



Central Coast Council  
Business Paper  
Ordinary Council Meeting  
**23 November 2021**





# COMMUNITY STRATEGIC PLAN 2018-2028

**ONE – CENTRAL COAST IS THE COMMUNITY STRATEGIC PLAN (CSP) FOR THE CENTRAL COAST LOCAL GOVERNMENT AREA**

**ONE – CENTRAL COAST DEFINES THE COMMUNITY'S VISION AND IS OUR ROADMAP FOR THE FUTURE**

**ONE – CENTRAL COAST BRINGS TOGETHER EXTENSIVE COMMUNITY FEEDBACK TO SET KEY DIRECTIONS AND PRIORITIES**

One - Central Coast will shape and inform Council's business activities, future plans, services and expenditure. Where actions are the responsibility of other organisations, sectors and groups to deliver, Council will work with key partners to advocate on behalf of our community.

Ultimately, every one of us who live on the Central Coast has an opportunity and responsibility to create a sustainable future from which we can all benefit. Working together we can make a difference.

## RESPONSIBLE

**WE'RE A RESPONSIBLE COUNCIL AND COMMUNITY, COMMITTED TO BUILDING STRONG RELATIONSHIPS AND DELIVERING A GREAT CUSTOMER EXPERIENCE IN ALL OUR INTERACTIONS.**

We value transparent and meaningful communication and use community feedback to drive strategic decision making and expenditure, particularly around the delivery of essential infrastructure projects that increase the safety, liveability and sustainability of our region. We're taking a strategic approach to ensure our planning and development processes are sustainable and accessible and are designed to preserve the unique character of the coast.

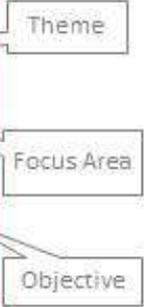
 **Good governance and great partnerships**

**G2** Communicate openly and honestly with the community to build a relationship based on transparency, understanding, trust and respect

There are 5 themes, 12 focus areas and 48 objectives



All council reports contained within the Business Paper are now aligned to the Community Strategic Plan. Each report will contain a cross reference to a Theme, Focus Area and Objective within the framework of the Plan.



# Meeting Notice

**The Ordinary Council Meeting  
of Central Coast Council  
will be held in the Council Chamber,  
2 Hely Street, Wyong on  
Tuesday 23 November 2021 at 6.30pm,  
for the transaction of the business listed below:**

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David Farmer  
**Chief Executive Officer**



**Item No:** 1.1  
**Title:** Disclosure of Interest  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2021/00035 - D14840850

## **Recommendation**

***That Council and staff now disclose any conflicts of interest in matters under consideration by Council at this meeting.***

Chapter 14 of the *Local Government Act 1993* ("LG Act") regulates the way in which the councillors and relevant staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public functions.

Section 451 of the LG Act states:

- "(1) A councillor or a member of a council committee who has a pecuniary interest in any matter with which the council is concerned and who is present at a meeting of the council or committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.*
- (2) The councillor or member must not be present at, or in sight of, the meeting of the council or committee:*
  - (a) at any time during which the matter is being considered or discussed by the council or committee, or*
  - (b) at any time during which the council or committee is voting on any question in relation to the matter.*
- (3) For the removal of doubt, a councillor or a member of a council committee is not prevented by this section from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or member has an interest in the matter of a kind referred to in section 448.*
- (4) Subsections (1) and (2) do not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting, if:*
  - (a) the matter is a proposal relating to:*
    - (i) the making of a principal environmental planning instrument applying to the whole or a significant part of the council's area, or*

## 1.1 Disclosure of Interest (contd)

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- (ii) *the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant part of the council's area, and*
- (a1) *the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under section 443) in that person's principal place of residence, and*
  - (b) *the councillor made a special disclosure under this section in relation to the interest before the commencement of the meeting.*
- (5) *The special disclosure of the pecuniary interest must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and must:*
  - (a) *be in the form prescribed by the regulations, and*
  - (b) *contain the information required by the regulations."*

Further, the Code of Conduct adopted by Council applies to all councillors and staff. The Code relevantly provides that if a councillor or staff have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed as well as providing for a number of ways in which a non-pecuniary conflicts of interests might be managed.



**Item No:** 1.2  
**Title:** Confirmation of Minutes of Previous Meeting  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2021/00035 - D14840860

### **Recommendation**

***That Council confirm the minutes of the Ordinary Meeting of Council held on 9 November 2021.***

### **Summary**

Confirmation of minutes of the Ordinary Meeting of Council held on 9 November 2021.

### **Attachments**

<b>1</b>	MINUTES - Council Meeting - 9 November 2021	Provided Under Separate Cover	D14925132
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**Item No:** 1.3  
**Title:** Notice of Intention to Deal with Matters in Confidential Session  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Trim Reference: F2021/00035 - D14840868

## **Recommendation**

***That Council note that no matters have been tabled to deal with in a closed session.***

## **Summary**

It is necessary for the Council to adopt a resolution to formalise its intention to deal with certain matters in a closed and confidential Session. The report is incorporated in the "Confidential" business paper which has been circulated.

The *Local Government Act 1993* requires the Chief Executive Officer to identify those matters listed on the business paper which may be categorised as confidential in terms of section 10A of the *Local Government Act 1993*. It is then a matter for Council to determine whether those matters will indeed be categorised as confidential.

## **Context**

Section 10A of the *Local Government Act 1993* (the Act) states that a Council may close to the public so much of its meeting as comprises:

- 2(a) personnel matters concerning particular individuals (other than Councillors),*
- 2(b) the personal hardship of any resident or ratepayer,*
- 2(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,*
- 2(d) commercial information of a confidential nature that would, if disclosed:*
  - (i) prejudice the commercial position of the person who supplied it, or*
  - (ii) confer a commercial advantage on a competitor of the Council, or*
  - (iii) reveal a trade secret,*
- 2(e) information that would, if disclosed, prejudice the maintenance of law,*
- 2(f) matters affecting the security of the Council, Councillors, Council staff or Council property,*

### **1.3 Notice of Intention to Deal with Matters in Confidential Session (contd)**

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- 2(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,*
- 2(h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.*
- 2(i) alleged contraventions of any code of conduct requirements applicable under section 440*

It is noted that with regard to those matters relating to all but 2(a), 2(b) and 2(d)(iii) it is necessary to also give consideration to whether closing the meeting to the public is, on balance, in the public interest.

Further, the Act provides that Council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public (section 10A(3)).

As provided in the Office of Local Government Meetings Practice Note August 2009, it is a matter for the Council to decide whether a matter is to be discussed during the closed part of a meeting. The Council would be guided by whether the item is in a confidential business paper, however the Council can disagree with this assessment and discuss the matter in an open part of the meeting.

#### **Attachments**

Nil



**Item No:** 2.1  
**Title:** 2021-2022 Quarter 1 Review  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2021/00508 - D14842895  
Author: Mellissa McKee, Financial Controller  
Michelle Best, Financial Controller  
Sharon McLaren, Section Manager, Corporate Planning and Reporting  
Manager: Peter Correy, Unit Manager, Finance  
Executive: Scott Cox, Director Environment and Planning  
Natalia Cowley, Director Corporate Affairs and Chief Financial Officer

## **Recommendation**

***That Council adopt Central Coast Council's Q1 Business Report for 2021-2022 including the proposed budget amendments.***

## **Report purpose**

To report to Council Central Coast Council's performance progress as measured against the organisation's Operational Plan for 2021-2022 to 30 September 2021 (Q1). The report covers the progress on the operational plan activities and financial performance for the period 1 July 2021 to 30 September 2021.

## **Executive Summary**

Clause 203 of the Local Government (General) Regulation 2005 requires a Council's Responsible Accounting Officer to prepare and submit a quarterly budget review statement to the governing body of Council. The quarterly budget review statement must show, by reference to the estimated income and expenditure that is set out in the Operational Plan adopted by Council for the relevant year, a revised estimate of income and expenditure for that year. It also requires the budget review statement to include a report by the Responsible Accounting Officer as to whether or not they consider the statement indicates Council to be in a satisfactory financial position and if not, to include recommendations for remedial action. Council's Operational Plan sets out the achievements, goals and revenue policy, including estimates of income and expenditure. The quarterly budget review statement plays an important role in monitoring Council's progress against the plan.

### *Operational Plan Action and Target Progress*

At the end of Quarter 1 the overall performance against the Operational Plan actions and targets shows that out of the 66 actions / indicators, one has been Completed, 43 are on Track, one has Not Commenced, and 21 are either Delayed, On Hold or have been Closed.

The majority of those that are Delayed, On Hold or Closed are due to the COVID-19 restrictions and the need to comply with the NSW Public Health orders, which were in place during Quarter 1.

### *Financial Performance*

- The year to date (YTD) operating result (excluding capital grants and contributions) is showing a favourable variance of \$12.2M, consisting of an actual surplus of \$219.1M compared to a budget surplus of \$206.9M.
- The year to date (YTD) operating result (including capital grants and contributions) is showing a favourable variance of \$12.3M, consisting of an actual surplus of \$227.8M compared to a budget surplus of \$215.5M.
- The proposed Q1 adjustments will move the 2021-2022 approved operating surplus (excluding capital grants and contributions) from \$7.0M to an operating surplus (excluding capital grants and contributions) of \$3.1M.
- The proposed Q1 adjustments will move the 2021-2022 approved operating surplus (including capital grants and contributions) from \$49.9M to an operating surplus (including capital grants and contributions) of \$70.8M.
- The year to date (YTD) capital expenditure is \$19.0M compared to a year-to-date budget of \$29.3M.
- The proposed Q1 capex budget adjustment is a decrease of \$2.3M that will result in a revised 2021-2022 full year capital works program of \$172.7M from \$175.0M.

For more information and details of progress and financial performance please refer to the Attached Q1 Business Report.

### **Background**

The attached report is the 2021-2022 Q1 Business Report for Central Coast Council. It incorporates reporting on the progress of actions and targets against the objectives of the Operational Plan and a Quarterly Budget Review Statement.

Clause 203 of the *Local Government (General) Regulation 2005* requires that no later than two months after the end of each quarter (except the June quarter), the Responsible Accounting Officer of Council must prepare and submit to Council a Quarterly Budget Review Statement that shows a revised estimate of the income and expenditure for that year.

Sub-section 404(5) of the *Local Government Act 1993* requires that Council report as to its progress with respect to its actions and targets against the objectives of the Operational Plan,

## 2.1 2021-2022 Quarter 1 Review (contd)

at least every six months. This report contains progress information for Quarter 1 and is prepared to coincide with the Quarterly Budget Review Statement.

This quarterly report is presented in the necessary format and is considered to satisfy the legislative requirements.

### Current Status

The 2021-2022 Q1 Business Report is included as Attachment 1 and reports on progress for the year to 30 September 2021 (Q1 YTD), against the Operational Plan 2021-2022, including budget.

#### *Operational Plan Actions and Targets*

The table below is a summary of the overall progress on the actions, measures and projects for Q1. The information contained in the Q1 Business Report includes specific details of progress.

Theme:	Belonging	Smart	Green	Responsible	Liveable	Total
<b>Completed</b>	0	0	0	1	0	<b>1</b>
<b>On Track</b>	3	2	6	22	10	<b>43</b>
<b>Delayed</b>	3	1	0	4	3	<b>11</b>
<b>Not Commenced</b>	0	0	0	1	0	<b>1</b>
<b>On Hold</b>	0	0	1	1	7	<b>9</b>
<b>Closed</b>	0	1	0	0	0	<b>1</b>
<b>Total</b>	<b>6</b>	<b>4</b>	<b>7</b>	<b>29</b>	<b>20</b>	<b>66</b>

#### *Financial Performance*

The year to date (YTD) operating result (excluding capital grants and contributions) is showing a favourable variance of \$12.2M, consisting of an actual surplus of \$219.1M compared to a budget surplus of \$206.9M. For more information, please refer to sections 1.1 and 2.2 of Attachment 1.

The year to date (YTD) operating result (including capital grants and contributions) is showing a favourable variance of \$12.3M, consisting of an actual surplus of \$227.8M compared to a budget surplus of \$215.5M. For more information, please refer to sections 1.1 and 2.2 of Attachment 1.

These results are reported in accordance with the Local Government Code of Accounting Practice and Financial Reporting (Guidelines) which requires Council to recognise rates income at the beginning of the financial year when levied. The impact of this on Council's operating results is a large surplus at the beginning of the financial year which will reduce as the year progresses as Council incurs expenditure from delivering services to the community.

Q1 YTD capital expenditure is \$19.0M compared to a year-to-date budget of \$29.3M.

### **Consultation**

All Units of Council were consulted during the development of this Report and contributed to the information contained in the Report.

### **Financial Considerations**

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

Budget adjustments are proposed in this report and are detailed in the attached 2021-2022 Q1 Business Report.

The proposed Q1 adjustments will reduce the 2021-2022 approved operating surplus (excluding capital grants and contributions) from \$7.0M to an operating surplus (excluding capital grants and contributions) of \$3.1M.

The proposed Q1 adjustments will increase the 2021-2022 approved operating surplus (including capital grants and contributions) from \$49.9M to an operating surplus (including capital grants and contributions) of \$70.8M.

Adjustments proposed to be adopted as part of the Q1 budget review include:

- **Reduction of (\$5.5M) in operating income**
  - (\$6.2M) reduction in operating contribution income where forecast revenue is unlikely to be received in 2021-2022.
  - (\$3.0M) reduction in tipping fee income due to reduced tonnages being received at Council Waste facilities.
  - (\$0.7M) reduction in property rental, theatre income and community facility hire income due to COVID-19 closures and restrictions.
  - (\$0.4M) reduction in parking station income due to COVID-19 closures and restrictions.
  - \$0.3M minor (net) increase in rates and annual charges.
  - \$0.3M additional income from legal costs recovered that were not originally forecast.
  - \$0.6M increase in sale of scrap metal and gas royalty payments at Council Waste facilities.
  - \$1.0M increase in Holiday Parks income as occupancy rates are forecast to outperform budget expectations, especially over December and January as

COVID-19 restrictions have eased, partially offset by additional operational expenditure.

- \$1.0M additional RMS income for works undertaken on State roads, partially offset by additional operational expenditure.
  - \$1.6M increase in Development Assessment and Environmental Management fees and charges income, partially offset by additional operational expenditure.
- **Increase of \$24.8M in capital income**
    - \$37.2M increase in capital grant income including Infrastructure Services for roads, bridges, shared pathway, drainage and traffic facility programs \$28.6M, Water and Sewer infrastructure in Warnervale Town Centre and Gosford CBD \$6.5M, local play space programs \$1.0M, Library and education \$0.9M and Estuary Management works \$0.2M.
    - (\$6.4M) reduction in s7.11 contribution forecast income.
    - (\$6.0M) reduction in s64 developer contribution forecast income.
  - **Reduction of \$1.5M in operational expenditure**
    - (\$8.9M) forecast reduction in recovery of internal costs from capital works, including plant and fleet and tipping expenses which have an unfavourable impact on the operating result.
    - (\$4.7M) net increase in contract costs and other expenses, mostly in the Waste Management unit as the CPI escalation allowed for in the Long Term Financial Plan (LTFP) was less than actual CPI escalation incurred \$6.0M, partially offset by Governance budget reductions of \$2.0M including the removal of the budget for the referendum that will no longer take place in 2021-2022.
    - \$3.2M in savings from employee costs mostly due to vacant positions in the process of being recruited. The full year budgets for those vacant positions have been reduced in some cases to fund temporary contractor costs and to offset unfavourable budget impacts in other operating statement categories.
    - \$4.8M reduction in borrowing cost budgets to align to external loan repayment schedules. This mostly relates to Sewer Fund loans that were repaid early in April 2021, after the original budget in the LTFP had been set.
    - \$7.1M reduction in forecast amortisation and depreciation expenses; stormwater drainage reduced by \$3.6M and road infrastructure reduced by \$1.7M in line with the revaluation of these asset classes in 2020-2021. In addition, there is a reduction in the amortisation expense of intangible IT assets of \$1.8M in line with accounting treatment for cloud-based computing arrangements that were expensed in 2020-2021.

Council's focus continues to be on reducing expenditure, raising additional income, monitoring incoming cash flow, performing cashflow forecasts and ensuring a more sustainable cash preservation. Council's Business Recovery Plan is a multi-faceted approach to address the current liquidity issues and introduce structural changes aimed at ensuring the longer-term financial sustainability of Council operations. For more information on the proposed budget adjustments please refer to section 3.1 and 3.2 of Attachment 1.

### **Capital Works Program**

The proposed Q1 budget adjustment is a decrease of \$2.3M, resulting in a revised 2021-2022 full year capital works program of \$172.7M.

For a full list of proposed changes to the capital works program please refer to section 3.3 of the Attachment.

### **Link to Community Strategic Plan**

Theme 4: Responsible

### **Goal G: Good governance and great partnerships**

R-G4: Serve the community by providing great customer experience, value for money and quality services.

### **Options**

Quarterly reporting of Council's financial performance is mandatory under the *Local Government (General) Regulation 2005*.

### **Critical Dates or Timeframes**

Sub-clause 203(1) of the *Local Government (General) Regulation 2005* requires a Council's Responsible Accounting Officer to prepare and submit a quarterly budget review statement to the Council within two months of the end of each quarter (excluding June).

