Date	Attendees	Discussion Points	Outcome/Action
26/03/2010 Warnervale Town Centre Steering Committee Meeting (DPC Office	 Department of Planning; Department of Premier & Cabinet; Woolworths; WSP Fitzwalter; and 	 Governance Structure; The governance structure was adopted by group; and It was agreed that Transport and Infrastructure and Yeramba should be included in the Steering Group. 	- The inclusion of an appropriate Transport and Infrastructure and Yeramba representative for the Steering Group.
Gosford)	Wyong Shire Council.	Agency Specific Programs; - WSP will manage the project and represent WW; - The DoP is to hold regular meetings to resolve any Access Road issues; and	- Comment on the draft Deed of Agreement to Landcom.
		- Landcom is to draft the budget for Access Road; prepare the Deed of Agreements; undertake ecological studies for the REF and prepare a DA for Stage 2 to be lodged by midyear.	
		 Critical issues; The RTA advised that the widening of Sparks Road is not included in the SIC Fund and developer funding will be required; The Section 94 Contributions Plan will be forwarded to the DoP and placed on exhibition in June; Stage One of the Access Road is currently underway however there is not a consistent understanding of funding agreement ; and The Sparks Road Intersection was not included in the Deed of Agreement. 	 The DPC is to discuss the way format on the grant application with I&I. Landcom is to include the Sparks Road Intersection in the Deed of Agreement.
30/03/10	WSP FitzwalterDoP	Discussion regarding project history and relevant background	Understanding of background and DoP expectations.
7/04/10	Woolworths	Project background. Yeramba proposal.	Identified of the importance of the east-west

Date	Attendees	Discussion Points	Outcome/Action
	WSP Fitzwalter; andYeramba Estates	Difficulties in obtaining access into the site via Hiawatha Road to create the East west access road. S94 issues and infrastructure timing and delivery.	access road to facilitate ease of access from the eastern residential catchment. Understanding of s94 issues and challenges re infrastructure delivery and timing.
6/05/10	WSP FitzwalterWyong Shire Council	Understand project history and background.	Understanding of background and WSC expectations.
7/05/2010 Warnervale Town Centre Steering	 Bannister & Hunter; Landcom; Department of Planning; Department of Premier & 	- Woolworths noted that a holistic delivery of project is crucial and the road network, particularly the east west corridor is considered to be the number one priority.	
Committee Meeting (DPC Office Gosford)	g (DPC g (DPC g (DPC • Transport and Infrastructure;	Critical Issues Update; - Critical issues which include the road network, access road, Sparks Road intersection, Section 94 Contributions, biocertification and social services are to be discussed at each Steering Group Meeting;	
		- It was noted that the S94 Plan covers intersections and roads where there is open space on both sides and the rail corridor; and	
		- WSC confirmed that there is \$7 million for Sparks Road included in the s.94 Contribution and additional funding is to be sourced from the RTA.	
		Whole Road Network;	- WSC is to provide current traffic studies.
		- Woolworths have identified a suitable road network to unblock the entire town centre, this is the east/ west corridor and will act as a key deliverable in Stage One;	- WSC is to commence discussions with the adjoining property owners prior to the compulsory acquisition of the land for the proposed road network.
		- The proposed road network is included in the LEP and can therefore be compulsorily acquired; and	 The DoP is to organise a meeting with previous planners to consider road network options.
		- The viability and hierarchy of road network options need to be considered.	

