



Draft Planning Agreement Policy

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EXHIBITION DRAFT

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Purpose

1. The purpose of this Policy is to establish a framework to guide the preparation of Planning Agreements under Section 7.4 of the *Environmental Planning and Assessment Act 1979* (the EP&A Act) and the *Environmental Planning and Assessment Regulation 2021* (the Regulation).

Policy Summary

2. In summary, this Policy seeks to:
 - a) Establish an efficient, fair, transparent and accountable framework that governs the use of Planning Agreements by Council;
 - b) Enhance flexibility of planning decisions through the use of Planning Agreements;
 - c) Enhance the range and extent of development contributions made by development towards public facilities in Council's area;
 - d) Set out Council's specific policies on the use of Planning Agreements; and
 - e) Set out procedures relating to the use of Planning Agreements in Council's area.
3. Council's Planning Agreements framework consists of the following:
 - a) The provisions of Part 7, Division 7.1, Subdivision 2 of the EP&A Act;
 - b) The provisions of Part 9, Division 1 of the Regulations.
 - c) Planning Agreements Practice Note - February 2021 (Department of Planning and Environment).
4. This Policy is not legally binding. However, it is intended that Council and all persons dealing with Council in relation to Planning Agreements will follow this Policy to the fullest extent possible.
5. This Policy will be periodically reviewed and, depending on the outcome of any review, may be updated from time to time. The updates may cover additional matters to those covered in this Policy or provide more detailed information or guidance on specific matters covered in this Policy.

Scope

6. This Policy applies to all Planning Agreements that Council might enter into with a land owner or developer who has sought to change an environmental planning instrument (i.e. planning proposal), made or proposes to make a development application or application for complying development certificate for land within the Central Coast Local Government Area (LGA).

7. This Policy covers personnel employed by Council; any person or organisation contracted to or acting on behalf of Council; and any person or organisation employed to work on Council premises or facilities and all activities of the Council.

Background

8. A Planning Agreement is a voluntary agreement between a planning authority and a developer, who has sought a change to an environmental planning instrument (i.e planning proposal), or who has made, or proposes to make, a development application or application for a complying development certificate. Under a Planning Agreement, a developer agrees to make a contribution towards a public purpose. The contribution may be the dedication of land, payment of a monetary contribution, provision of a material public benefit, or any combination of these.
9. Planning Agreements are widely used by Council as a tool for delivering infrastructure and public benefit outcomes in association with planning proposals and development applications. It is important Council has a policy and procedure in place to guide the negotiation, administration and making of Planning Agreements. This ensures transparency, fairness and flexibility of planning decisions.

General

Objectives

10. Council's objectives with respect to the use of Planning Agreements include:
 - a) To provide an enhanced and more flexible development contributions system which achieves net Planning benefits from Development;
 - b) To supplement or replace, as appropriate, the application of Section 7.11 and Section 7.12 of the EP&A Act to Development;
 - c) To give all stakeholders in Development greater involvement in determining the type, standard and location of Public facilities and other Public benefits;
 - d) To allow the community, through the public participation process under the EP&A Act, to gain an understanding as to the redistribution of the costs and benefits of Development in order to realise community preferences for the provision of Public benefits;
 - e) To adopt innovative and flexible approaches to the provision of Public facilities in a manner that is consistent with relevant controls, policies and circumstances legally recognised as relevant under Section 4.15 of the EP&A Act;

- f) To provide or upgrade Public facilities to appropriate levels that reflect and balance environmental standards (including, without limitation, the principles of ecologically sustainable development), community expectations and funding priorities;
- g) To ensure that Developers make appropriate contributions towards the cost of the provision and management of Public facilities within Council's area;
- h) To provide certainty for the community, Developers and Council in respect to Public facilities and development outcomes; and
- i) Where applicable, to achieve outcomes from Development which ensure that the public has full access to natural public assets and waterways within Council's area.

Circumstances in which Council will consider Negotiating a Planning Agreement

11. Council, in its complete discretion, may negotiate a Planning Agreement with a Developer in connection with any application by the Developer for an environmental instrument change, development application or application for a complying development certificate relating to Development of land in Council's area.

Specific Purposes of Planning Agreements

12. Council may consider negotiating a Planning Agreement with a Developer to:
 - a) Compensate for the loss of, or damage to, a public amenity, service, resource or asset caused by the Development through its replacement, substitution, repair or regeneration;
 - b) Meet the demands created by the Development for new Public facilities;
 - c) Achieve the provision of affordable housing;
 - d) Address a deficiency in the existing provision of Public facilities in Council's area;
 - e) Achieve recurrent funding in respect of Public facilities;
 - f) Prescribe inclusions in the Development that meet specific planning objectives of Council;
 - g) Monitor the implementation of Development;
 - h) Ensure that public access to the Central Coast's natural public assets and waterways within Council's area, are preserved or enhanced;
 - i) Secure planning benefits for the public;
 - j) Allow the payment of monetary contributions at various stages of Development which may differ to that specified in an adopted Contributions Plan, pending careful consideration of Public facility delivery and associated financial implications; and

- k) Negotiate flexible outcomes in respect of development contributions and enable the NSW planning system to deliver sustainable development while achieving key economic, social and environmental objectives.

Principles and Policy for Planning Agreements

Principles

13. Council's use of Planning Agreements will be governed by the following principles:
- l) Planning decisions may not be bought or sold through Planning Agreements. Planning authorities should always consider a development proposal on its merits, not on the basis of a Planning Agreement;
 - m) Development that is unacceptable on planning grounds (including, without limitation, environmental, sustainability or financial grounds) will not be permitted because of Planning benefits offered by Developers that do not make the Development acceptable in planning terms;
 - n) Planning Agreements must be underpinned by proper strategic land use and infrastructure planning carried out on a regular basis and must address expected growth and the associated infrastructure demand;
 - o) Council will not allow Planning Agreements to improperly fetter the exercise of its functions under the EP&A Act, Regulation or any other Act or Law;
 - p) Council will not use Planning Agreements for any purpose other than a proper planning purpose;
 - q) Council will not allow the interests of individuals or interest groups to outweigh the public interest when considering a proposed Planning Agreement;
 - r) Council cannot refuse to grant development consent on the grounds that a Planning Agreement has not been entered into in relation to the proposed development or that the developer has not offered to enter into such an agreement;
 - s) Planning Agreements should not be used as a means of general revenue raising or to overcome revenue shortfalls
 - t) Value capture should not be the primary purpose of a Planning Agreement;
 - u) Council will not improperly rely on its statutory position, or otherwise act improperly, in order to extract unreasonable Public benefits from Developers under Planning Agreements, and will ensure that all Parties involved in the Planning Agreement process are dealt with fairly;

- v) If Council has a commercial stake in Development the subject of a Planning Agreement, it will take appropriate steps to ensure that it avoids a conflict of interest between its role as a planning authority and its interest in the Development;
- w) Council will not seek benefits under a Planning Agreement that are wholly unrelated to a particular development;
- x) When considering a development application or environmental planning instrument change, the Council will not take into consideration any public facility or public benefits proposed in the Planning Agreement that are wholly unrelated to the application; and
- y) When considering a development application or environmental planning instrument change, the Council will not give undue weight to a Planning Agreement.