### **Attachments**

- 1  Q1 2021-2022 Business Report Provided Under Separate Cover D14934662



**Item No:** 2.2  
**Title:** Investment Report for October 2021  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2004/06604 - D14924298  
Author: Devini Susindran, Team Leader  
Manager: Peter Correy, Unit Manager, Finance  
Executive: Natalia Cowley, Director Corporate Affairs and Chief Financial Officer

### **Recommendation**

- 1 That Council note the Investment Report for October 2021.**
- 2 That Council note that internally restricted funds are unrestricted funds that have been internally allocated to a certain purpose.**
- 3 That Council firstly allocates any unrestricted funds available in the General Fund, followed by sufficient internally restricted funds to meet its October 2021 unrestricted funds deficit of \$44.4M as set out in this report.**

### **Report purpose**

To present monthly Investment Reports in accordance with cl. 212 of the *Local Government (General) Regulation 2005* which states as follows:

- 1 The responsible accounting officer of a council*
  - a must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented—*
    - i. if only one ordinary meeting of the council is held in a month, at that meeting, or*
    - ii. if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and*
  - b must include in the report a certificate as to whether the investment has been made in accordance with the Act, the regulations and the council's investment policies.*
- 2 The report must be made up to the last day of the month immediately preceding the meeting.*

### **Executive Summary**

This report details Council's investments at 31 October 2021.

## Background

Council's investments are made in accordance with the Local Government Act 1993, Local Government (General) Regulation 2005, the amended Investment Policy adopted at the Ordinary Council Meeting on 3 February 2021, Ministerial Investment Order issued February 2011 and Division of Local Government (as it was then known) Investment Policy Guidelines published in May 2010.

## Current Status

Council's current cash and investment portfolio totals \$532.27M at 31 October 2021

### Council's Cash and Investment Portfolio by Source of Funds

Source of Funds	Value (\$'000) October 2021
Investment Portfolio	\$507,219
Transactional accounts and cash in hand	\$25,049
<b>Total Consolidated Funds</b>	<b>\$532,268</b>

Council's Portfolio is held in separate funds by purpose and is summarised as follows:

Fund	General Fund	Water Fund	Sewer Fund	Drainage Fund	Waste Fund
External Restricted Funds	\$180,560	\$6,521	\$21,653	\$36,478	\$92,507
Internal Restricted Funds	\$90,150	\$1,026	\$877	\$55	-
Total Restricted Funds	\$270,710	\$7,547	\$22,530	\$36,533	\$92,507
Unrestricted Funds	\$21,153	(\$7,873)	\$113,320	(\$36,529)	\$12,370
<b>Total funds by Fund</b>	<b>\$291,863</b>	<b>(\$326)</b>	<b>\$135,850</b>	<b>\$4</b>	<b>\$104,877</b>

During October, Council's total cash and investments decreased by \$3.68M from \$535.85M to \$532.17M predominantly from a fall in market value of investments due to market volatility in October. Normal cash inflows were adequate to meet Council's expenditure requirements for the month.

Detailed restrictions have been provided in Attachment 2. Council is managing the previously reported negative unrestricted funds balance, as part of Council's Business Recovery Plan. The negative unrestricted balance is currently \$44.4M, made up of unrestricted fund deficits in the Water and Drainage Funds, as per the table above.

The unrestricted funds balances across the 5 Funds above will increase and decrease during the 2021 financial year, as rates revenue and property sale settlements occur. In the interim, the unrestricted funds deficit of \$44.4M is proposed to be funded through the General Fund's

## 2.2 Investment Report for October 2021 (contd)

available unrestricted cash balance of \$21.2M, followed by an allocation of \$23.2M from internally restricted reserves, which amount to \$92.1M at 31 October 2021.

### Portfolio management

Council's Investment Portfolio is managed through term deposits and floating rate note maturities and placements.

Total net return on the portfolio for Council in October, comprising entirely of interest earned, was \$398k. The total value of the Council's investment portfolio at 31 October 2021 is outlined in Table 1 below.

**Table 1 – Portfolio movement Investment only**

Description	2019-20	Jul-Sep Qtr	Oct-21	FYTD
	Financial Year	2021/22	2021/22	2021/22
	\$'000	\$'000	\$'000	\$'000
<b>Opening Balance</b>	<b>348,210</b>	<b>447,221</b>	<b>510,478</b>	<b>447,221</b>
Movement for the period	99,011	63,257	-3,259	59,998
<b>Closing Balance</b>	<b>447,221</b>	<b>510,478</b>	<b>507,219</b>	<b>507,219</b>
Interest earnings	4,508	1,129	398	1,527

The market value of Council's investment portfolio at 31 October is \$507.21M.

Council's investments are evaluated and monitored against a benchmark appropriate to the risk (APRA Standards BBB long term or above) and time horizon of the investment concerned. A summary of the term deposit and floating rate notes maturities are listed in Table 2 below.

**Table 2 - Investment Maturities**

Time Horizon	Percentage Holdings	Maturity on or before	Value \$'000
<b>At Call</b>	6.94%	Immediate	35,196
<b>Investments</b>			
0 - 3 months	10.82%	Jan-2022	54,885
4 - 6 months	4.14%	Apr-2022	21,001
7 - 12 months	9.45%	Oct-2022	47,947
1 - 2 years	7.56%	Oct-2023	38,346
2 - 3 years	17.71%	Oct-2024	89,810
3 - 4 years	11.87%	Oct-2025	60,200
4 - 5 years	31.51%	Oct-2026	159,834
<b>Total Investments</b>	<b>93.06%</b>		<b>472,023</b>
<b>Total Portfolio</b>	<b>100.00%</b>		<b>507,219</b>
<b>Interest Accrued to 31 October 2021 (Excluding Interest on call accounts)</b>			1,184
<b>Market Value of Investment per Portfolio Valuation Report (Attachment 5)</b>			<b>508,403</b>

The investment portfolio is concentrated in AA above (15.6%), A (37.9%), and BBB (46.5%).

Council monitors and manages the portfolio taking into consideration credit ratings of financial institutions, interest rates offered for the maturity dates required and counterparty exposure.

All of Council's investments are within policy guidelines at 31 October 2021.

The current spread of investments and counterparty exposure for October 2021 are shown in Graphs 1 and 2 respectively in Attachment 3.

### **Environmental, Social and Green (ESG) Investments**

Council continues to look for 'ESG' investment opportunities subject to prevailing investment guidelines. A list of current ESG investments held is contained on the investment listing, highlight in green. For the month of October there have been no new green investments undertaken.

Council currently holds 5.51% or \$27.94M in ESG investments at 31 October 2021.

### **Portfolio Return**

Interest rates on investments in the month, ranged from 0.23% to 3.18%, all of which exceeded the monthly Bank Bill Swap Rate (BBSW) benchmark of 0.01%.

The weighted running yield for October of 0.92% for Central Coast Council is favourable compared to the rolling three-year benchmark bank bill swap (BBSW) Index of 0.64% as shown in Graph 3 - Portfolio Returns in Attachment 3.

Market values reflected in the Portfolio valuation report in Attachment 5 have been used to record the unrecognised gains in tradeable fixed rate bonds and floating rate notes. Interest accrued has been recorded separately and is not reflected in portfolio valuations.

### **Financial Impact**

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

Council's investment portfolio includes rolling maturity dates to ensure that Council has sufficient liquidity to meet its ongoing obligations.

### Link to Community Strategic Plan

Theme 4: Responsible

### Goal G: Good governance and great partnerships

G4: Serve the community by providing great customer experience, value for money and quality services.

### Attachments

<b>1</b>	Summary of Investments as at 31 October 2021	Provided Under Separate Cover	D14924611
<b>2</b>	Summary of Restrictions as at 31 October 2021	Provided Under Separate Cover	D14928833
<b>3</b>	Investment Report for October 2021 - Graphs 1, 2 and 3	Provided Under Separate Cover	D14924638
<b>4</b>	Treasury Direct Trading Limits Report at 31 October 2021	Provided Under Separate Cover	D14924655
<b>5</b>	Treasury Direct Portfolio Valuation Report at 31 October 2021	Provided Under Separate Cover	D14924645



**Item No:** 2.3  
**Title:** Monthly Finance Report - October 2021  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2020/03205 - D14925834  
Author: Peter Correy, Unit Manager, Finance  
Executive: Natalia Cowley, Director Corporate Affairs and Chief Financial Officer

## **Recommendation**

***That Council note the report Monthly Financial Reports – October 2021.***

### **Report purpose**

To present to Council the monthly financial reports for October 2021.

### **Executive Summary**

This report presents the October 2021 monthly financial reports for Central Coast Council. The reports cover the period 1 July 2021 to 31 October 2021.

## **Background**

The monthly financial reports have been prepared in accordance with the requirements of the *Local Government Act 1993* ("LG Act"), the *Local Government (General) Regulation 2005* ("LG Reg"), and the relevant accounting and reporting requirements of the Office of Local Government prescribed Code of Accounting Practice and Financial Reporting and Australian Accounting Standards.

## **Report**

The reports disclose the year-to-date financial results in Operating Statement format, they reflect the organisational structure and are presented by Department and Unit. The reports include a traffic light indicator of current status – on track (green light), off track (red light) continue to monitor status (orange light). Relevant supporting comments are included, as well as a graphical representation of the financial results.

The Local Government Code of Accounting Practice and Financial Reporting (Guidelines) require Council to recognise rates income at the beginning of the financial year when levied. However, for monthly reporting purposes Council recognises rates revenue on a continual basis throughout the financial year thereby aligning revenue with Council's expenditure for the delivery of services to the community.

**Consultation**

In the preparation and finalisation of the monthly reports for October 2021, all business areas of Council contributed to the information contained within the financial reports.

**Financial Considerations**

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

These financial reports show how actual expenditure is tracking against the year-to-date Q1 adjusted forecast of Council for the reporting period 1 July 2021 to 31 October 2021.

Council's net operating result excluding Grants and Contributions for capital purposes for October is showing a favourable variance to budget of \$4.8M, consisting of an actual surplus of \$6.2M compared to a budget surplus of \$1.4M.

Year to date, Council's net operating result excluding Grants and Contributions for capital purposes is showing a favourable variance to budget of \$17.1M, consisting of an actual surplus of \$16.6M compared to a budget deficit of \$0.5M.

Council's net operating result including Grants and Contributions for capital purposes for October is showing a favourable variance to budget of \$5.5M, consisting of an actual surplus of \$9.8M compared to a budget surplus of \$4.3M.

Year to date, Council's net operating result including Grants and Contributions for capital purposes is showing a favourable variance to budget of \$17.8M, consisting of an actual surplus of \$28.8M compared to a budget surplus of \$11.0M.

Year to date capital expenditure was \$29.3M against budget of \$42.1M. There are currently 454 projects in various stages of completion.

## 2.3 Monthly Finance Report - October 2021 (contd)

	CURRENT MONTH			YEAR TO DATE				FULL YEAR		
	Actuals	Adopted Budget	Variance	Actuals	Adopted Budget	Variance	Last Year YTD Actuals	Last Year Actual	Original Budget	Year End Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating Income</b>										
Rates and Annual Charges	30,139	29,575	564	119,014	118,328	686	109,783	331,384	361,871	362,210
User Charges and Fees	10,472	11,585	(1,113)	42,644	44,489	(1,845)	44,382	139,105	140,269	141,332
Other Revenue	1,452	551	900	3,504	2,069	1,435	2,760	12,666	9,196	10,122
Interest	659	362	297	1,631	1,447	183	1,962	5,598	4,442	4,442
Grants and Contributions	498	440	58	6,799	7,545	(746)	15,423	42,409	49,491	42,176
Gain on Disposal	-	-	-	-	-	-	-	2,609	-	-
Other Income	365	638	(274)	2,385	2,670	(284)	2,711	8,214	8,056	7,621
Internal Revenue	5,534	7,218	(1,683)	22,250	30,149	(7,900)	28,860	74,557	93,467	72,955
<b>Total Income attributable to Operations</b>	<b>49,119</b>	<b>50,370</b>	<b>(1,251)</b>	<b>198,228</b>	<b>206,697</b>	<b>(8,470)</b>	<b>205,880</b>	<b>616,542</b>	<b>666,792</b>	<b>640,858</b>
<b>Operating Expenses</b>										
Employee Costs	12,648	13,599	951	50,802	56,904	6,102	67,485	222,617	175,833	172,594
Borrowing Costs	941	960	19	3,959	4,053	94	4,513	16,414	17,471	12,689
Materials and Contracts	10,492	11,889	1,397	45,639	53,753	8,115	57,549	181,128	175,793	182,003
Depreciation and Amortisation	12,117	14,232	2,115	50,388	57,103	6,716	51,913	183,192	177,106	170,021
Other Expenses	2,209	2,595	386	11,105	12,085	980	11,810	36,059	39,192	37,712
Loss on Disposal	-	-	-	-	-	-	-	9,660	-	-
Internal Expenses	4,481	5,707	1,225	19,736	23,289	3,552	21,998	59,051	74,354	62,746
Overheads	0	0	-	(0)	(0)	-	(0)	(0)	0	(0)
<b>Total Expenses attributable to Operations</b>	<b>42,889</b>	<b>48,983</b>	<b>6,095</b>	<b>181,629</b>	<b>207,188</b>	<b>25,559</b>	<b>215,268</b>	<b>708,121</b>	<b>659,749</b>	<b>637,765</b>
<b>Operating Result after Overheads and before Capital Amounts</b>	<b>6,230</b>	<b>1,387</b>	<b>4,843</b>	<b>16,599</b>	<b>(491)</b>	<b>17,089</b>	<b>(9,388)</b>	<b>(91,578)</b>	<b>7,043</b>	<b>3,094</b>
Capital Grants	1,882	-	1,882	7,252	-	7,252	8,757	36,893	8,445	45,644
Capital Contributions	1,665	2,870	(1,205)	4,970	11,482	(6,512)	6,851	46,810	34,445	22,031
<b>Grants and Contributions Capital Received</b>	<b>3,547</b>	<b>2,870</b>	<b>677</b>	<b>12,222</b>	<b>11,482</b>	<b>740</b>	<b>15,609</b>	<b>83,703</b>	<b>42,890</b>	<b>67,675</b>
<b>Net Operating Result</b>	<b>9,777</b>	<b>4,257</b>	<b>5,520</b>	<b>28,820</b>	<b>10,991</b>	<b>17,829</b>	<b>6,221</b>	<b>(7,875)</b>	<b>49,933</b>	<b>70,769</b>

### Link to Community Strategic Plan

Theme 4: Responsible

### Goal G: Good governance and great partnerships

R-G2: Communicate openly and honestly with the community to build a relationship based on transparency, understanding, trust and respect.

**Attachments**

<b>1</b>	Financial Performance - Monthly Finance Report  October 2021	Provided Under Separate Cover	D14938308
<b>2</b>	Consolidated and By Fund October 2021 Monthly  Financial Report	Provided Under Separate Cover	D14938289
<b>3</b>	Office of the Chief Executive Officer October 2021  Monthly Financial Report	Provided Under Separate Cover	D14938271
<b>4</b>	Community and Recreation Services October  2021 Monthly Financial Report	Provided Under Separate Cover	D14938273
<b>5</b>	Infrastructure Services October 2021 Monthly  Financial Report	Provided Under Separate Cover	D14938277
<b>6</b>	Water and Sewer October 2021 Monthly Financial  Report	Provided Under Separate Cover	D14938278
<b>7</b>	Environment and Planning October 2021 Monthly  Financial Report	Provided Under Separate Cover	D14938281
<b>8</b>	Corporate Affairs October 2021 Monthly Financial  Report	Provided Under Separate Cover	D14938284



**Item No:** 2.4  
**Title:** Maintenance of the Central Coast Airport  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2004/06700-002 - D14760385  
Author: Joe O'Connor, Commercial Property Manager, Commercial Property  
Manager: Jamie Barclay, Unit Manager Development and Property  
Executive: Natalia Cowley, Director Corporate Affairs and Chief Financial Officer

## **Recommendation**

***That Council rescind resolutions 660/19 and 660/20 to allow maintenance of the Central Coast Airport.***

## **Report purpose**

To rescind Council resolutions 660/19 and 660/20 which are preventing maintenance, affecting the ongoing safety and operation of the Central Coast Airport.

## **Executive Summary**

A Notice of Motion was discussed at the Council Meeting of 8 July 2019, which resolved to prevent maintenance of the southern end of the Central Coast Airport – within 100 metres of the lot containing the Porters Creek Wetlands. Protection of the wetlands is currently regulated under the State Environmental Planning Policy (Coastal Management) 2018, and these resolutions form an unnecessary duplication of legislation.

The Central Coast Airport's southern end (Runway 02) and associated runway end safety area (RESA) are located within 100 metres of the wetlands "buffer" and is currently unmaintained in keeping with the objections of the resolutions. This report recommends to rescind the resolutions to allow the maintenance and safety of the Airport.

## **Background**

At its meeting of 8 July 2019 Council resolved by way of a Notice of Motion:

- 660/19 That Council request the Chief Executive Officer;*
- a Ensure that Council not cause or permit mowing, slashing or trimming of vegetation within 100 metres of the land referred to in minute number 659/19 part A without first obtaining consent or carrying out environmental assessment as required under the EP&A Act.*

## 2.4 Maintenance of the Central Coast Airport (contd)

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659/19      *That a report be prepared and submitted to Council on the following:*

- a      *Council undertaking remediation on land that was formerly part of **Lot 26 DP 1159349** that was reportedly cleared in or around August/September 2015 and subject to correspondence with the Department of Planning.*

### **Current Status**

The Airport is used by emergency services aircraft, serves as an emergency aerodrome for aircraft in distress, and provides a refuelling stop for aircraft flying to other destinations. The Airport also accommodates various stakeholder and community activities, airport-related services and operations, skills training for pilots and engineers, recreation training flying, student experiences and tourist activities. The Airport is the only fuel stop and emergency landing area between Bankstown and Newcastle.

On making resolutions 660/19 and 660/20, Council staff proceeded to undertake survey works to identify a 100-metre distance from the wetlands, being marked with survey stakes and pegs. This line would become the edge of any mowing and landscape works to the southern end of the Airport. Due to the height of the grass, aircraft have avoided using this area for the commencement of their take-offs.

Notwithstanding the intention of the resolutions, the wetland buffer can be protected, and the maintenance of the Airport continued through rescinding this resolution. This is because the State Environmental Planning Policy (Coastal Management) 2018 legislation already protects the wetlands, and restricts any activities on this land.