Date	Attendees	Discussion Points	Outcome/Action
		 Access Road; An ecological study has been completed and no EEC issues have been identified; Talks about the funding of the project took place; and Woolworths and Landcom indicated they would agree to split the total cost for design and construction phase. Woolworths would also provide additional funding if necessary on the proviso that the development of the east/west corridor is locked in. 	 WSC is to provide details of exempt development and Council's contribution to the clearing. WSC is to distribute the draft agreement to secure the Industry and Investment grant.
		 The cycleway design works were submitted to Council; and An overall commitment to the DCP was expressed however further discussion are needed. 	- A meeting to discuss cycle ways is to be arranged between the WSC and Shire planning.
26/05/10 Meeting(Mott MacDonald office)	Bannister & HunterWSP FitzwalterMott MacDonald	Access road and east-west road network, levels and grading. Road layout within Landcom proposed residential estate.	Understanding of Landcom requirements for integration of road network.
26/05/2010 Warnervale Town Centre Design Coordination Meeting (DoP Bridge Street)	 Bannister & Hunter; GHD; Landcom; Department of Planning; Department of Premier & Cabinet; RailCorp; Transport NSW; Woolworths; WSP Fitzwalter; and Wyong Shire Council 	Woolworths presented their concept design and preferred road access strategy, including the need for a ring road to ensure traffic is not directed through Main Street. Discussion and debate re road network around hill top park; stormwater	Woolworths to further investigate WTC future servicing. Need for key station design staff from Railcorp to be involved next meeting to coordinate the interface between access road and railway station.
3/06/10	WSP Fitzwalter	Access Road Workshop re levels, road widths, bike	Understanding of gradient and interface issues

Date	Attendees	Discussion Points	Outcome/Action
Meeting(BN Group office)	BN GroupMott MacDonaldBannister & Hunter;	paths, compliance with DCP requirements and relationship of road levels with station and accommodation of bus interchange. Integration with	with station. Need for further work to ensure road levels can accommodate bus movements and meet standards at drop off points.
	• GHD	Landcom road network.	Amendments required to integrate with Landcom road levels.
22/06/2010 Warnervale	Bannister & Hunter;GHD;	Woolworths presented an updated design noting the fixed levels at the railway station and hill top	WSC to look at re-grading of the hill top park; review design variances with DCP.
Town Centre Design Coordination Meeting (DoP Bridge Street)	 Landcom; Department of Planning; Department of Premier & 	park. DoP concerned by link road needed to complete ring road; lack of design alternatives; proposed road levels; vehicle focused design; lack of linkage with hill top park and southern residential precinct.	Woolworths to investigate reducing main street gradient to better address park; alternate road solution that does not require link road; address WSC's requirement for integrated water catchment management (IWCM).
	 Transport NSW; Woolworths; WSP Fitzwalter; and 	Railcorp advised of its requirements. Cannot exceed 37 risers from platform to pedestrian bridge.	Further discussion with Landcom regarding the route for service vehicles for WTC.
	Wyong Shire Council	Further raising the station footbridge would unacceptably increase road gradient.	
1/07/10 (Wyong Council Office Wyong)	 WSP Fitzwalter; Mott MacDonald and Wyong Shire Council 	Traffic management and road network.	Understanding of Council expectations and requirements.
2/07/10	Woolworths	Road network, integration. State Government funding for intersection and station.	WSC to meet individual land owners to discuss east west access road.
(Wyong Council Office Wyong)	WSP Fitzwalter; andWyong Shire Council	Importance and need for the east west access road for Town Centre.	east west access toad.
6/07/10	WoolworthsWSP Fitzwalter; andDoP	Town centre layout and public space. Urban design issues and road network designed to ensure a	Address DoP requirement for clear documentation of pedestrian movement and
DoP Office (Bridge Street)		pedestrian friendly main street. Relationship of road network to hill top park	linkages between key nodes of centre, station and hill top park and southern residential precinct.
7/07/2010	Bannister & Hunter;	- Requested the DCP to be reviewed.	- WSC is to submit letter to the DoP which requests WSC to review and make amendments

