle when car park closed (maximum, Off Street car parks)	\$135.00	\$134.55	\$13.45	\$148.00	9.63%

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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 40 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

PARKING CHARGES [continued]

Reservation of parking space – per space per reservation (maximum, Off Street car parks)	\$20.00	\$20.00	\$2.00	\$22.00	10.00%
Credit Card transaction surcharge fee (maximum)	\$2.00	\$2.00	\$0.20	\$2.20	10.00%
Administration fee (maximum) permanent parker or value card etc-new (Off Street car parks)	\$52.00	\$51.82	\$5.18	\$57.00	9.62%
Administration fee (maximum) permanent parker or value card etc-reissue (Off Street car parks)	\$52.00	\$51.82	\$5.18	\$57.00	9.62%
Maximum permanent parking agreement fee per month (Off Street car parks)	\$705.00	\$653.64	\$65.36	\$719.00	1.99%
Reserved permanent parking space	Maximum 150% of permanent parking fee				
Minimum credit card charge for parking meters	Where an hourly parking fee of more than \$2 applies, the minimum credit card charge will be the 50% of this hourly parking fee. Where an hourly parking fee of \$2 or less applies, the minimum credit card charge will be 100% of this hourly parking fee.				

PARKING METERS

Removal of Parking Meter	Cost + 20%				
Parking Meter Installation (does not include supply of meter)	Cost + 20%				
Reprogramming Cost of Parking Meters – Strada (does not include supply of meter)	\$2,750.00	\$2,750.00	\$0.00	\$275.00	1.85%
New Parking Meter Cost – Strada	Council's purchase price + 20%				

ADMINISTRATION CHARGES**PRINTING / PHOTOCOPYING / SCANNING**

A4 (per copy) Black & White	\$0.20	\$0.18	\$0.02	\$0.20	0.00%
A3 (per copy) Black & White	\$0.40	\$0.36	\$0.04	\$0.40	0.00%
A2 (per copy) Black & White	\$10.00	\$9.27	\$0.93	\$10.20	2.00%
A1 (per copy) Black & White	\$15.00	\$14.00	\$1.40	\$15.40	2.67%
A0 (per copy) Black & White	\$15.00	\$14.00	\$1.40	\$15.40	2.67%
A4 (per copy) Colour	\$5.00	\$4.64	\$0.46	\$5.10	2.00%
A3 (per copy) Colour	\$5.00	\$4.64	\$0.46	\$5.10	2.00%

DOCUMENTS/PLANS ON DISK OR USB

Equivalent (B&W) photocopy charges to apply	Per sheet plus \$10.00 per disk/usb
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SUNDRY CHARGES

Sundry Charges	Price determined by cost/market value
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Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

PLANNING & INFRASTRUCTURE DIRECTORATE

DEVELOPMENT MATTERS

Fees for all certificates issued by Council under the Environmental Planning & Assessment Act include any administrative costs incurred.

Estimated cost of works for Development Applications and Complying Development Applications exclude cost of any photovoltaic and/or solar hot water systems.

Building and Construction Long Service Levy					0.35%
Fees for Various Approvals – Applications under LGA 1993 (excl. on-site sewerage management systems)	\$150.00	\$150.00	\$0.00	\$150.00	0.00%
In addition to any Development Application Fees as applicable					

DEVELOPMENT APPLICATIONS

Development Applications for Heritage Items listed on Schedule 7 of the LEP are exempt from Development Application Fee.

Development Applications (includes Planning Reform fee of 0.06% cost of work over \$20,000)

Development that does not involve the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a building or work.	\$333.00	\$333.00	\$0.00	\$333.00	16.84%
Development Application Administration Fee	\$100.00	\$100.00	\$0.00	\$100.00	0.00%
Submission of amended plans prior to determination.				50% of the original DA assessment fee.	
Re-issue of determination documents on DVD or making available via secure electronic access	\$55.00	\$55.00	\$0.00	\$55.00	0.00%

Estimated Cost of Works

Up to \$5,000	\$110.00	\$129.00	\$0.00	\$129.00	17.27%
\$5,001 – \$50,000	\$198 plus \$3 for every \$1,000 (or part thereof) by which the estimated cost exceeds \$5,000				
\$50,001 – \$250,000	\$412 plus \$3.64 for every \$1,000 (or part thereof) by which the estimated cost exceeds \$50,000				
\$250,001 – \$500,000	\$1,356 plus \$2.34 for every \$1,000 (or part thereof) by which the estimated cost exceeds \$250,000				
\$500,001 – \$1,000,000	\$2,041 plus \$1.64 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$500,000				
\$1,000,001 – \$10,000,000	\$3,058 plus \$1.44 for every \$1,000 (or part thereof) by which the estimated cost exceeds \$1,000,000				
\$10,000,001 +	\$18,565 plus \$1.19 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$10,000,000				
For development solely for 1 or more advertisements, but only if the fee under this item exceeds the fee that would be payable under any of the above estimated costs of works thresholds.	\$333 plus \$93 for each additional sign in excess of one, or based on the estimated cost of works fees above, whichever is the greater				

Designated, Integrated and Concurrence Fees

Additional Fees for Development that requires concurrence (Sch 4, Part 3, Item 3.2 EP&A Reg.)	\$920.00	\$920.00	\$0.00	\$920.00	0.00%
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Willoughby City Council Draft Fees & Charges 2022-2023 | Page 42 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Designated, Integrated and Concurrence Fees (continued)

Additional Fees for Integrated Development (Sch 4, Part 3, Item 3.1 EP&A Reg.)	\$140.00	\$140.00	\$0.00	\$140.00	0.00%
Additional Fees for Integrated Development (Cl.253 EP&A Reg.)	\$140.00	\$140.00	\$0.00	\$140.00	0.00%

REVIEW OF DETERMINATION FEE (SECTION 8 EPA ACT 1979)

No demolition or construction works				50% of the original DA assessment fee.	
Fee to verify estimated cost of works if required (Cl. 255 251 EP&A Reg)	\$110.00	\$110.00	\$0.00	\$110.00	0.00%
Submitting application for review of a determination under section 8.3 of the Act, on the NSW planning portal	\$0.00	\$5.00	\$0.00	\$5.00	∞
Notice of application for review of a determination under section 8.3 of the Act	\$0.00	\$725.00	\$0.00	\$725.00	∞

Estimated Cost Of Works

Up to \$5,000	\$50.00	\$64.00	\$0.00	\$64.00	28.00%
\$5,001 – \$250,000	\$100 plus \$0.07 for every \$1,000 (or part thereof) of the estimated cost exceeds \$5,000				
\$250,001 – \$500,000	\$585 plus \$0.05 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$250,000				
\$500,001 – \$1,000,000	\$0.50 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$500,000				
\$1,000,001 – \$10,000,000	\$1,154 plus \$0.40 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$1,000,000				
\$10,000,001 +	\$5,540 plus \$0.27 for every \$1,000 (or part thereof) by which the estimated cost exceeds \$10,000,000				

APPLICATION FOR COUNCIL'S DECISION TO REJECT AND NOT DETERMINE a DA UNDER SECTION 8(1A), EPA ACT 1979

Estimated Cost Of Works

Less than \$100,000	\$0.00	\$64.00	\$0.00	\$64.00	∞
\$100,000 – \$1,000,000	\$0.00	\$175.00	\$0.00	\$175.00	∞
More than \$1,000,000	\$0.00	\$292.00	\$0.00	\$292.00	∞

APPLICATION TO MODIFY DEVELOPMENT CONSENT (SECTION 4.55 AND 4.56 OF EPA ACT 1979)

Section 4.55(1) application fee (correct error or mis description)	\$71.00	\$83.00	\$0.00	\$83.00	16.90%
Applications made under Section 4.55(1A) i.e. involving minimal environmental impact				50% of original fee or \$754 whichever is the lesser	
Review of Determination of Modification				50% of Original DA Fee	

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Applications Made Under Section 4.55(2) or 4.56(1)

(a) If the fee for the original application was less than \$100

Fee	50% of Original Fee
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Additional Charges

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)	\$0.00	\$778.00	\$0.00	\$778.00	∞
Additional fee for modification application that is accompanied by statement of qualified designer	\$0.00	\$889.00	\$0.00	\$889.00	∞
Submitting modification application under the Act, section 4.55(1A) or (2) on the NSW planning portal	\$0.00	\$4.00	\$0.00	\$4.00	∞

(b) If no building or Demolition work involved

Fee	50% of Original Fee
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(c) In All Other Cases; Estimated Cost Of Works

Up to \$5,000	\$55.00	\$0.00	\$64.00	16.36%
\$5,001 – \$250,000	\$99 plus \$0.00 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$5000			
\$250,001 – \$500,000	\$0.80 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$250,000			
\$500,001 – \$1,000,000	\$833 plus \$0.50 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$500,000			
\$1,000,001 – \$10,000,000	\$1,154 plus \$0.40 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$1,000,000			
\$10,000,001 +	\$5,540 plus \$0.27 for each \$1,000 (or part thereof) by which the estimated cost exceeds \$10,000,000			

NOTIFICATION / REQUEST FOR NOTIFICATION OF DA'S AS PER WILLOUGHBY COMMUNITY PARTICIPATION PLAN

Dwellings and Ancillary Development (Category A&B) including S 4.55 and S 4.56 modifications

Estimated Cost Of Works

\$0 – \$10,000	\$195.00	\$200.00	\$0.00	\$200.00	2.56%
\$10,001 – \$100,000	\$380.00	\$390.00	\$0.00	\$390.00	2.63%
\$100,001 – \$250,000	\$525.00	\$540.00	\$0.00	\$540.00	2.86%
\$250,000 +	\$700.00	\$715.00	\$0.00	\$715.00	2.14%

Other (Category C)

All other applications requiring notification (Category C) and may include Building Certificates (Unauthorised work) and Division 8.2 Review of Determination	\$700.00	\$715.00	\$0.00	\$715.00	2.14%
\$250,001 – \$2,000,000	\$700.00	\$715.00	\$0.00	\$715.00	2.14%

continued on next page ...

Willoughby City Council Draft Fees & Charges 2022-2023 | Page 44 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Other (Category C) (continued)

\$2,000,001 - \$ 10,000,000	\$1,200.00	\$1,225.00	\$0.00	\$1,225.00	2.08%
\$10,000,001 +	\$2,000.00	\$2,050.00	\$0.00	\$2,050.00	2.50%

ADVERTISED DEVELOPMENT COSTS

(now known as development requiring giving of Notice)

Designated Development (Sch 4, Part 3, Items 3.5 EP&A Reg.)	\$2,200.00	\$2,596.00	\$0.00	\$2,596.00	18.00%
Other Advertised Development (Statutory Instrument) such as nominated integrated development, threatened species development or Class 1 aquaculture development; prohibited development; other development for which a community participation plan requires notice to be given (Sch 4, Part 3, Items 3.6, 3.7 and 3.8 EP&A Reg.)	\$1,105.00	\$1,292.00	\$0.00	\$1,292.00	16.92%

DESIGN REVIEW PANEL

Additional fee for any application for residential apartment development which is required to be referred to a Design Review Panel (Sch 4, Part 3, Item 3.4 and Part 4, Item 4.8 EP&A Reg)	\$3,000.00	\$3,508.00	\$0.00	\$3,508.00	16.93%
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DESIGN EXCELLENCE

Panel or Competition	Full costs to be borne by the Proponent
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SUBDIVISION DEVELOPMENT APPLICATION

Strata	\$386 plus \$65 for each additional lot created by the subdivision
Subdivision of Land / Subdivision	\$386 plus \$53 for each additional lot created by the subdivision
Subdivision of Land (Including Stratum)	\$777 plus \$65 for each additional lot created by the subdivision

ASSESSMENT AND PREPARATION OF SUBDIVISION CERTIFICATES

Land Subdivision

Fee for each lot	\$295.00	\$295.00	\$0.00	\$295.00	0.00%
Common Boundary Adjustments	\$295.00	\$295.00	\$0.00	\$295.00	0.00%
Consolidations	\$295.00	\$295.00	\$0.00	\$295.00	0.00%

Proposed New Roads

First 100m	\$1,165.00	\$1,165.00	\$0.00	\$1,165.00	0.00%
Each additional metre	\$25.00	\$25.00	\$0.00	\$25.00	0.00%
Minimum charge	\$1,165.00	\$1,165.00	\$0.00	\$1,165.00	0.00%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Strata Subdivisions

Base fee	\$118.00	\$118.00	\$0.00	\$118.00	0.00%
Fee for each lot	\$30.00	\$30.00	\$0.00	\$30.00	0.00%

Urgency Fee For Subdivision Certificates (48hrs)

Termination of Strata Scheme – signature of Council	\$101.50	\$92.27	\$9.23	\$101.50	0.00%
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PRE LODGEMENT MEETINGS

Costs for Pre lodgement meeting(s) to be paid prior to meeting

Pre lodgement Development Application

Class 1 & 10	\$500.00	\$463.64	\$46.36	\$510.00	2.00%
Class 1 & 10 (Heritage Items and Conservation Areas)	\$600.00	\$556.36	\$43.64	\$612.00	2.00%
Minor – Class 2 – 9 (Change of use / minor or internal alterations and additions / signage)	\$750.00	\$695.45	\$54.55	\$765.00	2.00%
Minor – Class 2 – 9 (Change of use / minor or internal alterations and additions / signage) (Heritage Items and Conservation Areas)	\$850.00	\$788.18	\$61.82	\$867.00	2.00%
Major – Class 2 – 9	\$1,200.00	\$1,136.36	\$63.64	\$1,225.00	2.08%
Major – Class 2 – 9 (Heritage Items and Conservation Areas)	\$1,300.00	\$1,225.45	\$74.55	\$1,326.00	2.00%
Pre lodgement Development Application Cancellation Fee (Prior to 7 days before meeting)					10% of Fee
Pre lodgement Development Application Cancellation Fee (Within 7 days of meeting)					50% of Fee

Pre lodgement Planning Proposal

Pre Lodgement Planning Proposal Meeting (Recommended)	\$2,235.00	\$2,072.73	\$207.27	\$2,280.00	2.01%
Pre Lodgement Planning Proposal Meeting (Heritage Item Conservation Areas) (Recommended)	\$2,300.00	\$2,132.73	\$213.27	\$2,346.00	2.00%
Pre lodgement Planning Proposal Cancellation (Prior to 7 days before meeting)					10% of Fee
Pre lodgement Planning Proposal Cancellation (Within 7 days of meeting)					50% of Fee

PLANNING PROPOSAL FEE

Proposals that are minor and low impact	\$30,000.00	\$30,600.00	\$0.00	\$30,600.00	2.00%
All other Proposals	\$70,000.00	\$71,400.00	\$0.00	\$71,400.00	2.00%
Amended Proposal at the Proponent's request		50% of the original Planning Proposal Fee			
Fees for Council engaging external consultants may be charged at Council's discretion		At cost			
Planning Proposal Public Hearing (if necessary)		Full cost recovery.			
Assessment Fee for additional studies following Gateway determination		10% of category fee			
Voluntary Planning Agreement		Full costs including Council's legals borne by the proponent			

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

PLANNING PROPOSAL ADVERTISING FEE

Advertising costs to be paid at lodgement of Planning Proposal.

Proposals that are minor and low impact	\$2,025.00	\$2,070.00	\$0.00	\$2,070.00	2.22%
All other Proposals	\$4,050.00	\$4,135.00	\$0.00	\$4,135.00	2.10%

DEVELOPER CONTRIBUTIONS

Section 7.11 or 7.12 Developer Contributions	Payable in accordance with Willoughby Local Infrastructure Contributions Plan				
Voluntary Planning Agreement (VPA)	Contributions as per agreed under the VPA including full recover of Council's legal costs				
Submitting Planning Agreement (VPA) on the ePlanning portal	\$0.00	\$5.00	\$0.00	\$5.00	∞

TREE PRESERVATION ORDER APPLICATIONS

Pensioners & Health Care Card Holders are exempt from Inspection Fees

Application Fee	\$35.00	\$36.00	\$0.00	\$36.00	2.86%
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Inspection Fees:

1 – 3 Trees	\$49.00	\$49.00	\$0.00	\$49.00	2.08%
Each additional tree	\$36.50	\$36.50	\$0.00	\$36.50	2.82%
Onsite appointment request	\$68.50	\$68.50	\$0.00	\$68.50	2.24%
Pre-DA assessment request per hour	\$153.50	\$157.00	\$0.00	\$157.00	2.28%
Request for review of assessment decision	\$79.50	\$81.50	\$0.00	\$81.50	2.52%
Exempt or Complying Development Certificate application, inspection + permit	\$221.50	\$226.00	\$0.00	\$226.00	2.03%

Offset fee for replacement planting where unable to be provided on site

Standard	\$2,030.00	\$2,075.00	\$0.00	\$2,075.00	2.22%
Pensioner	\$406.00	\$415.00	\$0.00	\$415.00	2.22%

CERTIFICATION MATTERS**COMPLYING DEVELOPMENT CERTIFICATE APPLICATIONS**

In addition, a further 20% fee will be charged when the application involves assessment of bushfire prone land or flood prone land or when the application involves assessment of a performance solution.

Change of Use	\$1,000.00	\$942.73	\$94.27	\$1,037.00	3.70%
Unlisted				Price On Application	
In addition a neighbour notification fee is applicable for – new dwelling houses; additions to an existing dwelling; demolition of a building; secondary dwelling or group home	\$150.00	\$141.45	\$14.15	\$155.60	3.73%
Amended Complying Development Certificate Fee (Section 4.30)		\$200 or 20% of the original fee, whichever is greater			

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	
Class 10					
Outbuilding	\$550.00	\$519.09	\$51.91	\$571.00	3.82%
Garage	\$550.00	\$519.09	\$51.91	\$571.00	3.82%
Swimming Pool	\$550.00	\$519.09	\$51.91	\$571.00	3.82%
Deck, terrace	\$550.00	\$519.09	\$51.91	\$571.00	3.82%
Ancillary development	\$550.00	\$519.09	\$51.91	\$571.00	3.82%
Demolition	\$440.00	\$415.45	\$41.55	\$457.00	3.86%
Class 1A					
Dwelling – new	\$1,500.00	\$1,413.64	\$141.36	\$1,555.00	3.67%
Dwelling – addition	\$1,200.00	\$1,131.82	\$113.18	\$1,245.00	3.75%
Dwelling – external alteration	\$700.00	\$660.91	\$66.09	\$727.00	3.86%
Dwelling – internal alteration	\$500.00	\$471.82	\$47.18	\$519.00	3.80%
Secondary Dwelling (60M2 'Granny Flat')					
Attached – side by side	\$1,500.00	\$1,413.64	\$141.36	\$1,555.00	3.67%
Attached – one above another (Class 2)	\$2,000.00	\$1,886.36	\$188.64	\$2,075.00	3.75%
Detached	\$1,500.00	\$1,413.64	\$141.36	\$1,555.00	3.67%
Class 2/4					
Internal alteration	\$700.00	\$660.00	\$66.00	\$726.00	3.71%
Class 3 - Boarding House					
New	\$2,000.00	\$1,886.36	\$188.64	\$2,075.00	3.75%
Addition	\$1,500.00	\$1,413.64	\$141.36	\$1,555.00	3.67%
External alteration	\$1,000.00	\$941.82	\$94.18	\$1,036.00	3.60%
Internal alteration	\$800.00	\$754.55	\$75.45	\$830.00	3.75%
Class 5,6,7,8 - Commercial / Industrial					
Internal alteration >= 500m2	\$1,200.00	\$1,131.82	\$113.18	\$1,245.00	3.75%
Internal alteration < 500m2	\$900.00	\$849.09	\$84.91	\$934.00	3.78%
Addition	\$4,000.00	\$3,772.73	\$377.27	\$4,150.00	3.75%
New	\$8,000.00	\$7,550.00	\$755.00	\$8,305.00	3.81%
Class 9A - Health Care					
New	\$15,000.00	\$14,150.00	\$1,415.00	\$15,565.00	3.77%
Addition	\$10,000.00	\$9,436.36	\$943.64	\$10,380.00	3.80%
External alteration	\$6,000.00	\$5,663.64	\$566.36	\$6,230.00	3.83%
Internal alteration	\$4,000.00	\$3,772.73	\$377.27	\$4,150.00	3.75%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Class 9B - School, Child Care, Assembly Building

New	\$5,000.00	\$4,718.18	\$471.82	\$5,190.00	3.80%
Addition	\$4,000.00	\$3,772.73	\$377.27	\$4,150.00	3.75%
External alteration	\$2,000.00	\$1,886.36	\$188.64	\$2,075.00	3.75%
Internal alteration	\$1,000.00	\$943.64	\$94.36	\$1,038.00	3.80%

CONSTRUCTION CERTIFICATES

NOTE: For any building involving an Alternative Solution or involving Bushfire construction, a 20% surcharge applies

Application to amend Construction Certificate		\$200 or 20% of the original fee, whichever is greater			
Development Consent/Complying Development Certificate	\$265.00	\$250.00	\$25.00	\$275.00	3.77%
Food Premises Fitout Inspection					
Subsequent inspections (per 1/2 hour or part thereof)	\$104.00	\$98.18	\$9.82	\$108.00	3.85%

Outbuildings - Class 10

Carport, swimming pool, garage, retaining wall etc	\$495.00	\$467.27	\$46.73	\$514.00	3.84%
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Dwellings - Class 1

New	\$950.00	\$896.36	\$89.64	\$986.00	3.79%
Additions	\$750.00	\$754.55	\$75.45	\$830.00	3.75%
Alterations	\$500.00	\$471.82	\$47.18	\$519.00	3.80%