Figure 1 below shows the current edge of the wetlands buffer (as identified by the Coastal Management map) in blue, whereas the green line shows the extent of the 100 metres and the restriction to the maintenance of the southern end of the Airport. It is noted that within this 100-metre offset, falls within the Airport's runway end safety area (RESA), which is required to meet Civil Aviation Safety Authority (CASA) standards.

Currently, there is grass and woody shrubs at the southern end of the runway having an approximate height of 1 - 1.5 metres. Figures 2 -4 show the extent of dilapidation to the southern end of the runway (Runway 02).

The Warnervale Airport (Restrictions) Repeal Bill 2020 made various recommendations for the Airport. One of these included the trimming of trees at the northern end along Sparks Road, intruding into the Obstacle Limitation Surface (OLS) of the runway. Council resolved at its meeting of 30 November 2020, to trim the of trees on the lands to the north of the Airport to maintain the obstacle limitation surface. The trees to the northern OLS have since been trimmed.



Figure 1 – Central Coast Airport Runway 02



Figure 2 – End of Runway 02, looking southwest



Figure 3 – End of Runway 02, looking northeast



Figure 4 – End of Runway 02, looking northwest

### Report

The Notice of Motion as resolved in the Council Meeting of 8 July 2019 sought to provide the Porters Creek Wetlands additional protection above and beyond what is currently afforded and duplicated within to the State Environmental Planning Policy (Coastal Management) 2018.

The resolutions did not take into consideration Council's requirement to maintain the safety of the Airport, including the mowing of the airport strip and runway end safety area (RESA) as required by Civil Aviation Safety Authority (CASA) standards.

In September 2017, Kempsey Shire Council was found liable for a collision between an aircraft and an animal that entered the runway strip. The New South Wales District Court determined that airport operators must take appropriate action to minimise risks, including preventing animals from entering the runway. In undertaking the proposed maintenance works at the Central Coast Airport, Council will be mitigating its risks from animals entering the runway, as the management of the runway strip would lead to greater visibility of local fauna and increasing safety from anything hidden in the long grass.

It is proposed that Council rescind these resolutions, and that mowing, slashing or trimming of vegetation is immediately commenced on the areas that fall outside of the Coastal Management buffer (i.e. outside the blue area identified in Figure 1 above).

### Consultation

Consultation has occurred with the aviation community. Further this report seeks to adopt the recommendations of the Warnervale Airport (Restrictions) Repeal Bill 2020 to ensure the safety of the Airport is prioritised.

### Financial Considerations

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

While there is no immediately financial implication to rescinding these resolutions, should a safety incident occur at the southern end of the Airport due to this safety issue, Council would need to defend itself against any claims and damages brought before it.

### Link to Community Strategic Plan

Theme 4: Responsible

**Goal G: Good governance and great partnerships**

R-G2: Communicate openly and honestly with the community to build a relationship based on transparency, understanding, trust and respect.

**Risk Management**

The maintenance and safety of the Airport is governed by Civil Aviation Safety Authority (CASA) standards, requiring that the airport strip and runway end safety area (RESA) are maintained, and the height of grass or vegetation is limited. Council is exposing itself to potential claims for negligence in this respect. Notwithstanding, Council has reduced the operating length of the runway so as to avoid any potential safety issues.

Prior to undertaking the maintenance works, Council will engage a registered surveyor to stake and identify the buffer area (in accordance with the Coastal SEPP) to ensure that no works enter into the buffer zone.

**Options**

- 1 Rescind resolutions 660/19 and 660/20 to allow the mowing and maintenance of the Central Coast Airport southern runway, runway strip, and associated areas. **This is the preferred option.**
- 2 Do not rescind resolutions 660/19 and 660/20, however make further resolutions to allow mowing, slashing or trimming of vegetation that is not on any of the mapped Coastal Wetlands' areas.
- 3 Do not rescind resolutions 660/19 and 660/20, and do not make any further resolutions.

**Critical Dates or Timeframes**

The full repeal of the Warnervale Airport (Restrictions) Repeal Bill 2020 will come into effect once Council has addressed the airport's future operations. This is currently underway through the development of a masterplan and operations plan. Crucial to the success of this plan, is ensuring that the Airport is meeting its safety and operational requirements. As such, the rescinding of these resolutions will allow Council to ensure the ongoing safety of the Airport.

**Attachments**

*Nil.*



**Item No:** 2.5  
**Title:** Council's Land Sales Program - Update  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2020/03104 - D14915647  
Author: Joe O'Connor, Commercial Property Manager, Commercial Property  
Manager: Jamie Barclay, Unit Manager Development and Property  
Executive: Natalia Cowley, Director Corporate Affairs and Chief Financial Officer

## **Recommendation**

***That Council note that the following properties have been sold and will be removed from Council's land register:***

- a) 18 Dunvegan Street, Mannering Park (Lot 154 DP 218427)***
- b) 44 Springall Ave, Wyongah (Lot 210 DP 26178)***
- c) 6 Wyndora Ave, San Remo (Lot 10 DP 1207459)***
- d) 165 Main Road, Toukley (Lot 3 DP 22986)***
- e) 9 Thompson Street, Long Jetty (Lot 21 Sec 1 DP 13225)***
- f) 3 Bounty Close, Tuggerah (Lot 2073 DP 1052715)***
- g) 1a Lucca Road, Wyong (Lot 24 DP 1220033)***
- h) 11-23 Wyong Road, Tuggerah (Lots 15-21 DP 25373)***

## **Report purpose**

To provide an update on Council's Land Sales program and to remove various land that has been sold from its land register.

## **Executive Summary**

Council is continuing the path to financial recovery and sustainability with further actions implemented from the adopted Business Recovery Plan. Part of the significant steps being undertaken, include the sale of Council assets which are underperforming or surplus to Council's current and future needs. This process is crucial to deliver a much-needed boost to Council's financial position and provide confidence to our lenders that Council operations can continue sustainably, and loans serviced.

## **Background**

Council resolved to sell and prepare for sale various Council owned land at its meetings of 30 November 2020, being known as the Tranche 1 properties. Sale of assets listed in Tranche 2 commenced 5 Mar 2021, these included a group of properties resolved for sale by the

## 2.5 Council's Land Sales Program - Update (contd)

former Wyong Shire Council, so no further resolution was required. On 27 April 2021, Council resolved to sell a further group of properties known as Tranche 3.

### Current Status

As of the writing of this report, the list of properties sold are as follows:

Property Address	Lot/DP	Settlement Date	Valuation Price	Sale Price
18 Dunvegan Street, Mannering Park	Lot 154 DP 218427	1/06/2021	\$240,000	\$240,000
44 Springall Ave, Wyongah	Lot 210 DP 26178	2/06/2021	\$325,000	\$420,000
6 Wyndora Ave, San Remo	Lot 10 DP 1207459	4/06/2021	\$280,000	\$280,000
165 Main Road, Toukley	Lot 3 DP 22986	4/06/2021	\$530,000	\$660,000
9 Thompson Street, Long Jetty	Lot 21 Sec 1 DP 13225	4/06/2021	\$475,000	\$475,000
3 Bounty Close, Tuggerah*	Lot 2073 DP 1052715	21/06/2021	\$652,088	\$652,000
1a Lucca Road, Wyong	Lot 24 DP 1220033	19/07/2021	\$2,500,000	\$4,850,000
11-23 Wyong Road, Tuggerah	Lots 15-21 DP 25373	11/11/2021	\$130,000	\$130,000
<b>TOTAL VALUE</b>		<b>As of 11/11/2021</b>	<b>\$5,132,088</b>	<b>\$7,707,000</b>

The properties were sold either at auction or by private treaty, for not less than the market valuations. Please refer to *Attachment 1* which provides valuations for each of the properties sold.

Included in this group of sales is the sale of 3 Bounty Close, Tuggerah, relating to an agreement resolved by the former Wyong Shire Council. The lessee of 3 Bounty Close, Tuggerah exercised its option to purchase the land and Council sold this property in line with a market valuation.

### Financial Considerations

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

The sale of these properties achieved a sale's value of \$7,707,000 (excluding GST) and have contributed to Council's financial recovery.

**Link to Community Strategic Plan**

Theme 4: Responsible

**Goal G: Good governance and great partnerships**

R-G2: Communicate openly and honestly with the community to build a relationship based on transparency, understanding, trust and respect.

**Risk Management**

Risk mitigation has been achieved during the sales process through ensuring adequate due diligence. This process included:

- Reviewing these sites against Council resolutions and historical records
- Ensuring Council retains ownership of land that is needed for its current and future service delivery
- Ensuring that any sale would not contravene legislative requirements
- Consultation with internal stakeholders affected by the disposal of these assets.

Council staff have engaged with independent property development experts Michael Filo and Steve Rowe to execute the functions of the Independent Advisory Group. The Advisory Group's function is to provide an independent panel to review asset sales program prior to going to Council, review and advise on conditional sales for commercial and industrial sales and to review opportunities and advise Council on potential highest and best use analysis to ensure Council is receiving value for the sale.

**Attachments**

1  Valuations Provided Under Separate Cover D14923397



**Item No:** 2.6  
**Title:** Outcomes of Complaints and Feedback Management Policy Consultation  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2019/00851-002 - D14928698  
Author: Marina Michailidis, Personal Assistant to Unit Manager  
Manager: Sue Ledingham, Unit Manager Communications Marketing and Customer Engagement  
Executive: Natalia Cowley, Director Corporate Affairs and Chief Financial Officer

## **Recommendation**

- 1** *The Council note this report concluding the 28-day exhibition period, considering any submissions prior to adopting the Complaints and Feedback Management Policy.*
- 2** *That Council endorse the recommended changes to the Complaints and Feedback Management Policy as outlined in the 28 October 2021 report.*

## **Report purpose**

To seek endorsement of changes to the Complaints and Feedback Management Policy. The Policy has been modified to reflect changes to reporting and handling of complaints in conjunction with the 2019-20 Complaints Management Final Internal Audit Report (March 2021).

## **Executive Summary**

The regular revision of policies keeps them current and incorporating best practice with the aim of meeting the outcomes and community priorities which is an importance function of Council and ensures good governance.

Understanding our customers experience with Central Coast Council is a key strategic outcome. This policy provides guidance on the key principles and concepts of Council's complaint management processes, for reference by staff, Councillors and to members of the public who wish to make a complaint or provide feedback.

## **Background**

Council's Complaints and Feedback Management Policy report was reviewed at the 28 October 2021 Council meeting and subsequently placed on 28-day public exhibition from 7 October – 7 November 2021.

## 2.6 Outcomes of Complaints and Feedback Management Policy Consultation (contd)

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The report recommendations identified very few changes to the Policy. Upon adoption of the Policy, an implementation program will be undertaken with all relevant managers to ensure adherence to the Complaints and Feedback Management Policy and supporting Procedures. This will provide staff with the relevant training required to ensure all feedback is captured, reported, investigated and responded to appropriately.

### Consultation

As stated in the 28 October 2021 report, consultation has been sought with the Executive Assistants and Personal Assistants, Unit Managers, Directors, CEO, and the Internal Ombudsman. The Policy aligns with NSW Ombudsman's Complaint Management Framework.

The Complaints and Feedback Management Policy was on public exhibition from 7 October 2021 to 7 November 2021 and received 11 submissions. Ten of the submissions did not comment on the Policy nor recommend any changes to it. Instead, customers used the public exhibition format as an alternate way to submit complaints about concerns with Council. All customers have been contacted regarding their concerns either by telephone or email and their request has been entered into CX – Council's Customer Relationship Management System. Each customer has been given a Service Request number and the complaint has been triaged to the appropriate department for follow up as outlined in the Policy.

The following outlines the one submission received about the policy and the follow up action taken:

<b>Suggestion</b>	<b>Follow Up Action (Called the customer to discuss their feedback)</b>
Further detail could be provided on the criteria that Council staff will use to distinguish between a complaint (where the expectation of a response is implicit) and a comment (where no response is expected or provided).	Clarified the difference between a complaint and a request for service.
The Procedures document is not available for review.	Explained that procedures are internal documents which are determined by the policy and may change based on operational requirements. Therefore, not publicly available.
Combining Unreasonable Complainant Conduct policy for ease of readership.	Explained that the policy for dealing with Unreasonable Complainant Conduct is related to the customer's conduct, not Council's conduct, therefore they are treated differently and are two separate policies.

## 2.6 Outcomes of Complaints and Feedback Management Policy Consultation (contd)

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Based on the feedback, it is recommended Council include wording to clarify the difference between a complaint and a request for service. For example, a barking dog “complaint” is considered a request for Council Service, not a complaint expressing dissatisfaction regarding the service. It is recommended the following wording is included under the definitions section on page 7:

**Request for Council Service** is not considered a complaint.

This is then in line with the definitions already included in the policy:

**Complaint** means any expression of dissatisfaction made to CCC regarding a Council service, Council official, Administrator or Councillor

**Compliment** means any expression of satisfaction or gratitude made to Council regarding a Council service, Council official, Administrator or Councillor.

### Financial Considerations

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

There is no financial implication associated with the recommended action.

### Link to Community Strategic Plan

Theme 4: Responsible

#### Goal G: Good governance and great partnerships

R-G2: Communicate openly and honestly with the community to build a relationship based on transparency, understanding, trust and respect.

### Risk Management

The management and response to complaints in an identified risk within Council’s Enterprise Risk Management Framework. The changes to the policy reflect audit recommendations and continuous better practice.

**2.6 Outcomes of Complaints and Feedback Management Policy  
Consultation (contd)**

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**Options**

- 1 Adopt the revised Complaints and Feedback Management Policy, including the consultation feedback which align to Councils' Code of Conduct and the recommendations as outlined in the Internal Audit. **This is the recommended option.**
- 2 Resolve not to adopt the updated Complaints and Feedback Management Policy. This is not recommended as Council has previous versions of these policies that align to the Code of Conduct and would be conflict with the Internal Audit Recommendations.

**Attachments**

- |                                                                                   |                                           |                |           |
|-----------------------------------------------------------------------------------|-------------------------------------------|----------------|-----------|
| <b>1</b>                                                                          | Complaints and Feedback Management Policy | Provided Under | D14928768 |
|  | 8 November 2021 Revision                  | Separate Cover |           |



**Item No:** 2.7  
**Title:** Draft Central Coast Destination Management Plan 2022-2025  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: CPA/3869 - D14891908  
Author: Alicia Williams, Senior Marketing and Tourism Officer  
Manager: Rebecca Ius, Team Leader, Marketing and Tourism  
Sue Ledingham, Unit Manager, Communications Marketing and Customer Engagement  
Executive: Natalia Cowley, Director Corporate Affairs and Chief Financial Officer

### **Recommendation**

- 1 That Council approve the draft Central Coast Destination Management Plan 2022-2025 to go on Public Exhibition (Attachment 1).**
- 2 That Council note the final report on actions for the Central Coast Destination Management Plan 2018-2021 (Attachment 2).**

### **Report purpose**

To present to Council the final draft of the new Central Coast Destination Management Report 2022-2025 for public exhibition and to provide a final report on Council's actions in 2021 in relation to the current Destination Management Plan 2018-2021.

### **Executive Summary**

2021 has been a challenging year for the Central Coast tourism industry, who are still under pressure from the impacts on visitation and visitor expenditure from the 2019-20 bushfires, floods and ongoing uncertainty and lockdowns associated with the COVID-19 pandemic.

Timing could not be better for the renewal of the Central Coast Destination Management Plan (the Plan), updating not only the region's strategic priorities such as increasing visitor yield and encouraging dispersal and product development, but the Plan will also become a roadmap for recovery and commitment to sustainably grow of this important economic and employment sector for the region.

### **Background**

The Central Coast Destination Management Plan (DMP) guides tourism development and destination management priorities for four years for all stakeholder groups including the Central Coast community and operators in the visitor economy; Central Coast Council business units; and industry bodies, to help ensure long-term viability and sustainability of

this vital sector for the Central Coast economy. The Plan outlines the vision and goals for the destination and provides a clearly evidenced business case for proposed investments, strategies and actions.

Any Destination New South Wales (DNSW) and many Commonwealth Government funding applications by an organisation, inclusive of Councils and commercial operators, must be supported by goals and actions within their region's DMP, including funding for marketing activities, tourism product, infrastructure, and experience development.

The DMP has been aligned with strategic policy and direction of the NSW Government's Visitor Economy Strategy 2030, the regional Destination Sydney Surrounds North (DSSN) DMP (2018 and 2022 under development) and the State-wide DMP (2019). It also considers other local level Council plans and strategies including but not limited to the Central Coast Bike Plan 2019-2029, Central Coast Council Long Term: Economic Development Strategy 2020–2040; and The Central Coast Cultural Plan 2020-2025. Full details can be found in the Destination Management Plan Appendix A.

In addition to the DMP, tourism activities on the Central Coast are guided by the Tourism Opportunity Plan 2019-2024 (TOP), which provides direction on public and private sector investment and activation opportunities.

Council facilitates the delivery of tourism marketing and management in the region through planning and co-ordinated actions in collaboration with the tourism industry, tourism funding bodies and other regional stakeholders. It is important to note that not all of the actions within the DMP are the responsibility of the Council to carry out. The implementation of Destination Management actions is shared and activities are undertaken in alignment with the region's local tourism industry and stakeholders, such as DNSW, Destination Networks, strategic partners Darkinjung Aboriginal Land Council, National Parks & Wildlife Services, and our local tourism activities and the many businesses that support the visitor economy.

In April 2020, Council unanimously adopted the Tourism Review Report, which outlined the ongoing management plan for Tourism by Central Coast Council, via a dedicated internal Tourism Team and their management of outsourced specialist services and tourism marketing activities (\$800,000 annual budget allocation) rather than an outsourced tourism management model.

Council facilitates the delivery of tourism marketing and management in the region through actions in collaboration with the tourism industry, tourism government and funding bodies and other regional stakeholders.

Council also supports the Central Coast visitor economy year-round through economic development, events, town planning and visitor information services activities.