Procedures and Decision Making

Basic procedures for entering into a Planning Agreement

- 14. Council's negotiation system for Planning Agreements aims to be efficient, predictable, transparent and accountable. The system seeks to ensure that the negotiation of Planning Agreements runs in parallel with applications for Instrument changes or applications for Development.
- 15. The procedures for negotiating a Planning Agreement between Council and developers are provided at **Appendix 1**. The procedures are based on principles of fairness, co-operation, full disclosure, early warning and agreed working practices and timetables.

Acceptability Test to be Applied to all Planning Agreements

- 16. Council will apply the following test in order to assess the acceptability of a proposed Planning Agreement:
 - a) Does the proposed Planning Agreement meet the requirements of the EP&A Act and Regulation?
 - b) Is the proposed Planning Agreement directed towards a proper or legitimate planning purpose having regard to its statutory planning controls, other adopted planning policies and strategies and the circumstances of the case?
 - c) Does the proposed Planning Agreement provide for a reasonable means of achieving the relevant purpose and outcomes and securing the benefits?
 - d) Does the Planning Agreement provide for the delivery of infrastructure or public benefits not wholly unrelated to the development?

- e) Can the proposed Planning Agreement be taken into consideration in the assessment of the relevant Instrument change or application for Development?
- f) Will the proposed Planning Agreement produce outcomes that meet the general values and expectations of the public and protect the overall public interest against adverse planning decisions?
- g) Does the proposed Planning Agreement promote Council's objectives in relation to the use of Planning Agreements as set out in this Policy?
- h) Does the proposed Planning Agreement conform to the principles governing Council's use of Planning Agreements as set out in this Policy?
- i) Are there any relevant circumstances that may operate to preclude Council from entering into the proposed Planning Agreement?

Application of Section 7.11 and Section 7.12 to Development to which a Planning Agreement Relates

- 17. A Planning Agreement may wholly or partly exclude the application of Section 7.11 or Section 7.12 of the EP&A Act to Development to which the agreement relates. This is a matter for negotiation between Council and a Developer having regard to the particular circumstances of the case, including, but not limited to, negotiation and agreement relating to works in kind.
- 18. Where the application of Section 7.11 or Section 7.12 of the EP&A Act to Development is not excluded by a Planning Agreement and where there are no works-in-kind involved, Council will generally not agree to a provision allowing benefits under the agreement to be taken into consideration in determining Development Contributions under Section 7.11 or Section 7.12 of the EP&A Act.

Consideration of Planning Agreements in relation to Instrument Changes and Applications for Development

- 19. When exercising its functions under the EP&A Act in relation to an application by a Developer for an Instrument change or a development consent to which a proposed Planning Agreement relates, Council will consider to the fullest extent permitted by law:
 - a) Whether the proposed Planning Agreement is relevant to the application and hence may be considered in connection with the application; and
 - b) If so, the proper planning weight to be given to the proposed Planning Agreement.

Relationship between Planning Agreements and applications to vary development standards under Clause 4.6 of CCLEP 2022

20. Benefits provided under a Planning Agreement must not be exchanged for a variation from a development standard under any circumstances. Variations to development standards under Clause 4.6 of the CCLEP 2022 must be justified on planning grounds, and the benefit under the agreement should contribute to achieving the planning objective of the development standard.

Contents of Planning Agreement

Form of Development Contributions under a Planning Agreement

21. The form of a Development Contribution to be made under a proposed Planning Agreement will be determined by the particulars of the Instrument change or application for Development to which the proposed Planning Agreement relates. Development contributions by a Developer under a proposed Planning Agreement may include:
- a) The dedication of land to Council or another relevant Public authority;
 - b) The provision of particular Public facilities and/or infrastructure;
 - c) The making of a monetary contribution towards the cost of the provision of Public facilities and/or infrastructure;
 - d) The provision of, or payment towards, recurrent services in respect of Public facilities and/or infrastructure.

Recurrent Charges

22. Council may request Developers, through a Planning Agreement, make Development Contributions towards the recurrent costs of Public facilities. Where the Public facility primarily serves the Development to which the Planning Agreement relates or neighbouring Development, the arrangement for recurrent funding may be in perpetuity.
23. However, where the Public facility or Public benefit is intended to serve the wider community, the Planning Agreement will only require the Developer to make contributions towards the recurrent costs of the Public facility until a public revenue stream is established to support the ongoing costs of the facility.

Pooling of Monetary Contributions

24. Where a proposed Planning Agreement provides for a monetary contribution by the Developer, Council may seek to include a provision permitting money paid under the agreement to be pooled with money paid under other Planning Agreements or Contributions Plans and applied progressively for the different purposes under those agreements or plans, subject to the

specific requirements of the relevant agreements or plans. Pooling may be appropriate to allow Public facilities that provide Public benefit, to be provided in a fair and equitable way.

Method for Valuing Public Benefits under a Planning Agreement

Provision of land for a public purpose

25. Unless otherwise agreed in a particular case, where the benefit under a Planning Agreement is the provision of land for a Public purpose, the value of the benefit will be determined by an independent valuer with at least 10 years experience in valuing land in New South Wales (and who is acceptable to Council and the Developer), on the basis of a scope of work which is prepared by Council, in consultation with the Developer. All costs of the independent valuer in carrying out such a valuation will be borne by the Developer.

Carrying out of works for a public purpose

26. Unless otherwise agreed in a particular case, where the benefit under a Planning Agreement is the carrying out of works for a Public purpose, the value of the benefit will be determined by an independent quantity surveyor with at least 10 years experience (and who is acceptable to Council and the Developer), on the basis of the estimated value of the completed works determined using the method that would be ordinarily adopted by a quantity surveyor. Council will prepare the scope of work for this independent quantity surveyor in consultation with the Developer. All costs of the independent quantity surveyor in carrying out this work will be borne by the Developer.

Provision of a Material Public Benefit

27. Where the benefit under a Planning Agreement is the provision of a material Public benefit, Council and the Developer will negotiate the manner in which the benefit is to be valued for the purposes of the agreement.

Credits

28. Council will not allow the Surplus value under a Planning Agreement to be offset against Development Contributions required to be made by the Developer in respect of other Development outside of the area of the applicable Contributions Plan.

29. Unless otherwise agreed by the Parties in a particular case, The Surplus value will not be refunded to a Developer until the following criteria are met:

- a) All of the Developer's land within the area serviced by a contributions plan covering that area has been developed and all relevant contributions have been offset against the Surplus value.
- b) 75% of the areas benefiting from the Surplus value have contributed to the scheme.

- c) Sufficient funds exist in the fund ensuring the refund will not impact on Council's ability to carry out works contained on its rolling works programme.

Time when Developer's Obligations arise under a Planning Agreement

- 30. Council will generally require a Planning Agreement to provide that the Developer's obligations under the agreement take effect when the first development consent operates in respect of Development that is the subject of the agreement, and will operate progressively, in accordance with its terms, as the Development proceeds from the issue of the first Construction Certificate in respect of that Development until the grant of the final Occupation Certificate.
- 31. In appropriate cases, Council may require a Planning Agreement to provide that before the Development the subject of the agreement is commenced, the Parties are to enter into an implementation agreement that provides for matters such as:
 - a) The times at which and, if relevant, the period during which, the Developer is to make provision under the Planning Agreement;
 - b) The design, technical specification and standard of any work required by the Planning Agreement to be undertaken by the Developer;
 - c) The manner in which a work is to be handed over to Council;
 - d) The manner in which a material Public benefit is to be made available for its Public purpose in accordance with the Planning Agreement;
 - e) The management or maintenance of land or works following hand over to Council.