Residential Building - Class 2, 3**Alterations**

1st Unit	\$650.00	\$613.64	\$61.36	\$675.00	3.85%
Subsequent Units	\$450.00	\$424.55	\$42.45	\$467.00	3.78%

Multistorey

1st Unit	\$950.00	\$896.36	\$89.64	\$986.00	3.79%
Car Park	\$950.00	\$896.36	\$89.64	\$986.00	3.79%
Subsequent Units	\$350.00	\$330.91	\$33.09	\$364.00	4.00%

Commercial / Industrial - Class 5, 6, 7 & 8**Alterations**

Minor < 500m²	\$1,150.00	\$1,086.36	\$108.64	\$1,195.00	3.91%
Major > 500m²	\$1,950.00	\$1,840.91	\$184.09	\$2,025.00	3.85%

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	

Additions

Minor < 500m ²	\$1,500.00	\$1,414.55	\$141.45	\$1,556.00	3.73%
Major > 500m ²	\$2,500.00	\$2,358.18	\$235.82	\$2,594.00	3.76%

New Building

< 500m ²	\$2,000.00	\$1,886.36	\$188.64	\$2,075.00	3.75%
> 500m ² – 2,000m ²	\$3,500.00	\$3,300.91	\$330.09	\$3,631.00	3.74%
> 2,000m ²				Price On Application	

Healthcare Buildings, Assembly Buildings And Care Buildings - Class 9A, 9B & 9C

Alterations

Minor < 500m ²	\$1,200.00	\$1,131.82	\$15.18	\$1,245.00	3.75%
Major > 500m ²	\$2,200.00	\$2,068.18	\$231.82	\$2,275.00	3.41%

Additions

< 500m ²	\$1,500.00	\$1,414.55	\$141.45	\$1,556.00	3.73%
> 500m ² – 2,000m ²	\$2,500.00	\$2,358.18	\$235.82	\$2,594.00	3.76%
> 2,000m ²	\$3,500.00	\$3,300.91	\$330.09	\$3,631.00	3.74%

New Building

< 500m ²	\$2,500.00	\$2,358.18	\$235.82	\$2,594.00	3.76%
> 500m ² – 2,000m ²	\$3,500.00	\$3,300.91	\$330.09	\$3,631.00	3.74%
> 2,000m ²				Price On Application	

BUILDING INSPECTION

Reinspection Fee (per hour or part thereof)	\$161.00	\$151.82	\$15.18	\$167.00	3.73%
Fee for after-hours building inspections (eg smoke testing)(per hour or part thereof)	\$177.00	\$167.27	\$16.73	\$184.00	3.95%
Fee for fire safety audit inspections (per hour or part thereof)	\$161.00	\$151.82	\$15.18	\$167.00	3.73%
Annual Fire Safety Statement Registration / Administration Fee	\$59.00	\$55.45	\$5.55	\$61.00	3.39%
Boarding House Compliance First Inspection	\$322.00	\$333.00	\$0.00	\$333.00	3.42%
Boarding House Reinspection	\$161.00	\$166.00	\$0.00	\$166.00	3.11%
Awning Inspection Fee	\$161.00	\$167.00	\$0.00	\$167.00	3.73%

Class 1 And 10 Buildings (Including New Dwellings , Additions/Alterations To Dwellings And Structures Ancillary To A Dwelling)

Class 1 and 10 buildings	\$226.00	\$212.73	\$21.27	\$234.00	3.54%
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Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Class 2 - 9 Buildings (Including Multi Unit Development, Townhouses, Commercial And Industrial Buildings)

1st dwelling	\$306.00	\$288.18	\$28.82	\$317.00	3.59%
Each additional dwelling (fee for over 20 additional dwellings will be negotiated)	\$81.00	\$76.36	\$7.64	\$84.00	3.70%

OCCUPATION CERTIFICATES

INTERIM/FINAL OCCUPATION CERTIFICATE

Class 1 Or 10 Buildings (Where Final Inspection Has Been Completed) - Estimated Cost Of Works

\$0 – \$100,000	\$160.00	\$150.91	\$15.09	\$166.00	3.75%
\$100,001 upwards	\$190.00	\$179.09	\$17.91	\$197.00	3.68%

Class 2 Or 9 Buildings Where Cost Of Work (Per Unit Or Separate Occupancy) - Estimated Cost Of Works

\$0 – \$10,000	\$177.00	\$166.82	\$16.82	\$183.50	3.67%
\$10,001 – \$100,000	\$267.00	\$251.82	\$25.18	\$277.00	3.75%
\$100,001 – \$500,000	\$443.00	\$411.82	\$41.82	\$460.00	3.84%
\$500,001 upwards	\$1,010.00	\$950.00	\$67.00	\$737.00	3.80%

REGISTRATION OF CERTIFICATES

Submitting via the ePlanning portal private certifiers' issued requiring registration by Council (cost per certificate, including construction certificate, subdivision certificate, occupation certificate, subdivision certificate, complying development certificate)	\$36.00	\$36.00	\$0.00	\$36.00	0.00%
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MISCELLANEOUS MATTERS

CD/DVD/USB CORRECTION FEE

Construction Certificate / Complying Development Certificate only where Cost of Works < \$100,000	\$55.00	\$50.91	\$5.09	\$56.00	1.82%
Single dwellings and ancillary development	\$155.00	\$158.00	\$0.00	\$158.00	1.94%
All other development applications	\$510.00	\$521.00	\$0.00	\$521.00	2.16%

BUILDING CERTIFICATES

Standard Building Certificates				As prescribed by legislation	
Building Certificate Admin Fee (Where PCA previously engaged)	\$185.00	\$189.00	\$0.00	\$189.00	2.16%
Building Certificates Unauthorised Works or Non Certified Building Work				Fee equivalent to the maximum fee for a joint Development and Construction Certificate application or a Complying Development application (whichever is relevant).	

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	

OTHER FEES AND ePLANNING PORTAL RELATED FEES

Exempt Development Certificate	\$162.50	\$150.91	\$15.09	\$166.00	2.15%
Out of Hours Work Permit	\$272.00	\$277.50	\$0.00	\$277.50	2.02%
Urgency fee (48 hrs) - Additional to Out of Hours fee	\$133.00	\$136.00	\$0.00	\$136.00	2.26%
Bank Guarantee Administration Fee (>\$10,000 value)	\$267.00	\$272.50	\$0.00	\$272.50	2.06%
PCA sign	\$22.00	\$20.45	\$2.05	\$22.50	2.27%
Submitting application for construction certificate, subdivision works certificate, occupation certificate, subdivision certificate, complying development certificate or site compatibility certificate on the ePlanning portal	\$40.00	\$40.00	\$0.00	\$40.00	0.00%
Flood Information Certificate	\$273.04	\$278.50	\$0.00	\$278.50	2.00%

CANCELLED OR WITHDRAWN DEVELOPMENT, COMPLYING DEVELOPMENT, CONSTRUCTION CERTIFICATES OR BUILDING CERTIFICATE APPLICATION

Council retains a minimum of the following

(a) Within one working day of lodgement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
(b) Prior to notification and no substantial assessment				% of DA Fee + Admin Fee	
(c) Referrals, Notification and Preliminary Assessment undertaken (No meeting with applicant)				50% DA Fee + Admin Fee + Notification Fee	
(d) Referrals, Notification and Detailed Assessment undertaken (One or more meetings with applicant)				70% + Admin Fee + Notification Fee	
(e) Assessment substantially completed but refused in written.				80% + Admin Fee + Notification Fee	

SWIMMING POOLS ACT 1999

Safety Barrier Inspection	\$150.00	\$136.36	\$13.64	\$150.00	0.00%
Reinspection of Pool Safety Barrier	\$100.00	\$90.91	\$9.09	\$100.00	0.00%
Application for an Exemption Section	\$250.00	\$250.00	\$0.00	\$250.00	0.00%
Swimming Pool Registration by Council	\$10.00	\$9.09	\$0.91	\$10.00	0.00%
CPR Chart (Pool Poster)	\$20.00	\$18.18	\$1.82	\$20.00	0.00%

PROFESSIONAL ADVICE

Fees for Council engaging external consultants may be charged at Council's discretion

Formal written responses for advice	\$286.50	\$265.91	\$26.59	\$292.50	2.09%
Bushfire Attack Level Advice	\$265.00	\$245.91	\$24.59	\$270.50	2.08%
Fees for Council engaging external consultants				Full costs to be borne by the Proponent	

PLANNING CERTIFICATES (E P & A ACT 1979)

Section 10.7(2) Basic Certificate	\$53.00	\$62.00	\$0.00	\$62.00	16.98%
Full Certificate – including 10.7(5) (additional information)	\$133.00	\$156.00	\$0.00	\$156.00	17.29%
Expedited Fee (24 hours) (non-refundable)	\$130.00	\$130.00	\$0.00	\$130.00	0.00%
Admin fee for refund of Planning Certificate	\$20.00	\$25.00	\$0.00	\$25.00	25.00%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

FEES UNDER SECTION 735A OF THE LGA 1993 & DIVISION 9.2 OF THE EP&A ACT 1979

Outstanding Notices	\$150.00	\$150.00	\$0.00	\$150.00	0.00%
Urgency Fee (48 hours) (non-refundable)	\$130.00	\$130.00	\$0.00	\$130.00	0.00%
Admin fee for refund of 735A or 1212P Certificate	\$20.00	\$25.00	\$0.00	\$25.00	25.00%

PLANS, CODES AND REGISTERS

Available by contacting Help & Service Centre

Planning documents A4 B&W photocopy per page	\$0.20	\$0.20	\$0.00	\$0.20	0.00%
Certified copy or extract of Plan, Document, Map (Section 10.8 EPA 1979)	\$100.00	\$64.00	\$0.00	\$64.00	-36.00%

FEES FOR DEVELOPMENT MATTERS - ENVIRONMENTAL PLANNING & ASSESSMENT ACT/ROADS ACT

INFRASTRUCTURE WORKS

AUSPEC Technical Specification per section per set	\$98.00	\$98.00	\$0.00	\$102.00	4.08%
Design of Footpath Crossing (including survey, initial inspection and completion Certificate)	\$1,230.00	\$1,230.00	\$0.00	\$1,230.00	3.80%
Inspection of drainage works (prior to backfill)	\$308.00	\$308.00	\$0.00	\$308.00	3.70%
Inspection of infrastructure works (per section)	\$308.00	\$308.00	\$0.00	\$308.00	3.70%
Completion Certificate for road / footpath / curb and gutter / drainage / OSD / vehicular crossing works (including inspection)	\$535.00	\$535.00	\$0.00	\$535.00	3.68%
Section 88G Certificate - No Inspection	\$10.50	\$10.50	\$0.00	\$10.50	0.00%
Urgency Processing Fee (additional)	\$138.00	\$143.00	\$0.00	\$143.00	3.62%
OSD plaque	\$90.00	\$93.00	\$0.00	\$93.00	3.33%

DAMAGE DEPOSIT

Single residential developments (less than \$50,000 in value)	\$2,235.00	\$2,235.00	\$0.00	\$2,235.00	0.00%
Single residential developments (in excess of \$50,000 in value)	\$4,500.00	\$4,670.00	\$0.00	\$4,670.00	3.78%
Other developments including multi-unit residential, industrial and commercial etc (Including CDC applications)		To be assessed on a case by case basis			
Dual Occupancy	\$7,000.00	\$7,000.00	\$0.00	\$7,000.00	0.00%
Plus Dual Occupancy (Additional fee per Lineal meter of road frontage to any secondary road or lane)	\$400.00	\$400.00	\$0.00	\$400.00	0.00%
Complying Development Certificate (CDC) application (Single dwelling and/or secondary dwelling only)	\$4,500.00	\$4,670.00	\$0.00	\$4,670.00	3.78%
Inspection – Release of Damage Deposit	\$176.00	\$182.00	\$0.00	\$182.00	3.41%
Temporary access through Open Space / community land		\$360.00 & bond as required			
An additional damage deposit applies for development sites that contain Council stormwater infrastructure or where the stormwater infrastructure is in the footway fronting the site. The amount is assessed on a case by case basis.					

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

HOARDING PERMIT

Class "A" Hoardings - Plywood hoardings will only be permitted

Class "B" Gantries or Container Hoardings will only be permitted

Note: Class A hoardings - minimum width for calculation is 1 metre

Note: If parking meter spaces affected, 100% of parking rate at time of removal will be added.

Administration Fee – Class A or B	\$1,100.00	\$1,145.00	\$0.00	\$1,145.00	4.09%
Plus \$ per square metre per week- Class A	\$18.00	\$18.70	\$0.00	\$18.70	3.89%
Plus \$ per square metre per week- Class B	\$20.00	\$20.75	\$0.00	\$20.75	3.75%
Plus if airspace utilised – per square metre per week- Class B	\$20.00	\$20.75	\$0.00	\$20.75	3.75%
Builder's fence on Council's Property (max. 600mm off the property boundary) – per metre per week in residential areas only	\$18.00	\$18.70	\$0.00	\$18.70	3.89%

FOOTPATH PERMIT FOR PERMISSION TO OCCUPY PUBLIC SPACE

For short term building works - maximum 2 weeks

Application fee	\$75.00	\$78.00	\$0.00	\$78.00	4.00%
CBD areas – per square metre per week or part thereof	\$5.00	\$5.00	\$0.00	\$5.00	0.00%
Residential areas – per square metre per week or part thereof	\$2.00	\$2.00	\$0.00	\$2.00	0.00%
Plus Damage Deposit (apply in CBD areas)	\$4,500.00	\$4,500.00	\$0.00	\$4,500.00	0.00%
Inspection – Release of Damage Deposit	\$150.00	\$157.50	\$0.00	\$157.50	5.00%
Permit Cancellation Fee				50% of the permit fees	
Change of Date (2nd amendment)	\$100.00	\$104.00	\$0.00	\$104.00	4.00%

TRADE PARKING PERMIT

Note: If parking meter spaces affected, 100% of parking rate at time of removal will be added.

Trade parking permits	\$32 application fee additional \$7.50 per day
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PARKING CHARGES**PARKING PERMITS**

Residential Parking Permit – first vehicle	\$46.00	\$48.00	\$0.00	\$48.00	4.35%
Residential Parking Permit – second vehicle	\$90.00	\$93.00	\$0.00	\$93.00	3.33%
Residential Parking Permit – third vehicle	\$254.00	\$264.00	\$0.00	\$264.00	3.94%
Carer parking permit	\$50.75	\$53.00	\$0.00	\$53.00	4.43%
Replacement Fee	\$27.60	\$28.65	\$0.00	\$28.65	3.80%
Visitor Parking Permit (first 10 permits)				\$22 (First 10 Permits)	
Visitor Parking Permit (second 10 permits)				\$32 (10 permits)	
Visitor Parking Permit (third 10 permits or above)				\$53 (10 permits)	

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

CAR SHARE PERMITS

Application, Installation & Administration for new car share parking space (cost for each parking space)	\$1,827.00	\$1,896.00	\$0.00	\$1,896.00	3.78%
Non-refundable amount: \$500.00 Refundable amount: \$1300.00. This would occur if the decision is not to install the proposed new bay *Last year's fees only include marking & sign posting*					
Service Administration (cost for each request)	\$305.00	\$317.00	\$0.00	\$317.00	3.93%
Removal of a Car - Share Parking Space (cost per parking space)	\$1,320.00	\$1,370.00	\$0.00	\$1,370.00	3.79%
Car Share Annual Permit (parking space in paid parking area)	\$1,525.00	\$1,585.00	\$0.00	\$1,585.00	3.93%
Car Share Annual Permit (All other locations)	\$427.00	\$443.00	\$0.00	\$443.00	3.75%
Replacement Annual Car Share Permit (cost per permit)	\$31.00	\$32.00	\$0.00	\$32.00	3.23%

ALBERT AVENUE CARPARK (250 BAYS) - BIKE STORAGE FACILITY

Annual fee	\$22.50	\$20.45	\$0.00	\$22.50	0.00%
Swipe card deposit	\$28.00	\$28.00	\$0.00	\$28.00	0.00%
Swipe card replacement fee	\$27.00	\$24.55	\$2.45	\$27.00	0.00%

WORK ZONE PERMIT

Note: If parking meter spaces affected, 100% of parking rate at time of removal will be added.

Administration & Installation/Removal Fees	\$2,190.00	\$2,179.00	\$0.00	\$2,179.00	3.76%
Plus per metre per week (first year)	\$70.00	\$73.00	\$0.00	\$73.00	4.29%
Thereafter per metre per week	\$75.00	\$78.00	\$0.00	\$78.00	4.00%
Amendment of the existing	\$250.00	\$259.00	\$0.00	\$259.00	3.60%

CRANE/HEAVY PLANT OCCUPATION OF PUBLIC ROADS FOR CRANE/CONCRETE PUMP/HEAVY PLANT

Note: If parking meter spaces affected, 100% of parking rate at time of removal will be added.

Note: Applications lodged for urgent processing (72 hours or less) may incur an additional surcharge of 20% of the application fee.

Application fee	\$75.00	\$78.00	\$0.00	\$78.00	4.00%
One road lane or Work zone per day	\$360.00	\$374.00	\$0.00	\$374.00	3.89%
Plus each additional lane per plant item per day	\$450.00	\$467.00	\$0.00	\$467.00	3.78%
Half Road/Lane closure if permitted per day (No Plant)	\$1,475.00	\$1,530.00	\$0.00	\$1,530.00	3.73%
Full Road/Lane closure if permitted per day (No Plant)	\$2,200.00	\$2,282.00	\$0.00	\$2,282.00	3.73%
Plus Damage Deposit (Non DA related application)	\$4,465.00	\$4,635.00	\$0.00	\$4,635.00	3.81%
Change of Date	\$100.00	\$104.00	\$0.00	\$104.00	4.00%

Name	2021/2022	2022/2023			Increase
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	%

SKIP BIN PERMIT - WASTE CONTAINERS ON COUNCIL'S NATURE STRIP

Note: Applications lodged for urgent processing (72 hours or less) may incur an additional surcharge of 20% of the application fee.

Shipping containers are not permitted to be placed on Council's property

Hours are excluding public holidays - weekends count as 1 day or 24 hrs

Application fee	\$75.00	\$78.00	\$0.00	\$78.00	4.00%
Up to 3 days	\$210.00	\$218.00	\$0.00	\$218.00	3.81%
Placement per Container (max. size 6m3)					
More than 72hrs - Not permitted					
Change of Date	\$35.00	\$36.00	\$0.00	\$36.00	2.86%
Permit Cancellation Fee				50% of the permit fees	

VEHICULAR CROSSING PERMIT - CONSTRUCTION OF CROSSING ON COUNCIL'S PROPERTY

Note: Applications lodged for urgent processing (72 hours or less) may incur an additional surcharge of 20% of the application fee.

Inspection fee per crossing (includes initial, formwork & final inspection)	\$321.00	\$321.00	\$0.00	\$321.00	3.88%
Each additional inspection visit	\$183.00	\$183.00	\$0.00	\$183.00	3.98%
Damage Deposit (Complying Development Certificate (CDC) application)	\$4,670.00	\$4,670.00	\$0.00	\$4,670.00	3.78%
Damage Deposit (Replace existing crossing)	\$1,400.00	\$1,400.00	\$0.00	\$1,400.00	3.70%
Inspection - Release of Damage Deposit	\$182.00	\$182.00	\$0.00	\$182.00	3.41%
Permit Assessment (for Non-DA application includes one inspection)	\$321.00	\$321.00	\$0.00	\$321.00	3.88%
Permit Cancellation or Extension Fee				50% of the permit fees	

VEHICULAR CROSSING - PRE-APPROVAL CERTIFICATE (SUBJECT TO PROCEDURAL CHANGE)

Required prior to application for Driveway Permit

Application & Assessment Fee (Subject to Submission of Satisfactory Longitudinal sections) - in association with development consent	\$259.50	\$259.50	\$0.00	\$259.50	3.80%
Application & Assessment Fee (Subject to Submission of Satisfactory Longitudinal sections) - not associated with development consent	\$259.00	\$259.00	\$0.00	\$259.00	3.60%

ROAD OPENING PERMIT - ROAD RESTORATION

For developments other than single residential dwellings, restoration costs will be quoted on a per project basis (Contact Council's Restoration Officer)

Road Opening Permit fee	\$116.00	\$116.00	\$0.00	\$116.00	3.57%
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Name	2021/2022	2022/2023			
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	Increase %

ROAD OPENING PERMIT - ROAD RESTORATION [continued]

Damage Deposit (Complying Development Certificate (CDC) application)	\$4,500.00	\$4,670.00	\$0.00	\$4,670.00	3.78%
Inspection – Release of Damage Deposit	\$176.00	\$183.00	\$0.00	\$183.00	3.98%
Permit Assessment Fee for Non-DA application (includes one inspection)	\$297.00	\$308.00	\$0.00	\$308.00	3.70%
Inspection of drainage works (prior to backfilling)	\$297.00	\$308.00	\$0.00	\$308.00	3.70%
Permit Cancellation or Extension Fee				50% of the permit fees	

ROADS (PER SQ.M - MINIMUM CHARGE - 1.2 SQ.M.)

Note: Minimum width for the purpose of calculating the restoration charge is 1.2 metres

Concrete	\$723.00	\$684.55	\$68.45	\$753.00	4.15%
Asphalt / Bitumen	\$580.00	\$546.36	\$54.64	\$601.00	3.62%
Plus Traffic Control for Restoration Works (per day)	\$1,256.00	\$1,303.00	\$0.00	\$1,303.00	3.74%
Plus Surcharge for Night Works / Weekends				40% of Scheduled Fee	
Plus Concrete / Asphalt Plant Opening Fee for Night Works (for each night of opening)	\$3,187.00	\$3,005.45	\$300.55	\$3,306.00	3.73%

FOOTPATH (PER SQ.M - MINIMUM CHARGE - 1 SQ.M.)