### Current Status

The Central Coast has had several Destination Management Plans in place since 2010 and the current plan expires at the end of 2021. Over 85% of the actions from the Central Coast Destination Management Plan 2018-2021 have been achieved, some key outcomes:

- In 2019, prior to COVID-19 pandemic, the Central Coast had achieved an overall shift in the visitor economy over the preceding two years. Our Destination Management Plan tourism expenditure target was to achieve \$921m by 2021, and in 2019 the Central Coast achieved a record breaking one billion in tourism expenditure, surpassing the 2021 target.
- Developed a new website that continues to see a steady increase in visits with over 1400 business listings and new features such as maker & creator listings, dedicated pages for business events and eco-tourism, and local guides.
- Public relations campaigns delivering earned media coverage, hosting media visits, paid content campaigns, broadcast media opportunities and influencer activities.
- Industry services activities including industry events, webinars, email, phone and in-person communications with industry, a new dedicated Facebook group and industry hub pages on LoveCentralCoast.com.
- Tourism feasibility studies for kayaking and canoeing, RV market and Eco and Rural Opportunities completed and informing the new Destination Management Plan 2022-2025.
- Hosted the LGNSW Tourism Conference in March 2019 with over 190 delegates from local government areas all around the state and NSW Coastal Conference in October 2019.
- Officially opened the new Central Coast Regional Sporting and Recreation Complex in March 2019.
- New Tourism Opportunity Plan 2019-2024
- Awards and recognition such as: The Entrance named a Finalist in Wotif's Aussie Town of the Year Awards 2021, 'Most Compelling Itinerary' in the NSW Top Tourism Town Awards 2021 for Ettalong Beach itinerary, The Central Coast recognised in 2021 Top 100 Destination Sustainability Stories List, and Central Coast Council Tourism Team named a finalist in the NSW Tourism Awards 2021 – category: Local Government Award for Tourism.
- Commenced our journey for Eco Destination Certification to be achieved by World Environment Day in June 2022.

Actions remaining from this plan have been considered in the new Destination Management Plan 2022-2025.

### Report

Tourism plays an important role in the region's economy and generates essential expenditure that trickles down and supports businesses throughout the Central Coast economy.

Like all of Australia, the Central Coast has taken a hit due to the COVID-19 pandemic however the region is also showing remarkable resilience and there is a strong understanding amongst our community and businesses that tourism will be key to helping the Central Coast economy recover and flourish.

The Central Coast has a vibrant visitor economy, attracting 6.9 million domestic visitors in the 2019 calendar year, and 63,000 international visitors. As at 30 June 2021, \$975m in visitor expenditure was achieved for the region for both domestic day and domestic overnight visitors.

The Central Coast is predominately an intra-state visitor destination. Seventy per cent of visitors were domestic daytrip visitors (almost five million) with the majority coming from Sydney (fifty-nine per cent) and then from the Hunter region (nineteen per cent). Daytrip visitors are relatively low yield, accounting for \$367 million in visitor spend, with average expenditure of \$74 per visitor.

Of the 1.9 million overnight visitors (twenty-nine percent of total visitors), the vast majority were from Sydney (seventy-two percent). This segment accounted for the majority of visitor spend (\$863 million), with average expenditure of \$445 per visitor.

Interstate visitors account for only thirteen per cent of overall visitation to the Central Coast, and international visitors only one per cent.

(Source: Tourism Research Australia visitation data from 2019 has been used to reflect a business as usual scenario, prior to the COVID-19 pandemic.).

As one of the key industries on the Central Coast, it is recommended that a focused approach to sustainable tourism growth be maintained by Council, industry and stakeholders under the guidance of the new Central Coast Destination Management Plan 2022-2025.

The DMP sets out six themes and subsequent projects and actions:

- Identity, Awareness and Placemaking
- Nature, Water and Trails
- Produce, Creators and Culture
- Events, Festivals and Conferencing
- Enabling Infrastructure
- Industry Development and Collaboration

Proposing that to achieve the vision and goals for the growth of tourism on the Central Coast, that focus should be on the strategic priorities of generating sustainable visitation patterns by increasing visitor dispersal and growing off-peak visitation; grow visitor yield; continuing to promote a cohesive and recognised brand; creating high amenity for residents and visitors; and empowering a unified, connected and supported tourism industry.

The success of the 2022-2025 DMP will be measured through macro performance targets to grow overnight visitation by 10%, increase visitor expenditure by 15%, and increase Hinterland visitation by 20%.

It will also be measured on project actions achieved and anecdotally increased community pride and public perception of the Central Coast; value of new private sector tourism investment and continued public sector investment maintained over the course of the DMP.

It is important to note that not all of the actions within the DMP are the responsibility of the Council to carry out. The implementation of the DMP's actions and vision are shared, and activities are undertaken in alignment with the region's local tourism industry and stakeholders, including DNSW, DSSN, local tourism bodies and operators.

### **Consultation**

This DMP is informed by independent research and analysis, as well as consultation with industry representatives, community groups, businesses, Council and Government stakeholders. The engagements were undertaken virtually via videoconferencing, across August and September 2021 due to COVID-19 restrictions.

The DMP was developed incorporating feedback generated from:

- Eight 1 to 1 stakeholder engagements with key government agencies and key local operators with investment potential identified by Council.
- Four industry workshops attended by over 30 industry members, undertaken across the sub-regions of North Coast, South Coast, Hinterland and Gosford to identify specific issues and opportunities.
- A wide-reaching community and business online survey, distributed by Council to over 5,000 contacts to broaden the understanding of challenges and opportunities. The survey received approximately 650 responses.
- Workshop and follow-up consultation with internal Council stakeholders including representatives from planning, economic development, open space and recreation, community and culture, events and placemaking, environmental management, Central Coast Stadium and communications, marketing and customer engagement.

### **Financial Considerations**

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

Council actions listed and budgets nominated within the DMP are noted from existing programs and budget allocations. Where nominated funds are outside this scope, priority levels will be considered. The DMP includes securing investment and grant funding to deliver projects and Council's internal Marketing and Tourism teams will continue to actively apply for grant opportunities to enable completion of actions in the DMP.

Where actions have been identified in the DMP as the responsibility of parties outside Council, Council is consulting with those stakeholders to ensure their commitment to funds and deliverables noted.

### **Link to Community Strategic Plan**

Theme 1: Belonging

#### **Goal B: Creativity connection and local identity**

B-B2: Promote and provide more sporting, community and cultural events and festivals, day and night, throughout the year.

B-B4: Activate spaces and places to complement activity around town centres, foreshores, lakes and green spaces for families, community and visitors.

Theme 2: Smart

#### **Goal C: A growing and competitive region**

S-C1: Target economic development in growth areas and major centres and provide incentives to attract businesses to the Central Coast.

S-C2: Revitalise Gosford City Centre, Gosford Waterfront and town centres as key destinations and attractors for business, local residents, visitors and tourists.

S-C3: Facilitate economic development to increase local employment opportunities and provide a range of jobs for all residents.

S-C4: Promote and grow tourism that celebrates the natural and cultural assets of the Central Coast in a way that is accessible, sustainable and eco-friendly.

### **Social Impacts**

Tourism sits across all objectives of the Community Strategic Plan (CSP) 2030 and results of the recent CSP survey findings indicate a strong support for tourism with 79% of respondents identifying that the Central Coast has the potential to grow as a tourist destination. Tourism development brings improvement to services and facilities in a region that can improve the quality of life of its residents. This includes an appreciation of enhanced lifestyle and leisure

opportunities arising from tourism development and the direct benefits of local employment and business opportunities.

### Environmental Considerations

The DMP for the Central Coast recognises the outstanding natural attractions of the region as a critical competitive advantage over other destinations. The DMP proposes that nature-based and soft adventure activities are a growth opportunity. The purpose of the DMP is to guide tourism development in such areas to help ensure long-term viability and sustainability of such sectors.

Included in the DMP is Council's 2+ year journey to Eco Destination Certification, funded through the EcoTourism Australia and WWF partnership. Once achieved will give the region an internationally recognised stamp of approval and help to attract an increasing number of visitors seeking sustainable travel experiences. Aiming to be certified by June 2022.

### Risk Management

Risk to Council's reputation if some actions are unable to progress as per the strategies of the DMP. Risk is mitigated through stakeholder consultation and the provision of actions in existing and new Council strategies and operational plans.

### Critical Dates or Timeframes

There is a requirement to have a current Destination Management Plan for Council, partners and industry to apply for grant funding and investment opportunities from the beginning of 2022.

### Attachments

<b>1</b>	Draft Central Coast Destination Management Plan 2022-2025	Provided Under Separate Cover	D14925954
<b>2</b>	Destination Management Plan 2018-2021 - Progress of actions Nov 2021	Provided Under Separate Cover	D14925957



**Item No:** 2.8  
**Title:** Rental Concessions for Commercial Leases and Licences (COVID-19)  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2004/07018 - D14754089

Author: Tiffany Spee, Property Officer

Manager: Joe O'Connor, Commercial Property Manager, Commercial Property  
Jamie Barclay, Unit Manager Development and Property

Executive: Natalia Cowley, Director Corporate Affairs and Chief Financial Officer

## **Recommendation**

- 1 That Council provide rent relief in accordance with the Retail and Other Commercial Leases (COVID-19) Regulation 2021 and National Cabinet's Mandatory Code of Conduct.**
- 2 That Council resolve to reduce its forecasted revenue within its adopted budget for FY 21-22 in line with the proposed rent relief outlined in Confidential Attachment 1.**
- 3 That Council resolve, pursuant to section 11(3) of the Local Government Act 1993, that Attachment 1 remain confidential in accordance with section 10A(2)(d)(i) of the Local Government Act as it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and because consideration of the matter in open Council would on balance be contrary to the public interest as it would affect Council's ability to obtain value for money services for the Central Coast Community.**

## **Report purpose**

To obtain a Council resolution to provide rent relief in accordance with the Retail and Other Commercial Leases (COVID-19) Regulation 2021 and National Cabinet's Mandatory Code of Conduct.

## **Executive Summary**

Some of Council's commercial tenants are heavily affected by the impacts of the current COVID-19 outbreak with many tenancies unable to continue their operation due to the ongoing Public Health Orders. To assist in supporting these tenants, Council is seeking to provide rent relief to some of its tenants in order to meet Council's obligations as a Landlord under the *Retail and Other Commercial Leases (COVID-19) Regulation 2021* and National Cabinet's Mandatory Code of Conduct.

## **2.8 Rental Concessions for Commercial Leases and Licences (COVID-19) (contd)**

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### **Background**

On Saturday 26 June 2021 the NSW Government announced that Greater Sydney, including Central Coast, would go into lockdown from 6pm that day.

Council acts as Landlord for several commercial properties encompassing cafes, restaurants, and entertainment facilities. The operators of these facilities pay rent as determined by Council's independent valuers, and in line with Council's Leasing and Licencing Facilities Policy.

### **Current Status**

Following a State Government Public Health Order, several Council tenancies were required to close or adversely impacted by restrictions.

On 14 July 2021, the NSW Government enacted the *Retail and Other Commercial Leases (COVID-19) Regulation 2021 (the Regulation)*.

The Regulation implements temporary changes to retail and commercial leasing laws to support businesses impacted by the current public health restrictions in order to maximise the number of businesses that can resume normal operations once restrictions are lifted.

The National Cabinet Mandatory Code of Conduct was also reinstated on the 13 August 2021 and sets out a set of good faith leasing principles to balance the interests of tenants and landlords.

Given the recent announcements from the NSW Government regarding the Roadmap, tenancies will continue to be affected, with not all tenancies able to resume normal operations until December 2021.

### **Report**

Council has a varied portfolio of tenancies that it manages. The ongoing issues associated with COVID-19 have resulted in snap lockdowns which affect the ability for tenants to operate.

In an effort to lessen the burden and meet our legislative requirements, Council is seeking to support these tenants to ensure the ongoing viability of these businesses during and after the current Public Health Order has lifted.

If approved, Council staff will implement strict eligibility criteria for tenants requesting rental concessions by requiring the provision of turnover figures, trading limitations and advice on what actions the businesses have undertaken regarding their operations including the accessing of Government concessions.

## 2.8 Rental Concessions for Commercial Leases and Licences (COVID-19) (contd)

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### Consultation

Council's Commercial Leasing team are in ongoing consultation with various tenants who have made initial representations to Council regarding their capacity and otherwise inability to continue trading. Further, it should be noted that the NSW Government have adopted various protective legislation to ensure that there is fairness and support amongst tenancies during times of COVID-19 restrictions.

### Financial Considerations

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

Council staff are seeking to implement rental relief to affected commercial tenancies in line with the principles of National Cabinet's Mandatory Code of Conduct. In summary, this would mean rental waivers and deferrals based on the reduction in the tenant's trade during the COVID-19 pandemic period and a subsequent reasonable recovery period. Specifically, the Code of Conduct outlines that rental waivers must constitute no less than 50% of the total reduction in rent payable by the Tenant proportionate to their reduction in turnover with the remainder deferred over the balance of the Lease or a period of no less than 24 months, whichever is the greater.

In order to be granted rent relief in accordance with the Code of Conduct, Council's Tenants will need to provide evidence (in the form of Business Activity Statements, Financial Records, Correspondence with Service NSW, etc) that they are an impacted tenant pursuant to the 2021 COVID-19 Micro-business Grant, the 2021 COVID-19 Business Grant and/or 2021 JobSaver Payment. To date Council has received requests and evidence from 3 tenants seeking rent relief.

Under the Code of Conduct's principals, the ultimate financial impact to Council is not possible to quantify as the effect on Council's Tenants is still being determined. For example, some tenants will continue to fall under the Public Health Orders and be unable to operate beyond September 2021. In order for Council to make an informed decision, this report is limited to the July-September 2021 quarter and only to those Tenants who have contacted Council seeking rent relief and provided the required evidence. At the date of this report, the financial impact to Council if the recommended option is adopted is \$11,462 as outlined in Attachment 1 – Supporting Information for Rental Concessions.

## 2.8 Rental Concessions for Commercial Leases and Licences (COVID-19) (contd)

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The implications of accepting these rent concessions is that Council will be required to reduce its forecasted revenue within its adopted budget for FY 21-22 in line with the proposed rent relief outlined in Confidential Attachment 1.

### Link to Community Strategic Plan

Theme 4: Responsible

### Goal G: Good governance and great partnerships

R-G2: Communicate openly and honestly with the community to build a relationship based on transparency, understanding, trust and respect.

### Risk Management

Council needs to ensure it meets its legislative requirements, as well as operating as a model organisation in supporting its tenants during these difficult times. Council also faces a reputational risk should Council not support these businesses in the community. The Coast may be left without these businesses once the Public Health Orders are lifted, which provide employment and economic growth to the community.

### Options

- 1 Implement rent relief to negatively affected commercial tenants in accordance with the *Retail and Other Commercial Leases (COVID-19) Regulation 2021* and National Cabinet's Mandatory Code of Conduct. Further that Council reduce its forecasted revenue within its adopted budget for FY 21-22 in line with the proposed rent relief outlined in Confidential Attachment 1. **This is the recommended option.**
- 2 Refuse requests for rental concessions and direct tenants to seek concessions from the State Government. This is not recommended by council staff as it would contravene National Cabinet's Mandatory Code of Conduct.

### Critical Dates or Timeframes

As council staff are continuing to issue invoices for rental payments, it is important that Council makes a resolution in regard to how it treats tenants affected by the COVID-19 Public Health Orders so as to alleviate any unnecessary financial stress that these businesses may be experiencing.

### Attachments

- 1 Confidential - Supporting Information for Rental Concessions - D14900898



**Item No:** 2.9  
**Title:** Variations to Development Standards - July to September 2021 Period  
**Department:** Environment and Planning

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23 November 2021 Ordinary Council Meeting

Reference: F2020/00039 - D14809812  
Author: Sara Foster, Unit Manager Environmental Compliance and Systems  
Executive: Scott Cox, Director Environment and Planning

## **Recommendation**

***That Council note the report on Variations to Development Standards – July to September 2021.***

## **Report purpose**

To inform Council of development applications determined (in the period from 1 July to 30 September 2021) where there has been a variation in development standards under an Environmental Planning Instrument. This is a requirement under Planning Circular PS 2-002 – ‘Variation to Development Standards’.

## **Executive Summary**

This report provides information regarding development applications determined where there has been a variation in standards in an Environmental Planning Instrument (as is required by *Planning Circular PS 2-002 – ‘Variation to Development Standards’*).

For the July to September 2021 period, 926 development applications were lodged, and a total of 819 development applications were determined. A total of 17 Development Applications that have been determined where there has been a variation in development standards.

## **Variations to Development Standards**

Each quarter Councils are required to report to the Department of Planning, Industry and Environment, development applications that have been granted consent involving a variation to relevant development standards. The following consents were granted in the July to September 2021 period, which included a variation to a development standard within WLEP, GLEP, or IDO 122:

- 13 Development Applications by Central Coast Staff
- 4 Development Applications by Local Planning Panel
- 0 Development Applications by Regional Planning Panel

## 2.9 Variations to Development Standards - July to September 2021 Period (contd)

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A copy of the variation to development standard register for the July to September 2021 period is included in Attachment 1 to the report.

### Financial Considerations

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

There are no financial implications for Council associated with this report.

### Link to Community Strategic Plan

Theme 4: Responsible

### Goal I: Balanced and sustainable development

R-13: Ensure land use planning and development is sustainable and environmentally sound and considers the importance of local habitat, green corridors, energy efficiency and stormwater management.

### Risk Management

There are no risk implications for Council associated with this report.