Implementation

Preparation and Form of the Planning Agreement

- 32. Unless otherwise agreed by the Parties in a particular case, a Planning Agreement will be prepared by Council, at the developer's cost.
- 33. Council will generally require the Planning Agreement to be in or to the effect of the standard form Planning Agreement.

Council's Costs of Negotiating, Entering into, Monitoring and Enforcing a Planning Agreement

- 34. Council will generally require a Planning Agreement to make provision for payment by the Developer of Council's costs of and incidental to:
 - a) Negotiating, preparing, advertising and entering into the agreement.

- b) Registration of the agreement on the title of any relevant land.
- c) Enforcing and monitoring the agreement.

The amount to be paid by the Developer will be determined by negotiation in each case. However, as a general rule, Council considers that when the Planning Agreement relates to an application by the Developer for an Instrument change, or relates to an application for Development, in each case it is fair and reasonable that the Developer will pay the whole of Council's costs.

- 35. In particular cases, Council may require the Planning Agreement to make provision for a contribution by the Developer towards the ongoing administration of the agreement.

Registration of Planning Agreements

- 36. The Planning Agreement is to contain a provision requiring the Developer to agree to registration of the agreement pursuant to Section 7.6 of the EP&A Act if the requirements of that section are satisfied. All costs associated with the registration or otherwise will be borne by the developer.
- 37. To ensure that the intention of the parties to register the Planning Agreement is not defeated, the developer should get written agreement to the registration from each person with an estate or interest in the land to which the planning agreement applies. This should be provided to the planning authority as a precondition to the execution of the Planning Agreement.

Notations on Certificates under Section 10.7(5) of the EP&A Act

- 38. Council will generally require a Planning Agreement to contain an acknowledgement by the Developer that Council may, in its absolute discretion, make a notation under Section 10.7(5) of the EP&A Act about a Planning Agreement on any certificate issued under Section 10.7(2) of the EP&A Act relating to the land the subject of the agreement or any other land.

Monitoring and Review of a Planning Agreement

- 39. Council will continuously monitor the performance of the Developer's obligations under a Planning Agreement. This may include Council requiring the Developer (at its cost) to report periodically to Council on its compliance with obligations under the Planning Agreement.
- 40. Council will require the Planning Agreement to contain a provision establishing a mechanism under which the Planning Agreement is periodically reviewed with the involvement of all Parties. This will include a review of the Developer's performance of the agreement.
- 41. Council will require the Planning Agreement to contain a provision requiring the Parties to use their best endeavours to agree on a modification to the agreement having regard to the outcomes of the review.

Assignment and Dealings by the Developer

42. Council will require every Planning Agreement to provide that the Developer may not assign its rights or obligations under the Planning Agreement nor have any dealing in relation to the land the subject of the agreement unless, in addition to any other requirements of the agreement:
- a) Council has given its consent to the proposed assignment or dealing;
 - b) The Developer has, at no cost to Council, first procured the execution by the person with whom it is dealing of all necessary documents in favour of Council by which that person agrees to be bound by the agreement as if they were a party to the original agreement; and
 - c) The Developer is not in breach of the Planning Agreement

Provision of Security under a Planning Agreement

43. Council generally will require a Planning Agreement to make provision for security by the Developer of the Developer's obligations under the Planning Agreement.
44. Unless otherwise agreed by the Parties in a particular case, the form of security required by Council will be cash or an irrevocable Bankers Guarantee approved by the Chief Financial Officer in favour of Council to the full value of the Developer's provision (together with projected CPI) under the Planning Agreement.

Deferred or Periodic Payments and Bank Guarantees

45. Deferred or periodic payments may be permitted in the following circumstances:
- a) Where the applicant has reached agreement with the Council to provide works in kind, land dedication and/or material public benefits documented in a formal Planning Agreement, which makes detailed and specific provision for the dedication of, and/or, the carrying out of works-in-kind and/or the provision of a material public benefit in partial or full satisfaction of a condition imposed on the development consent, and, as an integral part of the delivery of that package of works process, sets out an alternative timing for the payment of monetary contributions, with security if required, or:
 - b) In other circumstances, such as financial hardship. This must be substantiated in writing by the applicant with appropriate documentation, which demonstrates the financial hardship to be both severe and sufficiently unique as to distinguish the applicant from any other applicant.
46. Council, on the specific merits of the case must also determine that the deferred or periodic payment of the contributions will not cause prejudice to the community deriving benefit from the works or the timing or the manner of the provision of the public facilities.

47. Should Council agree to accept deferred or periodic payments having regard to the above circumstances, and unless otherwise expressed within a formal Planning Agreement, Council will require the applicant to provide a non-expiring bank guarantee by an Australian bank for the full amount of the contribution, or the outstanding balance.
48. Deferred or periodic payments may be permitted, in accordance with the above requirements, only with approval of the Council Officer(s) whose position(s) holds the required Council delegations.

Modification or Discharge of the Developer's Obligations under a Planning Agreement

49. Council will generally only agree to a provision in a Planning Agreement permitting the Developer's obligations under the agreement to be modified or discharged where the modification or discharge is linked to the following circumstances:
- a) The Developer's obligations have been fully carried out in accordance with the agreement;
 - b) The Developer has assigned the Developer's interest under the agreement in accordance with its terms and the assignee has become bound to Council to perform the Developer's obligations under the agreement;
 - c) The development consent to which the agreement relates has lapsed;
 - d) There has been a material modification to the development consent to which the agreement relates;
 - e) Material changes have been made to the planning controls applying to the land to which the agreement applies;
 - f) The revocation or modification by the Minister for Planning of a development consent to which an agreement relates;
 - g) The performance of the Planning Agreement has been frustrated by an event beyond the control of the Parties; and
 - h) The Parties otherwise agree to the modification or discharge of the agreement.

Such a provision will require the modification or revocation of the Planning Agreement in accordance with the EP&A Act and Regulation.

Dispute Resolution

50. Council will generally require a Planning Agreement to provide for mediation of disputes between the Parties, at their own cost, before the Parties may exercise any other legal rights in relation to the dispute. Different kinds of dispute resolution mechanisms may suit different

disputes, and this should be reflected in a planning agreement. Unless the Parties agree otherwise, the Planning Agreement will provide that such mediation will be conducted pursuant to the Mediation Rules published by the Law Society of New South Wales current at the time the agreement is entered into.

Hand Over of Works

51. Council will generally not accept the hand over of a Public facility carried out under a Planning Agreement unless the Developer furnishes to Council a certificate to the effect that the work has been carried out and completed in accordance with the agreement and any applicable development consent (which certificate may, at Council's discretion, be a final Occupation Certificate, Compliance Certificate or a Subdivision Certificate) and, following the issue of such a certificate to Council, the work is also certified as complete by a Council Building Surveyor or Engineer.
52. Council will also require the agreement to provide for a defects liability period during which any defects must be rectified at the Developer's expense.

Management of Land or Works after Hand Over

53. If a Planning Agreement provides for the Developer, at the Developer's cost, to manage or maintain land that has been dedicated to Council or Public facilities that have been handed over to Council, Council will generally require the Parties to enter into a separate implementation agreement in that regard (see Clause 31 of this Policy).
54. The failure of the Parties to reach agreement in relation to management and maintenance of the land or facilities may be dealt with under the dispute resolution provisions of the Planning Agreement.

Public Use of Privately Owned Facilities

55. If a Planning Agreement provides for the Developer to make a privately owned facility available for public use, Council will generally require the Parties to enter into a separate implementation agreement in that regard (see Clause 30 of this Policy).
56. Such an agreement may, subject to Council's agreement, provide for payment to the Developer of a reasonable fee by a member of the public who desires to use the relevant facility.