Date	Attendees	Discussion Points	Outcome/Action
Warnervale Town Centre	GHD;Landcom;		to the DCP. DoP is to discuss the conditions of the review and for future SEPP provisions.
Access Road Meeting (DPC	 Department of Planning ; Department of Premier & Cabinet; 		- DG of the DoP is to make the final decision about the review of the DCP.
Office Gosford)	Woolworths;	Design/Specifications;	- Woolworths is to send the proposed changes
	WSP Fitzwalter; andWyong Shire Council	- Landcom, Woolworths and WSC agreed to work together to resolve the downstream stormwater allowance issues raised by the DoP.	and organise a review meeting with Landcom and the WSC.
		Construction Costs;	- Woolworths and WSC is to meet to resolve the
		- Sharing the cost of the main street is to be between WSC, Woolworths and Landcom.	town centre main street condition.
14/07/10	Woolworths	Stormwater management strategy	Understanding of WSC council IWCM
(Wyong Council Office Wyong)	WSP Fitzwalter; andWyong Shire Council		requirements and preference for single stormwater detention basin on Landcom land.
30/07/2010	Landcom;	Access Road/Intersection;	- WSC is to request a review of Nikko Road by
Warnervale Town Centre	 NSW Department of Planning; Department of Premier & Cabinet; 	 Issues are still outstanding regarding funding and coordination of the Access Road. 	LC.
Steering Committee Meeting (Wyong	 RailCorp; Transport NSW; Woolworths; 	- Opportunities to provide a more diverse range of housing were discussed with Landcom and the land developer owners.	
	 WSP Fitzwalter; and Wyong Shire Council. 	- Woolworths is currently looking at the design issues in relation to the ring road including water management.	- Updated plans are to be circulated to relevant stakeholders.
		Transport Interchange & Commuter Car Parking;	- RC will tender for an assessment for car
		 RC and TNSW and DoP are working on the requirements for a transport interchange and commuter car parking. 	parking required for the meeting in 2 months time.
		- There is a clashing of building times between the	- To liaise with SuperClinic to check the status of

Date	Attendees	Discussion Points	Outcome/Action
		GP SuperClinic and the development of the Landcom land.	their building program.
23/08/10 (Energy Australia Office Wyong)	 WSP Fitzwalter; Mott MacDonald and Energy Australia 	Existing capacity. Potential upgrade requirements. EA believes that it has adequate capacity to cater for demand from the WTC for a 5 -10 year period without the provision of the new substation. EA is of the view that preliminary indications of Warnervale load demand suggest EA does not need to prioritise the construction of the substation.	EA will need advice from Woolworths regarding the anticipated load demand that will be generated by the town centre development as well as when this load will be required. This needs to be undertaken as soon as practical as it was highlighted that whoever establishes their use first gets their load delivered. EA suggested that there is benefit in land owners
			meeting to discuss their respective loads and sharing cost based on pro rata loads.
23/08/10 (GHD Office Wyong)	 WSP Fitzwalter; Mott MacDonald ; Bannister & Hunter; and GHD 	Road network levels and integration.	Ongoing work required.
27/08/2010 Warnervale Town Centre	 Bannister & Hunter; CC Regional Development Corporation; Land & Property Management Authority; Landcom; 	Review of Environmental Factors (REF); - The DoP would like to review the carriageways outlined in the REF.	- WSC is to send relevant information relating to the DCP in conjunction with the REF to the DoP.
Steering Committee Meeting		Actions Outstanding; - Action Log was reviewed and updated.	- WSC, WW & LC is to sign Deed for Road Design & Construction.
(Wyong Council Office Wyong)	 NSW Department of Planning; Department of Premier & Cabinet; 	Proposed North Warnervale Railway Station - Survey of the site was completed.	- RC is to provide the survey plan to LPMA.
wyong)	 Railcorp; Transport NSW; Woolworths; WSP Fitzwalter; Wyong Shire Council; Yeramba Estate; 	Access Road/Intersection;	- DPC is to invite the RTA to next meeting to
		- Woolworths suggested that the intersection should be built in stages over a number of years.	discuss Sparks Road.
		Car park/Bus Interchange; - Transport NSW and Railcorp have organised a meeting to discuss relevant issues.	- TNSW & RC is to provide an update of the meeting outcomes at the next PSG.