Note: For excavation on footpath area, full footpath width up to the nearest joint shall be used for the purpose of calculating the restoration charge.

Note: For excavation on grassed areas, minimum width for the purpose of calculating the restoration charge is 1 metre.

Cost reduction are offered if the bulk of the work to be undertaken at one specific location, ie one street address

For large area restorations costs may be reduce as follow:

>50m2 = 10%

>100m2 = 20%

>500m2 = Quote: based on project contract cost plus

- a 10% Administration

- a 25% Ongoing maintenance cost

After completion of post work restorations by the applicant/ or utility authorities conforming to council satisfaction, Council will carry out final surface restorations. However, utility authorities (those are exempted under the legislation) may choose to carry out their own restorations subject to council approval. A formal proposal/submission is required for council consideration and approval.

Concrete / Asphaltic Bitumen	\$336.00	\$317.27	\$31.73	\$349.00	3.87%
Standard paving blocks or tiles	\$500.00	\$471.82	\$47.18	\$519.00	3.80%
Standard paving - PGH Pompee Header Course with Bitumen infill	\$723.00	\$680.91	\$68.09	\$749.00	3.60%
CBD paving blocks (inc Pebblecrete Pavers etc.)	\$723.00	\$681.82	\$68.18	\$750.00	3.73%
CBD paving blocks or tiles (inc Granite Pavers)	\$1,050.00	\$990.00	\$99.00	\$1,089.00	3.71%
Plus Traffic Control for Restoration Works (per day) on Main Traffic Routes (e.g. State Roads, Regional roads and Important local roads including signalised intersections)	\$1,256.00	\$1,184.55	\$118.45	\$1,303.00	3.74%
Plus Surcharge for Night Works / Weekends				40% of Scheduled Fee	

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Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

FOOTPATH (PER SQ.M - MINIMUM CHARGE - 1.4 SQ.M.) [continued]

Plus Concrete / Asphalt Plant Opening Fee for Night Works (for each night of opening)	\$3,187.00	\$3,006.36	\$300.64	\$3,307.00	3.77%
Formed or grassed area	\$123.00	\$116.36	\$11.64	\$128.00	4.07%

FOOTPATH CROSSINGS

Note: For excavation on vehicular crossing, full panel of the crossing shall be used for the purpose of calculating the restoration charge.

Cost reduction are offered on the basis of the volume of work to be undertaken at one specific location, ie one street address

For large area restorations cost may be reduce as follow:

>50m² = 10%

>100m² = 20%

>500m² = Quote: based on direct contract cost plus

- a 10% Administration fee

- a 25% Ongoing maintenance cost

After completion of post work restorations by the applicant or utility authorised conforming to council satisfaction, Council will carry out final surface restorations. However, utility authorities (those are exempted under the legislation) may choose to carry out their own restoration subject to council approval. A formal proposal/submission is required for council consideration and approval.

Concrete residential driveway (125mm) (per sq.m)	\$36.00	\$34.82	\$34.18	\$376.00	3.87%
Concrete industrial/commercial driveway (125mm) (per sq.m)	\$50.00	\$452.73	\$45.27	\$498.00	3.75%
Concrete industrial/commercial driveway (100mm) (per sq.m)	\$580.00	\$547.27	\$54.73	\$602.00	3.79%
Kerb / Kerb & Gutter and / or layback (per linear meter)	\$336.00	\$317.27	\$31.73	\$349.00	3.87%
Dish crossing at intersection (per linear meter or per duty) (per linear meter)	\$426.00	\$401.82	\$40.18	\$442.00	3.76%
Stormwater Kerb Outfall (per outlet)	\$234.00	\$220.91	\$22.09	\$243.00	3.85%
Perpendicular driveway marking (lines approx. 2.5m long)	\$171.00	\$161.36	\$16.14	\$177.50	3.80%
Plus Traffic Control for Restoration Works (per day) on Main Traffic Routes (e.g. State Road, Regional roads and Important local roads including signals intersections)	\$1,256.00	\$1,184.55	\$118.45	\$1,303.00	3.74%
Plus Surcharge for Night Works / Weekends				40% of Scheduled Fee	
Plus Concrete / Asphalt Plant Opening Fee for Night Works (for each night of opening)	\$3,187.00	\$3,006.36	\$300.64	\$3,307.00	3.77%

PROVISION OF BARRICADES AND WEBBING

Maximum 1 Week Hire

Supply and delivery of 10 barricades	\$87.00	\$90.50	\$0.00	\$90.50	4.02%
Supply and delivery of additional 10 barricades	\$23.00	\$24.00	\$0.00	\$24.00	4.35%
Supply and delivery of 50m of webbing and star pickets	\$88.00	\$91.00	\$0.00	\$91.00	3.41%
Supply and delivery of additional 50m of webbing and star pickets	\$44.00	\$46.00	\$0.00	\$46.00	4.55%

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

ENCROACHMENTS IN COUNCIL LANDS

Assessment of Application	\$280.00	\$294.00	\$0.00	\$294.00	5.00%
Site inspection fee (includes pre-construction, formwork, final inspection)	\$290.00	\$296.00	\$0.00	\$296.00	2.07%
Each additional inspection visit	\$120.00	\$132.00	\$0.00	\$132.00	10.00%
Damage Deposit (for minor works <= 5 sq.m on Council land)	\$2,235.00	\$2,350.00	\$0.00	\$2,350.00	5.15%
Damage Deposit (for major works > 5 sq.m on Council land)		To be assessed on a case by case basis.			
Additional inspection for release of damage deposit if required	\$120.00	\$126.00	\$0.00	\$126.00	5.00%
Legal Fees for Council		At Cost + 10% (administration fee)			
Bond to ensure registration of positive covenant within 12 months by applicant	\$4,200.00	\$4,410.00	\$0.00	\$4,410.00	5.00%
Bond for Council expenses for encroachments		To be assessed on a case by case basis.			

COMPLIANCE MATTERS**INSPECTION FEES - SECTION 608, LGA 1993**

Food Premises (per half hour or part thereof)	\$104.00	\$106.00	\$0.00	\$106.00	1.92%
Food Premises – medium (P3) (per half hour or part thereof)	\$104.00	\$106.00	\$0.00	\$106.00	1.92%
Market – Food Stall Inspections (per hour or part thereof)	\$104.00	\$106.00	\$0.00	\$106.00	1.92%
Health / Beauty Premises (per half hour or part thereof)	\$104.00	\$106.00	\$0.00	\$106.00	1.92%
Child Care Centres (per hour or part thereof)	\$207.00	\$211.00	\$0.00	\$211.00	1.93%
Shared Accommodation (per hour or part thereof)	\$207.00	\$211.00	\$0.00	\$211.00	1.93%
Mortuary Funeral Parlours / Undertakers (per hour or part thereof)	\$207.00	\$211.00	\$0.00	\$211.00	1.93%
Skin Penetration (per half hour or part thereof)	\$104.00	\$106.00	\$0.00	\$106.00	1.92%

ANNUAL ADMINISTRATION FEE - FOOD / HEALTH / BEAUTY & SKIN PENETRATION PREMISES

Health / Beauty / Skin Penetration	\$160.00	\$163.00	\$0.00	\$163.00	1.88%
Food Premises – Up to 5 FTE food handlers	\$160.00	\$163.00	\$0.00	\$163.00	1.88%
Food Premises – 6 or more FTE food handlers	\$265.00	\$270.00	\$0.00	\$270.00	1.89%

FOOD ACT 2003

Improvement Notice	\$330.00	\$330.00	\$0.00	\$330.00	0.00%
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PUBLIC HEALTH ACT 2010

Reinspection Fee subject to Prohibition Order (per half hour or part thereof and maximum charge of two hours)	\$125.00	\$125.00	\$0.00	\$125.00	0.00%
Improvement Notice & Prohibition Order – Skin Penetration	\$270.00	\$270.00	\$0.00	\$270.00	0.00%
Improvement Notice (Regulated Water Systems)	\$560.00	\$560.00	\$0.00	\$560.00	0.00%
Prohibition Order (Regulated Water Systems)	\$0.00	\$560.00	\$0.00	\$560.00	∞

Name	2021/2022	2022/2023			Increase %
	Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)	

LOCAL GOVERNMENT ACT SECTION 68 APPROVALS

Engage In A Trade Or Business On Community Land

Application Fee – Engage In a Trade or Business	\$160.00	\$163.00	\$0.00	\$163.00	1.88%
Application Fee – Use a standing vehicle or any article for the purpose of selling any article in a public place	\$160.00	\$163.00	\$0.00	\$163.00	1.88%
Administration Fee	\$67.00	\$68.00	\$0.00	\$68.00	1.49%

ABANDONED VEHICLES / REMOVAL OR IMPOUNDING OF ARTICLES

Removal – Derelict Vehicles	\$157.33	\$160.50	\$0.00	\$160.50	2.01%
Shopping Trolleys Impounding Release Fee	\$76.13	\$78.00	\$0.00	\$78.00	2.46%
Impounded Article Release Fee (other)	\$55.83	\$57.00	\$0.00	\$57.00	2.10%
Abandoned Vehicles – Administrative Costs	\$106.58	\$109.00	\$0.00	\$109.00	2.27%
Abandoned Vehicles – Towing Costs	\$182.70	\$186.50	\$0.00	\$186.50	2.08%

PROTECTION OF THE ENVIRONMENT (OPERATIONS) ACT 1997

Administration Fee – Clean Up Notice	\$550.00	\$550.00	\$0.00	\$550.00	0.00%
Administration Fee – Prevention Notice	\$550.00	\$550.00	\$0.00	\$550.00	0.00%
Administration Fee – Noise Control Notice	\$550.00	\$550.00	\$0.00	\$550.00	0.00%
Compliance Officers (Time and Travel per hour)	\$109.00	\$109.00	\$0.00	\$109.00	2.27%

WASTE MANAGEMENT

WASTE CHARGES

Commercial Waste Management Charges

Commercial Waste Collection	\$822.00	\$858.00	\$0.00	\$858.00	4.38%
Commercial Recycling Collection	\$822.00	\$838.00	\$0.00	\$838.00	1.95%
Deposit Commercial Bin (Refundable)	\$200.00	\$204.00	\$0.00	\$204.00	2.00%

Domestic Waste Management Charges

Domestic Waste Management Charge – annual charge	\$545.00	\$556.00	\$0.00	\$556.00	2.02%
Domestic Waste Extra Service Charge – per service	\$545.00	\$556.00	\$0.00	\$556.00	2.02%

Domestic Waste Services - Pensioners & Self-funded Retirees

Domestic Waste Service SFR	\$415.00	\$424.00	\$0.00	\$424.00	2.17%
Domestic Waste Service Pensioners	\$415.00	\$424.00	\$0.00	\$424.00	2.17%

Domestic Waste Management - Additional Bins

Extra Green Waste Service – per service	\$85.00	\$87.00	\$0.00	\$87.00	2.35%
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Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

Domestic Waste Management - Additional Bins (continued)

Extra Recycling Bin – per service	\$100.00	\$102.00	\$0.00	\$102.00	2.00%
On-call clean up service	\$100.00	\$102.00	\$0.00	\$102.00	2.00%
On-call Bulk Vegetation clean up	\$100.00	\$102.00	\$0.00	\$102.00	2.00%
Compost bins 200 litre	\$45.00	\$41.82	\$4.18	\$46.00	2.22%
Bokashi Bucket	\$70.50	\$65.45	\$6.55	\$72.00	2.13%
Worm Farms	\$70.50	\$65.45	\$6.55	\$72.00	2.13%

Bin Waste & Recycling Service – Special Events

Provide 3 Bin Waste & Recycling Service	\$182.00	\$169.09	\$16.91	\$186.00	2.20%
Provide 9 Bin Waste & Recycling Service	\$254.00	\$235.91	\$23.59	\$259.50	2.17%
Additional Waste or Recycling Bin	\$15.60	\$14.55	\$1.45	\$16.00	2.56%

ENVIRONMENTAL HEALTH

Local Government Act 1993

On-site sewerage management systems (includes pump to sewer and greywater treatment systems)

Regulated Systems Annual Administration Fee (includes cooling towers, warm water systems)	\$122.00	\$122.00	\$0.00	\$122.00	1.67%
Inspection of regulated systems (per hour or part thereof)	\$183.00	\$183.00	\$0.00	\$183.00	2.23%
Regulated System Sample Analysis (per sample test)	\$184.00	\$184.00	\$0.00	\$184.00	2.22%
Environmental Audits	\$227.00	\$227.00	\$0.00	\$227.00	1.79%

SWIMMING POOLS & SPA POOLS

Registration Fee Public Swimming Pools & Spa Pools	\$104.00	\$106.00	\$0.00	\$106.00	1.92%
Inspection of Public Pools (per hour or part thereof)	\$175.00	\$178.00	\$0.00	\$178.00	1.71%

LOCAL GOVERNMENT ACT SECTION 68 APPROVALS

On-site sewerage management systems (includes pump to sewer and greywater treatment systems)

On-Site Sewage Management Systems

Application Fee to install	\$282.00	\$288.00	\$0.00	\$288.00	2.13%
Approval to operate	\$100.00	\$102.00	\$0.00	\$102.00	2.00%
OSMS inspection (per hour or part thereof)	\$179.00	\$183.00	\$0.00	\$183.00	2.23%

PROPERTY

FOOTWAY RESTAURANT / OUTDOOR EATING AREAS

Application Fee / Renewal Fee	\$170.00	\$178.00	\$0.00	\$178.00	4.71%
Administration Fee	\$72.00	\$76.00	\$0.00	\$76.00	5.56%

continued on next page ...

Willoughby City Council Draft Fees & Charges 2022-2023 | Page 61 of 62

Name	2021/2022 Last YR Fee (incl. GST)	2022/2023			Increase %
		Fee (excl. GST)	GST	Fee (incl. GST)	

FOOTWAY RESTAURANT / OUTDOOR EATING AREAS [continued]

Chatswood Mall / Anderson Street sq m per annum	\$673.00	\$740.00	\$0.00	\$740.00	9.96%
Chatswood (Town Centre Plan Map) sq m per annum	\$540.00	\$594.00	\$0.00	\$594.00	10.00%
All Other Areas sq m per annum	\$397.00	\$437.00	\$0.00	\$437.00	10.08%
Cleaning Outdoor Seating Areas Chatswood CBD per clean	\$121.00	\$115.45	\$11.55	\$127.00	4.96%

FOOTWAY MERCHANDISING DISPLAY FEES

Application Fee	\$60.00	\$63.00	\$0.00	\$63.00	5.00%
Chatswood (Town Centre Plan Map)	\$404.00	\$444.00	\$0.00	\$444.00	9.90%
\$ per square metre per annum					
All Other Areas	\$136.00	\$150.00	\$0.00	\$150.00	10.29%
\$ per square metre per annum					

COMMERCIAL PROPERTY PORTFOLIO

Lease of Council's Commercial Property	As per negotiations and Council resolution
Note: Each application assessed on an individual basis	

ROAD RESERVE LEASES

Road Reserve Lease Rent	As per negotiated valuation and Council resolution
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SUNDRY CHARGES

Sundry Charges	Price determined by cost/market value
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PLANNING & INFRASTRUCTURE DIRECTORATE**15.10 PLANNING PROPOSAL - 849, 853, 859 PACIFIC HIGHWAY 2 WILSON STREET AND LOT 1 DP 1189541 CHATSWOOD****ATTACHMENTS:**

- 2. COUNCIL DETAILED ASSESSMENT**
- 3. COUNCIL ASSESSMENT OF DEPARTMENT OF PLANNING AND ENVIRONMENT'S 'LOCAL ENVIRONMENTAL PLAN MAKING GUIDELINE'**
- 4. PLANNING PROPOSAL CONCEPT PLANS**
- 5. DRAFT DEVELOPMENT CONTROL PLAN PROVISIONS**
- 6. PROPOSED AMENDMENTS TO WILLOUGHBY LOCAL ENVIRONMENTAL PLAN 2012**
- 7. PROPOSED WILLOUGHBY LOCAL ENVIRONMENTAL PLAN 2012 LAND ZONING, HEIGHT OF BUILDINGS, FLOOR SPACE RATIO, SPECIAL PROVISIONS AREA, ACTIVE STREET FRONTAGES AND LOT SIZE MAPS**
- 8. WILLOUGHBY LOCAL PLANNING PANEL RECORD OF ADVICE 5 APRIL 2022**

ATTACHMENT 2 - COUNCIL DETAILED ASSESSMENT

ATTACHMENT 2

DETAILED ASSESSMENT

The Site

The overall site which is the subject of this Planning Proposal involves:

- 849 Pacific Highway Chatswood, being SP 1496.
- 853 Pacific Highway Chatswood, being SP 60178.
- 859 Pacific Highway Chatswood, being SP 10110.
- 2 Wilson Street Chatswood, being SP 52947.
- Lot 1 DP 1189541 (end of O'Brien Street)

The site has a total area of 4,751m², bounded by Pacific Highway to the west, North Shore Rail Line to the east (owned by Transport Asset Holding Entity of NSW, and known as TAHE), Wilson Street to the north and O'Brien Street to the south. Refer below to Figure 1 – Location Plan.

Figure 1 – Location Plan



Existing development on the site is as follows:

- 849 Pacific Highway comprises a three-storey residential flat building (9 units).
- 853 Pacific Highway comprises a three-storey residential flat building (6 units).
- 859 Pacific Highway comprises a four-storey residential flat building (8 units).
- 2 Wilson Street comprises a four-storey residential flat building (14 units).
- Lot 1 DP 1189541, comprising a two storey building occupied by Sunnyfield Enterprises for an industrial use, and owned by Transport Asset Holding Entity of NSW (TAHE).
This lot is burdened by an easement benefitting TAHE that runs along the boundary with the North Shore Rail Line.

Under *Willoughby Local Environmental Plan 2012* (WLEP 2012) the site is zoned:

- SP2 Infrastructure (Classified Road) along the Pacific Highway frontage (457m² – to be confirmed with Transport for NSW),
- R4 High Density Residential (2,696m²),
- In regards Lot 1 DP 1189541 (1,585m²) - a small part at the end of O'Brien Street zoned B4 Mixed Use and the majority zoned SP2 Infrastructure (Railway).

Over the entire Lot 1 DP 1189541, there is no identified height and FSR. Over the R4 High Density Residential land, height is 24 metres and FSR 1.5:1.

The site area, excluding the SP2 Classified Road land adjacent the Pacific Highway is 4,294m².

The Planning Proposal has been lodged by 853 Pacific Highway Pty Ltd as trustee for 2017 PHC Unit Trust.

The Locality

To the west of the site is the Pacific Highway. On the other side of the Pacific Highway are medium density residential flat buildings.

To the east of the site is the North Shore Rail Line.

To the north of the site, on the opposite side of Wilson Street, are three connected buildings known as 871-877 Pacific Highway. A Planning Proposal has been lodged, forwarded to DPE and given a Gateway Determination in regards redeveloping this site in accordance with the CBD Strategy. This Planning proposal was supported by Council for finalisation at the Council Meeting of 2 March 2022.

To the south of the site, along Railway Street, are a number of tall residential tower buildings up to 105m in height with commercial tenancies at the lower levels.

Background

The subject site is located within the Chatswood CBD boundary identified in the *Chatswood CBD Planning and Urban Design Strategy 2036* (referred to in this report as the CBD Strategy) endorsed by Council on 26 June 2017, supported by the Greater Sydney Commission on 18 May 2018, and fully endorsed by the Department of Planning, Industry and Environment (DPIE) on 9 July 2020 with qualifications regarding residential land use within the B3 Commercial Core on the eastern side of the North Shore rail line. Endorsement of the CBD Strategy was further noted by Council on 14 September 2020.

The CBD Strategy is intended to establish a strong framework to guide all future development in the Chatswood CBD over the next 20 years and to achieve exceptional design and a distinctive, resilient and vibrant centre.

The site (with the exception of that part of the site zoned SP2 Infrastructure (Classified Road) adjacent the Pacific Highway) has been recommended as a B4 Mixed Use Zone with a maximum height of 90 metres and floor space ratio of 6:1 subject to the satisfaction of other *CBD Strategy* requirements. The intention of the CBD Strategy is that it works with existing requirements under WLEP 2012 such as road widening.

Planning Proposal

The Planning Proposal submitted seeks to:

- Change the zoning from SP2 Infrastructure (Railway) and R4 High Density Residential to B4 Mixed Use with the exception of the SP2 Infrastructure (Classified Road) zoned land fronting the Pacific Highway
- Increase the height on the site to 90 metres, with the exception of the SP2 Infrastructure (Classified Road) zoned land fronting the Pacific Highway.
- Increase the Floor Space Ratio on the site to 6:1, with the exception of the SP2 Infrastructure (Classified Road) zoned land fronting the Pacific Highway.
- Add a minimum non-residential floor space of 1:1.

The proposed amendments to *Willoughby Local Environmental Plan 2012* are detailed in Table 1 below.