### Attachments

<b>1</b>	Development Standard Variations Central Coast Council - 1 July - 30 September 2021	Provided Under Separate Cover	D14902023
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**Item No:** 2.10  
**Title:** Repeal of Local Infrastructure Contribution Plans  
**Department:** Environment and Planning

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23 November 2021 Ordinary Council Meeting

Reference: F2019/00517 - D14880667  
Author: Shannon Turkington, Section Manager, Local Infrastructure and Planning  
Gary Hamer, Senior Strategic Planner Contributions, Local Infrastructure and Planning  
Manager: David Milliken, Unit Manager Strategic Planning  
Executive: Scott Cox, Director Environment and Planning

## **Recommendation**

**1 That Council repeal the following contribution plans in accordance with the provisions of the Environmental Planning & Assessment Act 1979, and the Environmental Planning and Assessment Regulation 2000:**

- ***Development Contributions Plan No 5A – Narara – Drainage***
- ***Development Contributions Plan No 5B – Narara – Roadworks and Traffic Management***
- ***Development Contributions Plan No 5C – Narara - Community and Recreation Facilities***
- ***Development Contributions Plan 7A – Niagara Park – Drainage***
- ***Development Contributions Plan 7B – Niagara Park – Roads and Traffic Management***
- ***Development Contributions Plan 7C – Niagara Park – Community and recreation Facilities***
- ***Development Contributions Plan 8A – Lisarow – Drainage***
- ***Development Contributions Plan 8B – Lisarow – Roadworks and Traffic Management***
- ***Development Contributions Plan 8C – Lisarow – Community and Recreation Facilities***
- ***Development Contributions Plan 16A – Kincumber – Drainage***
- ***Development Contributions Plan 16B – Kincumber– Roadworks and Traffic Management***
- ***Development Contributions Plan 16C – Kincumber – Open Space***
- ***Development Contributions Plan 21A – Kariong - Roadworks and Traffic Management***
- ***Development Contributions Plan 21B – Kariong – Drainage***
- ***Development Contributions Plan 21C – Kariong – Community and Recreation Facilities***
- ***Development Contributions Plan 23A – Springfield – Drainage***
- ***Development Contributions Plan 23B – Springfield – Roadworks and Traffic Management***
- ***Development Contributions Plan 23C – Springfield – Open Space***

- ***Development Contributions Plan 36A – Erina Valley***
  - ***Development Contributions Plan No 42A – Erina, Green Point, Terrigal – Community and Recreational Facilities***
  - ***Development Contributions Plan No 42B – Erina, Green Point, Terrigal – Drainage***
  - ***Development Contributions Plan No 42C – Erina, Green Point, Terrigal – Roadworks and Traffic Management***
  - ***Development Contributions Plan No 43A – East Gosford – Local Open Space***
  - ***Development Contributions Plan No 43B – East Gosford – Local Roadworks***
  - ***Development Contributions Plan No 48A – Avoca Beach – Medium Density Area***
  - ***Development Contributions Plan No 49A – North Gosford – Medium Density Area***
  - ***Development Contributions Plan No 52A – Springfield, Erina Creek, Precinct Two – Roadworks***
  - ***Development Contributions Plan No 58A – Erina Fair – Local Roadworks***
  - ***Development Contributions Plan No 67 – Woy Woy – Car Parking***
  - ***Development Contributions Plan No 68 – Umina – Car Parking***
  - ***Development Contributions Plan No 70 – East Gosford – Car Parking***
  - ***Development Contributions Plan No 71 – Avoca Beach – Car Parking***
  - ***Development Contributions Plan No 72 – Ettalong Beach – Car Parking***
  - ***Development Contributions Plan No 98 – Bensville***
  - ***Development Contributions Plan No 164 – Gosford Regional Centre***
- 2** ***That Council provide public notice of Council's decision, in accordance with the Environmental Planning and Assessment Regulation, 2000.***
- 3** ***That Council redirect any outstanding funds from the proposed repealed of Local Infrastructure Contribution (LIC) Plans as nominated in Attachment 1.***
- 4** ***That Council undertake a comprehensive review of the Central Coast Regional Section 7.12 Plan.***

### **Report purpose**

To repeal thirty-five Local Infrastructure Contribution Plans (LIC Plans), to progress the preparation of a new Central Coast 7.11 Local Infrastructure Contribution Plan and to redirect development contribution funds and some remaining projects to the Central Coast Regional Section 7.12 Plan, Contributions Plan No.31 – Peninsula, and Gosford City Centre Section 7.12 Plan (Civic Improvement Plan).

### **Executive Summary**

A review of Council's LIC Plans is being undertaken in stages; these stages once completed will provide a comprehensive review of Council's LIC Plans and provide a simplified

## **2.10 Repeal of Local Infrastructure Contribution Plans (contd)**

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approach to the levying of Local Infrastructure Contributions and delivery of local infrastructure across the Central Coast.

Following the adoption of the Central Coast Regional Section 7.12 Plan (April 2020), a review of Council's former Gosford City Council LIC Plans has been undertaken.

The Department of Planning, Infrastructure and Environment's (DPIE) *Development Contributions Practice Note 2006* (Practice Notes) recommends that Contributions Plan be reviewed every 5 years.

Many of the existing plans in the former Gosford City Council have been in force since the early 1990's with no major amendments being undertaken since 2006. A review of the plans has found the capital works identified in the relevant work schedules are complete, no longer required or scheduled for completion in the 2021/2022 Operational Plan.

This report repeals thirty-five Local Infrastructure Contribution Plans (LIC Plans) leaving 19 left in operation, progresses the preparation of a new Central Coast 7.11 Local Infrastructure Contribution Plan and redirects development contribution funds and some remaining projects to the Central Coast Regional Section 7.12 Plan, Contributions Plan No.31 – Peninsula, and Gosford City Centre Section 7.12 Plan (Civic Improvement Plan).

As the Central Coast Regional Section 7.12 Plan applies to the entire Central Coast, local infrastructure contributions will continue to be levied on development under Council's Regional Section 7.12 plan. The reduction of LIC Plans will reduce the complexity of how contributions are levied and simplify the delivery of infrastructure across the Central Coast.

### **Background**

At the time of the merger it was identified that a comprehensive review of Council's local infrastructure contribution plans was required. In 2017 Council engaged GLN Planning to review Council's 54 Local Infrastructure Contribution Plans and suggest a way forward for the development contribution arrangements for Central Coast Council.

The Central Coast Development Contributions Framework Study (GLN Planning, 2017) recommended (in part) preparing a consolidated contribution plan for the entire local government area.

Council has an important role in facilitating and providing amenities and services that support existing and new communities. Part of this role involves the preparation of local infrastructure contribution plans and the delivery of local infrastructure to support quality of life in new and regenerating communities.

A staged approach is being undertaken to consolidate Council's local infrastructure contribution plans. The Central Coast Regional Section 7.12 Plan was adopted by Council in

## **2.10 Repeal of Local Infrastructure Contribution Plans (contd)**

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April 2020, the Works in Kind Policy and Guidelines came into force in June 2021 and the Warnervale District Contribution Plan 2021 was recently adopted by Council.

A review of the former Gosford City Council contribution plans is being taken in three stages:

- Stage 1 – review of the local infrastructure contribution plans with the with the aim of repealing plans that are no longer required.
- Stage 2 – Review the Regional Section 7.12 Plan to include local infrastructure projects where the repealed plans applied. This process will include consultation with the community to ensure the updated Regional Section 7.12 plan provides community infrastructure that supports the growing Central Coast population: and
- Stage 3 – Review the contribution plans relating to the Peninsula, Terrigal and Gosford City Centre which require further detailed investigation.

In August 2020, the Auditor-General for New South Wales released a report on the management of Local Infrastructure contributions during the 2017/2018 and 2018/2019 Financial years. The report focused on Central Coast Council, Liverpool Council, Blacktown Council and the City of Sydney. 13 recommendations were included in the report for Central Coast Council including:

- Consolidate existing plans, ensuring the new contribution plan include a regular review cycle.
- Increase transparency of information available to the public about Local Infrastructure Contribution works planned and underway, including intended use of contributions collected under Planning Agreements.

A review of Council LIC Plans is being undertaken to address the NSW Audit recommendations as well as reduce the complexity and number of plans across the local government area.

### **Current Status**

Council has 54 LIC Plans that apply to different catchments across the local government area; the LIC Plans are being reviewed to simplify the way contributions are collected, accounted for and infrastructure delivered.

The proposed repeal of LIC Plans will reduce Council's LIC Plans from 54 to 19, leaving 11 plans in the north, 7 in the south and the Regional Section 7.12 Plan. The following plans require further investigation and are not proposed to be repealed:

- Contributions Plan No. 31A – Peninsula – Drainage;
- Contributions Plan No. 31B – Peninsula – Roadworks;
- Contributions Plan No. 31C – Peninsula – Open Space and Recreation;
- Contributions Plan No. 31D – Peninsula – Community Facilities and Services;

## 2.10 Repeal of Local Infrastructure Contribution Plans (contd)

- Contributions Plan No. 47A – Terrigal Local Open Space, Pedestrian Footpaths, Town Centre Improvements, Cycleways, Stormwater and Flood Mitigation;
- Contribution Plan No. 69 – Terrigal Village – Centre Car Parking; and
- Gosford City Centre Section 7.12 Plan (Civic Improvement Plan)

### Report

A review of the former Gosford City Council Section 7.11 LIC Plans has been undertaken; the review included an assessment of the progress of the nominated capital works, forecast future population, future development yield and existing plan balances. The outcomes from the internal review found that many of the forecast population demands do not warrant the continuation of the LIC plans and it would be more efficient to repeal the LIC plans and levy development contributions under the *Central Coast Regional Section 7.12 Development Contributions Plan*.

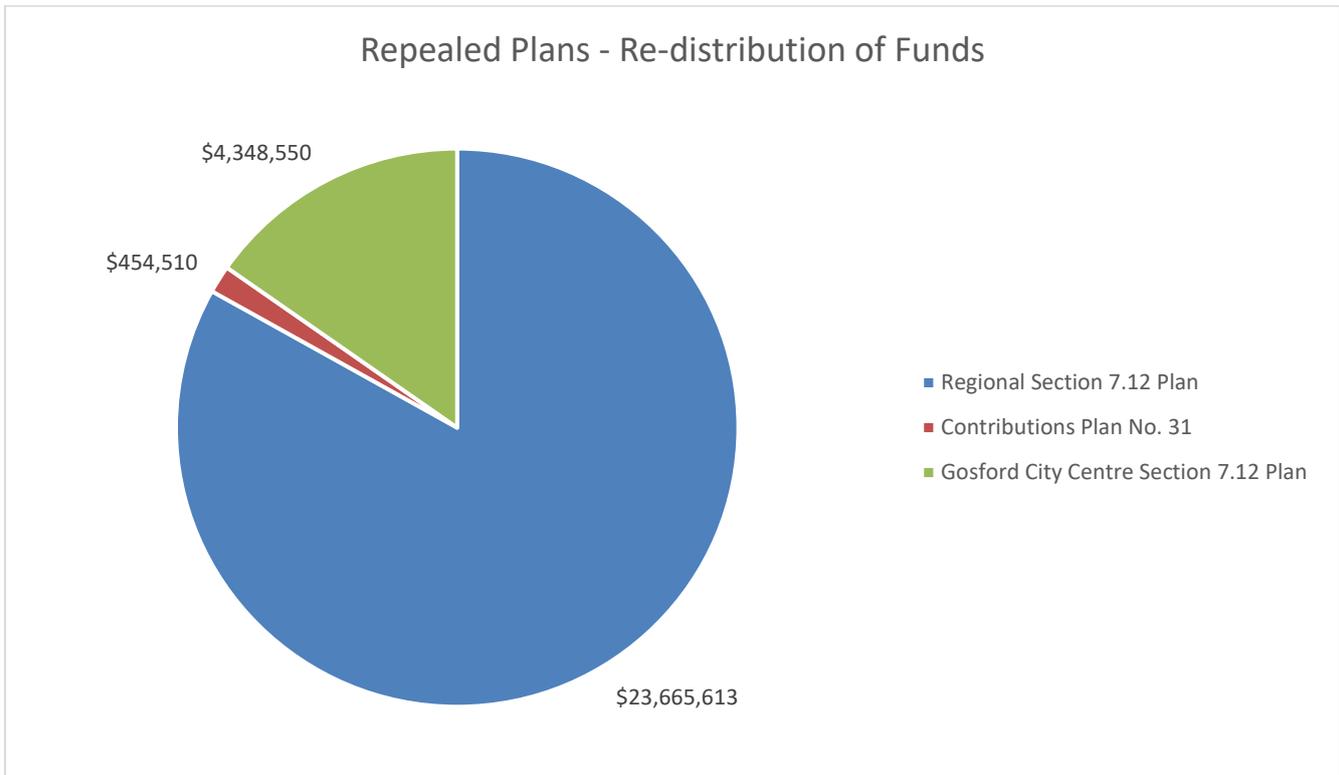
Approximately \$28,468,673 is held as restricted funds in the LIC plans to be repealed. The funds are proposed to be re-directed as follows:

Plan	Amount	Re-Directed to
Contributions Plan No. 68 – Carparking Umina	\$454,510	Contribution Plan No.31 – Peninsula
Contributions Plan No. 164 – Gosford Regional Centre	\$4,348,550	Gosford City Centre Section 7.12 Plan (Civic Improvement Plan).
Remaining 33 Plans	\$23, 665,613	Central Coast Regional Section 7.12 Plan

The repeal of LIC Plans does not change the requirements for the payment of development contributions on development consents that are already issued. Where payments are received under repealed plans, the funds will be transferred to Council's Regional Section 7.12 Plan, Contributions Plan No.31 - Peninsula or Gosford City Centre Section 7.12 Plan as outlined above.

## 2.10 Repeal of Local Infrastructure Contribution Plans (contd)

The proposed break up of funds from the repealed plans is shown below:



As the majority of the former Gosford City Council LIC Plans are being repealed, the work schedule within the Regional Section 7.12 Plan will need to be amended to ensure it includes sufficient local infrastructure to support the needs of the community.

Attachment 2 outlines the status of the projects listed in each plan to be repealed; projects that require further investigation and/or are not yet complete will be included in the revised Regional Section 7.12 Plan.

The additional funds have resulted from the plans not being regularly reviewed or repealed/updated following completion of the work schedules. The local infrastructure contributions have been collected for specific purposes and should continue to be used for the purpose they were collected for. Re-directing the funds into the Regional Section 7.12 Plan, Contributions Plan No. 31 – Peninsula and the Gosford City Centre Section 7.12 Plan, will assist in the delivery of local infrastructure and provide an opportunity to review the plans to incorporate additional priority local infrastructure projects.

A comprehensive review of the *Central Coast Regional Section 7.12 Development Contribution Plan 2019* will be undertaken to ensure adequate infrastructure is being provided to support future population growth on the Central Coast. The review of Council's Regional Section 7.12 Plan is proposed to commence in February 2022.

**Consultation**

Consultation has occurred with Council's internal Contributions Working Group to ensure the repeal of plans will not impact on the delivery of infrastructure included within the four year capital works program.

As prescribed in the Environmental Assessment & Planning Act 1979, Council is required to publicly notify Council's Intent to repeal the relevant LIC Plans for a period of no less than 14 days upon endorsement by Council. This notice will be placed on Council's website and other Council digital communication channels.

**Financial Considerations**

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

The repeal of LIC Plans will allow Council to progress the consolidation of Council's LIC Plans. The consolidation process includes a review of each LIC Plan to ensure the infrastructure to be provided is sufficient to cater for the future population and the plan is financially sound and provides the best value for Council and the community.

The proposed repeal of LIC Plans does not increase costs to Council or change the infrastructure to be provided under Council's Capital Works Program. Instead, it reduces the administrative burden on Council staff, simplifies the way contributions are collected and levied and allows the funds from completed plans to be transferred to Council's Regional Section 7.12 Plan, Contributions Plan No. 31 – Peninsula and the Gosford City Centre Section 7.12 Plan. This will assist in the delivery of local infrastructure and provide an opportunity to review the plans to incorporate additional priority local infrastructure projects.

Approximately \$28,468,673 is held as restricted funds in the LIC plans to be repealed. The funds are proposed to be re-directed as follows:

<b>Plan</b>	<b>Amount</b>	<b>Re-Directed to</b>
Contributions Plan No. 68 – Carparking Umina	\$454,510	Contribution Plan No.31 – Peninsula
Contributions Plan No. 164 – Gosford Regional Centre	\$4,348,550	Gosford City Centre Section 7.12 Plan (Civic Improvement Plan).
Remaining 33 Plans	\$23, 665,613	Central Coast Regional Section 7.12 Plan

### Link to Community Strategic Plan

Theme 4: Responsible

### Goal I: Balanced and sustainable development

R-I2: Ensure all new developments are well planned with good access to public transport, green space and community facilities and support active transport.

### Risk Management

Consultation has occurred with Council's internal Contributions Working Group and updates of the project progress provided to the Contributions Committee. A priority of the Working Group and Committee is implementation of the NSW Audit Recommendations, released in August 2020 relating to Local Infrastructure Contributions.

The repeal of plans will allow a consolidation of existing plans and the preparation of a Central Coast Section 7.11 Local Infrastructure Contributions Plan. The preparation of a consolidated contribution plan will increase the transparency of information available to the public (rather than being split across 54 plans), allow Council to better priorities and deliver infrastructure and reduce the administrative cost burden on Council

### Options

- 1 Repeal 35 Local Infrastructure Contribution Plans -  
To repeal the nominated Local Infrastructure Contributions (LIC's) allow Council to prepare a Central Coast 7.11 Local Infrastructure Contribution Plan reducing the complexity of Council's LIC Plans, complying with the NSW Audit recommendations and allowing Council to prepare updated local infrastructure plans that delivery priority infrastructure to the community. **This is the recommended option**
- 2 Not repeal the nominated LIC Plans (not recommended)  
Option 2 does not allow for the preparation of the Central Coast Local Infrastructure Contribution Plan and compliance with Audit recommendations.

