



City Administrative Centre

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COUNCIL REFERENCE: 33363E (D13/168276)

CONTACT PERSON: Jessica Rippon

5 July 2013

«ADDRESS»

Dear «Salutation»

**Shoalhaven Local Environmental Plan 2013
Re-exhibition Reporting Process**

As you may already be aware, Council is currently in the process of finalising a report on the re-exhibition of the Shoalhaven Local Environmental Plan (SLEP) 2013 and the submissions received as a result of the re-exhibition. The report is to be considered by Council over six (6) meeting dates commencing on the 17 July 2013 at 4pm-7pm.

The way in which these meetings will be run and the order in which the report will be heard was the subject of a report to Council on the 2 July 2013. At this meeting Council resolved that:

- a) *The first meeting date on 17 July 2013 is allocated to hearing deputations relating to draft LEP submissions and further deputations not be considered during the remaining five meeting dates.*
- b) *The Special Development Committee report be considered strictly in the order in which it is set out in the business paper to enable an indicative timetable to be made available to interested community members.*

This means that all deputations, relating to submissions received as part of the re-exhibition of the SLEP 2013, will take place on the evening of 17 July 2013 from 4pm – 7pm.

Requests to make a deputation, about a specific issue or matter raised within your submission; need to be made to Council's Executive Support team on 4429 3264.

Requests to make a deputation must be made to Council by **Monday 15 July 2013**. Following this, a schedule will be created which will provide the order in which the deputations will be heard. This schedule will be published on the project website www.slep2013.nsw.gov.au prior to the meeting on 17 July.

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When deciding whether to make a deputation and its content you are requested to consider the following points:

- Deputations are not compulsory and are only necessary in specific instances. If you are unsure if you need to make a deputation to Council please contact Council's Strategic Planning Department on (02) 4429 5377.
- What is the specific issue / matter you wish speak about and whether you have made a deputation about this in the past.
- Deputations should focus on a particular matter/s that has been represented within your submission and detailed in the report.
- You should focus your comments on the key issues and the reasons why you support or oppose the issue.
- Deputations will initially be limited to 5 minutes in duration, with one speaker allocated to each time slot.
- Deputations do not need to summarise the entire content of your submission, Councillors have access to each of your submissions and summaries of each form part of the report.
- Should focus on the key points that Councillors may need to consider and make decisions on.

It is expected that the Special Development Committee report will be available on the SLEP website on Monday 15 July 2013, to help you determine whether you would like to make a deputation.

An intended schedule of when each of the sections of the report will be heard over the remaining five (5) meeting dates will also be provided by the 15 July 2013 to assist with an understanding of when your matter/issue may be considered and discussed.

If you need further information about this matter, please contact the SLEP Team on (02) 4429 5377.

Yours faithfully



Gordon Clark
Strategy Planning Manager