Table 1 – Summary of Planning Proposal Amendments

	849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541	Compliance
Zoning		
Current WLEP 2012	SP2 Infrastructure (Classified Road) along Pacific Highway frontage, then R4 High Density Residential Note: Lot 1 DP 1189541 being a small section B4 Mixed Use and the majority SP2 Infrastructure (Railway)	
Chatswood CBD Strategy	B4 Mixed use SP2 Infrastructure (Classified Road) along Pacific Highway frontage continues to apply Lot 1 DP 1189541 being unzoned	
Proposed in Planning Proposal	B4 Mixed use SP2 Infrastructure (Classified Road) along Pacific Highway frontage	Yes
Floor Space Ratio		
Current WLEP 2012	1.5:1 (over R4 zone)	

Chatswood CBD Strategy	No control over SP2 Infrastructure (Classified Road) and SP2 Infrastructure (Railway) and B4 zone covering a small section of Lot 1 DP 1189541	
Proposed in Planning Proposal	6:1 (over B4 zone) No control over SP2 and B4 zone covering a small section of Lot 1 DP 1189541 6:1 (over B4 zone and SP2 land Lot 1 DP 1189541). NOTE: The 6:1 does not apply to the SP2 Infrastructure (Classified Road) zoned land fronting the Pacific Highway.	Yes – discussed in detail below under Land Use Key Element 2.
Height		
Current WLEP 2012	24m (over R4 zone) No control over SP2 and B4 land	
Chatswood CBD Strategy	90m (over R4 zone) No control over SP2 and B4 land	
Proposed in Planning Proposal	90m (over B4 zone and SP2 land covering Lot 1 DP 1189541). NOTE: The 90m does not apply to the SP2 Infrastructure (Classified Road) zoned land fronting the Pacific Highway.	Yes – discussed in detail below under Land Use Key Element 2.

The recommended controls in the CBD Strategy are not intended to override the road widening requirements identified in WLEP 2012.

Concept plans show the potential redevelopment of the entire site (excluding the SP2 Infrastructure (Classified Road) zoned land fronting the Pacific Highway) as follows:

- Total height of 27 storeys (90m), containing:
 - Podium - 2 storeys commercial
 - Podium roof – recreational level
 - Two towers - 24 storeys of residential.
- Total FSR of 6:1 (25,764m²), containing:
 - 5:1 residential (21,470m²) including affordable housing
 - 1:1 commercial (4,294m²)
- Total number of residential apartments: 247
- Residential floor plates
 - South tower (Tower A): 592m²
 - North Tower (Tower B) 353m²

- Ground Level Setbacks (Note the front boundary excludes land identified for road widening)
 - 4m setback to Pacific Highway (west) boundary – after road widening.
 - Nil to Wilson Street (north) boundary.
 - Pocket park on O'Brien Street / Pacific Highway corner (south).
Varied setback on O'Brien Street, reducing from 5.4m down towards vehicle entry point at the end of O'Brien Street.
 - Varied setback to North Shore Rail Line (east) of between 11.365m (towards the O'Brien Street end) and 6.88m (towards the Wilson Street end).
The rear setback to the North Shore Rail Line is in accordance with the easement benefitting TAHE.
- Tower setback above Podium
 - 6m setback to Pacific Highway (west) boundary
(being a total setback of 10m from Pacific Highway boundary when including 4m Ground setback – after road widening).
 - 4.5m to Wilson Street (north) boundary
(being a total setback of 4.5m from the Wilson Street boundary when including the ground setback).
 - varied setbacks to O'Brien Street (south) boundary – minimum 4.5m tower setback provided.
 - 4.5m setback to rear (east) boundary.
(being a total setback of between 11m and 18m when including ground setback).

Other Concept plan details:

- Podium / Level 2 – Proposed as communal open space.
- All vehicle access to site via one driveway on O'Brien Street.
- All loading at basement level, with loading vehicles access / egress in a forward direction via a physical solution.
- Approximately 260 car spaces within basement levels.
- Deep soil planting provided along part of the Pacific Highway frontage.

The Concept Plans are at **Attachment 4**. Accompanying the Planning Proposal are Draft *Development Control Plan* provisions (Refer to **Attachment 5**).

The Planning Proposal is accompanied by a draft Voluntary Planning Agreement Letter of Offer as follows:

- Payment of a monetary contribution comprising the CIC payable under Council's Planning Agreements Policy.

Discussion

Discussion of the Planning Proposal is based on the 'Key Elements of Future LEP and DCP Controls' contained in the Strategy dated September 2020, listed 1 to 35, with comments provided.

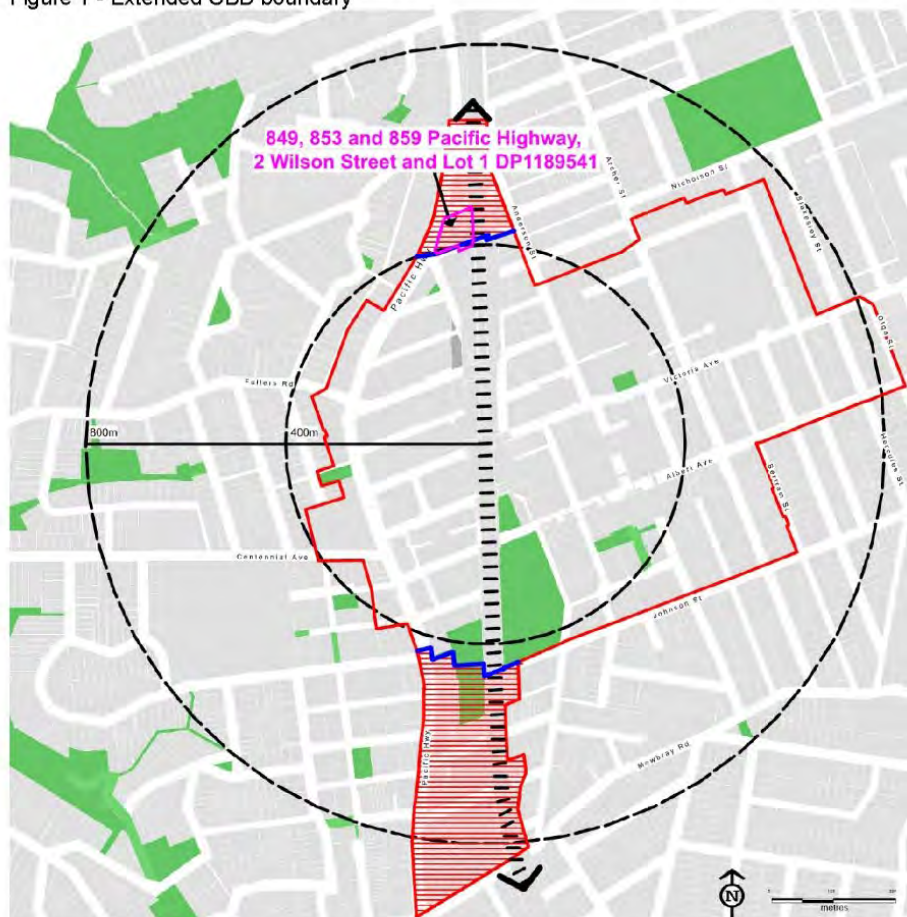
CBD Boundary

- Key Element 1.** The Chatswood CBD boundary is expanded to the north and south as per Figure 1 to accommodate future growth of the centre.

Comment

The subject site is located within the expanded Chatswood CBD boundary proposed in the CBD Strategy, as shown below in Figure 1.

Figure 1 - Extended CBD boundary

Land Use**Key Element 2.**

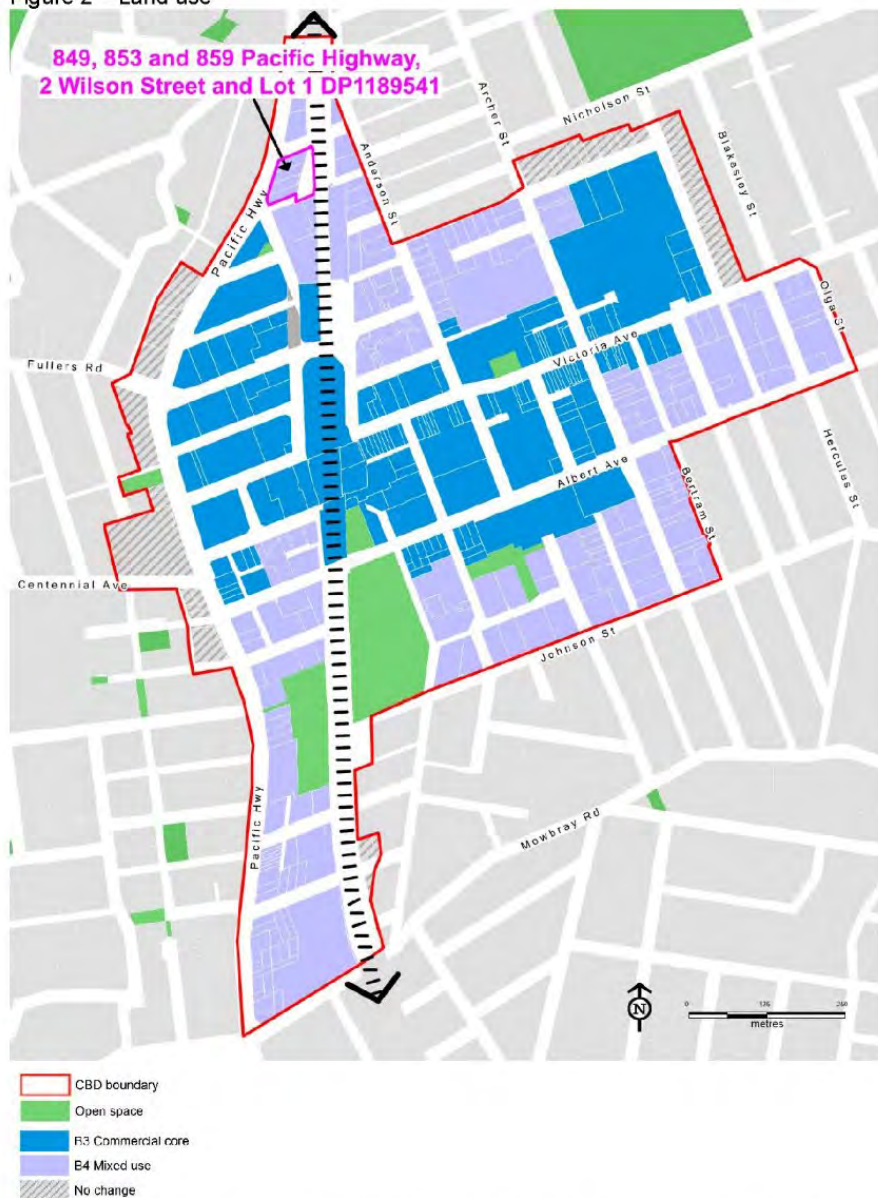
Land uses in the LEP will be amended as shown in Figure 2, to:

- (a) Protect the CBD core around the Interchange as commercial, permitting retail throughout to promote employment opportunities (with no residential permitted).
- (b) Enable other areas to be mixed use permitting commercial and residential.

Comment

The subject site is located in that part of the Chatswood CBD identified as Mixed Use, meaning part commercial and part residential. Refer below to Figure 2 – Land use.

Figure 2 – Land use



The proponent has proposed the zoning for the site be changed from R4 High Density Residential to B4 Mixed Use which is consistent with the CBD Strategy.

A large part of the Lot 1 DP 1189541 part of the site is zoned SP2 Infrastructure (Railway) under WLEP 2012 and is unzoned under the CBD Strategy. A small portion of Lot 1 DP 1189541, near O'Brien Street, is already zoned B4 Mixed Use.

The site was not included in B4 land under the CBD Strategy because it was owned by TAHE and adjacent the North Shore Rail Line. As it is the intention of TAHE to divest itself of Lot 1 DP 1189541, it is considered reasonable and appropriate to zone the land the adjacent zone under the CBD Strategy, being B4 Mixed Use. This is also consistent with the small portion of Lot 1 DP 1189541 already zoned B4 Mixed Use.

The concept plans propose a Mixed Use development, with commercial development on the Ground and First Floor (1:1), and residential on part of the First Floor and above (5:1), with the exception of the SP2 Infrastructure (Classified Road) zoned land adjacent the Pacific Highway.

Regarding land use, the Planning Proposal is considered consistent with the CBD Strategy.

Key Element 3. The existing DCP limits on office and retail use in parts of the Commercial Core to be removed.

Comment

This Key Element is not applicable to the Planning Proposal as the site is not located within the B3 Commercial Core zone.

Key Element 4. Serviced apartments to be removed as a permissible use from the B3 Commercial Core zone.

Comment

This Key Element is not applicable to the Planning Proposal as the site is not located within the B3 Commercial Core zone.

Planning Agreements to fund public domain

Key Element 5. Planning Agreements will be negotiated to fund public domain improvements.

Comment

The proponent has put forward a Letter of Offer in regards a voluntary planning agreement that is generally supported by Council officers. Further discussed below.

Key Element 6. A new Planning Agreements Policy will apply and be linked to a contributions scheme that will provide the public and social infrastructure in the Chatswood CBD necessary to support an increased working and residential population.

The scheme would:

- a) Apply to residential uses.
- b) Apply to commercial uses above 10:1 FSR.
- c) Operate in addition to any adopted Section 7.11 or 7.12 contributions scheme and separate from Affordable Housing requirements within Willoughby Local Environment Plan (WLEP).
- d) Contribute to public domain improvements in the centre (including streets and parks) that would enhance amenity and

support residential and commercial uses.

Comment

The Planning Proposal is accompanied by a Letter of Offer involving payment of a monetary contribution comprising the CIC payable under Council's Planning Agreements Policy.

Affordable housing and Section 7.12 contributions have also been identified however it should be noted that these are standard requirements and expected as part of any redevelopment.

Key Element 7. All redevelopments in the Chatswood CBD should contribute to public art in accordance with Council's Public Art Policy.

Comment

The draft DCP provisions state that "Public Art is to be provided in accordance with Council's Public Art Policy."

However concern is raised that the Planning report refers to "public art onsite will be considered at the competitive process stage and DA stage."

The intention of a public art contribution is that it is up to Council where that money is to be spent – not the proponent and not necessarily on-site. This does not stop a proponent addressing public art on-site separately to Council.

Design Excellence and Building Sustainability

Key Element 8. Design excellence is to be required for all developments based on the following process:
a) A Design Review Panel for developments up to 35m high.
b) Competitive designs for developments over 35m high.

Comment

Consistent

The Planning Proposal involves a development that is over 35 metres in height. On this basis a competitive design process is envisaged at development application stage to ensure design excellence under existing WLEP 2012 Clause 6.23 Design Excellence at certain sites. In this regard the subject site is to be included on the Special Provisions Area Map.

Key Element 9. Achievement of design excellence will include achievement of higher building sustainability standards.

Comment

Consistent

As part of the competitive design process to achieve design excellence, higher building sustainability standards are expected. This is acknowledged by the proponent.

The proposed Development Control Plan provisions include a requirement that a minimum 5 star GBCA building rating is expected. An assessment report is to be submitted at Development Application Stage.

Higher building sustainability standards will be assessed to ensure the Key Element is

satisfied at development application stage.

Key Element 10. The Architects for design excellence schemes should be maintained through the development application process and can only be substituted with written agreement of Council.

Comment

With regard to Key Element 10, it is considered that the Planning Proposal is consistent with the CBD Strategy and will be further considered at design excellence stage.

Floor Space Ratio (FSR)

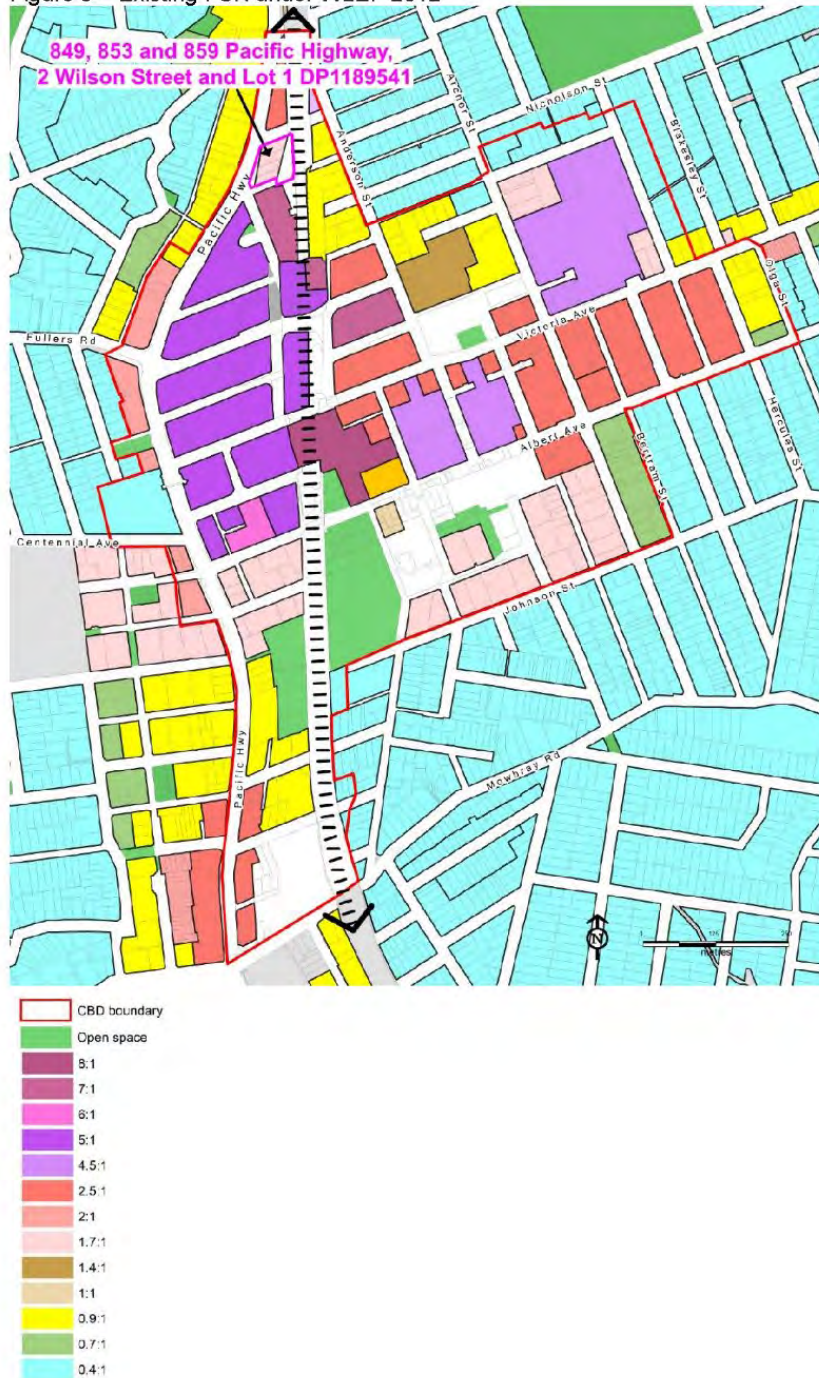
Key Element 11. Figure 3 shows the existing FSR controls under WLEP 2012.

Comment

The subject site is in a location with a maximum floor space ratio of 1.5:1 (relating to the R4 High Density Residential land) as shown below in Figure 3 – Existing FSR under WLEP 2012.

The Planning proposal seeks to increase this to 6:1, which is discussed below in Key Element 12.

Figure 3 – Existing FSR under WLEP 2012



- Key Element 12.** Minimum site area of:
- a) 1800sqm for commercial development in the B3 Commercial Core zone.
 - b) 1200sqm for mixed use development in the B4 Mixed Use zone.
- to achieve maximum FSR as indicated in Figure 4.

Site amalgamation is encouraged to meet this minimum requirement. In addition sites should not be left isolated.

Comment

The subject site is 4,294m², after road widening, and is above the minimum site area of 1200m² for mixed development involving residential land use.

In response to the subject Planning Proposal and the amalgamated site involved, it is proposed to introduce a site specific lot size requirement of 4,000m² on the Lot Size Map.

- Key Element 13.** The FSRs in Figure 4 should be considered as maximums achievable in the centre subject to minimum site area and appropriate contributions, and are as follows:
- a) No maximum FSR for commercial development in the B3 zone.
 - b) A range of FSR maximums in the B4 zone, surrounding the B3 zone, reflecting context.
 - c) Retention of 2.5:1 FSR along northern side of Victoria Avenue east.

Floor space ratio maximums are not necessarily achievable on every site, and will depend on satisfactorily addressing:

- a) Site constraints,
- b) Surrounding context,
- c) Other aspects of this Strategy including setbacks at ground and upper levels,
- d) SEPP 65 and the associated Apartment Design Guidelines.

Comment

Consistent.

It should be noted the FSR does not apply to the road widening area.