### Attachments

1	Repeal of Local Infrastructure Contributions -	Provided Under	D14811177
	Re-distribution of funds	Separate Cover	
2	Project Status	Provided Under	D14911302
		Separate Cover	



**Item No:** 2.11  
**Title:** Aquatic Weed Control on Private and Public Land at Springfield Pond  
**Department:** Environment and Planning

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23 November 2021 Ordinary Council Meeting

Reference: F2021/01548 - D14906978  
Author: Larry Melican, Section Manager Emergency Protection Natural Assets  
Manager: Luke Sulkowski, Unit Manager, Environmental Management  
Executive: Scott Cox, Director Environment and Planning

## Recommendation

- 1 That Council authorise staff to undertake appropriate aquatic weed management activities under section 67 of the Local Government Act 1993, on and adjacent to the part of Springfield Pond located on the private property at Lot 7 Section 1 DP 977284 (35 Clarence Road, Springfield).**
- 2 That Council utilise the approved NSW Government grant funds to undertake aquatic weed control works on both the private and public parts of Springfield Pond.**
- 3 That no charge be applied to the landowner of Lot 7 Section 1 DP 977284 for works organised by Council on the private part of the pond when the grant funds provided by the NSW Government are used.**
- 4 That following completion of the endorsed works, in accordance with section 67(4) of the Local Government Act 1993, a further report including the nature of works, and expenditure be brought to Council.**

## Report purpose

To seek Council endorsement for staff to undertake grant funded works associated with the removal of Salvinia (*Salvinia molesta*) and other aquatic weeds from the privately owned part of Springfield Pond located on Lot 7 Section 1 DP 977284 at No. 35 Clarence Road, Springfield in collaboration with the landowner.

## Executive Summary

Springfield Pond is located on both Council owned land at No. 46b Robinia Parade, Springfield and private land at No. 35 Clarence Road, Springfield. Aquatic weeds including Salvinia, *Salvinia molesta*, and Ludwigia, *Ludwigia peruviana*, now infest the pond. Both weeds are identified as regional priority weeds in the Greater Sydney Regional Strategic Weed Management Plan and should be suppressed and destroyed.

## **2.11 Aquatic Weed Control on Private and Public Land at Springfield Pond (contd)**

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Council received a \$125,000 grant from the NSW Government in February 2019 to fund weed removal and critical work at Springfield Pond wetland, including addressing *Salvinia molesta*. The funding was specifically for the removal of weeds on the Council owned portion of the pond.

Works undertaken in 2019 and 2020 as well as on-going maintenance works on the public part of Springfield Pond have resulted in a substantial reduction in *Salvinia*, *Ludwigia* and other aquatic weeds on part of the pond. The private, and upstream, part of the pond has remained untreated resulting in the potential for the aquatic weeds to spread to the treated part of the pond.

In order to treat the entire pond, Council has successfully sought a variation to the funding agreement to spend the remaining NSW Government grant funds on the private part of the pond where required. The funds must be committed prior to 31 December 2021. This provides Council the opportunity to work with the neighbouring landowner to control the aquatic weeds across the entire pond.

### **Background**

Springfield Pond occurs across Council owned land at No. 46b Robinia Parade, Springfield and private land at No. 35 Clarence Road, Springfield. Aquatic weeds including *Salvinia*, *Salvinia molesta*, and *Ludwigia*, *Ludwigia peruviana*, now infest the pond. Both weeds are identified as regional priority weeds in the Greater Sydney Regional Strategic Weed Management Plan and should be suppressed and destroyed.

Council received notification of a \$125,000 grant from the NSW Government in February 2019 to fund weed removal and critical work at Springfield Pond wetland, including addressing *Salvinia molesta*. To date control works have only been able to occur on the public part of the pond.

Works undertaken in 2019 and 2020 as well as on-going maintenance works on the public part of Springfield Pond have resulted in a substantial reduction in *Salvinia* and other aquatic weeds on part of the pond. The private, and upstream, part of the pond has remained untreated resulting in the potential for the aquatic weeds to reinvade the treated part of the pond.

### **Current Status**

The aquatic weeds including *Salvinia* have been successfully controlled on the public part of Springfield Pond with the use of the NSW Government funding. A floating bund has been installed across the pond to prevent aquatic weeds moving from the untreated private part into the treated public part of the pond.

## 2.11 Aquatic Weed Control on Private and Public Land at Springfield Pond (contd)

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The variation to the funding agreement now provides the opportunity to support works on the private part of the pond in collaboration with the landowner to achieve the control of aquatic weeds across the entirety of Springfield Pond.

### Report

Springfield Pond occurs across Council owned land at No. 46b Robinia Parade, Springfield and private land at No. 35 Clarence Road, Springfield. Aquatic weeds including *Salvinia*, *Salvinia molesta*, and *Ludwigia*, *Ludwigia peruviana*, now infest the pond. Both weeds are identified as regional priority weeds in the Greater Sydney Regional Strategic Weed Management Plan and should be suppressed and destroyed.

Council received notification of a \$125,000 grant from the NSW Government in February 2019 to fund weed removal and critical work at Springfield Pond wetland, including addressing *Salvinia molesta*. To date control works have only been able to occur on the public part of the pond.

Works undertaken in 2019 and 2020 as well as on-going maintenance works on the public part of Springfield Pond have resulted a substantial reduction in *Salvinia* and other aquatic weeds on part of the pond. The private, and upstream, part of the pond has remained untreated resulting in the potential for the aquatic weeds to reinvade the treated part of the pond.

Council has successfully sought a variation to the funding agreement to spend the remaining NSW Government grant funds on the private part of the pond where required. The funds must be either spent or committed prior to 31 December 2021. This provides Council the opportunity to work with the neighbouring landowner to control the aquatic weeds across the entire pond.

Council staff will provide expertise and implementation for the initial control measures to ensure that a consistent treatment is carried out with all appropriate safeguards in place and to ensure that it will provide for the best chance of controlling the aquatic weeds on Springfield Pond. The landowner will be responsible for the on-going maintenance of the aquatic weeds on the private part of the pond, while Council will be responsible for the on-going maintenance of the public part of the pond.

In accordance with [s.67 of the Local Government Act 1993](#), a council may, by agreement with the owner of the any private land carry out on the land any kind of work that may be lawfully be carried out on the land.

In accordance with [s.67 of the Local Government Act 1993](#) Council has no approved fee for such works and proposes not to charge property owners a fee for Council carrying out works on private land when using the grant funding.

## **2.11 Aquatic Weed Control on Private and Public Land at Springfield Pond (contd)**

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Following completion of the work, a further report to Council will be prepared for consideration in accordance with section 67(4) of the *Local Government Act 1993*

### **Consultation**

Council has engaged with the local community in the part of Springfield near the pond prior to and during the control works on the public part of the pond. Council has met with the owner of the private part of the pond with a view to progressing control of the aquatic weeds across the entirety of the pond. An agreement will be entered into with the landowner prior to Council implementing weed control works on the private part of the pond.

### **Financial Considerations**

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

There is no cost to Council of the recommendation to undertake works to control aquatic weed control works across Springfield Pond. An approved variation to the funding agreement with the NSW Government means that the remaining grant funds held by Council can be spent across the entire pond to do the works. Quotes are currently being sought for the works, however it is anticipated the cost of the project will be approximately \$58,000.

### **Link to Community Strategic Plan**

Theme 3: Green

### **Goal F: Cherished and protected natural beauty**

G-F1: Protect our rich environmental heritage by conserving beaches, waterways, bushland, wildlife corridors and inland areas, and the diversity of local native species.

### **Risk Management**

The proposed weed management works will be undertaken across Springfield Pond, including on private property. For the management of on ground environmental risks, a Level 2 Part 5 Environmental Impact Assessment will be completed for the weed control works.

## 2.11 Aquatic Weed Control on Private and Public Land at Springfield Pond (contd)

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A written agreement with the landowner of Lot 7 Section 1 DP 977284 at 35 Clarence Road, Springfield will be prepared to reduce risks associated with Council officers working on private property. In the event that the landowner does not agree to collaborate with Council to control the aquatic weeds on the private part of the pond, the unspent funds not required for the public part of the pond would be returned to the funding body.

Failure to eradicate the aquatic weeds across the entirety of Springfield Pond has the potential for those weeds to reinvade the treated public part of the pond. This would result in loss of the environmental and amenity improvements achieved through the weed control works already undertaken.

Salvinia is present elsewhere on the Central Coast and in NSW and there is a risk that the aquatic weed could be reintroduced into the pond by water birds or other means following the completion of the grant funded weed control works. In the absence of further appropriate grant funds there may be insufficient resources to undertake follow up control treatments on Springfield Pond should a reintroduction of aquatic weeds occur.

### Options

- 1 That Council deliver aquatic weed control works both on the private and public parts of Springfield Pond  
The remainder of the NSW Government grant funds held by Council is to be used to control aquatic weeds on both the private and public parts of Springfield Pond. Council's Biosecurity Officers (Weeds) to take the appropriate steps to work with the owner of the private part of the pond to achieve weed control outcomes across the entirety of Springfield Pond. **This is the recommended option.**
- 2 That Council continue to manage aquatic weeds on the public part of the pond only. This option is not recommended as Council could continue to manage the aquatic weeds on the public part of the pond only with the remaining grant funds. This approach is consistent with what has occurred to date. The risk of the aquatic weeds reinvading the treated area from the private part of the pond is not addressed.
- 3 That Council do nothing  
This option is not recommended since the control of the aquatic weeds across the entirety of Springfield Pond cannot be achieved without active control measures on both the private and public parts of the pond. Failure to control weeds on the private part of the pond has the potential to result in spread of the weed across the entire pond.

### Critical Dates or Timeframes

The variation to the funding agreement with the NSW Government for the Springfield Pond project requires that grant funds are committed or spent by 31 December 2021.

**2.11 Aquatic Weed Control on Private and Public Land at Springfield Pond  
(contd)**

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**Attachments**

<b>1</b>	Aquatic Weed Control on Private and Public  Land at Springfield Pond	Provided Under Separate Cover	D14931968
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**Item No:** 2.12  
**Title:** Annual Report 2020-21  
**Department:** Environment and Planning

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23 November 2021 Ordinary Council Meeting

Reference: F2021/01320 - D14913907  
Author: Sharon McLaren, Section Manager, Corporate Planning and Reporting  
Manager: David Milliken, Unit Manager Strategic Planning  
Executive: Scott Cox, Director Environment and Planning

## **Recommendation**

***That Council adopt the Annual Report 2020-21.***

### **Report purpose**

For Council to consider and adopt the Annual Report for the 2020-21 financial year.

### **Executive Summary**

The Annual Report for 2020-21 (Attachment 1) has been prepared in accordance with section 428 of the *Local Government Act 1993* and with section 217 of the *Local Government (General) Regulation 2005*. It reflects Council's performance from 1 July 2020 to 30 June 2021 and is a key method for Council to maintain accountability and transparency with the community. It details Council's performance against the Operational Plan 2020-21, and includes information on the region and community, the organisation and workforce, and specific information required under legislation.

In usual circumstances the audited financial statements are required to be included in the Annual Report, however the Office of Local Government (OLG) has advised that the audited financial statements will not be returned in time. OLG have not granted an extension for the rest of the Annual Report and as such, the financial statements for 2020-21 will form as an addendum to the Annual Report once they have been audited and adopted by Council.

Highlights and achievements over the 2020-21 financial year include:

- Developing an Inclusive Sports Resource Booklet which is included in the new Sports Hub and is a resource for local clubs and recreation providers on how to make their sport more accessible for people with disabilities.
- Supporting 41 community events and delivered 14 major events across the Coast. Whilst some were unfortunately cancelled due to COVID-19 restrictions, many were delivered in a COVID safe manner, including the Central Coast Food Festival, Bright Nights at The Entrance, Relish the Coast and Flavours by the Sea. These events delivered an economic benefit to the region of \$6.58 million.

- Supporting and promoting programs and initiatives to address domestic violence such as the *See Something Do Something* campaign, *Positive Relationships* campaign, 16 Days of Activism and *Domestic Violence – it is Your Business* campaign
- Delivered graffiti management actions including the provision of graffiti removal kits to residents, partnering with Juvenile Justice to assist with the removal of graffiti on private property and a mural created at Jubilee Park in Long Jetty.
- Delivered 2.55 kilometres of drainage infrastructure, 17.5 kilometre of road pavement renewal, 19.1 kilometres of road resurfacing and 6.5 kilometres of kerb and guttering
- Completion and adoption of the Central Coast Council Local Environmental Plan and Consolidated Development Control Plan.

The challenges experienced over the 2020-21 financial year were similar to those in 2019- 20, with the encounters including:

- Continuing to adapt to the COVID-19 pandemic, with continued outbreaks and reports of community transmission keeping us on guard and variations of restrictions being introduced during the year. Unfortunately, by the end of the financial year the highly contagious Delta variant was out, and once again, shutdown of non-essential services and stay at home orders given.
- Council's financial situation, with successive large deficits and a resulting cash crisis, which consequently led to Council being placed under Administration. This led to \$150 million of emergency loans, major cost saving measures and a Special Rate Variation being required to maintain solvency. Subsequent to that a public inquiry was commissioned and the period of Administration has been extended. While this Annual Report details activities and outcomes up to 30 June 2021, Council's financial situation has transitioned from crisis to recovery. Council has had three consecutive months of good financial performance and is on track to deliver a small surplus for 2021-22. This is a direct result of the organisation continuing to have prudent financial management, keeping costs down and finding efficiency gains. However, it is also important to note that if the current level of rates is not maintained beyond June 2024 Council will need to adjust its cost structures by a further \$25.8 million annually on average to cope with that reduction. Community consultation is underway, and residents are encouraged to participate. For more information visit <https://www.yourvoiceourcoast.com/servicesandrates>
- Another major wet weather event in February 2021, resulting in non-stop and heavy rain with over 340mm of rainfall occurring over the five days. Precautionary measures were undertaken with sand removed from the north side of the Entrance Channel to allow for a more direct flow path of the predicted floodwaters. The lake peaked at 1.45m, which saw widespread flooding occur, but thanks to the precautionary action taken this was much less than the February 2020 storm event which saw the lake peak at 1.67m

Full details of Council's progress and performance during the 2020-21 financial year is contained in Attachment 1.

**Background**

The Annual Report is a requirement under the Integrated Planning and Reporting Framework, and as required under section 428 of the *Local Government Act 1993* Council must prepare a report within five months of the end of the financial year detailing its performance against the Delivery Program and objectives for that financial year. The report must be published on Council’s website and a link provided to the Minister for Local Government by 30 November 2021.

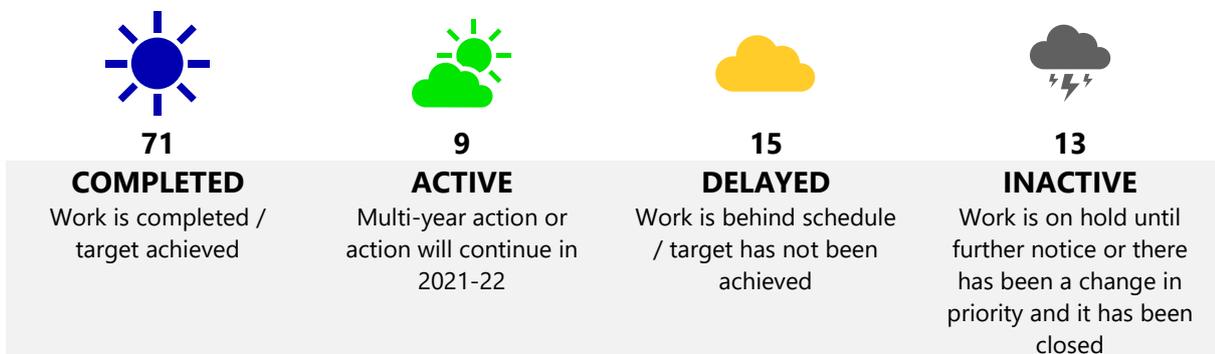
**Current Status**

The Annual Report 2020-21, as contained in Attachment 1, fulfils the above requirements and is recommended for adoption. Once adopted the Annual Report 2020-21 will be published on Council’s website and a link provided to the Minister for Local Government.

**Report**

The Annual Report includes achievements and challenges over the reporting period and an account of delivery against the Community Strategic Plan Themes of *Belonging, Smart, Green, Responsible* and *Liveable*.

A total of 108 actions and measures from the Operational Plan 2020-21 are included in the reporting period, with the following progress achieved.



A summary of highlights and performance on each CSP Theme is provided below.