Date	Attendees	Discussion Points	Outcome/Action
		Energy Australia (Presentation);An overview of the energy planning for the town was presented and outlined what information they require to move forward with the implementation.	- DoP is to coordinate load and timing information for Energy Australia. Necessary information is to provided to Energy Australia.
24/09/2010 Warnervale Town Centre Steering Committee Meeting (Wyong Council Office Wyong)	 ADW Johnson; Bannister & Hunter; Landcom; NSW Department of Planning; Department of Premier & Cabinet; RailCorp; Roads & Traffic Authority; Woolworths; 	- LC is to issue an updated Deed for the Access Road Design because WW is unsatisfied with the design as it does not complete the road up to the proposed site for the railway station.	 The road is to be extended into WW land. WSC is to confirm the costs of extending the road into WW land. WW is to organise a meeting with the landowners to discuss extending the seven part test required for building the Access Road on WW land and to discuss the creation of a new REF.
wyong)	 WSP Fitzwalter; and Wyong Shire Council 	- The intersection is to be constructed in stages over time and certainties about future upgrades need to be addressed.	- WW is to meet with WSC to discuss their version of the proposed design for the Access Road.
		Transport Interchange & Commuter Car Park; - WW preferable location of the bus interchange is to be on the other site of the railway station.	- WSC is to confirm with the committee whether or not the rail bridge is on the current Section 94.
		Sparks Road; - What are the future planning issues for Sparks Road.	
		Rail Bridge; - As the Transport NSW Representative was absent the agenda was tabled for the next meeting.	- WSC is to confirm whether the railway bridge is included in the draft local contributions plan.
19/10/10 Access Road PCG (Landcom Office)	 Woolworths; WSP Fitzwalter; Landcom; and Bannister & Hunter 	Access road issues. Access Road REF process & approvals. Program and Funding arrangements.	Need for Landcom to provide REF over the whole access road instead of to their boundary with Woolworths site. Landcom to progress.

Date	Attendees	Discussion Points	Outcome/Action
28/10/10 Design working Group (Railcorp Office Pitt Street)	 Woolworths; WSP Fitzwalter; Mott MacDonald; Railcorp; Transport NSW 	Station concourse levels interface with the access road. Bus interchange requirements, taxi rank and kiss'n ride location	Understanding of levels difference between access road and station concourse. Railcorp Architects and Woolworths to review
29/10/2010 Warnervale Town Centre Steering Committee Meeting (Wyong Council Office Wyong)	 Bannister & Hunter; Landcom; NSW Department of Planning; Department of Premier & Cabinet; RailCorp; Roads & Traffic Authority; CC Regional Development Corporation; Woolworths; WSP Fitzwalter; Land & Property Management; Wyong Shire Council; and Yeramba Estates. 	 There is a 2 metre difference between train station levels, this issue is still waiting for a resolution. The landowners have agreed to sign the Deed for the Entry Road once the road level issue is resolved. An extra \$30,000 has been added to the budget for clearing costs. Access Road / Intersection; The RTA informed that the Sparks Road intersection and the Access Road is a result of the future development at the WTC and as such should be fully funded by the developers. 	 A meeting is to be organised with the design team to resolve this issue. DPC is to follow up on the funding programs with Department of Industry and Investment. Each of the three options should be considered by the developers.
15/11/10 Access Road PCG (Landcom Office)	 Woolworths; WSP Fitzwalter; Landcom; and Bannister & Hunter 	Access road issues. Access Road REF process & approvals. Program and Funding arrangements.	Landcom to coordinate preparation of budget for concept design and construction of access road.
19/11/10 Design working Group (Railcorp Office Pitt Street)	 Woolworths; WSP Fitzwalter; Mott MacDonald; Railcorp; Transport NSW 	Interface of the station, interchange and town centre including the RLs.	Ongoing design work needed to resolve issues