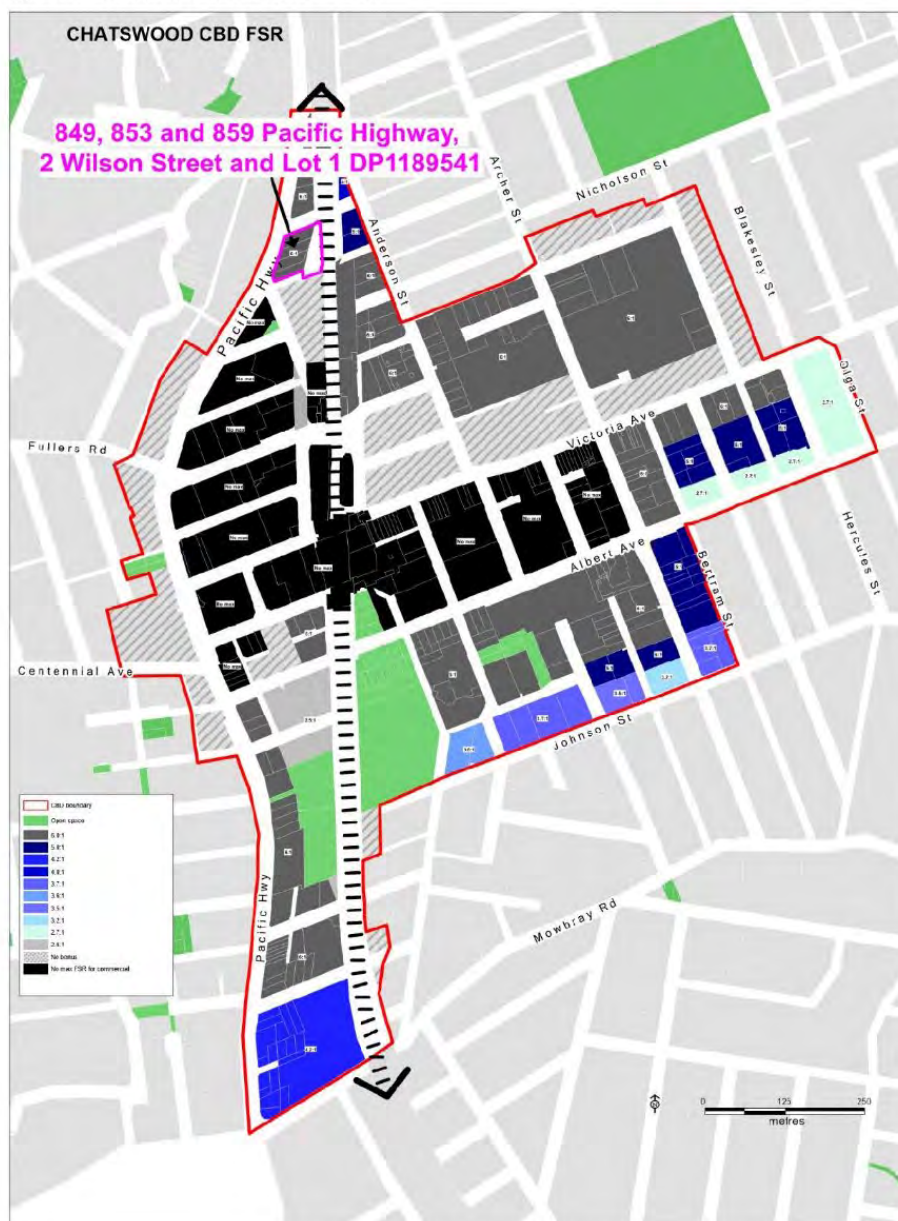
The subject site is in a general location with an FSR of 6:1, as shown below in Figure 4 - Maximum Floor Space Ratio.

As noted above under land use, a large part of the Lot 1 DP 1189541 part of the site is zoned SP2 Infrastructure under WLEP 2012 and is unzoned under the CBD Strategy. A small portion of Lot 1 DP 1189541, near O'Brien Street, is already zoned B4 Mixed Use. This meant that this land was not allocated a FSR.

Having confirmation that TAHE intends to divest itself of this land, it is considered reasonable and appropriate to zone the land the adjacent FSR under the CBD Strategy, being 6:1.

The Planning Proposal proposes a maximum FSR of 6:1, which includes affordable housing, and is therefore consistent with the CBD Strategy.

Figure 4 - Maximum Floor Space Ratio





Key Element 14. Affordable housing is to be provided within the maximum floor space ratio, and throughout a development rather than in a cluster.

Comment
Consistent.

The floor space ratio of 6:1 proposed in the Planning Proposal includes affordable housing, to be provided in accordance with Council's DCP requirements.

To achieve the above in regards implementation under WLEP 2012, the site is to be included on the Specials Provisions Area Map.

Key Element 15. Where the maximum floor space ratio of 6:1 is achieved, the minimum commercial floor space ratio sought in development in a Mixed Use zone is 1:1.

The objective of this Key Element is to achieve a satisfactory level of commercial in the B4 Mixed Use zone to deliver a reasonable amount of employment floor space, typically to be within the podium levels of a development. This will be moderated depending on the overall FSR.

Comment
Consistent.

The proponent has indicated that a commercial component of 1:1 will be provided, and has shown this in the concept plans provided.

A written amendment to *Willoughby Local Environmental Plan 2012* has been prepared in regards the 1:1 commercial floor space requirement.

Built Form

Key Element 16. In order to achieve the slender tower forms sought by Council the maximum floor plate at each level of a development should be no more than:

- a) 2000sqm GFA for office (to achieve this maximum a large site would be required).
- b) 700sqm GFA for residential towers above Podium within Mixed Use zones.

Comment

Consistent.

The towers above the podium shown in the Concept Plans contain a floor plate Gross Floor Area of:

- South tower: 592m²
- North Tower 353m²

This is below the identified Gross Floor Area maximum of 700m².

Key Element 17. In pursuit of the same goal of slender tower forms, the width of each side of any tower should be minimised to satisfactorily address this objective. To the same end, design elements that contribute to building bulk are not supported, and should be minimised.

Setbacks are considered an important part of achieving slender tower forms.

Comment

Consistent.

The dimensions of the residential towers shown in the Concept Plans are considered generally consistent with the slender tower objective and an appropriate response to the site.

It should be noted that setbacks consistent with, and in some cases greater than, CBD Strategy requirements have been provided.

Consistency with the CBD Strategy setback requirements has assisted in satisfying the slender tower objective. Setbacks are discussed below.

Building articulation and appropriate architectural design responses will be further explored at design excellence stage.

Key Element 18. If there is more than one residential tower on a site, sufficient separation is to be provided in accordance with setbacks required in this Strategy, SEPP 65 and the Apartment Design Guidelines, to ensure that the slender tower form objective is achieved. Council will seek to avoid an outcome where two towers read as one large tower. Towers are not to be linked above Podium and should operate independently regarding lifts and services.

Comment

Two towers are proposed in the concept plans.

The Planning Proposal is consistent with regard to this Key Element.

The proponent has stated:

"The indicative concept scheme illustrates compliance with this can be achieved based on the proposed built form controls. This clause has been incorporated into the site specific DCP."

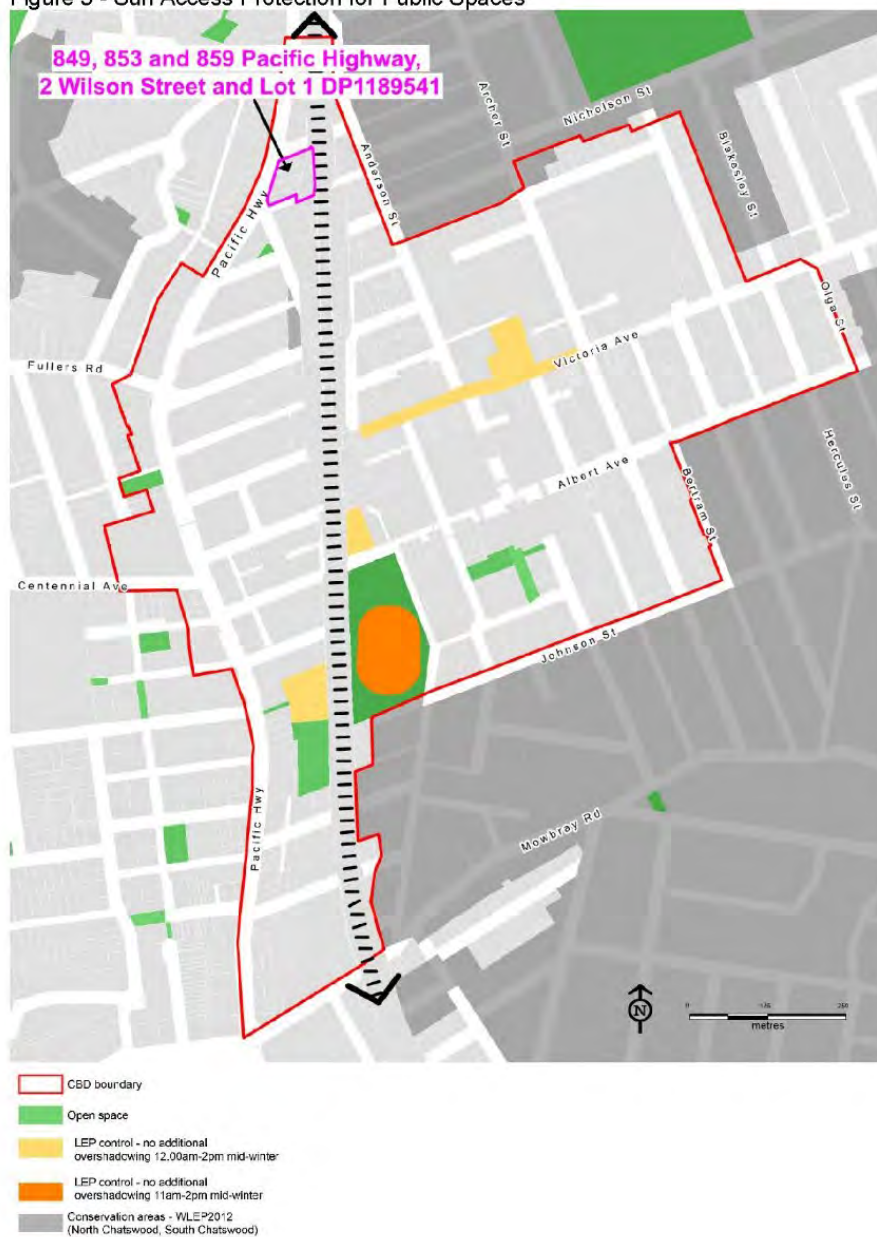
Sun Access to Key Public Spaces

- Key Element 19.** The sun access protection in Figure 5 will be incorporated into LEP controls, to ensure no additional overshadowing and protection in mid winter of:
- a) Victoria Avenue (between interchange and Archer St) 12pm - 2pm.
 - b) Concourse Open Space 12pm - 2pm.
 - c) Garden of Remembrance 12pm - 2pm.
 - d) Tennis and croquet club 12pm - 2pm.
 - e) Chatswood Oval 11am - 2pm (which in turn also protects Chatswood Park).
 - f) In addition, Heights adjoining the South Chatswood Conservation Area will provide for a minimum 3 hours solar access between 9am and 3pm mid winter.

Comment
Consistent.

The subject site is located in the northern section of the Chatswood CBD, significantly north of any public open space areas identified within the Chatswood CBD as requiring sun access protection, as shown below in Figure 5 - Sun Access Protection. It is outside of the area where additional height control is required to ensure sun access to the specified open space areas, as shown in Figure 6 – Height.

Figure 5 - Sun Access Protection for Public Spaces



Building Heights

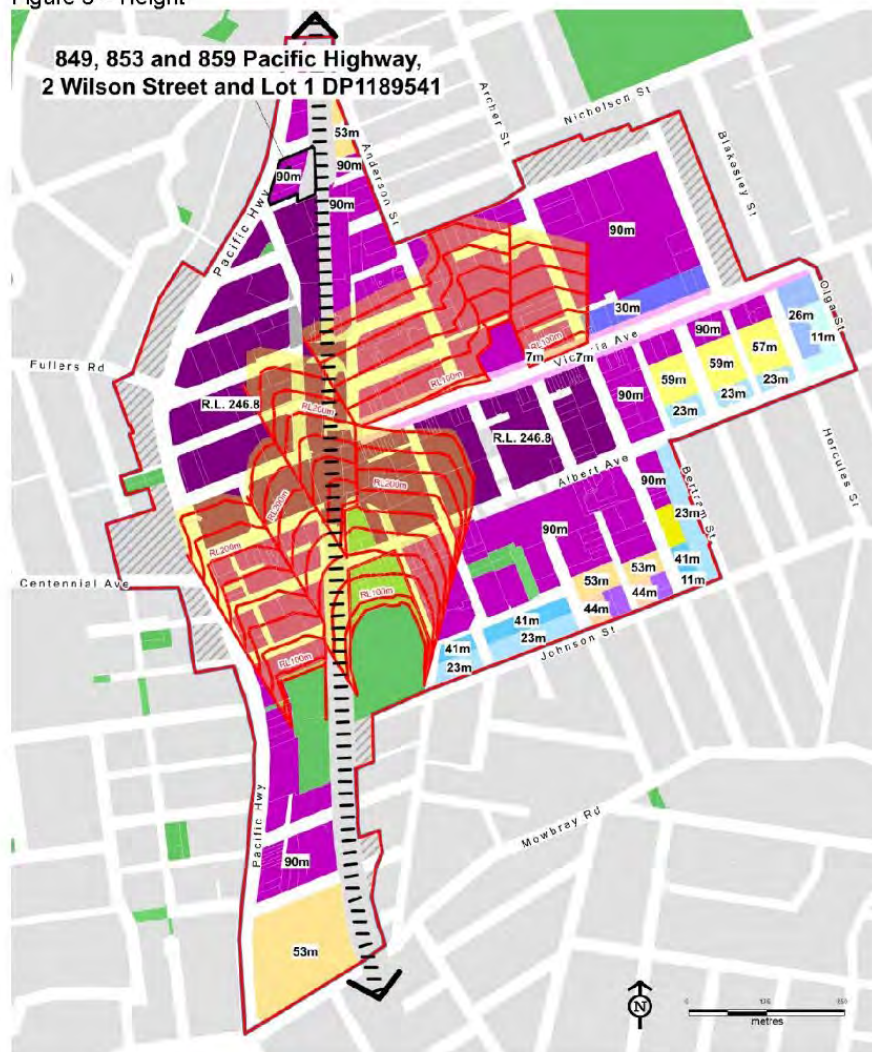
- Key Element 20.** Maximum height of buildings in the CBD will be based on Figure 6, based on context and up to the airspace limits (Pans Ops plane), except as reduced further to meet:
- Sun access protection.

Achievement of nominated height maximums will depend on addressing site constraints, surrounding context and other aspects of this Strategy in addition to satisfying SEPP 65 and Apartment Design Guidelines.

Comment
Consistent.

Figure 6 – Height below shows the height maximums in the Chatswood CBD, including where height is to be reduced in order to achieve sun access protection to the public open space areas identified in Figure 5 (above).

Figure 6 – Height





The subject site is in a general location with a height maximum of 90m. It should be noted the height does not apply to the road widening area.

As noted above under land use, a large part of the Lot 1 DP 1189541 part of the site is zoned SP2 Infrastructure under WLEP 2012 and is unzoned under the CBD Strategy. A small portion of Lot 1 DP 1189541, near O'Brien Street, is already zoned B4 Mixed Use. This meant that this land was not allocated a height.

Having confirmation that TAHE intends to divest itself of this land, it is considered reasonable and appropriate to zone the land the adjacent height under the CBD Strategy, being 90m.

The Planning Proposal proposes a maximum height of 90m, and is therefore consistent with the CBD Strategy.

Key Element 21. All structures located at roof top level, including lift over runs and any other architectural features are to be:

- Within the height maximums.
- Integrated into the overall building form.

Comment
Consistent.

The concept plans provided show a tower designed to contain all roof top structures within the height maximum of 90 metres.

Detailed plans, showing integration of roof top structures into the overall building form will be provided at development application stage.

Links and Open Space

Key Element 22. The links and open space plan in Figure 7 will form part of the DCP. All proposals should have regard to the potential on

adjacent sites. Pedestrian and cycling linkages will be sought in order to improve existing access within and through the CBD.

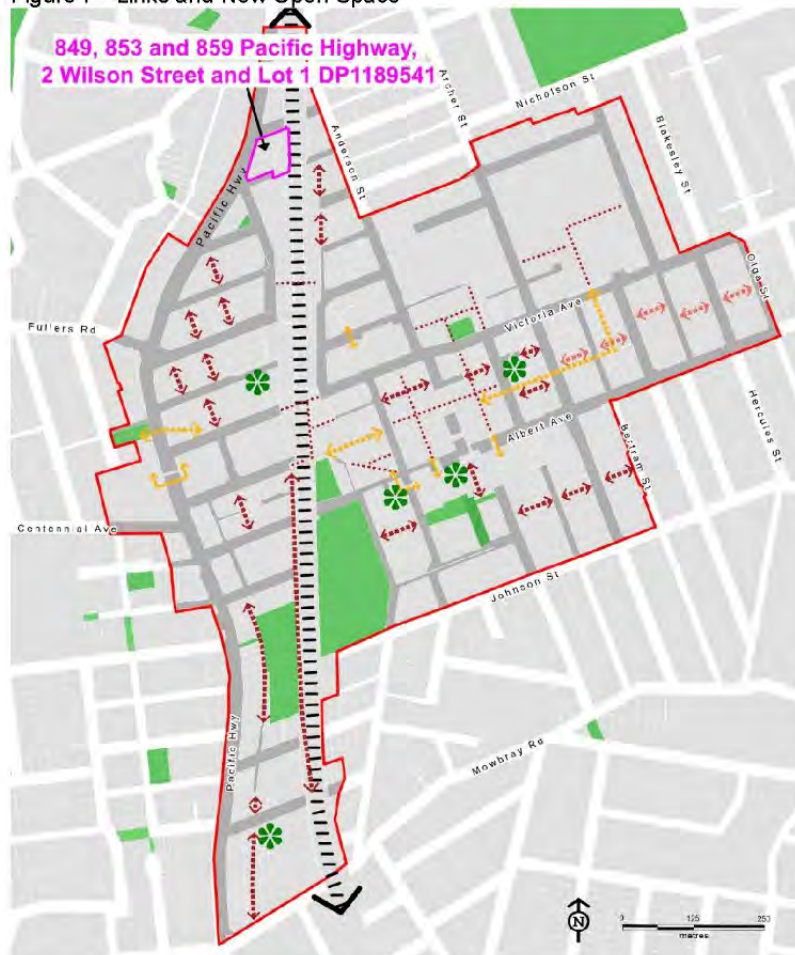
New linkages may also be sought where these are considered to be of public benefit. All such links should be provided with public rights of access and designed with adequate width, sympathetic landscaping and passive surveillance.

Comment
Consistent.

The Proposal provides:

- A publicly accessible pocket park on the Pacific Highway / O'Brien Street corner.
- A publicly accessible setback along O'Brien Street
- A publicly accessible setback along Pacific Highway for the creation of a shared pedestrian and cycle pathway.

Figure 7 - Links and New Open Space





Key Element 23. Any communal open space, with particular regard to roof top level on towers, should be designed to address issues of quality, safety and usability.

Comment
Consistent.

Communal open space has been provided within concept plans on the site, with particular regard being given to the rear setback and podium.

Public realm or areas accessible by public on private land

Key Element 24. Public realm or areas accessible by public on private land:

- a) Is expected from all B3 and B4 redeveloped sites.
- b) Is to be designed to respond to context and nearby public domain.
- c) Should be visible from the street and easily accessible.
- d) Depending on context, is to be accompanied by public rights of way or similar to achieve a permanent public benefit.

Comment
Consistent.

The Planning Proposal has satisfactorily addressed this Key Element by the provision of publicly accessible ground level space in the form of a pocket park at the Pacific Highway / O'Brien Street corner, within the O'Brien Street setback and along the Pacific Highway setback.

The pocket park has been shown involving part of the site identified for road widening. It is proposed to address this in the Officers recommendation.

Key Element 25. All roofs up to 30 metres from ground are to be green roofs. These are to provide a green contribution to the street and a balance of passive and active green spaces that maximise solar access.

Comment
Consistent.

Concept plans have been provided showing green roofs at podium level – presenting to Pacific Highway, O'Brien Street, Wilson Street and the rear setback to the North Shore Rail Line.

Key Element 26. A minimum of 20% of the site is to be provided as soft landscaping, which may be located on Ground, Podium and roof top levels or green walls of buildings.

Comment
Consistent.

Soft landscaping has been provided above 20% of the site area.

Setbacks and street frontage heights

Key Element 27. Street frontage heights and setbacks are to be provided based on Figure 8, which reflect requirements for different parts of the Chatswood CBD. With setbacks of 3 metres or more, including the Pacific Highway, deep soil planting for street trees is to be provided.

- d) Mixed use frontage with commercial Ground Floor
 - i. 6-14 metre street wall height at front boundary.
 - ii. Minimum 3 metre setback above street wall.
- e) Pacific Highway frontage:
 - i. Minimum 4m setback at Ground Level from front boundary.
 - ii. Maximum 7m street wall height.
 - iii. Minimum 6m setback above street wall to tower.

Comment
Consistent.

The concept plans are consistent with the below Figure 8 requirements applying to the subject site. For the purpose of this Key Element, the Mixed use frontage applies to O'Brien and Wilson Street.

It should be noted that deep soil planting has not been provided below basement level 1 in regards the Pacific Highway 4m ground setback. It is proposed to address this in the Officers recommendation.

Additional ground setbacks are provided to O'Brien Street.

The rear ground setback to the North Shore Rail Line is in accordance with an easement along that boundary benefitting TAHE.