Theme	Results	Highlights
<p><b>Belonging</b></p> 	 <p>16</p>  <p>0</p>	<ul style="list-style-type: none"> <li>Implementing the final year actions from the Disability Inclusion Action Plan (DIAP) with development and delivery of maps that promote the accessible attributes of The Entrance, Umina, Budgewoi, Wyong and Gosford town centres, ongoing continuous improvement to Council’s website to allow for better accessibility, and development of a new four year DIAP.</li> </ul>

Theme	Results	Highlights
	 2  0	<ul style="list-style-type: none"> <li>• Providing over \$178,000 in funding to support community initiatives, with 21 projects funded through the Community Support Program, 5 projects funded through the Working Together Staying Strong Program, and 6 projects funded as part of the Colliery Grant Program.</li> <li>• Celebrating the indigenous culture and heritage with a number of NBN network nodes in Kincumber, Wyong, Wadalba and Bateau Bay wrapped in indigenous designs and created by local school students.</li> <li>• Delivering a number of exhibitions at the Gosford Art Gallery with 126,000 people visiting and delivering over 179 diverse performances at Laycock Street Theatre.</li> </ul>
<p><b>Smart</b></p>  	 8  4  2  6	<ul style="list-style-type: none"> <li>• Commencing a two year certification program to become an Eco Destination, which would recognise the Central Coast as a world-class destination for sustainable, nature-based tourism, and help to attract an increasing number of visitors seeking sustainable travel experiences.</li> <li>• Continuing to promote and grow tourism through various campaigns, which saw visitation to the region increase with all Council owned Holiday Parks and camping grounds exceeding their annual overnight targets by 58%.</li> </ul>
<p><b>Green</b></p>  	 9  2  2  2	<ul style="list-style-type: none"> <li>• Completing a recycled plastic trial, which focused on enabling residents to recycle soft plastics using their existing yellow-lidded recycling bins.</li> <li>• Delivering 14 environmental educational programs, with multiple workshops, tours and events included as part of these programs across topics such as littering, water conservation, biodiversity, and green living.</li> <li>• Adopting the Greener Places Strategy, with actions to be implemented in the 2021-22 financial year (based on resourcing).</li> <li>• Collecting 8,178 cubic metres of wrack and macro algae from Tuggerah Lakes estuary, exceeding the target by 178 cubic metres.</li> </ul>

Theme	Results	Highlights
<b>Responsible</b>   	 <b>36</b>  <b>11</b>  <b>4</b>  <b>0</b>	<ul style="list-style-type: none"> <li>Engaging with the community on the Water Security Plan, a plan to secure the Coast's water supply for future generations. The three phased approach consisted of deliberative forums and in-depth phone interviews which were conducted in December 2020, February 2021 and April 2021.</li> <li>Developing and releasing a stage 1 report on the management of the Tuggerah Lakes and The Entrance waterways, providing key background information and data dating back to 1987 to now. The report will also be used to inform the larger scale development of the Coastal Management Program for Tuggerah Lakes.</li> <li>Progressing a single planning instrument for the Central Coast, with the Consolidated Local Environmental Plan lodged with the Department of Planning, Industry and Environment for final approval.</li> </ul>
<b>Liveable</b>   	 <b>17</b>  <b>0</b>  <b>1</b>  <b>2</b>	<ul style="list-style-type: none"> <li>Completing the long anticipated Terrigal Boardwalk project, with the 277-metre-long boardwalk thanks to State Government funding. The project included renovations to the rockpool with the overall project complementing the natural environment and delivering great social, health and economic benefits to the area.</li> <li>Exceeding attendance targets across the 6 leisure and aquatic centres, with more than 1 million visits over the financial year despite ongoing COVID-19 restrictions.</li> <li>Delivering five community safety programs to 1,200 community members, covering topics such as responsible pet ownership, parking, personal and family safety, household safety and compliance.</li> </ul>

## Consultation

The Annual Report has been drafted with input from across the organisation. It is not required to be placed on public exhibition but should be publicly available and published on Council's website.

## Financial Considerations

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

There are no financial implications with the recommendation. It should be noted though that the audited financial statements for the 2020-21 financial year are required to be included in this Annual Report. Council is underway in preparing the financial statements, however the Office of Local Government (OLG) has advised that the audited financial statements will not be returned in time to accompany the Annual Report. OLG have not granted an extension for the rest of the Annual Report and as such is still required to be prepared and uploaded onto Council's website by 30 November 2021. The audited financial statements for 2020-21 will subsequently form an addendum to the Annual Report 2020-21 once they are adopted by Council.

It should be noted that all financial information disclosed in this Annual Report 2020-21 are drawn from draft, unaudited results. Readers should therefore be mindful that the financial information contained within this Report is subject to review and adjustment as part of the audit process.

The Annual Report details activities and outcomes up to 30 June 2021, since then Council's financial situation has transitioned from crisis to recovery. Council has had three consecutive months of good financial performance and is on track to deliver a small surplus for 2021-22. This is a direct result of the organisation continuing to have prudent financial management, keeping costs down and finding efficiency gains.

### **Link to Community Strategic Plan (CSP)**

The Annual Report 2020-21 responds to all five CSP Themes.

The requirement to provide the Annual Report 2020-21 and meet legislation is linked to the following:

Theme 4: Responsible

#### **Goal G: Good governance and great partnerships**

R-G2: Communicate openly and honestly with the community to build a relationship based on transparency, understanding, trust and respect.

### **Risk Management**

The Annual Report 2020-21 complies with legislative requirements. This includes the requirements of the *Local Government Act 1993*, *Local Government (General) Regulation 2005*, *Companion Animals Act 1998*, *Companion Animals Regulation 2008*, *Independent Pricing and*

*Regulatory Tribunal Act 1992, Government Information (Public Access) Regulation 2009, Environmental Planning and Assessment Act 1979, Swimming Pool Act 1992, Public Interest Disclosure Act 1992.*

### **Options**

- 1 Adopt the Annual Report 2020-21 as set out in Attachment 1. The Annual Report 2020-21 has been prepared in accordance with relevant legislation. Input from across the organisation has been included, providing the community with comprehensive details of Council's performance over the 2020-21 financial year. The recommendation ensures Council fulfils its legislative requirements. **This is the recommended option.**
- 2 Resolve not to adopt the Annual Report 2020-21. If Council does not adopt the Annual Report 2020-21 and it is not published on the website by 30 November 2021, Council will be in breach of the *Local Government Act 1993*. This is not the recommended option.

### **Critical Dates or Timeframes**

If the Annual Report is not posted on the website and a link is not provided to the Minister for Local Government by 30 November 2021, Council will be in breach of section 428 of the *Local Government Act 1993*.

### **Attachments**

- 1  CCC Annual Report 2020-21 Provided Under Separate Cover D14933047

**Item No:** 2.13  
**Title:** Road Reclassification and Transfer Review  
**Department:** Infrastructure

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23 November 2021 Ordinary Council Meeting

Reference: F2016/01755 - D14902049  
Author: Rachel Jackson, Section Manager, Business Improvement  
Manager: Jeanette Williams, Unit Manager, Engineering Services  
Executive: Boris Bolgoff, Director Infrastructure

### **Recommendation**

- 1 That Council endorse the list of roads contained in this report, proposed to be submitted for assessment of either reclassification from Local to Regional or transferred from Regional to State.**
- 2 That Council endorse a submission to be made to the NSW Road Reclassification and Transfer Review for consideration by the Independent Panel.**

### **Report purpose**

To seek Council's endorsement for a submission to be made on Central Coast roads to the NSW Road Classification and Transfer Review. Where it is proposed to reclassify 54kms from Local to regional road and transfer 109kms of Regional Roads to state roads. This allows for access to road funding for Regional Roads and reduces Council's expenditure for roads transferred as state roads

The NSW Government is presently undertaking the NSW Road Classification and Transfer Review. The NSW Government's 'Future Transport 2056' identifies the NSW Road Classification and Transfer Review as a key initiative to make adjustments to the classification framework and update the road network. An Independent Panel has been established to oversee the governance and delivery of this Review to provide independence, fairness and equity in providing advice to the NSW Government.

Central Coast Council has been invited to make a submission to seek assessment of current road classifications and consideration for the transfer of roads. Submissions are invited to be made from Councils by the 24 December 2021.

### **Background**

The NSW Government is presently undertaking the NSW Road Classification and Transfer Review. The NSW Government's 'Future Transport 2056' identifies the NSW Road Classification and Transfer Review as a key initiative to make adjustments to the classification framework and update the road network. An Independent Panel has been established to

oversee the governance and delivery of this Review to provide independence, fairness and equity in providing advice to the NSW Government.

As a first step in the Review priority submissions were called late last year and closed on 9 December 2020. The Priority Round was intended to capture roads across the state in need of urgent attention, Councils experiencing financial hardship in relation to particular roads, network adjustments required as a result of construction of major road projects, or existing Government commitments. Applications were assessed against a priority evaluation framework work, endorsed applications were submitted to the Minister for Regional Roads on 17 February 2021, and those supported were announced on 21 September 2021.

Following finalisation of the priority round, the full round has been announced which allows the Road Classification and Transfer Review to ensure the road classification framework is still fit for purpose and that roads across NSW are appropriately classified.

Central Coast Council made submission under the priority round including joint applications with Lake Macquarie City Council, however were advised that applications were not deemed eligible within the priority round and should be deferred for further consideration in the full round.

Applications that were not endorsed in the Priority Round are being encouraged to resubmitted for consideration in the Full Round. The Full Round considered submissions in consideration of the principles and objectives of the Review, and submissions will be evaluated in line with this framework and criteria. It is noted that a Council resolution is considered favourable in the framework for providing a submission for consideration by the Independent Panel.

Central Coast Council has been invited to make a submission to seek assessment of current road classifications and consideration for the transfer of roads in the full round. Submissions are invited to made from Councils by the 24 December 2021.

### **Report**

The overall purpose of the NSW Road Classification and Transfer Review is to contribute to a better managed, contemporary road network for NSW, with benefits that include supporting regional growth and ensuring the funding available to maintain our roads is appropriately distributed. Local Roads are managed and funded by Council, whilst Regional Roads attract a funding contribution from the State Government and State Roads are fully funded by the State Government. The reclassification of any Local Roads to a regional road would attract additional funding from the State Government whilst the transfer of Regional Roads to a state road would result in the road being solely funded by the State Government.

With this context, the Review is seeking applications from eligible Councils to review the existing classification of roads if Council believes the functionality and future use of the road may be more aligned to another classification. Additionally, Council is also eligible to seek the

## **2.13 Road Reclassification and Transfer Review (contd)**

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transfer of the management of some existing Regional classified roads, due to reasons associated with the existing and ongoing maintenance costs associated with the road.

The following definitions for a State Road, Regional Road and Local Road provided in the Information Paper by the Independent Panel provide the foundation of assessment for the reclassification of roads within the Central Coast LGA:

- State Roads are major arterial links throughout the State and within major urban areas which are the responsibility of the State Government to fund and prioritise, due their significance in the network.
- Regional Roads are routes of secondary importance between State Roads and Local Roads, they are designated Regional based on their significance rather than their geographical location. Regional Roads are council's responsibility to fund, prioritise and carry out works with funding assistance provided from the State Government.
- Local Roads are the remaining council-controlled roads which provide for local circulation and access. It is the responsibility of Councils to fund, prioritise and carry out works on Local Roads.

The proposed submission to the Independent Panel contains proposals for reclassification on a holistic basis ensuring each proposal had not been developed in isolation but has accounted for the existing and future road transport needs and in turn ensuring the Central Coast Local Government Area (LGA) has an integrated functional road network and transport system.

The need to reclassify roads within the Central Coast LGA arises out of a review of the roles that roads play in providing access for a growing population with services to towns, freight and tourism along with the need to move large volumes of traffic.

The Independent Panel also encouraged Councils to work with neighbouring Councils to put forward nominations that address regional priorities. In this regard, joint applications are proposed for roads which cross the local government boundaries with Lake Macquarie City Council (LMCC). A collaborative approach to these roads with an awareness of the regional significance and operations.

The proposed submission for Central Coast Council is to request road reclassifications from Local to Regional for the following:

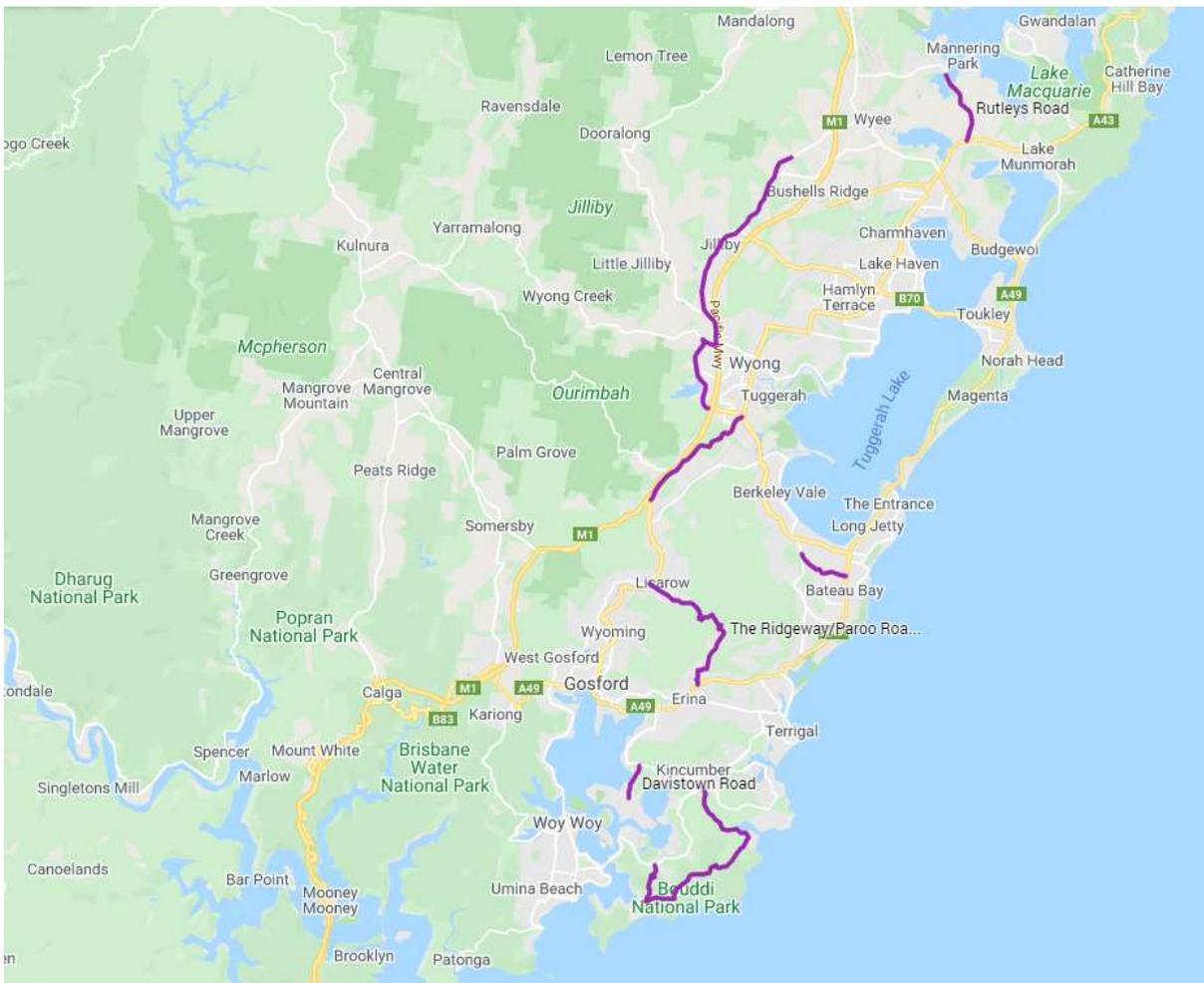
- The Ridgeway/Paroo Road/Wattle Tree Road/Carlton Road (Pacific Highway to Central Coast Highway) 8.6kms
- Yarramalong Road (from Old Maitland Road to Hue Hue Road) 750m
- Eastern Road (Central Coast Highway to Tumby Road) 3.6kms
- Old Maitland Road (from Yarramalong to M1) 3.6kms
- Pacific Highway (from Wyong Road to Ourimbah interchange) 7.4kms
- Wards Hill Road/The Scenic Road (from Empire Bay Drive to Kincumber) 13kms
- Davistown Road (Central Coast Highway to Roundabout) 2.3kms

## 2.13 Road Reclassification and Transfer Review (contd)

*Joint with Lake Macquarie City Council*

- Hue Hue Road (Alison Road to Lake Macquarie boundary) 11.2kms
- Ruttleys Road (from Pacific Highway to Lake Macquarie boundary) 3.7kms

Map below showing identified roads for reclassification from local to regional across the local government area. Maps showing the individual road segments is available in the attachment.



The proposed submission for Central Coast Council is to request road transferred from Regional to State for the following:

- Woy Woy Road (from Central Coast Highway to Rawson Road) 11.1kms
- Enterprise Drive/Chittaway Road (Pacific Highway to Wyong Road) 6.6kms
- Peats Ridge Road, from Calga/M1 to Central Mangrove / Wisemans Ferry Road (from Central Mangrove to Wisemans Ferry / Peats Ridge Road northern leg) 85.3kms
- Ocean View Drive (from Central Coast Highway to Terrigal Drive) 2.5kms



## **2.13 Road Reclassification and Transfer Review (contd)**

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If successful in obtaining all proposed reclassifications and transfer nominations of Regional Roads to State Roads, the one-off total loss on asset disposal would be approximately \$138 million, this will be offset by an ongoing annual reduction in depreciation of \$3.8 million. It is unlikely that all the nominations will be approved.

With reclassification of Local Roads to Regional Roads, the responsibility and ownership of the road pavement remains with Council. This means that there would be a minor reduction in the Financial Assistant Grant provided by the Federal Government however any Capital works undertaken on the regional road would be 50% funded by Transport for NSW and standard maintenance would remain unchanged with Council being responsible.

Local Roads are managed and funded by Council, whilst Regional Roads attract a funding contribution from the State Government and State Roads are fully funded by the State Government. Therefore, considerations for adjustments to funding, should all reclassification and transfer nominations be successful, would result in a net operating savings to the bottom line of approximately \$389,000 each year in general revenue. This would be generated from a reduction in local road maintenance spend (general fund) which would be partly offset by reduction in the annual Financial Assistance grant road component.

It is anticipated that the overall level of funding may change however, following the initial transfer of any road assets, it would result in a favorable position for Council's future budgets.

### **Link to Community Strategic Plan**

Theme 4: Responsible

### **Goal H: Delivering essential infrastructure**

R-H1: Solve road and drainage problem areas and partner with the State Government to improve road conditions across the region.

### **Risk Management**

No risks identified.

### **Critical Dates or Timeframes**

Submissions are invited to be made from Councils by close of business on the 24 December 2021.