Date	Attendees	Discussion Points	Outcome/Action
24/11/10 Design working Group (Railcorp Office Pitt Street)	 Woolworths; WSP Fitzwalter; Mott MacDonald; Railcorp; Transport NSW 	Interface of the station, interchange and town centre including the RLs.	Review road and station design amendments.
26/11/10 Design Working Group (Railcorp Office Pitt Street)	 Woolworths; WSP Fitzwalter; Mott MacDonald; Railcorp; Transport NSW 	Interface of the station, interchange and town centre including the RLs.	Review road and station design amendments.
26/11/2010 Warnervale Town Centre Steering Committee Meeting	 Bannister & Hunter; CC Regional Development; Corporation Land & Property Management Authority; Landcom; 	Proposed North Warnervale Railway Station; - A referral letter to the Federal Government is pending to be sent; and - Meetings between RC and WW to discuss design issues were held.	 Meeting is to be organised with the Federal government to discuss the federal approval process. Once the final details regarding the design issues are agreed upon by WW and RC these are to be sent to Council regulators for review.
(Railcorp Office Pitt Street)	 Department of Planning; Department of Premier & Cabinet; RailCorp; Woolworths; 	Section 94 Contributions Plan; - The density figures provided in the S94 Plan were discussed and were considered to be only 'inspirational' figures.	- It was recommended that Voluntary Partnership Agreements would be a better option for infrastructure rather than S94.
	WSP Fitzwalter; andWyong Shire Council	- The possibility of WTC to be used as a test case for alternative lighting energy for street and public lighting.	- WSC and DPC is to provide Energy Australia with a proposal for WTC to be an alternative energy test case for public lighting.
22/12/10 DoP Office (Bridge Street)	Woolworths;WSP FitzwalterNSW Department of Planning	Review DGR's. Appreciation of DoP expectations regarding responses to DGR's.	Understanding of DoP requirements and expectations.
21/01/2011	Bannister & Hunter;	Proposed North Warnervale Railway Station	- RailCorp is to notify all relevant agencies when

Date	Attendees	Discussion Points	Outcome/Action
Warnervale Town Centre Steering Committee	TownCentreSteering CommitteeAuthority;•Landcom;•NSW Department of Planning;	- The design/level issues are still being discussed it was noted that this is starting to affect many other areas of the project and its resolution is a high priority.	the design/level issues are resolved.
Meeting (Wyong Council Office Wyong)	 Department of Premier & Cabinet; RailCorp; WSP Fitzwalter; and Wyong Shire Council 	Access Road / Intersection - Stage 2 cannot take place until the issues with the train station are resolved; and - WW and WSC have been provided with a draft budget for the road costs and approval.	 Negotiations/ meetings are required to resolve the design and constructions costs. WSC is to provide clear information as to how to get the Access Road to a clearance phase.
		Ring Road - Is currently on hold as it is contingent on the outcome of the access road/ intersection.	- WSC has applied for \$2 million worth of funding from the Department of Industry and Investment to help get the ring road built.
7/2/11 Design Working Group (Railcorp Office Pitt Street)	 Woolworths; WSP Fitzwalter; Mott MacDonald; Railcorp; Transport NSW Busways 	Interface of the station, interchange and town centre including the RLs. Discussion regarding bus routes and need for stops & layovers on both sides of access road.	Need for further review of design options for access road interface with station concourse, kiss n' ride and taxi rank.
16/2/11 Design Working Group (Railcorp Office Pitt Street)	 Woolworths; WSP Fitzwalter; Mott MacDonald BN Group; Railcorp; Transport NSW Busways 	Review designs and further liaison between parties in relation to platform and concourse location to ensure relationship with access road and main street.	Need for further design review of options
23/2/11 Design Working Group (Railcorp	 Woolworths; WSP Fitzwalter; Mott MacDonald BN Group; Railcorp; 	Review of designs. Identification of required amendments.	Concept drawings to be detailed and circulated for approval by email from all parties.