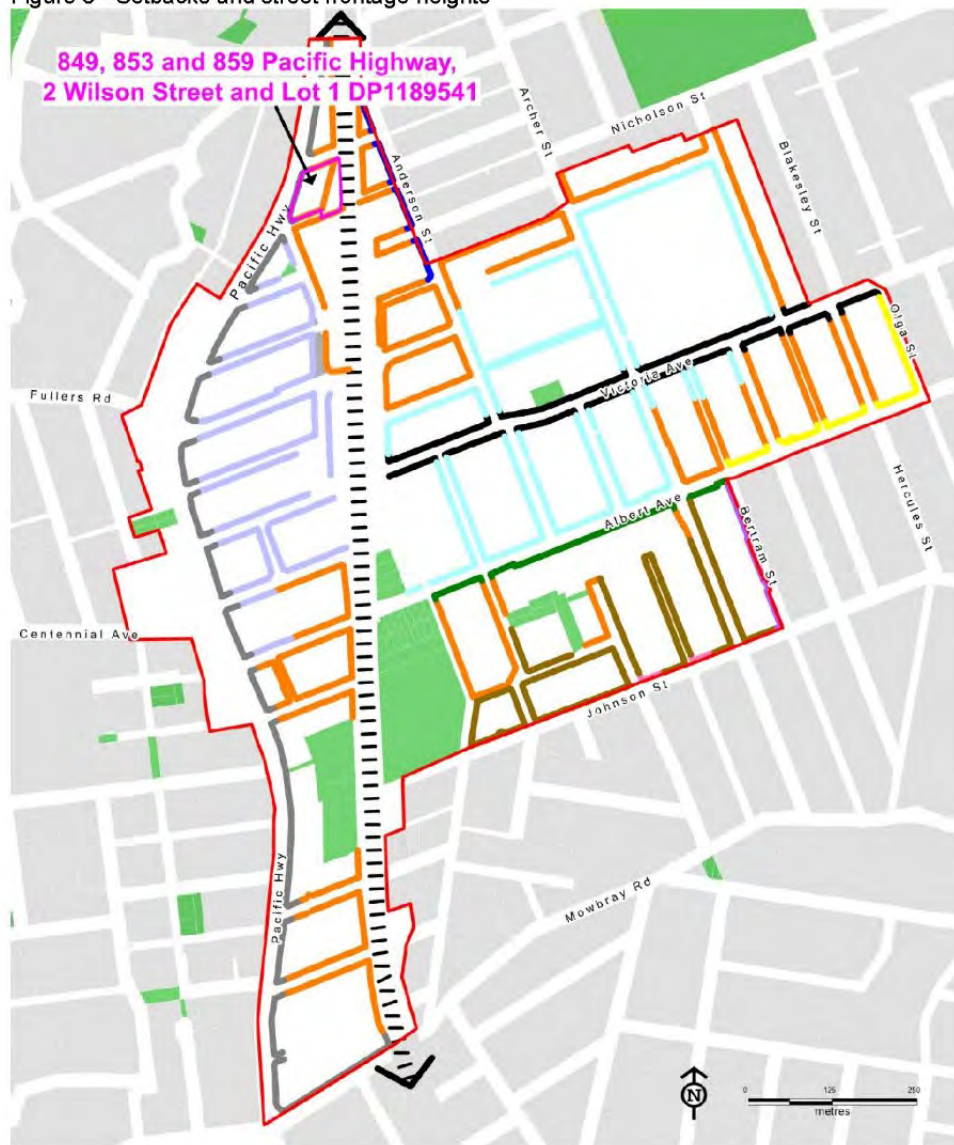
Additional tower setbacks above Podium are provided to O'Brien Street.

Setbacks above minimum requirements are supported and encouraged where possible.

A 7m / two storey street wall is provided to all elevations. A street wall height below the maximum to O'Brien Street and Wilson Street, as well as to the open space to the rear, is supported.

These requirements have also been included in the proposed Development Control Plan provisions.

Figure 8 - Setbacks and street frontage heights





Key Element 28. All towers above podiums in the B3 Commercial Core and B4 Mixed Use zones are to be setback from all boundaries a minimum of 1:20 ratio of the setback to building height.

This means if a building is:

- a) A total height of 30m, a minimum setback from the side boundary of 1.5m is required for the entire tower on any side.
- b) A total height of 60m, a minimum setback from the side boundary of 3m is required for the entire tower on any side.
- c) A total height of 90m, a minimum setback from the side boundary of 4.5m is required for the entire tower on any side.
- d) A total height of 120m, a minimum setback from the side boundary of 6m is required for the entire tower on any side.
- e) A total height of 150m, a minimum setback from the side boundary of 7.5m is required for the entire tower on any side.
- f) A total height of 160m, a minimum setback from the side boundary of 8m is required for the entire tower on any side.

The required setback will vary depending on height and is not to be based on setback averages but the full setback.

Comment
Consistent.

Key Element 28 is a general requirement for all new development within the Chatswood CBD. The proposed height of 90 metres requires a minimum 4.5 metre building setback from all boundaries for all towers above podiums.

Tower setbacks have been provided consistent with the Strategy.

- Key Element 29.** **Building separation to neighbouring buildings is to be:**
- a) In accordance with the Apartment Design Guide for residential uses.
 - b) A minimum of 6 metres from all boundaries for commercial uses above street wall height.

Comment

The Concept Plans address the required setbacks to neighbouring properties as outlined in this Key Element.

As previously noted, the site is one block, bounded by Pacific Highway, O'Brien Street, Wilson Street, and the North Shore Rail Line.

Any exhibition plans following Gateway should confirm that building separation controls in *State Planning and Environmental Policy 65* and the *Apartment Design Guidelines* have been satisfied.

Active Street Frontages

- Key Element 30.** **At ground level, to achieve the vibrant CBD Council desires, buildings are to maximise active frontages. Particular emphasis is placed on the B3 Commercial Core zone. Blank walls are to be minimised and located away from key street locations.**

Comment

Consistent.

The Concept Plans provided show commercial floor space at Ground Level with the opportunity for active street frontages to Pacific Highway, O'Brien Street and Wilson Street.

This issue will be further assessed at development application stage.

Further Built Form Controls

- Key Element 31.** **Site Isolation will be discouraged and where unavoidable joined basements and zero-setback podiums should be provided.**

Comment

Consistent.

This Key Element is satisfactorily addressed as the Planning Proposal involves a block. No site is isolated as a result of this Planning Proposal.

- Key Element 32.** **Controls will be applied to ensure the traditional lot pattern along Victoria Ave east (building widths of between 6-12m) is reflected into the future.**

Comment

Not applicable.

Key Element 33. Floor space at Ground level is to be maximised, with supporting functions such as car parking, loading, garbage rooms, plant and other services located in Basement levels.

Comment
Consistent.

All car parking and loading as well as garbage provision for the site is shown in the concept plans as located within the Basement levels.

Significant and meaningful Ground Level floor space has been provided.

Key Element 34. Substations are to be provided within buildings, not within the streets, open spaces or setbacks and not facing key active street frontages.

Comment
Consistent.

This Key Element is addressed in the draft DCP provisions for the site.

Key Element 35. The CBD Strategy employs a Travel Demand Management approach seeking to modify travel decisions to achieve more desirable transport, social, economic and environmental objectives. A new CBD Transport Strategy will build on the approach.
In addition, site specific traffic and transport issues are to be addressed as follows:

- a) Vehicle entry points to a site are to be rationalised to minimise streetscape impact, with one entry into and exiting a site. To achieve this objective loading docks, including garbage and residential removal trucks, are to be located within Basement areas.
- b) In order to facilitate rationalisation of vehicle entry points on neighbouring sites, all development sites are to provide an opportunity within Basement levels to provide vehicle access to adjoining sites when they are developed.
- c) All vehicles are to enter and exit a site in a forward direction. In this regard vehicle turntables should be provided where necessary.
- d) All commercial and residential loading and unloading is required to occur on-site and not in public streets.
- e) Car parking should be reduced by utilising RMS car parking rates for sites close to public transport, as well as reciprocal parking and car share strategies.

Comment
Consistent.

Note that a Transport Impact Assessment, prepared by GTA Consultants and dated 19 October 2021, has been submitted with the initial Planning Proposal submission. Additional information has been submitted in the Gyde Planning Report dated 22 March 2022. The Officers recommendation requires the GTA Transport Impact Assessment Report to be

updated to reflect the Gyde Planning Report dated 22 March 2022, prior to referral of the Planning proposal to DPE and subsequent exhibition.

The Planning Proposal is considered to satisfactorily address this key Element for the purposes of Gateway consideration and exhibition:

- Vehicle entry points have been rationalised, with one access via O'Brien Street.
- All car parking and loading as well as garbage provision for the site is located within the Basement levels.
- A physical solution is provided for vehicles to leave the basement in a forward direction. This is the desired solution on any site of this size and configuration.
- All loading and car parking is accommodated off street.

A total of 260 car spaces are proposed in the concept plans. The proponent has indicated that parking is in accordance with RMS requirements for Residential Flat Buildings in Metropolitan Regional (CBD) Centres.

Reduced car parking rates are encouraged by Council, and Council currently has a draft DCP on public exhibition with revised car parking rates. Car parking is satisfactory for the purposes of Gateway consideration and public exhibition. It should be noted however that car parking will be further reviewed post exhibition.

Full traffic consideration of this Planning Proposal will be required at development application stage.

Other Issues to be addressed

Solar Access

With regard to the built form being the subject of the Concept Plans, and impacts on surrounding properties, the shadow analysis provided by the proponent for 9am to 3pm, 21 June shows the following:

- At 9am, properties to the south west, in the direction and ending at Tower B Zenith Centre, are affected by additional overshadowing. Overshadowing does not cross to the western side of the Pacific Highway.
- At 10am, properties to the south west, in the direction and ending at Tower A Zenith Centre, are affected by additional overshadowing. This partially affects 11 Railway Street.
- At 11am, properties to the south are affected by additional overshadowing, including 11 Railway Street and part of 9 Railway Street.
- At 12pm, additional overshadowing occurs to 11 and 9 Railway Street, pool and part of the open space area over the North Shore Rail Line.
- At 1pm, additional overshadowing occurs to part of 11 Railway Street, pool and open space over the North Shore Rail Line, and 1 Day Street
- At 2pm, additional overshadowing occurs to pool and open space over the North Shore Rail Line, 1 Day Street, part of the block 44-52 Anderson Street, part of the block 38-42 Anderson Street, 3 McIntosh Street and 2 Day Street.
- At 3pm, additional overshadowing occurs to part of pool and open space over North Shore Rail Line, majority of the block 44-52 Anderson Street, majority of the block 38-42 Anderson Street, 37, 39 and 43 Anderson Street, and 9A Wattle Lane.

The following conclusions can be made:

- Solar access is maintained to properties on the western side of the Pacific Highway all day in mid winter.
- Properties to the east of the subject site are not affected until after 1pm.
- Properties to the south of the subject site maintain solar access during the early morning or afternoon depending on location.

It is considered that the overshadowing from this Planning Proposal is reasonable for a site located within the Chatswood CBD. It should be noted that the Planning Proposal does not impact on any of the areas identified as a key area public space requiring sun access protection in the CBD Strategy.

Further consideration of overshadowing may occur following public exhibition and at development application stage.

Privacy and general amenity

With regard to privacy and general amenity impacts to neighbouring properties, it is noted that:

- To the north, on the other side of Wilson Street, is 871-877 Pacific Highway. The site 871-877 Pacific Highway is the subject of a Planning Proposal to redevelop in accordance with the CBD Strategy (as Mixed Use with a height of 90m and floor space ratio of 6:1) – supported for finalization at the Council Meeting 2 March 2022.
- To the east is the North Shore Rail Line, and beyond that 54-56 Anderson Street. The site 54-56 Anderson Street is the subject of a Planning Proposal to redevelop in accordance with the CBD Strategy (as Mixed Use with a height of 53m/90m and floor space ratio of 5:1).
- To the west is the Pacific Highway, six lanes in width, with medium density residential flat building opposite.
- To the south, on the other side of O'Brien Street, is 11 Railway Street, characterized by an existing high rise development, and within the CBD Strategy (as Mixed Use with a height of 90m and floor space ratio of 6:1).

Further consideration of amenity impacts such as privacy may occur following public exhibition and at development application stage.

Other Internal Referrals

The Planning Proposal has also been referred to the Urban Design, Traffic, Engineering and Open Space sections of Council, and no objections have been raised.

It is considered that satisfactory information has been provided to enable the Council to forward the Planning Proposal to the Gateway.

Development Control Plan provisions

The proponent has submitted site specific Development Control Plan provisions. The site specific Development Control Plan provisions are to be the subject of a thorough assessment following public exhibition and may be the subject of amendments.

It is also noted that, where matters are not covered by site specific provisions, the remainder of the Development Control Plan will apply to the site.

Department of Planning and Environment Requirements

The Planning Proposal is considered to be generally in accordance with the requirements under Section 3.33(2) of the *Environmental Planning and Assessment Act 1979* and the Department of Planning and Environment (December 2021) *Local Environmental Plan Making Guideline*. Refer to Attachment 3.

Conclusion

From the perspective of managing changes to the *Willoughby Local Environmental Plan 2012* in response to the *Chatswood CBD Planning and Urban Design Strategy 2036*, it is proposed to consider requested amendments under this Planning Proposal in the form of:

- Written amendments to *Willoughby Local Environmental Plan 2012* and the accompanying Land Zoning Map, Height of Buildings Map, Floor Space Ratio, Special Provisions Area Map, Active Street Frontages Map and Lot Size Map.
- Draft Willoughby Development Control Plan provisions.

The Planning Proposal is consistent with the strategic objectives of the *Greater Sydney Region Plan*, the *North District Plan*, as well as Councils' *Local Strategic Planning Statement* and the *Chatswood CBD Planning and Urban Design Strategy 2036*. The front section of the subject site has been identified as within the B4 Mixed Use zone, permitting mixed use development (with the exception of the SP2 Infrastructure (Classified Road) zoned land fronting the Pacific Highway). The rear section (Lot 1 DP 1189541) was not identified for change under the CBD Strategy as it was zoned SP2 Infrastructure (Railway) and owned by TAHE. However following correspondence from TAHE that this land is surplus to requirements, it is considered reasonable and appropriate to consider the appropriate zoning as B4 Mixed Use (same as the block), with the accompanying height and FSR.

The draft Development Control Plan provisions are satisfactory for the purposes of public exhibition and may be the subject of further amendments.

It is considered that the relevant requirements under Section 3.33 of the *Environmental Planning and Assessment Act 1979* and the matters identified in the Department of Planning and Environment's (December 2021) *Local Environmental Plan Making Guideline* are adequately addressed and that the environmental impacts are acceptable for referral to Gateway and further consideration following public exhibition.

Based on the above, it is recommended that Council forward the Planning Proposal to the Department of Planning and Environment, seeking a Gateway Determination under Section 3.34 of the *Environmental Planning and Assessment Act 1979*. It is further recommended that Council advise the Department of Planning and Environment that the Planning Manager be nominated as delegate to process and finalise the Planning Proposal.

ATTACHMENT 3 - COUNCIL ASSESSMENT OF DEPARTMENT OF PLANNING AND ENVIRONMENT'S 'LOCAL ENVIRONMENTAL PLAN MAKING GUIDELINE'**ATTACHMENT 3****COUNCIL ASSESSMENT OF DEPARTMENT OF PLANNING AND ENVIRONMENT'S 'LOCAL ENVIRONMENTAL PLAN MAKING GUIDELINE.'**

The Planning Proposal is considered to be generally in accordance with the requirements under Section 3.33 of the *Environmental Planning and Assessment Act 1979* and the Department of Planning and Environment (December 2021) *Local Environmental Plan Making Guideline*. This document establishes six parts for Planning Proposal preparation:

PART 1 – OBJECTIVES AND INTENDED OUTCOMES

The proponent provides the following objectives in support of the Planning Proposal to amend *Willoughby Local Environmental Plan 2012* (referred to as WLEP 2012):

- To satisfy State Government objectives in the *Greater Sydney Region Plan - A Metropolis of Three Cities* and *North District Plan* as well as relevant Section 9.1 directions to focus and encourage employment and services in a conveniently accessible network of evolving centres connected to homes via good public transport service;
- To satisfy State Government objectives to grow jobs, housing and infrastructure within Strategic Centres and to enhance Chatswood's role as a major regional mixed-use centre providing housing, jobs and services in a genuine mixed-use development;
- To provide one consolidated development site within close proximity to the Chatswood CBD;
- To avoid site isolation by consolidating surplus land;
- To provide increased housing supply outside of the Chatswood CBD Commercial Core, which responds to the needs of the local community, including the provision of affordable housing;
- To ensure that Chatswood's future as an employment centre is protected whilst also allowing capacity for residential growth close to the Chatswood CBD;
- To provide mixed-use development with an appropriate balance of commercial, retail and residential uses to contribute to the existing vibrant and active community in Chatswood;
- To capitalise on opportunities within the site to provide an economic and orderly use of the land for a mixed-use development;
- To facilitate a high quality urban and architectural design that responds to adjoining land uses;
- To provide an opportunity to improve the presentation of the site to the public domain, and enhance the streetscape in doing so;
- To provide additional public open space and the connection of the pedestrian/bicycle pathway along a recognised regional route;
- To achieve high benchmarks in sustainability and promote public art;
- To minimise adverse impacts on existing development;
- To ensure the future development and use of land is appropriate to minimise environmental risks and potential impacts on adjoining land uses; and
- To ensure the use of land is appropriate to managing and minimising environmental risks.

PART 2 – EXPLANATION OF PROVISIONS

In response to the Planning Proposal, Council Officers have proposed that the outcome be achieved by requiring that the Planning Proposal request be consistent with the following amendments to WLEP 2012, which will include:

- a) Amend Clause 6.25 to include 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood. Clause 6.25 currently is as follows:

“6.25 Shop top housing at 58 Anderson Street, Chatswood
(1) This clause applies to land at 58 Anderson Street, Chatswood, Lot 20, DP 1107551.
(2) Development consent for the purposes of shop top housing must not be granted unless the consent authority is satisfied at least 17% of the building's gross floor area will be used for non-residential purposes.”
- b) To amend the Land Zoning Map (Sheet LZN_004) for 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, to B4 Mixed Use (with the exception of the SP2 Infrastructure (Classified Road) zoned land adjacent the Pacific Highway).
- c) To amend the Height of Buildings Map (Sheet HOB_004) for 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, to 90 metres (with the exception of the SP2 Infrastructure (Classified Road) zoned land adjacent the Pacific Highway).
- d) To amend the Floor Space Ratio Map (Sheet FSR_004) for 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, to 6:1 (including affordable housing) (with the exception of the SP2 Infrastructure (Classified Road) zoned land adjacent the Pacific Highway).
- e) To amend the Special Provisions Area Map (Sheet SPA_004) to show 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, Chatswood, as Area 9 and 12.
- f) To amend the Active Street Frontages Map (Sheet ASF_004) to include Pacific Highway, O'Brien Street and Wilson Street, Chatswood frontages.
- g) To amend the Lot Size Map (Sheet LSZ_004) to show 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood with a minimum lot size of 4,000 sq metres.

From the perspective of managing changes to the WLEP 2012 in response to the *Chatswood CBD Planning and Urban Design Strategy 2036* (referred to as the CBD Strategy), it is proposed to consider requested amendments under this Planning Proposal in the form of amendments to the written instrument and relevant maps.

Accompanying the Planning Proposal are draft *Development Control Plan* provisions.

PART 3 – JUSTIFICATION OF STRATEGIC AND SITE SPECIFIC MERIT

Questions to consider when demonstrating the justification

Section A - Need for the Planning Proposal

1) Is the planning proposal a result of an endorsed LSPS, strategic study or report?

The Planning Proposal arises from the endorsement by Council of the CBD Strategy, which recommends land use, increased building height and development density for land within the Chatswood CBD and the expanded CBD boundaries. This was included in the Council's LSPS granted assurance by DPE and the GSC.. The subject site is located within the proposed CBD boundary and is identified as mixed use, with an increase in maximum building height to 90 metres and increase in floor space ratio up to 6:1 subject to satisfaction of other CBD Strategy requirements.

The CBD Strategy provides a CBD boundary which includes this location because it is close to the Chatswood City Centre, with significant transport infrastructure and urban services.

The increased commercial and residential density is intended to accommodate anticipated demand for employment and housing in the Willoughby Local Government Area.

Lot 1 DP 1189541 (referred to as 8 Wilson Street) is under the ownership of the Transport Asset Holding Entity (TAHE) and this was a major reason why it was not part of the CBD Strategy.

The subject Planning Proposal includes Lot 1 DP 1189541 as part of a consolidated site involving the entire block. 853 Pacific Highway Pty Ltd AFT 2017 PHC Trust have entered into a purchase rights agreement with TAHE and TAHE support the rezoning of their site to B4, in accordance with all neighbouring sites. A TAHE letter of support and consent is provided with the Planning Proposal.

It is considered that the inclusion of this site as part of the consolidated site, with similar CBD Strategy zoning, height and FSR, is justified on the basis that the proposal prevents the lot from being isolated and provides a uniform planning outcome for the entire street block.

Analysis supporting the application has been provided with the Planning Proposal.

The Planning Proposal is consistent with the endorsed Willoughby LSPS.

2) Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

It is considered that the Planning Proposal is the best means of achieving the objectives and outcomes discussed above.

Section B - Relationship to the strategic planning framework

3) Will the planning proposal give effect to the objectives and actions of the applicable regional or district plan or strategy (including any exhibited draft plans or strategies)?

The Planning Proposal is consistent with the strategic objectives of the *Greater Sydney Region Plan* and the *North District Plan*, as well as the more detailed requirements of the CBD Strategy.

The *Greater Sydney Region Plan* and the *North District Plan* were released by the Greater Sydney Commission in March 2018. The *Greater Sydney Region Plan* will rebalance growth and deliver its benefits more equally and equitably to residents across Greater Sydney.

The *Greater Sydney Region Plan* is built on a vision of three cities where most residents live within 30 minutes of their jobs, education and health facilities, services and great places. Delivering a metropolis of three cities will be guided by 10 overarching directions, which provide interconnected infrastructure, productivity, liveability and sustainability benefits to all residents.

The North District forms a large part of the Eastern Harbour City and its economy is focused on the Harbour CBD which includes North Sydney as well as the strategic centres such as Chatswood within the Eastern Economic Corridor. The Chatswood strategic centre comprises a mix of uses including retail, office, residential as well as community and health. Entertainment facilities and a vibrant night-time economy contribute to the amenity. Job targets for Chatswood as a strategic centre has informed the scale of growth and land use and infrastructure planning. Maintaining and growing a high quality commercial core will facilitate the continued growth of the centre as a major employment hub.

