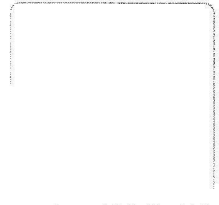
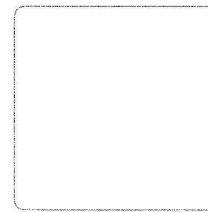
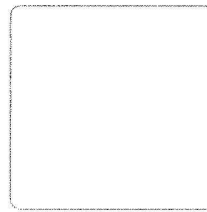


24 August 2009



Ref: DA 36/10/HA

Dear Sir/Madam

## CONCILIATION CONFERENCE

**Proposal: Go Ape High Rope Adventure Course**

**Property: Ted Horwood, Excelsior & Bidjigal Reserves, North Rocks**

I refer to the above proposal and wish to advise that a conciliation conference has been arranged for the above development for **Monday, 7 September 2009, to be held in the Function Room of the Council Chambers commencing at 7.00 pm.**

Although the conference is not a decision making body, all matters raised at the meeting will be taken into consideration when a report is submitted to either a Development Assessment Unit Meeting or Council Meeting for determination. Council will advise you of any decision made in this matter.

As the object of the conference is to create a forum for both the applicant and the residents to discuss this proposal, it is most important that there are representatives of both points of view present. Should you require further information on this proposal please contact **Adam Dean** of Council's Environment & Planning Group on **9843 0352**.

For confirmation of your attendance at this meeting, please telephone **Irene Peh on 9843 0175 by 12.00 noon two days before the meeting.** Should Council receive no notice of attendees by this time, the conference may not proceed as scheduled.

Yours faithfully

Cameron McKenzie

**GROUP MANAGER – ENVIRONMENT & PLANNING**

## **CONCILIATION CONFERENCE PROCEDURES**

The conciliation conference procedures have been established by Council to assist in the flow of information between Council, the applicant and objectors and to provide a forum for frank and open discussion on the proposals before Council for determination.

For the efficient and effective conduct of the meeting, the following guidelines and procedures should be observed:-

1. While the usual conduct of the meeting will allow all participants to speak, in the event of a large group, a maximum number of three (3) speakers on behalf of the objectors will be allowed to address this meeting.
2. Speakers should limit their presentations to a maximum of five (5) minutes, this being at the Chairman's discretion.
3. Speakers will be invited to speak through the Chairman and all comments are to be addressed through the Chair.

The conciliation conference is not a decision making forum. Notes from the conference will be made and incorporated in a report on the proposal to either a Development Assessment Unit Meeting or Ordinary Meeting of Council. Residents will be advised of any determination.

Meetings of Council are open meetings, and anyone may attend if they so wish.

The Development Assessment Unit, which meets weekly, is a decision making body comprising Council officers, operating under delegated authority and meetings of the Unit are not open to the public.

All Councillors receive business papers for Development Assessment Unit and Council Meetings in advance of these meetings. Should a Councillor determine it necessary an item in the Development Assessment Unit business paper may be referred to Council for consideration.

Council welcomes contributions made by all parties associated with items submitted for determination.

**Invitation from The Hills Shire Council to the conciliation conference for the proposed Go Ape development of a high rope adventure course in Bidjigal Reserve and Ted Horwood Reserve, The Hills Shire, Sydney**