Planning Agreements Entered into by Other Planning Authorities

57. The EP&A Act authorises other planning authorities to enter into Planning Agreements with Developers. These authorities include the Minister for Planning, growth centre development corporations and other public authorities designated in the Regulation.

58. Such Planning Agreements may relate to proposed Developments or instrument changes applying to or affecting Council's area and Council needs to ensure that:
- a) Any costs or impacts of the proposed Development or Instrument change will be adequately addressed by the agreement;
 - b) Any opportunities or requirements to provide Public facilities under the agreement are properly pursued; and
 - c) Any proposed benefits under the agreement are appropriately provided in the best interests of the local community.
59. To this end, where another planning authority proposes to enter into a Planning Agreement that:
- a) Relates to a Development or Instrument change on land within Council's area; or
 - b) Relates to a Development or Instrument change that is likely to have a cost or impact on Council's area; or
 - c) Proposes to provide, or in the opinion of Council should provide, Public facilities within Council's area.

Council will, pursuant to Section 7.4(7) of the EP&A Act, seek to become an additional party to the agreement and receive a benefit under the agreement on behalf of the State.

Developer not the owner

60. Where the developer is not the owner, the owners shall be party to the Planning Agreement together with any mortgagees. A mortgagee is bound if a mortgagor takes possession of, or exercises power of sale over the property.

Separation of Council's Commercial and Planning Assessment Roles

61. If Council has a commercial interest in the subject matter of a Planning Agreement as a land owner, Developer or financier, Council will ensure that the person who assesses the application to which a Planning Agreement relates is not the same person or a sub-ordinate of the person who negotiated the terms of the Planning Agreement on behalf of Council in its capacity as land owner, Developer or financier.

Role of the Governing Body of Council in relation to Applications for Development to which Planning Agreements Relate

62. Except as otherwise agreed to by the Chief Executive Officer, the governing body of Council will determine applications for Development to which a Planning Agreements relates.

Involvement of Independent Third Parties in the Negotiation Process

63. Council may appoint an independent person to facilitate or otherwise participate in the negotiation of a Planning Agreement, or aspects of it, such as where:
- a) An independent assessment of a proposed Instrument change or application for Development is necessary or desirable;
 - b) Factual information requires validation in the course of negotiations;
 - c) Sensitive financial or other confidential information must be verified or established in the course of negotiations;
 - d) Facilitation of complex negotiations are required in relation to large projects or where numerous Parties or stakeholders are involved; or
 - e) Dispute resolution is required under a Planning Agreement.
64. The costs of the independent person will be borne by the Developer.

Review

Compliance, monitoring and review

65. It is intended that this Policy will be periodically reviewed and, depending on the outcome of any review, may be updated from time to time. The updates may cover additional matters to those covered in this Policy or provide more detailed information or guidance on specific matters covered in this Policy.
66. Suspected breaches or misuse of this policy are to be reported to the Chief Executive Officer. Alleged breaches of this policy shall be dealt with by the processes outlined for breaches of the Code of Conduct, as detailed in the Code of Conduct and in the Procedures for the Administration of the Code of Conduct.

Records management

67. Staff must maintain all records relevant to administering this policy in a recognised Council recordkeeping system.
68. Council is required to keep a register of Planning Agreements applying to land within Council's area, whether or not Council is a party to a Planning Agreement. Council is required to record in the register the date an agreement was entered into and a short description of the agreement (including any amendment).

69. Council will make the following available for public inspection (free of charge) during ordinary office hours:

- a) The Planning Agreement register kept by Council;
- b) Copies of all Planning Agreements (including amendments) that apply to the area of Council; and
- c) Copies of the explanatory notes relating to those agreements or amendments.

Council will also make its Planning Agreement register available to the public on its website.

Definitions

70. In this Policy, the following terminology is used:

Act means the *Environmental Planning and Assessment Act 1979*.

Contributions Plan means a contributions plan approved under Section 7.18 of the EP&A Act for the purpose of requiring contributions under Section 7.11 or 7.12 of the EP&A Act.

Council means Central Coast Council.

Developer, Developers has the same meaning given in Section 7.4(1) of the EP&A Act

Development application has the same meaning as in the EP&A Act

Development consent has the same meaning as in the EP&A Act

Development has the same meaning given in Section 1.5 of Part 1 of the EP&A Act

Development Contribution means a contribution made by a developer under a planning agreement, being a monetary contribution, the dedication of land free of cost or the provision of a material public benefit, to be used for or applied towards a public purpose

Instrument change means a change to an environmental planning instrument to enable a development application to be made to carry out development the subject of a Planning Agreement

Net public benefit is a benefit that exceeds the benefit derived from measures that would address the impacts of particular development on surrounding land or the wider community

Parties means Council and a Developer or Developers

Planning Agreement means a voluntary agreement or other arrangement between Council and a Developer authorised by Subdivision 2 of Division 7.1 of Part 7 of the EP&A Act and includes an agreement to amend or revoke a Planning Agreement

Planning authority has the same meaning as in Division 7.1 of Part 7 of the EP&A Act

Planning benefit means a Development Contribution that confers a Net public benefit

Planning proposal has the same meaning as in the EP&A Act

Public includes a section of the public

Public benefit is the benefit enjoyed by the public as a consequence of a development contribution

Public facilities means public infrastructure, facilities, amenities and services

Public purpose means any purpose that benefits the public, including but not limited to a purpose specified in Section 7.4(2) of the EP&A Act

Regulation means the *Environmental Planning and Assessment Regulation 2000*

Surplus value means the value of the Developer's provision under a Planning Agreement less the sum of the value of public works required to be carried out by the Developer under a condition imposed under Section 4.17(1) of the EP&A Act and the value of development contributions that are or could have been required to be made under Section 7.11 or Section 7.12 of the EP&A Act in respect of the development the subject of the agreement

Related resources

1. Legislation:

- a. [Local Government Act 1993 \(NSW\)](#)
- b. [Environmental Planning and Assessment Act 1979](#)

2. Associated internal documents:

- c. [Code of Conduct Policy](#)
- d. [Delegations of Authority Policy](#)

3. Associated external documents:

- a. Department of Planning and Environments Practice Note on Planning Agreements - <https://www.planning.nsw.gov.au/-/media/Files/DPE/Practice-notes/practice-note-planning-agreements-2021-02.pdf?la=en>

Appendices

1. Appendix 1: Steps for entering into a Planning Agreement
2. Appendix 2: Planning Agreement Template

EXHIBITION DRAFT

Appendix 1: Planning Agreement Procedures

Council's negotiation system for Planning Agreements aims to be efficient, predictable, transparent and accountable. The system seeks to ensure that the negotiation of Planning Agreements runs in parallel with applications for Instrument changes or applications for Development.

The following procedures are based on principles of fairness, co-operation, full disclosure, early warning and agreed working practices and timetables.

Steps for negotiating a Planning Agreement

Step 1 – Commencement

Before submitting a development application or planning proposal, the consent authority and developer decide whether to negotiate a Planning Agreement. When deciding whether to enter into a Planning Agreement, consideration should be given to Council's Planning Agreement Policy, relevant legislation and DPE Practice Note on Planning Agreements when deciding whether to enter into an agreement.

Step 2 – Negotiation

When should a Planning Agreement be negotiated?