Chatswood remains a Strategic Centre located in the Eastern Economic Corridor, and an important office market in Greater Sydney. Chatswood is earmarked as a centre that should be attracting significant investment and business activity in strategic centres to provide jobs growth; creating the conditions for residential development within strategic centres but not at the expense of the attraction and growth of jobs, retailing and services; where appropriate, strategic centres should define commercial cores informed by an assessment of their need.

The CBD Strategy has been a response to the above strategic plans and is consistent with the objectives of those plans as well as being a component of Willoughby's final assured LSPS.

The Planning Proposal is considered consistent with the *Greater Sydney Region Plan* and the *North District Plan* for the following reasons:

- The proposal provides commercial floor space at an amount envisioned under the *Chatswood CBD Planning and Urban Design Strategy 2036*. The commercial component supports and strengthens the commercial core of Chatswood by increasing the availability of jobs in an identified strategic centre with good access to existing and planned public transport services. The proposal will also provide more employment opportunities to local residents.
- The proposal will assist in meeting the housing supply targets in a location identified as Mixed Use in the CBD Strategy.
- The additional housing is provided in a location close to existing and proposed transport and urban services infrastructure.
- The additional housing is in a location that is a walkable or cyclable distance to the services and amenities of Chatswood CBD centre.

The Department of Planning and Environment (December 2021) *Local Environmental Plan Making Guideline* establishes specific assessment criteria to assist a Relevant Planning Authority.

Assessment Criteria

a) Does the proposal have strategic merit? Will it:

- Give effect to the relevant regional plan outside of the Greater Sydney Region, the relevant district plan within the Greater Sydney Region, and/or corridor/precinct plans applying to the site. This includes any draft regional, district or corridor/precinct plans released for public comment or a place strategy for a strategic precinct including any draft place strategy;

Comment: The Planning Proposal will give effect to the *Greater Sydney Region Plan* and *North District Plan* released March 2018.

- Demonstrate consistency with the relevant LSPS or strategy that has been endorsed by the Department or required as part of a regional or district plan;

Comment: The *Willoughby Council Local Strategic Planning Statement* (LSPS) was granted assurance by DPE in March 2020.

The CBD Strategy was endorsed by Council on 26 June 2017, supported by the Greater Sydney Commission on 18 May 2018, and endorsed by DPE on 9 July 2020 with qualifications. Full endorsement of the CBD Strategy was further noted by Council on 14 September 2020.

The Planning Proposal is consistent with the final Willoughby Council LSPS, and the CBD Strategy as endorsed by DPE. This is discussed in the Council Detailed Assessment (Attachment 2).

- Respond to a change in circumstances that has not been recognised by the existing planning framework.

Comment: The Planning Proposal does not respond to a change in circumstances not recognised by the planning framework. It is considered that the Planning Proposal is consistent with the envisioned land use mix within the Chatswood CBD, and the utilization of existing and upcoming infrastructure by different land uses. The CBD Strategy has been prepared with a careful allocation of commercial core and mixed use zones within an expanded Chatswood CBD, intended to capitalise on new infrastructure such as the Metro rail and accommodate expected future residential demand.

b) Does the proposal have site-specific merit, having regard to the following:

- the natural environment on the site to which the proposal relates and other affected land (including known significant environmental areas, resources or hazards)

Comment: The site is not characterised by an existing significant natural environment. The proposal does have site specific merit with ground level publicly accessible open space proposed with landscaping.

- existing uses, approved uses, and likely future uses of land in the vicinity of the land to which the proposal relates

Comment: The planning controls proposed are consistent with the *Chatswood CBD Planning and Urban Design Strategy 2036* and the envisaged future development for the locality, with the site located within the expanded Chatswood CBD boundaries. The proposal promotes the future urban renewal of the land involved.

- services and infrastructure that are or will be available to meet the demands arising from the proposal and any proposed financial arrangements for infrastructure provision

Comment: This issue is discussed in the Council Detailed Assessment.

4) Is the planning proposal consistent with a council LSPS that has been endorsed by the Planning Secretary or GSC, or another endorsed local strategy or strategic plan?

Our Future Willoughby 2028 is the Council's community strategic plan for the future of the local government area to help guide decision making and planning.

Our Future Willoughby 2028 sets out five broad outcomes, which are identified below with relevant community priorities:

1. A City that is green
 - 1.1 Create and enhance green spaces.
 - 1.2 Promote sustainable lifestyles and practices.
 - 1.3 Enhance, protect and respect waterways, bushland, nature, wildlife and ecological systems.
 - 1.4 Reduce energy, water and resource waste and encourage reuse and recycling.
 - 1.5 Reduce carbon and greenhouse gas emissions.
2. A city that is connected and inclusive
 - 2.1 Enhance transport choices and connections throughout the City.
 - 2.4 Reduce parking and traffic congestion.
 - 2.7 Promote accessible services for the community
3. A city that is liveable
 - 3.5 Maintain quality of life by balancing population growth with the provision of assets and services.
4. A city that is prosperous and vibrant
 - 4.1 Facilitate the development of all businesses.
5. A City that is effective and accountable
 - 5.1 Be honest, transparent and accountable in all that we do.

The CBD Strategy has been developed having regard to the *Our Future Willoughby 2028*, with a commercial core as well as a mixed use area identified within the Chatswood CBD. The Planning Proposal is consistent with the above applicable objectives.

In regards the Willoughby LSPS, the Planning Proposal is consistent with the following priorities:

1. Increasing housing diversity to cater to families, the aging population, diverse household types and key workers.
2. Increasing the supply of affordable housing.
3. Enhancing walking and cycling connections to Willoughby's urban areas, local centres and landscape features.
8. Facilitate the viability and vibrancy of our strategic and local centres.
9. Developing Chatswood CBD as a key commercial centre and integral part of the Eastern Economic Corridor.
17. Augmenting local infrastructure and using existing infrastructure more intensively and efficiently to accommodate planned growth.
20. Co-ordinating economic development for Chatswood and St Leonards.

5) Is the planning proposal consistent with any other applicable State and regional studies or strategies?

The Planning Proposal is considered consistent with relevant State strategies.

6.) Is the planning proposal consistent with applicable SEPPs?

The following State Environmental Planning Policies (SEPPs) are applicable, with comment provided.

SEPP Title	Comment
<i>SEPP (BASIX) 2004</i>	This SEPP will apply to future proposed dwellings/units and appropriate BASIX documentation will be required with any future development application for redeveloping the site.
<i>SEPP (Exempt and Complying Codes) 2008</i>	The Planning Proposal does not contain provisions that contradict the application of the SEPP.
<i>SEPP 65 – Design Quality of Residential Flat Development (referred to as SEPP 65 in this report)</i>	This SEPP will apply to the proposed residential component of the future mixed use building. The concept plan has been submitted having regard to the <i>SEPP 65 Apartment Design Guide</i> (referred to as ADG in this report) and achieves general compliance with this Code. Detailed assessment of compliance with SEPP 65 and Apartment Design Guidelines would occur at DA stage.
<i>SEPP (Affordable Rental Housing) 2009</i>	The Planning Proposal provides for affordable housing and is consistent with the SEPP.
<i>SEPP (Infrastructure) 2007</i>	The Planning Proposal provides for housing and jobs close to a commuter hub and is consistent with the SEPP.

7.) Is the planning proposal consistent with applicable Ministerial Directions (section 9.1 Directions)?

Section 9.1 Directions issued to councils require that a Planning Proposal does not conflict with the Directions. The following is a summary of the planning proposal against the relevant Section 9.1 Directions in this instance.

1. EMPLOYMENT AND RESOURCES

Direction	Relevant?	Consistent?	Comment
1.1 Business and Industrial Zones	Yes	Yes	The Planning Proposal will support employment generation within a B4 Mixed Use Zone.

2. ENVIRONMENT AND HERITAGE

Direction	Relevant?	Consistent?	Comment
2.3 Heritage Conservation	Yes	Yes	The site does not contain a Local Heritage Item or is part of a heritage conservation area. Furthermore, the site is not within close proximity of a Local Heritage Item or a heritage conservation area. The nearest Local Heritage Item is approximately 85m away – at 850 Pacific Highway (on the western side of the Pacific Highway).

3. HOUSING, INFRASTRUCTURE AND URBAN DEVELOPMENT

Direction	Relevant?	Consistent	Comment
3.1 Residential Zones	Yes	Yes	The site is within a R4 High Density Residential zone, as well as unzoned land, proposed to be B4 Mixed Use. The Planning Proposal involves a substantial increase in residential on the site in response to the CBD Strategy under the B4 Mixed Use zone, above what is currently permitted.
Direction	Relevant?	Consistent	Comment

3.3 Home Occupations	Yes	Yes	Home occupations will be permissible development on the site.
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Direction	Relevant?	Consistent?	Comment
3.4 Integrating Land Use and Transport	Yes	Yes	The site is well located close to public transport linkages and employment.

4. LOCAL PLAN MAKING

Direction	Relevant?	Consistent?	Comment
6.1 Approval and Referral Requirements	Yes	Yes	The Planning Proposal does not contain any provisions which require concurrence, consultation or referral to the Minister

5. METROPOLITAN PLANNING

Direction	Relevant?	Consistent?	Comment
7.1 Implementation of A Plan for Growing Sydney	Yes	Yes	The Planning Proposal is consistent with the <i>Greater Sydney Region Plan</i> , and <i>North District Plan</i> , as discussed above.

Section C – environmental, social and economic impact

- 8) Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected because of the proposal?

The subject site and adjoining lands have not been identified as containing any areas of critical habitat or threatened species, populations or ecological communities or habitats.

- 9) Are there any other likely environmental effects of the planning proposal and how are they proposed to be managed?

The following environmental impacts of the proposal and their proposed management are discussed in the Council Detailed Assessment (see **Attachment 2**):

- Consistency with the *Chatswood CBD Planning and Urban Design Strategy 2036*, as endorsed by Council. In this regard the following issues have been addressed:

- CBD boundary
- Land use
- Commercial component
- Design excellence
- Building sustainability
- Voluntary Planning Agreements
- Public art
- Floor space ratio
- Minimum site area
- Affordable housing
- Maximum residential tower floor plate size
- Built form
- Sun access to key public places
- Height
- Links and open space
- Landscaping
- Public realm
- Street frontage heights
- Setbacks
- Traffic and transport issues

- Other issues addressed include solar access, privacy and general amenity.

10) Has the planning proposal adequately addressed any social and economic effects?

It is considered that the Planning Proposal has adequately addressed social and economic effects. It should be noted that the Planning Proposal does include affordable housing provision.

Section D – Infrastructure (Local, State and Commonwealth)

11) Is there adequate public infrastructure for the planning proposal?

The subject site is located within an identified mixed use area under the CBD Strategy, and serviced by existing utilities infrastructure and within walking distance from the Chatswood Railway Station and Transport Interchange.

Section E – State and Commonwealth Interests

12) What are the views of state and federal public authorities and government agencies consulted in order to inform the Gateway determination?

Council has not notified any public authorities. It is expected that any Gateway Determination would establish which government authorities would be required to be included in the public exhibition.

PART 4 – MAPS

This Planning Proposal as proposed involves amending *Willoughby Local Environmental Plan 2012* maps as follows:

- a) To amend the Land Zoning Map (Sheet LZN_004) for 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, to B4 Mixed Use (with the

exception of the SP2 Infrastructure (Classified Road) zoned land adjacent the Pacific Highway)

- b) To amend the Height of Buildings Map (Sheet HOB_004) for 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, to 90 metres (with the exception of the SP2 Infrastructure (Classified Road) zoned land adjacent the Pacific Highway)
- c) To amend the Floor Space Ratio Map (Sheet FSR_004) for 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, to 6:1 (including affordable housing) (with the exception of the SP2 Infrastructure (Classified Road) zoned land adjacent the Pacific Highway)
- d) To amend the Special Provisions Area Map (Sheet SPA_004) to show 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, as Area 9 and 12.
- e) To amend the Active Street Frontages Map (Sheet ASF_004) to include the Pacific Highway, O'Brien Street and Wilson Street frontages.
- f) To amend the Lot Size Map (Sheet LSZ_004) to include 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, with a minimum lot size of 4,000 sq metres.

PART 5 – COMMUNITY CONSULTATION

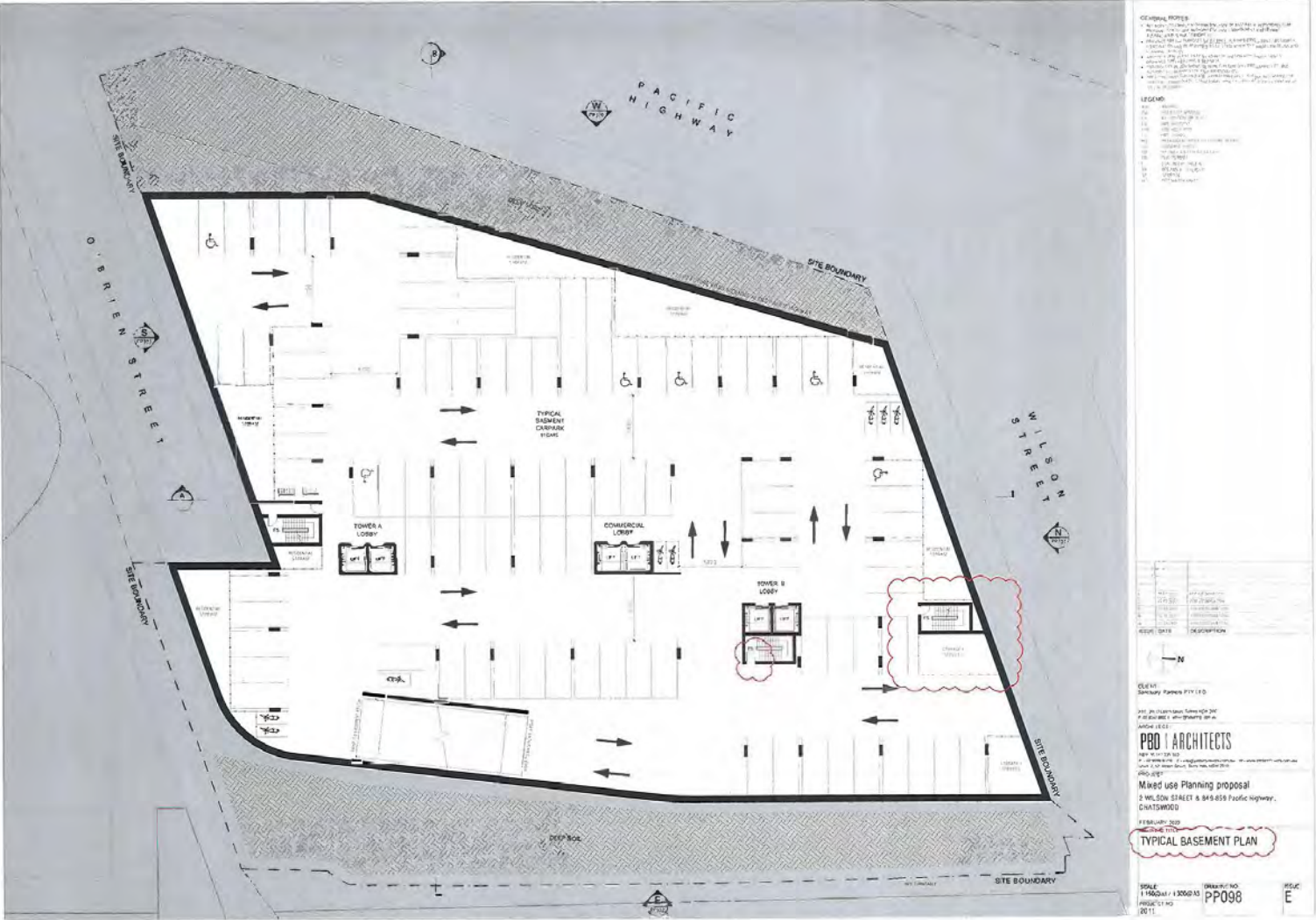
Should Council support the Planning Proposal for public exhibition, it will proceed to the Department of Planning and Environment 'Gateway' process to seek endorsement for the proposal to be placed on public exhibition. Public exhibition will be in accordance with the Department of Planning and Environment's Gateway Determination requirements and should include the Draft *Willoughby Local Environmental Plan 2012* Amendment and the site specific *Draft Development Control Plan* provisions. This would involve appropriate notification and receipt of submissions from relevant state agencies and the general community.

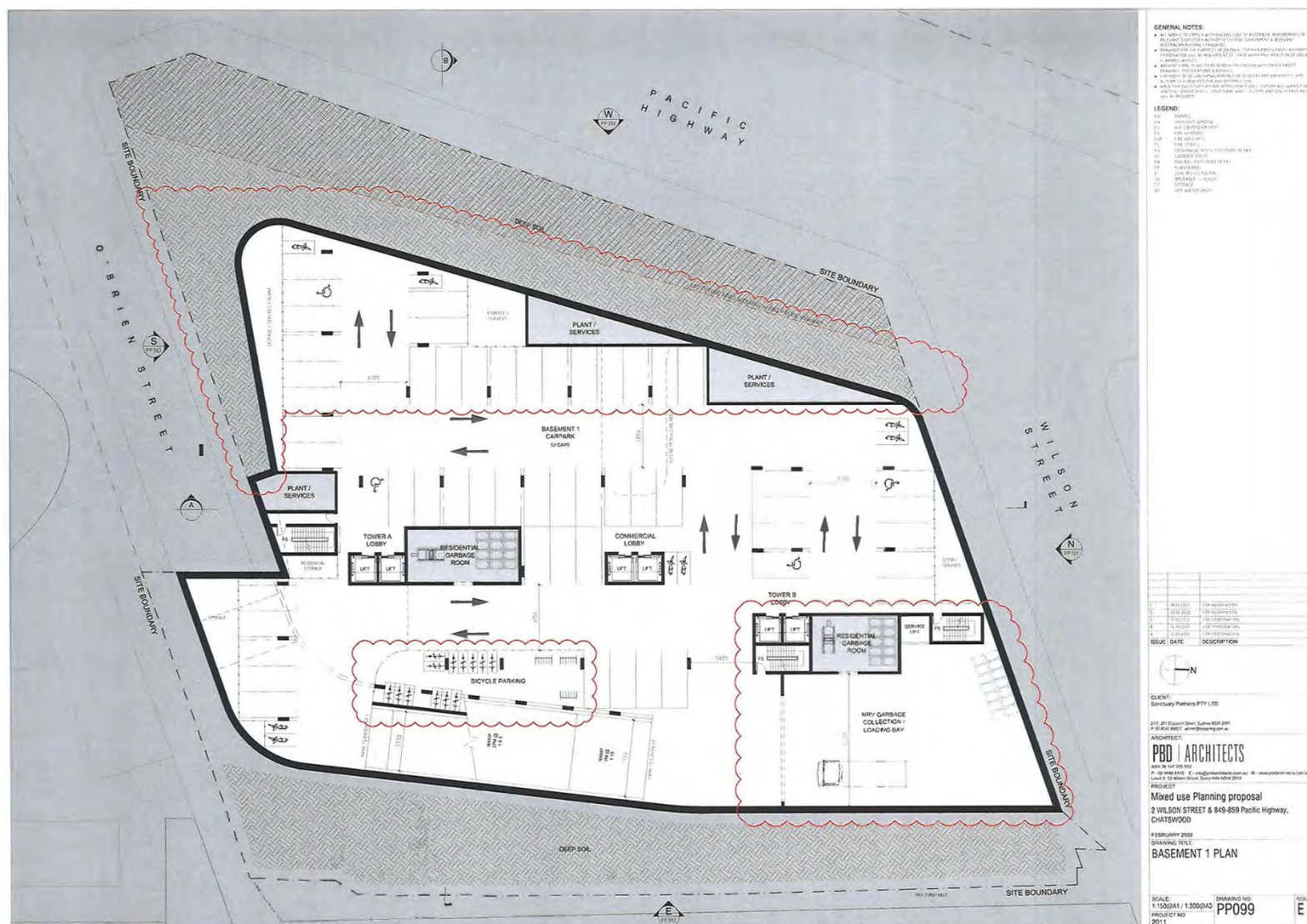
PART 6 – PROJECT TIMELINE

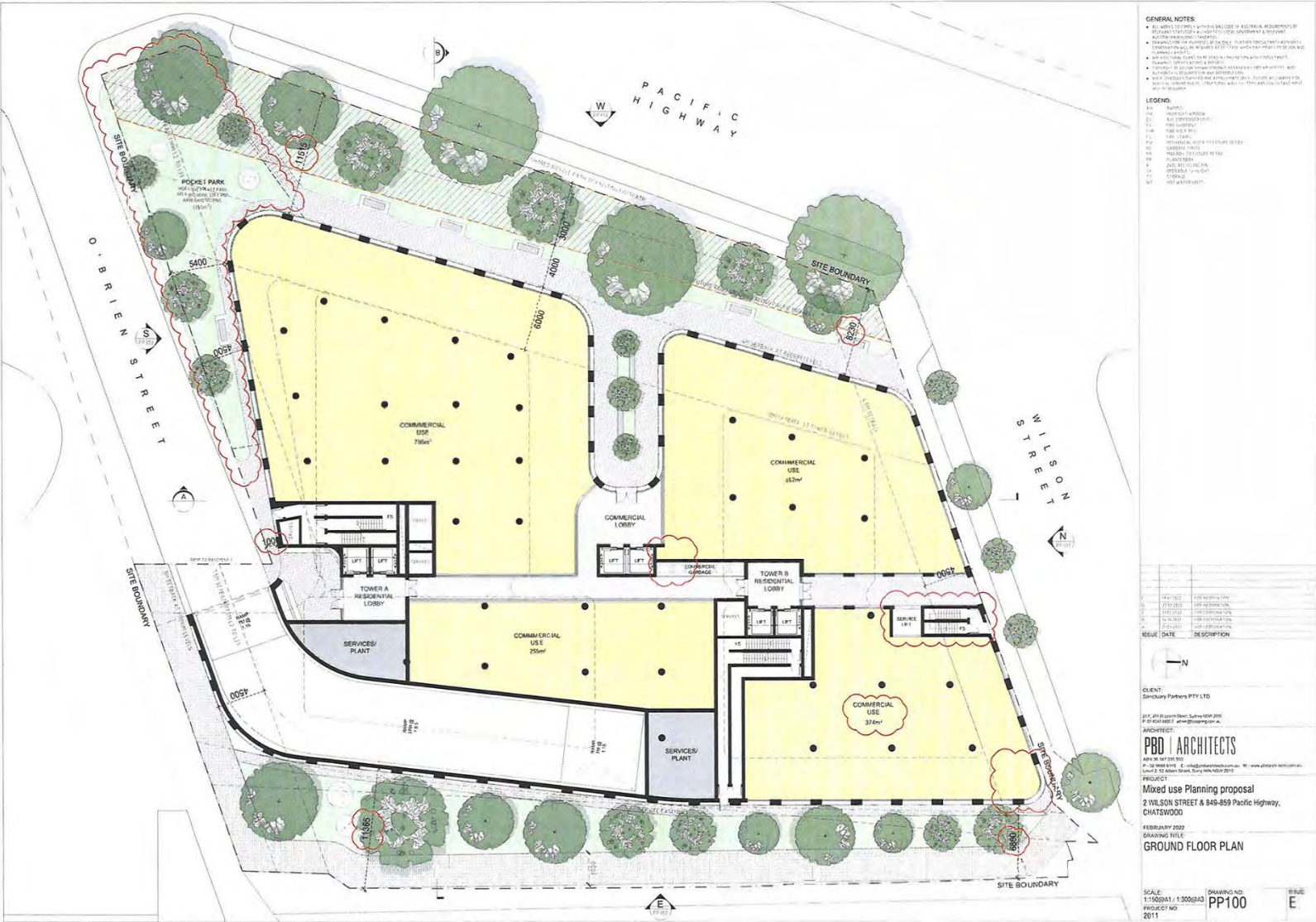
Planning Proposal Presented to Council	April 2022
Planning Proposal submitted to Gateway	June 2022
Gateway Determination received by Council	September 2022
Community Consultation (28 days)	November 2022
Outcomes of Community Consultation presented to Council	March 2023
Planning Proposal submitted to Department requesting notification on Government website	April 2023

