



# **SUPPLEMENTARY BUSINESS PAPER**

## **GENERAL MEETING**

**Wednesday 12 December 2018  
at 6:30PM**



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### **SUPPLEMENTARY ITEMS**

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**14 HORNSBY SHIRE PUBLIC DOMAIN AND SIGNAGE STRATEGY**

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**EXECUTIVE SUMMARY**

- At the 11 July 2018 General Meeting, an amount of \$300,000 was allocated for Public Domain investigations as part of Deputy General Manager's Report No. IR7/18. An additional \$100,000 was allocated for signage which has been included as part of the Public Domain investigation work.
- Quotations received from the Request for Quotation (RFQ) process for Hornsby Shire Public Domain Signage Strategy have indicated that it would be prudent for Council to allocate a further \$200,000 for the project.
- This increase can be met from the forecast surplus identified in Council's 2018/19 Revised Budget with any remaining balance funded from the signage budget allocated as part of the revised Long Term Financial Plan (LTFP) currently being developed with Councillors.
- On the basis of the above advice and discussions with Councillors at an Informal Workshop, the General Manager has signed-off on the appointment of the successful consultant to enable this project to proceed.

**RECOMMENDATION**

THAT Council note that the General Manager has approved the appointment of the successful consultant to undertake Phase 1 and 2 of the works identified in Deputy General Manager's Report No. IR13/18.

## PURPOSE

The purpose of this Report is to update Council on the progress of the Hornsby Shire Public Domain and Signage Strategy.

## BACKGROUND

Following Councillor McIntosh submission of a Notice of Motion for Council's consideration at the 13 December 2017 General Meeting, it was resolved in part that a report be put to Council in early 2018 identifying opportunities for Public Domain Improvements surrounding identified housing precincts, town centres and road corridors. A briefing was then provided to Councillors at an Informal Workshop on 23 May 2018 where the need for Public Domain Guidelines was discussed and a preliminary budget of \$400,000 identified for the preparation of Public Domain Guidelines and a signage strategy.

Subsequently, Council considered Deputy General Manager's Report No. IR7/18 at the 11 July General Meeting and resolved that:

1. *Council support the development of Public Domain Plans in the order of priority identified in Deputy General Manager's Report No. IR7/18.*
2. *Council allocate \$300,000 to commence the preparation of Public Domain Plans and associated documentation for the priority areas nominated in Deputy General Manager's Report No. IR7/18.*
3. *Community and stakeholder engagement strategies be developed to support each Public Domain Plan.*
4. *Draft Public Domain Plans be reported to Council prior to exhibition.*

A brief was prepared and circulated widely for internal comment prior to Council issuing a Request for Quotation in September 2018. The scope of the brief was expanded and structured to include most of the works in a lump sum scope that includes the following in Phase 1 and 2:

- Community engagement
- Main street projects at Galston and Asquith
- Public domain guidelines for housing strategy precincts at Asquith, Waitara, Thornleigh, West Pennant Hills and Beecroft, and a
- Shire wide signage strategy.

Additional essential works that follow the above were identified as Provisional Items to be delivered in Phase 3 of the project as follows:

- Construction documentation for main street projects (enabling these works to proceed to construction), and
- Preparation of Technical Specifications and a detailed signage manual to enable the implementation of the Public Domain Guidelines and signage.

An additional \$100,000 was allocated as part of the revised LTFP for signage and this has now been included in the Public Domain RFQ.

## DISCUSSION

Quotations received suggested that it would be prudent for Council to allocate a further \$200,000 to complete Phase 1 and 2 of the project. This will be achieved over two financial years. The additional

funding will cover possible costs arising from the various engagement strategies proposed for the project and additional items requested during the development of the brief.

The Chief Financial Officer has identified that the increase in costs can be met from the forecast surplus in the 2018/19 Revised Budget with any remaining balance to be funded from the signage budget allocated as part of the revised LTFP being developed with Councillors. Funding for Phase 3 of the project will be considered separately, after substantial commencement of Phase 1 and 2.

On the basis of discussions with Councillors at an Informal Workshop and advice from the Chief Financial Officer, the General Manager has approved the appointment of the successful consultant for this RFQ.

### **CONSULTATION**

An engagement strategy will be identified by the consultant as part of the commission. It will be distributed to Councillors as soon as practicable.

### **BUDGET**

Refer to Discussion section of this Report.

### **POLICY**

There are no policy implications.

### **CONCLUSION**

The RFQ process for the Hornsby Shire Public Domain and Signage Strategy has been finalised. The scope includes main street projects at Galston and Asquith, preparation of public domain guidelines for Asquith, Waitara, Thornleigh, West Pennant Hills and Beecroft housing strategy precincts and the development of a shire wide signage strategy. Investigations, with an initial emphasis on the development of engagement strategy, will shortly commence.

The budget for the project has been increased to address the change in scope of the project and possible cost increases that could arise from the public engagement strategies. The additional budget requirement can be met from the forecast 2018/19 Revised Budget, with any remaining balance to be funded from the signage budget allocated as part of the revised LTFP being developed with Councillors.

### **RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the Deputy General Manager, Infrastructure and Recreation – Bob Stephens - who can be contacted on 9847-6665.

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**Attachments:**

There are no attachments for this report.

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**ITEM 14**