The Planning Agreement must be negotiated and documented before it is publicly notified. Council prefers that a Planning Agreement is negotiated before lodgement of the relevant application and that it accompanies the application on lodgement.

If an agreement or arrangement is negotiated, it is documented as a draft Planning Agreement with an accompanying explanatory note. The draft Planning Agreement should be assessed against the acceptability test outlined in this Policy and DPE's Planning Agreements Practice Note (February 2021).

The parties should consider how the draft Planning Agreement will be enforced and when the draft planning agreement will be executed, as this will inform the security provisions and conditions of the agreement. Legal advice should be sought in each case to ensure that the appropriate provisions are included in the Planning Agreement.

Council is required to ensure that a proposed Planning Agreement is publicly notified as part of, in the same manner as and, where practicable, at the same time as the application for Instrument change or application for Development to which it relates.

The negotiation of a Planning Agreement will generally involve the following key steps:

- a) Before lodgement of the relevant application by the Developer, the Parties will decide whether to negotiate a Planning Agreement;
- b) The Parties will then appoint a person to represent them in the negotiations;
- c) The Parties may also appoint a third person to attend and take minutes of all negotiations;
- d) The Parties will also decide whether to appoint an independent person to facilitate or otherwise participate in the negotiations or aspects of it;
- e) The Parties will also agree on a timetable for negotiations and the protocols and work practices governing their negotiations;
- f) The Parties will then identify the key issues for negotiation and undertake the negotiations, including any negotiations or consultations with relevant public authorities;
- g) If agreement is reached, Council will prepare the proposed Planning Agreement and provide a copy of it to the Developer;
- h) The Parties will undertake further negotiation on the specific terms of the proposed Planning Agreement;
- i) Once agreement is reached on the terms of the proposed Planning Agreement, the Developer will be required to execute the agreement;
- j) The Developer may then make the relevant application to Council accompanied by a copy of the proposed agreement that has been signed by the developer and the explanatory note; and
- k) The Parties may be required to undertake further negotiations and, hence, a number of the above steps as a result of the public notification and inspection of the Planning Agreement or its formal consideration by Council in connection with the relevant application.

Who will negotiate a Planning Agreement on behalf of Council?

Council's Chief Executive Officer or another Council Officer with appropriate delegated authority will negotiate a Planning Agreement on behalf of Council. Councillors will not be involved in the face-to-face negotiation of the agreement.

Step 3 – Submission and Council Consideration

When the developer submits a planning proposal or development application, it should be accompanied by the draft Planning Agreement and explanatory note. Council officers then assess the draft Planning Agreement and prepare a report for Council consideration. If the draft Planning Agreement is supported, Step 4 will commence.

Step 4 - Public Notification of Planning Agreements

Planning agreements must be publicly notified and made available for public inspection before they can be entered into. A Planning Agreement and Explanatory Note must be publicly notified and available for public inspection for a minimum period of 28 days.

The EP&A Regulation requires that the notification of a proposed planning agreement occurs at the same time as the planning proposal or development application. If this is not practicable, it should be exhibited as soon as possible after.

Where the proposed Instrument change or application for Development to which a Planning Agreement relates is required by or under the EP&A Act or Regulation to be publicly notified and available for public inspection for a period exceeding 28 days, Council will publicly notify the Planning Agreement and make it available for public inspection for that longer period.

Where the application for Development to which a Planning Agreement relates is permitted by or under the EP&A Act or Regulation to be publicly notified and available for public inspection for a period of less than 28 days, Council will publicly notify the application and make it available for public inspection for a minimum period of 28 days.

Council will publicly re-notify and make available for public inspection a Planning Agreement and the Instrument change or application for Development to which it relates if, in Council's opinion, a material change is made to the terms of the agreement, the Instrument change or the application after it has been previously publicly notified and inspected. Such a change may arise as a consequence of public submissions made in respect of the previous public notification and inspection of the agreement, the Instrument change or the application, or their formal consideration by Council, or for any other reason.

Step 5 – Assessment and Council Consideration

Post-exhibition, Council officers are required to consider all public submissions. Council officers are then required to prepare a report on the comments received during notification for Council consideration.

Step 6 - Execution and Registration on title

Execution

The draft planning agreement is either executed before the relevant application is determined or not long after the application is determined. Council will usually require a Planning Agreement to be entered into as a condition of granting development consent to the Development to which the agreement relates and, in the case of a Planning Agreement relating to an instrument change:

- a) Prior to the granting of any development consent that relies on the instrument change; or

- b) Unless and until this has occurred, as a condition of granting consent to any Development that relies on the instrument change.

Generally, Council will sign the Planning Agreement on the same day, or as soon as possible after the day, that the development consent to which the agreement relates, is granted or made. However there may be circumstances where it is necessary to enter into a Planning Agreement before consent is granted.

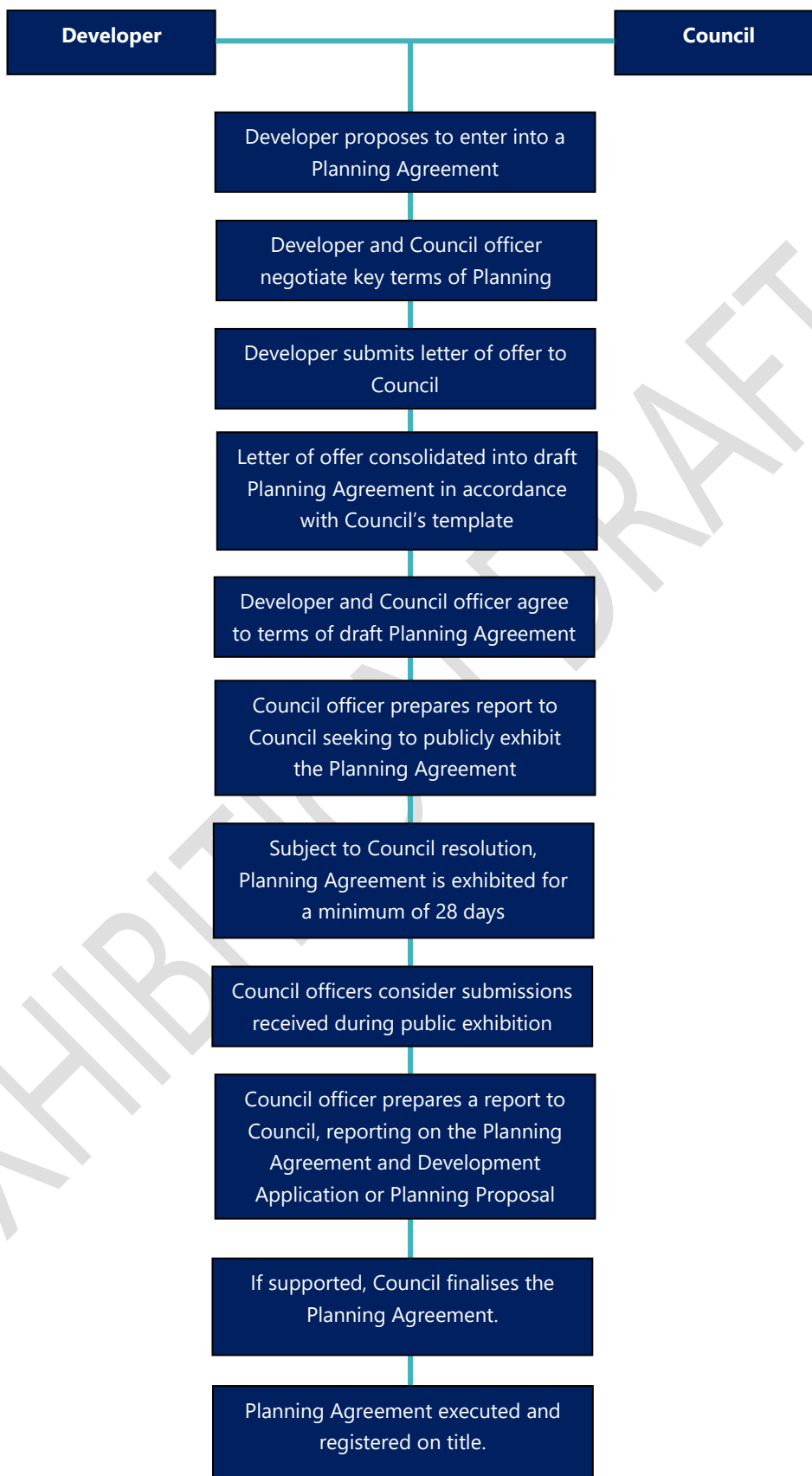
In the case of a Planning Agreement relating to an instrument change, all parties must sign the Planning Agreement before the environmental planning instrument is made. A Planning Agreement is entered into when it is signed by all of the Parties. A Planning Agreement can be entered into at any time after the agreement is publicly notified in accordance with the EP&A Act and Regulation.