ATTACHMENT 4 - PLANNING PROPOSAL CONCEPT PLANS

ATTACHMENT 4





















ATTACHMENT 5 - DRAFT DEVELOPMENT CONTROL PLAN PROVISIONS

ATTACHMENT 5

Site Specific DCP

For

849-859 Pacific Highway and 2-8 Wilson Street, Chatswood

Contents

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1.0 General

The controls contained in this site-specific Development Control Plan applies to the land 849-859 Pacific Highway, 2 Wilson Street and 8 Wilson Street (also known as Lot 1, O'Brien Street) Chatswood. The land is bounded by Pacific Highway to the west, Wilson Street to the north, O'Brien Street to the south and a rail line to the east as shown on the map below.



Figure 1 Site Aerial Map

Objectives of the Plan

The aims and objectives of this Plan are to:

1. Provide guidelines for a mixed-use development at the site.
2. Provide a development that ensures the viability of future development of surrounding properties.
3. Minimise traffic impacts on the surrounding road network.
4. Ensure development on the site minimises impacts to the amenity of neighbouring residential properties.
5. Provide landscaping in and surrounding the site that enhances the presentation of the site as well as the amenity of the development.
6. Achieves architectural and urban design excellence.
7. Maximise activation to Pacific Highway.

849-859 Pacific Highway and 2-8 Wilson Street, Chatswood | Site Specific DCP | Updated February 2022

2.0 Built Form

Performance Criteria

The built form of new development shall:

1. Achieve a slender tower form on the site.
2. Achieve a site layout that provides a pleasant environment for the occupants and minimises impacts on surrounding properties.
3. Ensure visual and acoustic privacy and sun access.
4. Provide suitable areas for communal open spaces, deep soil zones and landscaping.
5. To prevent site isolation of adjoining sites.

Controls

1. A minimum site area of 1,200m² for mixed use developments.
2. The maximum tower floor plate that applies for residential towers above a podium is 700m² GFA.
3. The width of each side of any tower should be minimised and design elements that contribute to building bulk should be minimised.
4. Substations are to be provided within buildings, not within the streets, open spaces or setbacks and not facing key active street frontages. Substations are to be designed to ensure protection of workers from Electro Magnetic Radiation (EMR) emissions.

14

3.0 Height of Building

Performance Criteria

The built form of new development shall:

1. Be consistent with the permitted Height of Buildings development standard applicable to the site.
2. Minimise overshadowing of surrounding properties and the adjacent public domain.

Controls

1. The maximum building height is to include all structures located at roof level, including lift over runs and any other architectural features.
2. All structures located at roof level are to be integrated into the overall building form.

4.0 Street Frontage Heights and Setbacks

Performance Criteria

Setbacks shall:

1. Contribute to deep soil areas, landscaping and open space at street level.
2. Minimise the effects of adverse wind conditions at street level.
3. To ensure the positioning of new buildings contribute to the existing or proposed streetscape character.

Controls

1. The development is to have a maximum street wall height of 7m to Pacific Highway and 14m to the remainder of the podium.
2. The building setbacks are to be generally in accordance with Figure 2 "Building Setbacks Diagram" as detailed in the *Chatswood CBD Planning and Urban Design Strategy 2036*.

The setbacks are summarised as follows:

- a) Pacific Highway boundary:
 - i) Podium setback: 4m
 - ii) Tower setback: 10m
- b) Wilson Street boundary:
 - i) Podium Setback: Nil
 - ii) Tower Setback: 4.5m
- c) O'Brien Street boundary:
 - i) Podium Setback: Nil
 - ii) Tower Setback: 4.5m
- d) Eastern boundary:
 - i) Podium Setback: Nil
 - ii) Tower Setback: 4.5m

849-859 Pacific Highway and 2-8 Wilson Street, Chatswood | Site Specific DCP | Updated February 2022



Figure 2 Buildings Setbacks Diagram

5.0 Building Exterior

Performance Criteria

1. Buildings are to demonstrate a high visual quality of development when viewed from the public domain and the surrounding area.
2. Façade treatment and design is to be used to break down the mass and bulk of buildings.
3. High quality façade materials and finishes are to be used which contribute positively to the built environment.

Controls

1. Facades are to be articulated and should incorporate recesses and projecting elements.
2. Extensive blank walls shall be avoided at street level.

6.0 Amenity

Performance Criteria

1. To maximise solar access and ventilation to residential units.
2. Ensure visual and acoustic privacy of residential units within the development and developments on adjoining properties.
3. Improve pedestrian amenity surrounding the site.

849-859 Pacific Highway and 2-8 Wilson Street, Chatswood | Site Specific DCP | Updated February 2022

Controls

1. A Wind Assessment shall be submitted at Development Application Stage.
2. An Acoustic Assessment shall be submitted at Development Application Stage.
3. Residential units shall be designed to maximise solar access, cross ventilation, visual and acoustic privacy.

7.0 Open Space and Landscaping

Performance Criteria

1. The development is to provide deep soil planning where green landscaping is located.
2. Green roof tops and useable rooftop areas shall be provided.

Controls

1. Open space at ground level shall be utilised as publicly accessible open space.
2. Public domain improvements shall be provided to all street frontages in accordance with Councils public domain plan and bike plan and incorporate landscaped areas that integrate with the surrounding public domain.
3. A minimum of 2 hours of sun access is to be provided to the public open space on the site.
4. A landscape plan is to be provided at Development Application stage detailing all vegetation proposed including species, container sized at planting, spacing and approximate size of maturity.

9.0 Active Street Frontages

Performance Criteria

1. To ensure that uses on the ground level contribute to the activation of the public domain.
2. To ensure that design and location of ground floor uses maximise surveillance of the public domain.

Controls

1. At ground level buildings are to maximise active frontages to the Pacific Highway.
2. A building has an active street frontage if all premises on the ground floor of the building facing the street(s) are used for the purpose of a commercial premises.

10.0 Traffic and Transport

Performance Criteria

1. Development must be designed to provide adequate and safe access to the site.
2. Development on the site is not the cause of adverse traffic impacts on the surrounding road system.
3. Minimise the number of vehicular access points to the development.
4. Vehicles to enter and exit the site in a forward direction.

Controls

1. Vehicular access from the Pacific Highway is not permitted.
2. Vehicle access points are designed and located to achieve safety, minimise conflicts between pedestrians, passenger vehicles and heavy vehicles and create a high-quality streetscape.



849-853 Pacific Highway and 2-8 Wilson Street, Chatswood | Site Specific DCP | 15 October 2021

11.0 Waste Management and Loading

Performance Criteria

1. Commercial and residential loading and unloading is required to occur on-site.
2. To ensure that adequate provision is made for waste storage and disposal.

Controls

1. Any loading docks, including garbage, deliveries, and residential removal trucks are to be located in the basement areas where possible. Loading docks may be permitted on the ground floor for sites where it can be demonstrated it is not practical or safe to provide within basement levels.
2. A Waste Management Plan shall be submitted at the Development Application Stage.

12.0 Design Excellence

Performance Criteria

1. Ensure high quality and varied design through the use of competitive design processes.
2. Implement a rigorous process to support good design outcomes.

Controls

1. All developments that have a height of 35m or more is subject to a competitive design process.
2. The competitive design process must be undertaken in accordance with the Willoughby Design Excellence Policy and Willoughby Design Excellence Guidelines.

13.0 Public Art

Performance Criteria

1. All redevelopments in the Chatswood CBD should contribute to public art in accordance with Council's Public Art Policy.

Controls

1. Public Art is to be provided in accordance with Council's Public Art Policy.

14.0 Building Sustainability

Performance Criteria

1. Achievement of design excellence shall include achievement of higher building sustainability standards.

Controls

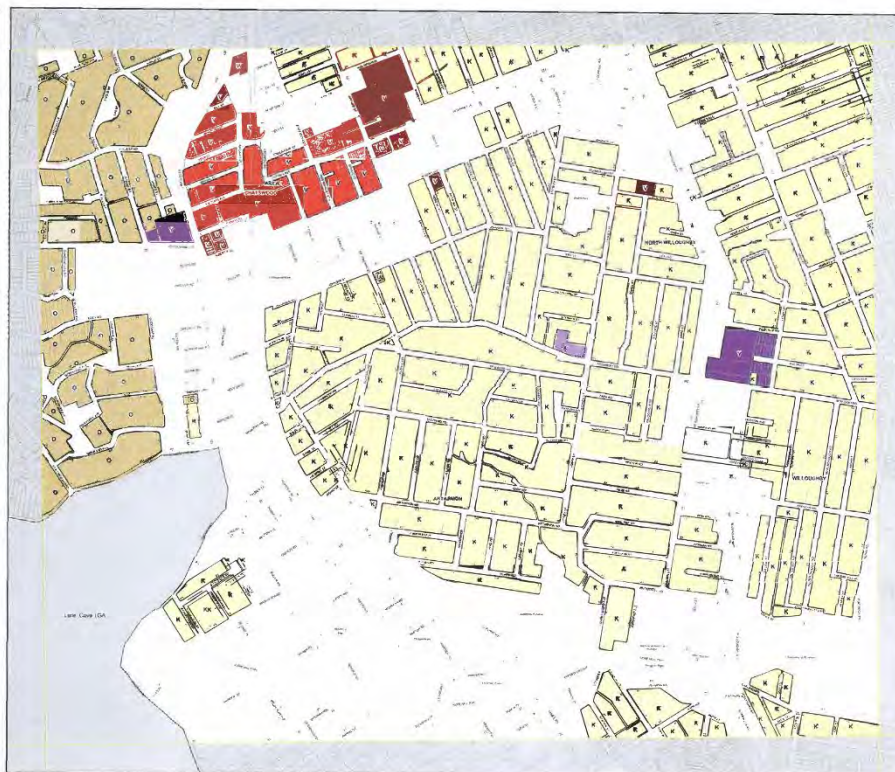
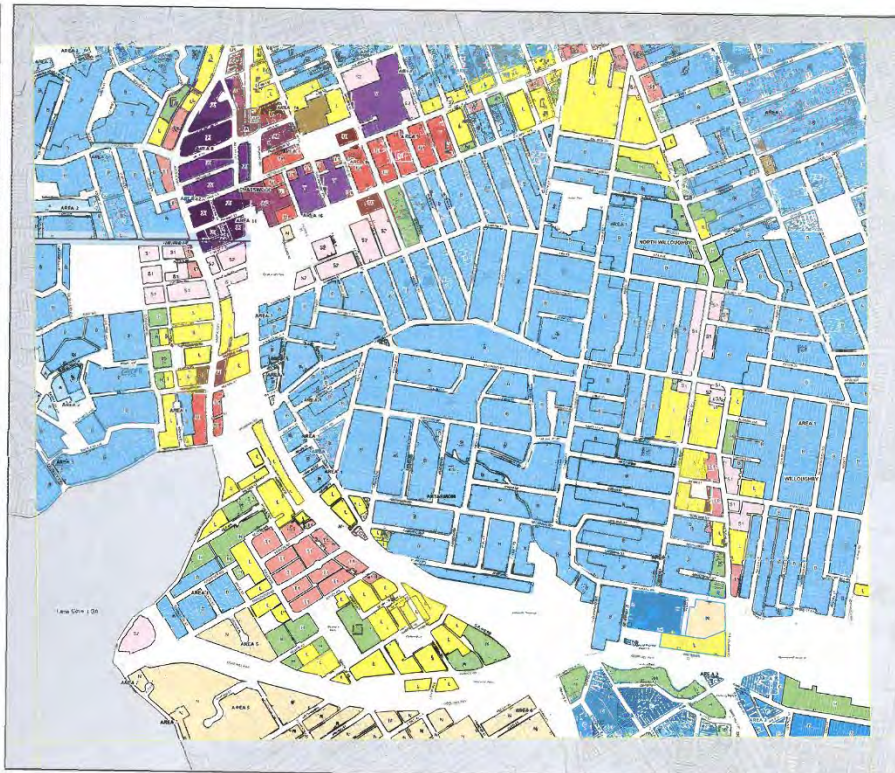
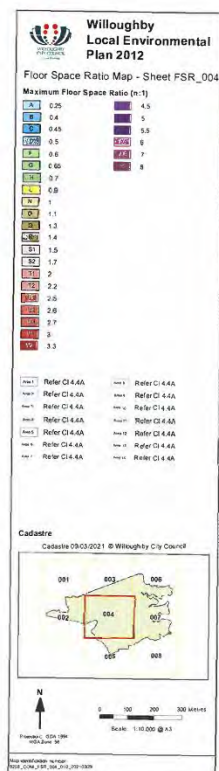
1. A minimum Green Star Sustainability Rating is to be provided in accordance with the Willoughby DCP. A Green Star A Report is to be submitted at Development Application stage.

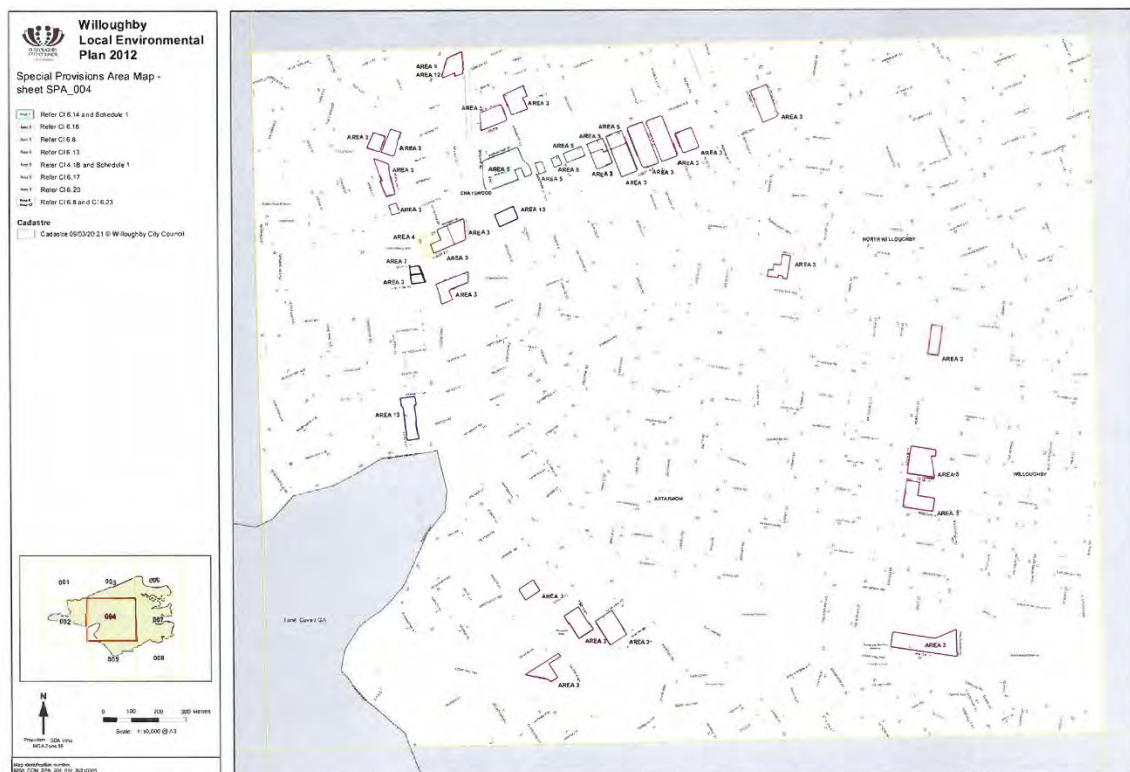
ATTACHMENT 6 - PROPOSED AMENDMENTS TO WILLOUGHBY LOCAL ENVIRONMENTAL PLAN 2012**ATTACHMENT 6****PROPOSED AMENDMENTS TO WILLOUGHBY LOCAL ENVIRONMENTAL PLAN 2012**

- a) To amend Clause 6.25 as follows:
- “6.25 Shop top housing at 58 Anderson Street, Chatswood*
(1) This clause applies to land at Chatswood-
a) 58 Anderson Street, Lot 20, DP 1107551.
b) 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541.
(2) Development consent for the purposes of shop top housing must not be granted unless the consent authority is satisfied at least 17% of the building’s gross floor area will be used for non-residential purposes.”
- b) To amend the Land Zoning Map (Sheet LZN_004) for 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, to B4 Mixed Use (excluding the SP2 Infrastructure (Classified Road) land adjacent the Pacific Highway).
- c) To amend the Height of Buildings Map (Sheet HOB_004) for 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, to 90 metres (excluding the SP2 Infrastructure (Classified Road) land adjacent the Pacific Highway).
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- f) To amend the Active Street Frontages Map (Sheet ASF_004) to include for 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, the Pacific Highway, O'Brien Street and Wilson Street frontages (excluding the SP2 Infrastructure (Classified Road) land adjacent the Pacific Highway).
- g) To amend the Lot Size Map (Sheet LSZ_004) to include 849, 853, 859 Pacific Highway, 2 Wilson Street and Lot 1 DP 1189541, Chatswood, with a minimum lot size of 4,000 sq metres (excluding the SP2 Infrastructure (Classified Road) land adjacent the Pacific Highway).

ATTACHMENT 7







ATTACHMENT 8 - WILLOUGHBY LOCAL PLANNING PANEL RECORD OF ADVICE 5 APRIL 2022



WILLOUGHBY
Local
Planning
Panel

ATTACHMENT 8 PLANNING PROPOSAL RECORD OF ADVICE

DATE OF ADVICE	5 April 2021
PANEL MEMBERS	Abigail Goldberg (Chair), Trevor Bly, James Harrison and Linda Tully
DECLARATIONS OF INTEREST	NIL

Closed meeting held online via teleconference on 5 April 2022.

PLANNING PROPOSAL

The proposal PP-2021/7 seeks an amendment to the *WLEP 2012* to include site specific special provisions for the subject land, 849, 853, 859 Pacific Highway, 2 Wilson Street, O'Brien Street, Chatswood NSW 2067, that allow for a rezoning to Amendments to zoning, height and FSR to facilitate a mixed-use development.

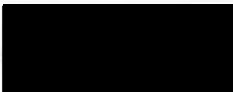

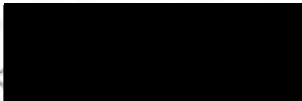
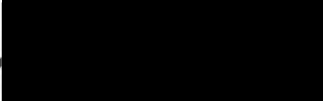
PANEL DISCUSSION

The Panel considered a number of issues including:

- The potential relocation of the Sunnyfield facility
- Traffic at the intersection of Railway Street and Pacific Highway
- The provision of public open space
- Compliance with the strategic framework.

PANEL ADVICE

Having considered the Officer's report, the Panel advises that it is in support of the Officer's recommendation. It is satisfied that the planning proposal is worthy of being forwarded to the DP&E for a Gateway consideration having demonstrated strategic and site specific merit.

PANEL MEMBERS	
	
ABIGAIL GOLDBERG(CHAIR)	TREVOR BLY
	
JAMES HARRISON	LINDA TULLY