

**INGLESIDE PRECINCT  
PROJECT CONTROL GROUP MEETING  
MEETING NOTES**

**Location:** Department of Planning & Infrastructure - 10 Valentine Ave, Parramatta

**Date:** 10am, 15 July 2013

**Attendees:** Department of Planning & Infrastructure: Paul Robilliard, Lee Mulvey, Nathan Herborn, Nikki Ward

UrbanGrowth NSW: Stuart McCowan, Keiran Wallington, Nicholas Chandler

Pittwater Council: Andrew Pigott, Steve Evans

**Apologies:** Pittwater Council Liza Cordoba

**Distribution:** As above

ITEM	BUSINESS	ACTION
1.	<b>Declarations of Interest</b>	
	<ul style="list-style-type: none"> <li>Nil</li> </ul>	Noted
2.	<b>Program Update</b>	
	<ul style="list-style-type: none"> <li>Update provided as per status report.</li> </ul>	Noted
	<ul style="list-style-type: none"> <li>Fortnightly Precinct Working Group meetings have been scheduled for the duration of the project.</li> </ul>	Noted
	<ul style="list-style-type: none"> <li>Gap analysis is progressing. Existing documents will be placed on a shared portal, to be set up by UrbanGrowth.</li> </ul>	Noted
3.	<b>Project Plan</b>	
	<ul style="list-style-type: none"> <li>Agreed that a signatures page is not required, given the PCG members endorse the Project Plan.</li> </ul>	Noted
	<ul style="list-style-type: none"> <li>Project Plan adopted subject to amendments to organisation chart.</li> </ul>	Noted
	<ul style="list-style-type: none"> <li>Amendments to be made to Figure 4.1 (Project Organisation Chart) <ul style="list-style-type: none"> <li>UrbanGrowth Executive to connect directly to PCG and Minister</li> <li>UrbanGrowth coordinator to connect with UrbanGrowth Executive</li> </ul> </li> </ul>	DP&I
	<ul style="list-style-type: none"> <li>Noted that a Probity Plan would need to be adopted separately.</li> </ul>	Noted
4.	<b>Community Participation Plan</b>	
	<p>Due to potential misrepresentation of perceived issues/risks by the PCG and misinterpretation by members of the public, the Community Participation Plan will be amended to remove analysis of community issues, as this analysis is premature at this stage of the community engagement program.</p>	DP&I
	<ul style="list-style-type: none"> <li>The Community Participation Plan was adopted by the PCG and approved for online display. Edited version to be circulated to PCG</li> </ul>	DP&I

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prior to online publication.

**5. Land Owner Information Sessions**

- DP&I is preparing an introductory PowerPoint presentation for the initial landowner information sessions. The presentation will be circulated to the PCG members as a draft for comment. DP&I
- Two information sessions will be held, with landowners to register. A letter of invitation will be sent to landowners. Noted
- Agreed that landowners only would be invited to sessions and a follow-up session would be held if there is overwhelming interest from broader community. Noted
- Program, content and speakers for the evening yet to be determined. Council to advise of a representative (possibly GM or Mayor) to address the landowners. Council

**6. PCG schedule**

- Potential dates for on-going PCG meeting schedule to be circulated for feedback on availability. NW
- PCG meetings would be scheduled monthly, alternating between Parramatta and Pittwater. Noted

**7. Other Matters**

- DP&I to circulate Probitry Plan from a previous precinct as an example. Probitry advisor to be engaged in the near future. PCG to be consulted for agreement on probity plan document. DP&I
- Office of Strategic Lands to be blocked from the DP&I electronic projects folders to maintain confidentiality of planning material. Noted
- PCG to be advised of any significant media events/releases regarding the precinct. Noted
- Hard copy of draft Memorandum of Understanding that covers the relationship between Council and DP&I on media and community contact circulated. DP&I to circulate electronic copy. Noted that the document still needs editing. Noted

**Next Meeting**

The next meeting: Date TBA