Registration on title

Registration is important to inform people of the existence of a Planning Agreement affecting the land and for the enforcement of a planning agreement. The Planning Agreement must be registered on Title before finalisation of the environmental planning instrument.

Provision should be made in a registered planning agreement about when the notation of the planning agreement on the title to land can be removed.

Planning Agreement Process



Appendix 2: Planning Agreement Template



EXHIBITION DRAFT

Voluntary Planning Agreement

Under section 7.4 of the Environmental Planning and Assessment Act, 1979

Central Coast Council & Proponent

Draft/Final Version

Central Coast Council

date

EXHIBITION DRAFT



Voluntary Planning Agreement

Author: Central Coast Council

Central Coast Council & Proponent

Date: date

Draft/Final Version

Approved by:

Date of Approval: date

© Central Coast Council

Wyong Office: 2 Hely St / PO Box 20 Wyong NSW 2259 | **P** 02 4350 5555

E ask@centralcoast.nsw.gov.au | **W** www.centralcoast.nsw.gov.au | ABN 73 149 644 003

Opening Hours 8.30am - 5.00pm

Voluntary Planning Agreement

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EXHIBITION DRAFT

Voluntary Planning Agreement

SUMMARY SHEET

Council:

Name: Central Coast Council

Wyong Office: 2 Hely St / PO Box 20 Wyong NSW 2259 | P 02 4350 5555

Email: ask@centralcoast.nsw.gov.au

Representative: Chief Executive Officer

Proponent:

Name: Proponent

Address: Street Address (Postal Address)

Telephone: Phone No.

Email: Email

Representative: Representative Name (e.g. Consultant Name & Firm)

Land:

See definition of *Land* in clause 4.1

Development:

See definition of *Development* in clause 4.1

Application of s7.11 s7.12 and s7.24 of the Act:

See clause 3

Registration:

See clause 9

Dispute Resolution:

See clause 7

DATE: **date**

Central Coast Council (ABN 73 149 644 003) of 2 Hely St, Wyong, in the State of New South Wales
(Council)

and

Proponent (ABN ABN; ACN ACN) of Street Address (Postal Address), in the State of New South
Wales **(Proponent)**

BACKGROUND

- A. The Proponent is the registered proprietor of the Land.
- B. The Proponent has sought the Instrument Change
- C. The Proponent intends to lodge a Development Application for the Development of the Land
- D. The Proponent is prepared to describe actions.

OPERATIVE PROVISIONS

1 PLANNING AGREEMENT UNDER THE ACT

- 1.1 The parties agree that this Agreement is a Planning Agreement governed by Subdivision 2 of Division 6 of Part 4 of the Act.

2 APPLICATION OF THIS AGREEMENT

- 2.1 This Agreement applies to the Development of the Land and the Instrument Change

3 OPERATION OF THIS AGREEMENT

- 3.1 This Agreement takes effect once executed by all parties.
- 3.2 This Agreement identifies that the Proponent will XXX.
- 3.3 By complying with the obligations of this Agreement, a benefit, in the form of XXX
- 3.4 This Agreement does **not** exclude the operation of section 7.11 and section 7.12 of the Act.
- 3.5 This Agreement does **not** apply to any obligation that the Proponent may have to pay contributions, fees or charges under section 7.11 and section 7.12 of the Act or the *Water Management Act 2000* in respect to the Development of the Land.

4 DEFINITIONS AND INTERPRETATION

4.1 In this Agreement the following definitions apply:

Act means the *Environmental Planning and Assessment Act 1979*.

Amending LEP means an environmental planning instrument that has the effect of amending the *Wyong Local Environmental Plan 2013* so the Development of the Land is permissible with consent.

Consent means the consent granted to the Development Application.

Council means Central Coast Council.

Current Development Contributions Plan means the applicable plan and the Section 7.11 Contributions Plan for Central Coast Council.

Development means the development.

Development Application means a development application under Part 4 of the Act seeking consent to undertake the Development on the Land.

Instrument Change means the taking of effect of the Amending LEP.

Land means the land identified in Schedule 1 of this Agreement, being Lot XX DP XXXXXXXX also known as Street Address, Suburb.

Parties mean the Council and the Proponent, including both their successors and assigns.

Party means a party to this Agreement including its successors and assigns.

Planning Proposal means the document required by section 3.33 of the Act that explains the intended effect of the proposed Amending LEP and sets out the justification for making that Amending LEP, being Council reference number RZ/XX/20XX and Department of Planning and Environment reference number PP_20XX_WYONG_XXX_00.

Proponent means the person or entity identified in Item 1 of Schedule 2 to this Agreement.

Proponent's Representative is the person identified in Item 2 of Schedule 2 to this Agreement, appointed by the Proponent to act on behalf of the Proponent, or that person, from time to time, notified to Council in writing by the Proponent.

Regulation means the *Environmental Planning and Assessment Regulation 2000*.

5 PAYMENT OF MONETARY CONTRIBUTIONS

- 5.1 This Agreement does/does not require the Proponent to pay any monetary contribution to Council.
- 5.2 The Parties agree that nothing that the Proponent does to meet its obligations under this Agreement will give rise to a reduction or variation or credit in any monetary contributions that might later be required by a Consent to undertake the Development on the Land.

6 PROPONENT OBLIGATIONS

- 6.1 The Proponent undertakes that it will, as part of the process to seek development consent for the Development of the Land, undertake each of the following, at no cost to Council:
- (a) Works/Actions

7 PROPONENT WARRANTIES AND INDEMNITIES

7.1 The Proponent warrants to Council that:

- (a) It is the registered owner of the Land;
- (b) It is able to fully comply with its obligations under this Agreement;
- (c) It has full capacity to enter into this Agreement; and
- (d) There is no legal impediment to it entering into this Agreement, or performing its obligations under this Agreement.

8 REVIEW OF THIS AGREEMENT

- 8.1 Any amendments, variation or modification to or of, or consent to any departure by any party from the terms of this Agreement shall have no force or effect unless effected by a document executed by the parties which complies with the requirements of section 7.5 of the Act.

