

Projects to address risks in legislative compliance or best practice management of Issues

Project Name	Purpose/Outcome	Benefits for Council/ Stakeholders	Resources required and available	Related areas/divisions	Finance	Actions	Priority Level
Legislation							
Updating DCP	Improve the quality of development. Improve level of certainty and consistency. Increase ease of development.	Improved built form outcomes and consistencies. Improved timeframes. Increased levels of certainty	Likely to require additional resources, internal and external given the scale of the project.	All areas of council would be involved	Budget to be determined	Project Plan to be developed	1
Finalising notification policy	Legislative requirement	Gives clarity on notification requirements. Allows for community to provide comment. Reduces timeframes.	Currently with Communications	Communications	Nil	Currently with Communications	1
Local Approval Policy	Provide alternative avenue for approvals. Reduce requirement for certain types of approvals.	Reduce requirement for certain approvals.	Planner in conjunction with admin support	Would need consultation with City Growth and Regional Assets and Environmental Health plus Council report and approval. Likely public exhibition.	Nil	Examples are currently being reviewed by internal staff and discussions regarding content.	3
Other							
BICs in Planning Portal	Integration of applications into Planning Portal	Streamline processing of applications		Finance, Customer Service, IT	TBC	Project Plan to be developed	1
Fire Safety Schedules	Legislative compliance	Management of risk and certainty of process	Existing resourcing via an allocation process		Nil	Well progressed with existing resources	1
10.7 Planning Certificates	New streamlined/automated process - outlined in Planning Ingenuity report	Reduced workload, increase in consistency	External consultant	IT	Cost of external consultant. Plus potential costs if recommendations are made.	Consultant to be engaged	2
UPSS and management of contaminated land	Legislative requirement	Management of risk and certainty of process	Legal Advice	Compliance, Environmental	Service Review budget	Legal advice has been requested	2
Native Vegetation	Return bond to owners - currently in Council Trust Fund and determine future process	Refund fees from Trust Fund	External contractor with previous	Finance, Environmental	Service Review budget		3
AI Pilot Program	AI technology integrated into NSW Planning Portal to assist with quality of applications	Reduce administrative workload, assist applicants with lodgment by ensuring correct info is provided	Currently with Governance/IT	Governance/IT	Grant Program received	Project Plan being developed by Governance	3
Unlawful Development Process	Standard process for management of unlawful development across all relevant directorates, including fees and charges	Management of risk and certainty of process.	Require staff from Compliance, Development Assessment and Building Certification	Compliance	Nil	Update the process	1
Operational improvements							
Website Update	Improve the accessibility of information and make it more 'user friendly'	Potential to reduce enquiries, improve ease of finding information	Senior planner/Coordinator plus IT - given the work involved, resources would not be available without compromising core services	Communications and IT	Additional funding required	Project Plan to be developed	1
Internal Knowledge Base	Provide a one stop shop for internal information	Ensure knowledge is maintained and easily available to all staff. Has the potential to improve consistency for stakeholders	Senior planner/Coordinator plus IT - given the work involved, resources would not be available without compromising core services	IT	Nil	Project on hold until pilot concierge program is completed	2
Front of House - Lodgment, duty and quality of information review	Improve the quality of information being received, reduce double/triple handling of applications. Improve the quality of advice and reduce time spent on duty.	Reduce additional information requests and quality of information received and reduce timeframes.	Multiple staff members across the team for initial review and trial. Trial will determine if any additional resources required but likely to be 2 FTE	Customer Services, IT, Communications	Possibly 2 FTE	Trial currently in place	1
Review of assessment report process	Reduce time taken to produce report. Increase information in guide to reduce inconsistencies	Reduce inconsistencies in consents. Improve timeframes	Senior Planner or Coordinator - available	Nil	Nil	Staff currently reviewing and updating	1
Review and preparation of policies/processes/guides and practice notes	Improve knowledge base and consistency	Improve consistency and accuracy of advice	Requires multiple staff across the section - available subject to workload	Communications and IT	Nil	Ongoing	2