Date	Attendees	Discussion Points	Outcome/Action
Office Pitt Street)	Transport NSWBusways		
25/2/2011 Warnervale Town Centre Steering Committee Meeting (Wyong Council Office Wyong)	 Bannister & Hunter; Central Coast Regional Development Corporation; Land & Property Management Authority Landcom; NSW Department of Planning; Department of Premier & Cabinet; RailCorp; Woolworths; WSP Fitzwalter; and Wyong Shire Council. 	 Proposed North Warnervale Railway Station; The levels issue has been resolved and the placement and number of bus stops has been agreed upon. Access Road/ Intersection; The budget for Stage Two REF has commenced. Residential Subdivision; LC is working on a development concept. Wyong Council are considered to be the prescribed authority. Section 94 Contribution Plan; Is still in draft form. WSC are trying to reduce the costs in the S94 Plan. The DCP is currently being reviewed. 	 WW and LC are to discuss the road level and how it will affect the Landcom development WSP to organise a meeting with WW, WSC and LC to discuss the High Road issues. WW and LC are to meet next week to discuss the access road; LC is to then inform DPC on the outcomes from this meeting. The Concept Plan is to be presented at next meeting. Appropriate authorities are to be contacted and provided with the ecologist reports and any other issues. WSC is to provide a proportion of the bridge costs found in the S94 Plan at the next meeting. A meeting is to be held with the DoP, WW, LC
8/3/11 Design Working Group (Railcorp Office Pitt Street)	 Woolworths; WSP Fitzwalter; Mott MacDonald BN Group; Railcorp; Transport NSW Busways 	Review of drawings. Further amendments identified.	and WSC to discuss the potential road changes in DCP. Concept drawings to be detailed and circulated for approval by email from all parties before next Steering Committee Meeting.

Date	Attendees	Discussion Points	Outcome/Action
15/3/11 Briefing session on road design at DoP (Bridge Street Office)	 Woolworths; WSP Fitzwalter; Mott MacDonald BN Group; Landcom; Bannister & Hunter NSW Department of Planning; Department of Premier & Cabinet; and Wyong Shire Council. 	Road network and levels. WSC requirements for revised road network to avoid construction over the former tip site. Discussion regarding alternate options.	Parties to consider options and provide feedback at next meeting.
23/3/11 Briefing session on road design at DoP (Marist Place Parramatta)	 Woolworths; WSP Fitzwalter; Mott MacDonald BN Group; Wyong Shire Council NSW Department of Planning 	Ongoing discussion regarding preferred concept option for amended DCP. WSC requires road to avoid any impact on former tip site. Need for legible ring road and hierarchy of roads is identified as important from a traffic circulation and urban design perspective to ensure main street is pedestrian friendly.	Parties to undertake further work on preferred options regarding cut and fill and traffic movement.
25/3/2011 Warnervale Town Centre Steering Committee Meeting (Wyong Council Office Wyong)	 Bannister & Hunter; Central Coast Regional Development Corporation; Land & Property Management Authority Landcom; NSW Department of Planning; Department of Premier & Cabinet; RailCorp; 	Intersection discussion, RTA review GHD plans; cost \$9.5m and 2.5 years to design, construct & signalize. RTA policy not to fund. Intersection upgrade needs to be funded by the developer(s). Funding of the intersection upgrade impacts the viability of the WTC.	A Wyong Shire Council Delegation is planning to make representations to the new Roads Minister to seek funding assistance, (post State elections). WSC to notify Members when their Delegation confirms a meeting date with the Minister for Roads.

Date	Attendees	Discussion Points	Outcome/Action
	 Woolworths; WSP Fitzwalter; Wyong Shire Council and Roads And Traffic Authority (RTA) 	Landcom presentation on the viability of residential development options. Woolworths EA under preparation. Further meetings have been held regarding the Town Centre road layout. This has allowed for discussions with Council regarding zoning.	Ongoing work on EA and DCP.