9 FURTHER AGREEMENT RELATING TO THIS AGREEMENT

- 9.1 The Parties may, at any time and from time to time, enter into agreements relating to the subject matter of this Agreement for the purpose of implementing this Agreement that are not inconsistent with this agreement.

10 DISPUTE RESOLUTION

- 10.1 If a dispute arises out of or relates to this Agreement (including any dispute as to the meaning, performance, validity, subject matter, breach or termination of this Agreement or as to any claim in tort, in equity or pursuant to any statute) (**Dispute**), any court or arbitration proceedings shall

not be commenced by or against Council, the Proponent or their successors or assigns, relating to the Dispute unless the parties to the Dispute (**Parties**) have complied with this clause, except where a party seeks urgent interlocutory relief.

- 10.2 A party claiming that a Dispute has arisen under or in relation to this Agreement is to give written notice to the other parties to the Dispute, specifying the nature of the Dispute.
- (a) The Parties agree to mediate the Dispute in accordance with the Mediation Rules of the Law Society of New South Wales and to take action to have the Dispute mediated within 7 working days of the receipt of written notice of the Dispute.
 - (b) The Parties agree that the President of the Law Society of New South Wales or the President's nominee will select the mediator and determine the mediator's remuneration.
 - (c) The Parties to the mediation will be jointly responsible for the fees of the mediation and each party shall bear its own costs.
 - (d) The Parties may, but are not required, to enter into a written agreement before mediating a Dispute.
 - (e) If any procedural aspects are not specified sufficiently in the rules under this clause 10, the Parties agree to conduct the mediation regarding those aspects in accordance with the determination of the mediator whose decision regarding those aspects is final and binding on the Parties.
 - (f) A legal representative acting for either of the Parties may participate in the mediation.
- 10.3 From the time when a notice of Dispute is served, neither party shall take action to terminate this Agreement, until after the conclusion of the mediation.
- 10.4 Should mediation fail to resolve any dispute then the dispute shall be determined by arbitration pursuant to the *Commercial Arbitration Act 2010* and the General Manager of the Council shall request the President for the time being of the Law Society of New South Wales to appoint an arbitrator to carry out such arbitration in accordance with the provisions of such Act.
- 10.5 Despite clause 10.1, either Council or the Proponent may institute court proceedings to seek urgent equitable relief in relation to a dispute or difference arising out of or in connection with this Agreement.

11 COSTS

- 11.1 The Proponent agrees to pay or reimburse the costs of Council in connection with the:
- (a) Negotiation, preparation and execution of this planning agreement, to a maximum of \$2,500.00.

- (b) Advertising and exhibiting this planning agreement in accordance with the Act, to a maximum of \$350.00, and
- (c) All costs related to registration of this planning agreement where required, within 7 working days after receipt of a tax invoice from Council.

12 REGISTRATION OF THIS AGREEMENT

- 12.1 The parties agree to register this Agreement for the purposes of section 7.6(1) of the Act.
- 12.2 On execution, the Proponent is to provide Council with each of the following, at no cost to Council:
 - 12.2.1 An instrument in registrable form requesting registration of this Agreement on the title to the Land duly executed by the Proponent, and
 - 12.2.2 The written and irrevocable consent of each person to referred in section 7.6(1) of the Act to that registration; and
 - 12.2.3 Production of the certificate of title for the Land, for the purpose of procuring the registration of this Agreement.
- 12.3 The Proponent is to do such other things as are reasonably necessary to remove any notation relating to this Agreement from the title to the Land once the Proponent has completed its obligations under this Agreement or this Agreement is terminated or otherwise comes to an end for any other reason.

13 NOTICES

- 13.1 Any notice, consent, information, application or request that must or may be given or made to a Party under this Agreement is only given or made if it is in writing and sent in one of the following ways:
 - (a) Delivered or posted to that Party at its address set out in (b) below.
 - (b) Faxed or emailed to that Party at the relevant details set out below.

(i) Council: Central Coast Council

Attention: Chief Executive Officer

Address: DX 7306 WYONG

Fax No: (02) 4350 2098

Email: ask@centralcoast.nsw.gov.au

(ii) Proponent: Proponent

Attention: Name

Address: Postal Address

Email: [email](#)

- 13.2 If a party gives the other party 3 working days' notice of a change of its address or fax number, any notice, consent, information, application or request is only given or made by that other party if it is delivered, posted or faxed to the latest address or fax number.
- 13.3 Any notice, consent, information, application or request is to be treated or given or made at the following time:
- (a) If it is delivered, when it is left at the relevant address.
 - (b) If it is sent by post, 2 working days after it is posted.
 - (c) If it is sent by fax, as soon as the sender receives from the sender's fax machine a report of an error free transmission to the correct fax number.
- 13.4 If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a business day, or if it is on a business day, after 5.00pm on that day in the place of the party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

14 ENTIRE AGREEMENT

- 14.1 This Agreement contains everything to which the parties have agreed in relation to the matters it deals with. No party can rely on an earlier document, or anything said or done by another party, or by a director, officer, agent or employee of that party before this Agreement was executed, except as permitted by law.

15 FURTHER ACTS

- 15.1 Each Party agrees to promptly execute all documents and do all such things that another Party from time to time reasonably requests to affect, perfect or complete this Agreement and all transactions incidental to it.

16 GOVERNING LAW AND JURISDICTION

- 16.1 This Agreement is governed by the law of New South Wales, Australia. The parties submit to the nonexclusive jurisdiction of its Courts and Courts of appeal from them. The parties will not object to the exercise of jurisdiction by those Courts on any basis provided that the dispute resolution provisions in clause 8 of this Agreement have first been satisfied.

17 NO FETTER

17.1 Nothing in this Agreement is to be construed as requiring Council to do anything that would cause it to be in breach of any of its obligations at law, and without limitation, nothing is to be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

18 SEVERABILITY

18.1 If a clause or part of a clause in this Agreement can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way. If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Agreement, but the rest of the Agreement is not affected.

19 WAIVER

19.1 The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this

Agreement, does not amount to a waiver of any obligation of, or breach of obligation by, another Party. A waiver by a Party is only effective if it is in writing. A written waiver by a Party is only effective in relation to the particular obligation or breach in respect of which it is given. It is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.

20 EXPLANATORY NOTE

20.1 The Appendix contains the Explanatory Note relating to this Agreement required by Clause 25E of the Regulation.

20.2 Pursuant to Clause 25E(7) of the Regulation, the Parties agree that the Explanatory Note in the Appendix is not to be used to assist in construing this Agreement.

21 EXECUTION PANEL

EXECUTED as a Voluntary Planning Agreement

Date: date

Executed pursuant to delegated authority under section 377 of the *Local Government Act, 1993*, in accordance with the resolution of the Central Coast Council dated date.

Chief Executive Officer	Witness [BLOCK LETTERS]
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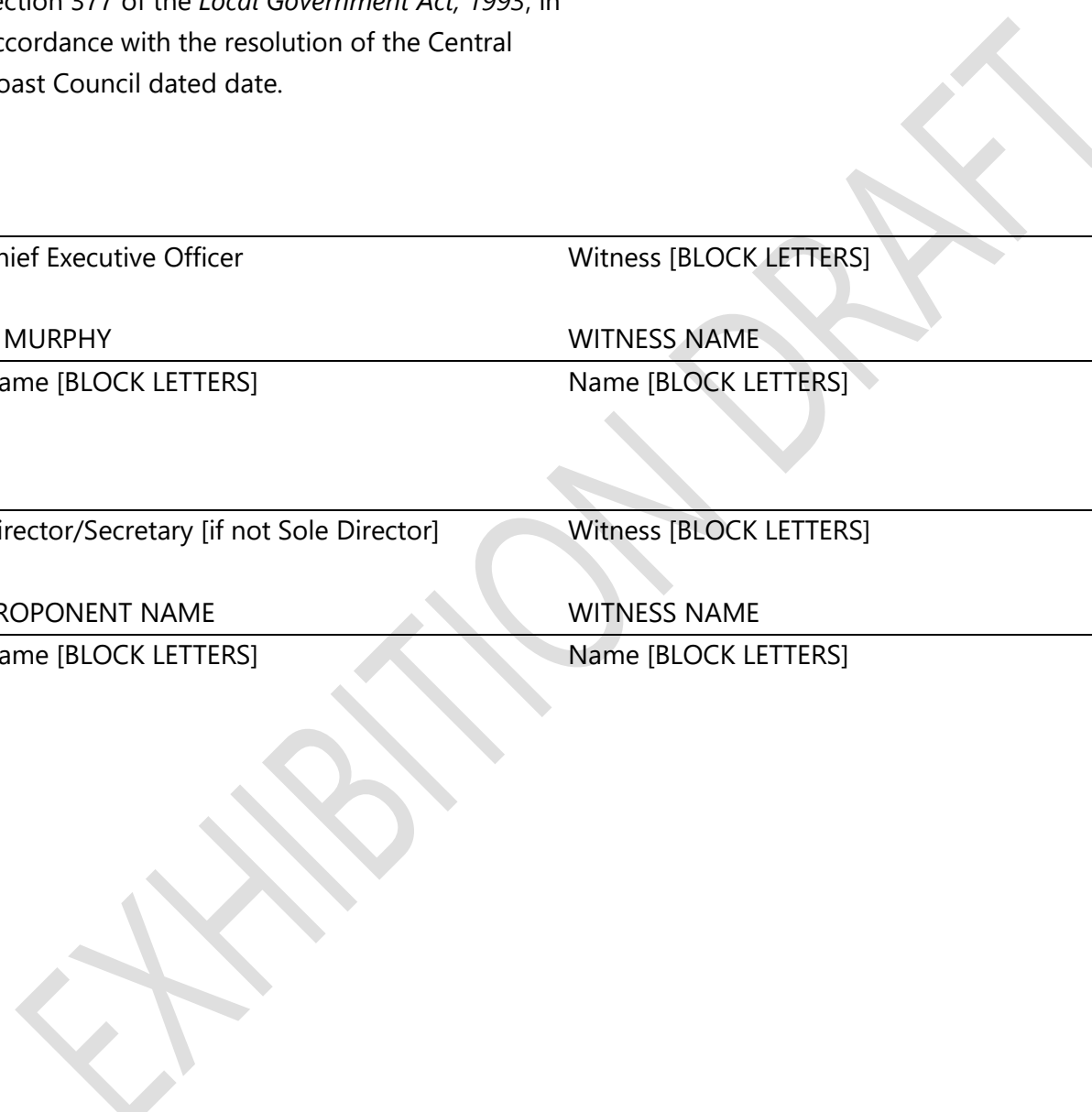
G MURPHY	WITNESS NAME
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Name [BLOCK LETTERS]	Name [BLOCK LETTERS]
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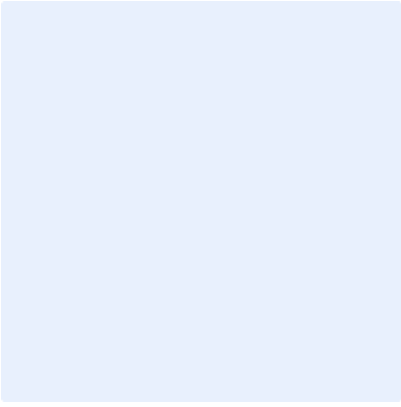
Director/Secretary [if not Sole Director]	Witness [BLOCK LETTERS]
---	-------------------------

PROPONENT NAME	WITNESS NAME
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Name [BLOCK LETTERS]	Name [BLOCK LETTERS]
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SCHEDULE 1



EXHIBITION DRAFT

SCHEDULE 2

ITEM	DEFINED TERM	PARTICULARS
1	Proponent	Proponent ABN: ABN CAN: ACN Street Address (Postal Address)
2	Proponent's Representative	Name Street Address (Postal Address)

EXHIBITION DRAFT

APPENDIX

Environmental Planning and Assessment Regulation 2000

(Clause 25E)

EXPLANATORY NOTE

Voluntary Planning Agreement

Under section 7.4 of the *Environmental Planning and Assessment Act, 1979*

Parties

Central Coast Council (ABN 73 149 644 003) of Council Chambers, Hely Street, Wyong, in the State of New South Wales (**Council**)

and

Proponent (ABN ABN; ACN ACN) of Street Address (Postal Address), in the State of New South Wales (**Proponent**)

Description of the Land to which the Planning Agreement Applies

Lot XX DP XXXXXXXX also known as Street Address, Suburb.

Description of Proposed Development

Development means the development.

Summary of Objectives, Nature and Effect of the Planning Agreement

Objectives of the Agreement

The objective of the Agreement is to objective.

Nature of the Planning Agreement

The Agreement is a planning agreement under section 7.4 of the *Environmental Planning and Assessment Act 1979* (Act). It is an agreement between the Council and the Proponent. The Agreement is a voluntary agreement under which provisions are made by the Proponent for the conservation or enhancement of the natural environment section 7.4(2)(f).

Effect of the Agreement

The Agreement:

- relates to the Instrument Change,
- relates to the carrying out by the Proponent of the Development on the Land,
- does/does not exclude the application of section 7.11, section 7.12 or section 7.24 to the Development,
- requires the Proponent to obligations
- is to be registered on the title to the Land,
- provides dispute resolution methods for a dispute under the Agreement, being mediation and arbitration, and
- provides that the Agreement is governed by the law of New South Wales.

Assessment of the Merits of the Agreement

Planning Purposes Served by the Agreement

The Agreement:

- Planning purpose

How the Agreement Promotes the Public Interest

The Agreement promotes the public interest by public interest achieved

For Planning Authorities:

Development Corporations – How the Agreement Promotes its Statutory Responsibilities

Statutory Responsibilities.

Other Public Authorities – How the Agreement Promotes the Objects of the Act under which it is Constituted

Not Applicable.

Councils – How the Agreement Promotes the Council's Charter

The Agreement promotes the elements of the Council's Charter by:

- Elements of Charter

Whether the Agreement Conforms with Council's Capital Works Program

Yes/No/Not Applicable.

- Works Program details

Whether the Agreement specifies that certain requirements be complied with before issuing a Construction Certificate, Subdivision Certificate or Occupation Certificate

Yes/No.

The Agreement specifies specify requirement & timing.

EXHIBITION DRAFT



History of revisions

Policy amendment history and version details

Amendment history	Details
<p>Original approval authority details</p>	<p><remove or amend as required ></p> <p>X</p> <hr/> <p><First name> <Surname> Chief Executive Officer, Central Coast Council</p> <p>XX/XX/20XX <insert Council Meeting date and minute number of resolutions adopting the policy <remove if not needed></p> <p><i>The reasons for the creation of this Policy are:</i></p> <p>XXX</p>
<p>Version – Draft (for exhibition)</p>	<p>XX/XX/20XX <insert Council Meeting date and ‘minute number’ of resolution adopting the policy</p> <p>D15429613</p>