### **Attachments**

1  Road Reclassification Review Provided Under Separate Cover D14933065



**Item No:** 2.14  
**Title:** Central Coast Roads Package Compulsory Land Acquisition for Ocean Beach Road and Rawson Road Intersection Upgrade, Woy Woy  
**Department:** Infrastructure

23 November 2021 Ordinary Council Meeting

Reference: F2020/02311 - D14762285  
Author: Lionel Huang, Lead Project Development Engineer  
Manager: Jay Spare, Unit Manager Roads and Drainage Infrastructure  
Executive: Boris Bolgoff, Director Infrastructure

## Recommendation

- 1 That subject to the approval of the grant funding, Council resolve to allow for the process to acquire the following land, pursuant to Section 177 of the Roads Act 1993:**

***As public road:***

<b><i>Part Lot 1 DP 805124</i></b>	<b><i>79-83 Rawson Rd, WOY WOY</i></b>
<b><i>Part Lot 1 DP 510495</i></b>	<b><i>60 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 6 DP 21816</i></b>	<b><i>58 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 5 DP 21816</i></b>	<b><i>56 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 4 DP 21816</i></b>	<b><i>54 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 123 DP 1031776</i></b>	<b><i>50-52 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 2 Section 4 DP 5099</i></b>	<b><i>8 Mutu St, WOY WOY</i></b>
<b><i>Part Lot 1 DP 778597</i></b>	<b><i>6 Mutu St, WOY WOY</i></b>
<b><i>Part Lot 3 Section 1 DP 7923</i></b>	<b><i>42 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 4 Section 1 DP 7923</i></b>	<b><i>40 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 5 Section 1 DP 7923</i></b>	<b><i>38 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 5 Section 1 DP 7923</i></b>	<b><i>36 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 7 Section 1 DP 7923</i></b>	<b><i>34 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Part Lot 8 Section 1 DP 7923</i></b>	<b><i>32 Ocean Beach Rd, WOY WOY</i></b>

***Partially as public road, and consolidate the residual land for re-sell:***

<b><i>Lot 2 DP 1040919</i></b>	<b><i>48 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Lot A DP 372116</i></b>	<b><i>46 Ocean Beach Rd, WOY WOY</i></b>
<b><i>Lot C DP 372116</i></b>	<b><i>76 Rawson Rd, WOY WOY</i></b>
<b><i>Lot D DP 372116</i></b>	<b><i>76 Rawson Rd, WOY WOY</i></b>

- 2 That subject to the approval of the grant funding, Council authorise the Chief Executive Officer to execute all necessary documentation relevant to the acquisition of the land.**

## 2.14 Central Coast Roads Package Compulsory Land Acquisition for Ocean Beach Road and Rawson Road Intersection Upgrade, Woy Woy (contd)

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- 3 ***That subject to the approval of the grant funding, Council resolve to acquire all or some of the portions comprising the land by compulsory process in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991, in the event that negotiations for the acquisition of all or some of the portions comprising the Land with the relevant property owner or owners cannot be satisfactorily resolved at the end of the minimum statutory requirement of 6-month negotiation period to meet grant funding time commitments.***
- 4 ***That subject to the approval of the grant funding, Council apply to the Minister for Local Government for the approval of the Minister and the consent of the Governor in order to proceed with the compulsory acquisition pursuant to the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 if required.***
- 5 ***That comprehensive engagement be undertaken with affected property owners and to the broader community to investigate concerns, noting this may result in some alteration to the proposed concept design.***

### **Report purpose**

To seek approval to acquire land at the intersection of Ocean Beach Road and Rawson Road in Woy Woy to allow for an upgrade of the intersection. The project is fully funded by the Federal Government through the Urban Congestion Fund as part of the Central Coast Roads Package. The capital budget is included in the four (4) year Delivery Plan.

### **Executive Summary**

The Australian Government offered Council funding to upgrade the infamously congested road intersection of Ocean Beach Road and Rawson Road in Woy Woy.

A range of design options has been assessed, and a concept design has been prepared for the preferred design option involving a five-lane signalised intersection.

Key benefits of this project are:

- Reduce traffic congestion.
- Reduce the risk of traffic accidents.
- Improve pedestrian and cyclist safety / Increase walking and cycling activity.

Property acquisition required to accommodate the intersection upgrade has been identified and is pending Council approval and grant funding approval to proceed.

## **Background**

The existing single-lane roundabout at the intersection of Ocean Beach Road and Rawson Road is inadequate for existing and future traffic volumes with commuters often experiencing significant traffic delays during peak periods. The intersection is the main entrance to the Peninsula and coastal suburbs for commuters coming from the M1 Motorway. Upgrade of the intersection is identified in the Woy Woy Development Contribution Plan as being essential to growth and development in the region.

In the past, the upgrade of the intersection has not been able to put on Council's capital works program due to the significant capital investment it requires.

As part of the \$86.5 million Central Coast Roads Package under the Urban Congestion Fund the Federal Government has offered Council grant funding to fully fund the major intersection upgrade at Ocean Beach Road and Rawson Road, Woy Woy. The project is estimated to cost \$32.56 million.

The release of this funding is pending the Australian Government's approval of the Delivery phase Project Proposal Report, to be considered by the Federal Minister for Communications, Urban Infrastructure, Cities and the Arts (expected in late 2021).

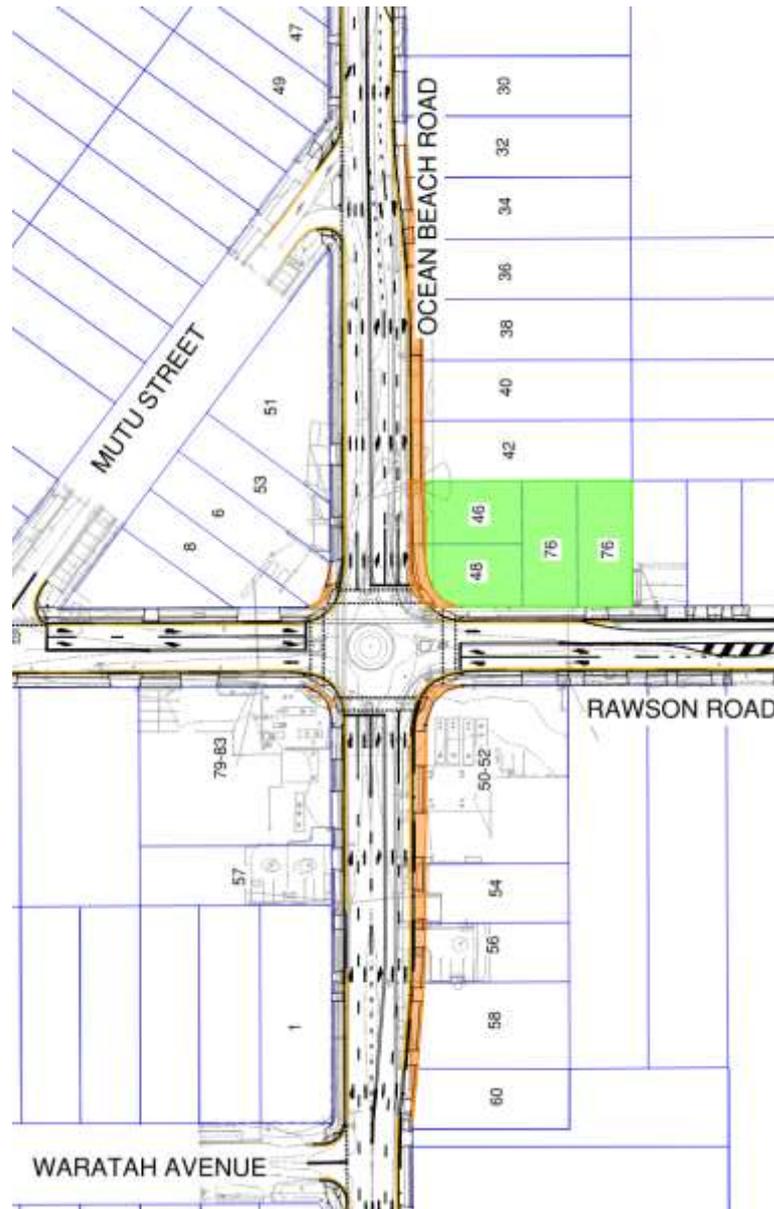
**2.14 Central Coast Roads Package Compulsory Land Acquisition for Ocean Beach Road and Rawson Road Intersection Upgrade, Woy Woy (contd)**

**Report**

To facilitate the road infrastructure requirements for the Project, it will be necessary to acquire land for road widening purposes.

The land affected by the project is listed below:

<b>Folio Identifier</b>	<b>Address</b>	<b>Estimated area to be acquired (sq.m)</b>	<b>Estimated area of residual land for re-sell (sq.m)</b>	<b>Zoning</b>
1//DP805124	79-83 Rawson Rd, WOY WOY	8.5		IN1
1//DP510495	60 Ocean Beach Rd, WOY WOY	13		IN1
6//DP21816	58 Ocean Beach Rd, WOY WOY	53.6		IN1
5//DP21816	56 Ocean Beach Rd, WOY WOY	54.2		IN1
4//DP21816	54 Ocean Beach Rd, WOY WOY	56.2		IN1
123//DP1031776	50-52 Ocean Beach Rd, WOY WOY	183.3		IN1
2/4//DP5099	8 Mutu St, WOY WOY	0.1		IN1
1//DP778597	6 Mutu St, WOY WOY	12.5		IN1
2//DP1040919	48 Ocean Beach Rd, WOY WOY	451.3	373.2	IN1
A//DP372116	46 Ocean Beach Rd, WOY WOY	461.2	398.7	IN1
C//DP372116	76 Rawson Rd, WOY WOY	452.0	452.0	IN1
D//DP372116	76 Rawson Rd, WOY WOY	448.9	448.9	IN1
3/1//DP7923	42 Ocean Beach Rd, WOY WOY	57.5		IN1
4/1//DP7923	40 Ocean Beach Rd, WOY WOY	56.6		IN1
5/1//DP7923	38 Ocean Beach Rd, WOY WOY	55.1		IN1
6/1//DP7923	36 Ocean Beach Rd, WOY WOY	42.1		IN1
7/1//DP7923	34 Ocean Beach Rd, WOY WOY	19.6		IN1
8/1//DP7923	32 Ocean Beach Rd, WOY WOY	1.1		IN1



**Preliminary overall land acquisition location plan showing the land to be acquired as public road (orange hatch) and residual land for re-sell towards the end of project (green hatch)**

Apart from Lot 2 DP 1040919, and Lot A, C, and D of DP 372116 encompassed by the "Paint Shop" building, all other acquisitions will be dedicated as public road.

The "Paint Shop" building will be significantly impacted by the project and the most cost-effective option is to acquire the whole of the land. The site will then be used as the works compound during construction and towards the end of the project, Council will subdivide and consolidate the residual land for re-sale to reimburse some of the initial project costs.

Council staff will endeavour to acquire the land by agreement with the property owners. If, however, Council is unable to reach an agreement within the minimum statutory requirement

## 2.14 Central Coast Roads Package Compulsory Land Acquisition for Ocean Beach Road and Rawson Road Intersection Upgrade, Woy Woy (contd)

of a six month period, it will be necessary to make applications to the Minister and the Governor for approval to compulsorily acquire the Land.

### Consultation

To date, there has been preliminary consultation with the affected property owners to discuss the project and advise that potential property acquisition is forthcoming subject to Council approval and grant funding approval.

Should Council authorise the acquisition of the affected land, formal consultation with the owners and interest parties will commence by serving notice of intent to acquire land with to acquire the affected parts of their properties by agreement during the initial 6-month negotiation period.

Following the above, a broader program of community consultation will be undertaken to gain feedback on the concept design. There project is anticipated to generate widespread interest given the critical impact the intersection has on congestion on the Peninsula.

### Financial Considerations

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

The cost estimate for the entire project including construction and acquisition is estimated at \$32.56 million which is fully committed to by the Federal Government.

The table below summarises the budget phasing for this project in the Delivery Program.

Total Grant Funding	Existing 21-22 Budget	Existing 22-23 Budget	Existing 23-24 Budget	Existing 24-25 Budget	Existing 25-26 Budget
\$32,560,000	\$930,000	\$5,280,000	\$8,380,000	\$7,100,000	\$10,870,000

The Benefit Cost Ratio of the current proposal was estimated at 3.83 which represents great return on the investment. The traffic delays in the area will improve immediately after completion of the project in 2026 is estimated to improve by 66 per cent (average maximum vehicle queue length reduced by over 360 metres).

## **Link to Community Strategic Plan**

Theme 4: Responsible

### **Goal H: Delivering essential infrastructure**

R-H2: Improve pedestrian movement safety, speed and vehicle congestion around schools, town centres, neighbourhoods, and community facilities.

### **Risk Management**

Please refer to the confidential attachment (D14765781) containing property acquisition cost estimate information.

### **Options**

#### *Preliminary Options*

Prior to commencement of the concept design, Council assessed the various intersection improvement options identified in prior traffic studies and reports. These options were discounted early on due to traffic performance limitations and cost. These options included:

- *Upgrade to a two-lane roundabout:* This was the preferred option from the 2016 McLaren Traffic Study Report. Further investigations identified that extensive property acquisition would be required on all four corners to accommodate the design and there were concerns regarding long-term performance and lack of safe pedestrian access.
- *Revisit the Rawson Road underpass project:* This project was put on hold in 2016 as a result of changing requirements by RailCorp and associated significant cost increases. Completion of the project would reduce some of the traffic through the intersection of Ocean Beach Road and Rawson Road and thereby extending its life but would do little to improve pedestrian conditions. This would also be far more expensive than the proposed intersection upgrade, with the estimate prepared in circa 2016 placing the project cost upward of \$115 million.

#### *Concept Options*

Five options have been considered for the intersection upgrade based on expert consultant advice, traffic modelling and efforts to minimise property impacts. The overall concept layout for each of the options has been included in the attachment (D14763920). Description, advantages, and disadvantage of each options are summarised in the table below:



2.14

**Central Coast Roads Package Compulsory Land Acquisition for Ocean Beach Road and Rawson Road Intersection Upgrade, Woy Woy (contd)**

	Option Description	Advantages	Disadvantages
4	Signalised intersection with five lanes on Ocean Beach Road. With road widening required at the corner slays, and typically two meters each on the eastern and western side of Ocean Beach Roads affecting approximately 25 land parcels.	<ul style="list-style-type: none"> <li>a. Traffic improvements realised for a long period</li> <li>b. Traffic wait time improved by 66%</li> <li>c. Vehicle queue length reduction approximately 360 meters</li> </ul>	<ul style="list-style-type: none"> <li>a. Requires relocation of Shell Service Station awning and bowsers</li> <li>b. Requires full acquisition of 7eleven Service Station</li> <li>c. Requires full acquisition of 48 Ocean Beach Road ("Paint Shop")</li> <li>d. Requires alterations to the new units at 1 Waratah Road</li> <li>e. Requires relocation of aerial communication tower and cabinets at 51 Ocean Beach Road</li> <li>f. Construction cost exceeds project budget</li> </ul>
5	Signalised intersection with five lanes on Ocean Beach Road. With road widening required at the corner slays, and typically four meters on the western side of Ocean Beach Roads affecting approximately 14 land parcels.	<ul style="list-style-type: none"> <li>a. Traffic improvements realised for a long period</li> <li>b. Traffic wait time improved by 66%</li> <li>c. Vehicle queue length reduction approximately 360 meters</li> </ul>	<ul style="list-style-type: none"> <li>a. Requires relocation of Shell Service Station awning and bowsers</li> <li>b. Requires full acquisition of 7eleven Service Station</li> <li>c. Requires full acquisition of 48 Ocean Beach Road ("Paint Shop")</li> <li>d. Requires full acquisition and demolition of the new units at 1 Waratah Road</li> <li>e. Requires relocation of aerial communication tower and cabinets at 51 Ocean Beach Road</li> <li>f. Construction cost exceeds project budget</li> </ul>

If Council does not authorise the acquisition of the affected land, the Project cannot proceed.

**Critical Dates or Timeframes**

The notice of intent to acquire land to all property owners is required to be served by the end of November 2021 to allow a desirable 18-month period for the negotiation and potentially required compulsory acquisition process to be completed in time for construction delivery, which is scheduled to commence in mid-2024 as proposed in the grant funding application.

**2.14 Central Coast Roads Package Compulsory Land Acquisition for Ocean Beach Road and Rawson Road Intersection Upgrade, Woy Woy (contd)**

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**Attachments**

- |          |                                                                                                                                                                                                                                      |                                        |           |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------|
| <b>1</b> | Overall layout and land acquisition plan for design option 1 to 5 - Ocean Beach Road Rawson Road Intersection Upgrade, Woy Woy - Rev B                                                                                               | Provided<br>Under<br>Separate<br>Cover | D14763920 |
| <b>2</b> | Confidential Extracts of Preliminary Land Valuation Advice by Robertson and Robertson from Appendix F of the 20% Concept Design Report for Ocean Beach Road Ocean Beach Road and Rawson Road Intersection Upgrade Project, Woy Woy - |                                        | D14765781 |



**Item No:** 2.15  
**Title:** Grants Program 2021-2022 - Community Development Grants  
**Department:** Community and Recreation Services

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23 November 2021 Ordinary Council Meeting

Reference: F2018/01409 - D14787148  
Author: Belinda McRobie, Section Manager Community Development  
Manager: Glenn Cannard, Unit Manager, Community and Culture  
Executive: Julie Vaughan, Director Community and Recreation Services

## **Recommendation**

- 1 That Council allocate \$266,439.69 (inclusive of GST where applicable) from the 2021-22 grants budget to the Community Development Grant Program as outlined in the following report and Attachment 1.**
- 2 That Council decline the applications for the reasons indicated in Attachment 1, and the applicants be advised and where relevant, directed to alternate funding sources.**

## **Report purpose**

To seek endorsement of the recommendations for the Community Development Grant Program.

## **Executive Summary**

This report outlines the recommendations of the staff grants assessment process for the 2021-2022 Community Grants Program – Community Development.

Due to ongoing COVID-19 impacts on the delivery of community programs, mechanisms are in place to ensure that all relevant program approvals (including COVID-19 related) are provided prior to the release of any funds.

Recommendations for applications to receive part funding will be subject to confirmation by the applicant prior to the release of funds, that they are still able to deliver the project within the part-funded budget.

## **Background**

### *Community Grants*

Council's Grant programs are provided to support the community to deliver programs, projects or events that build connections, celebrate our local community, align with the One-

## 2.15 Grants Program 2021-2022 - Community Development Grants (contd)

Central Coast Community Strategic Plan and build capacity across the entire Central Coast community.

At its meeting on 27 April 2021, Council endorsed a modified Community Grants Program for 2021-22. The Community Grants program was modified in consideration of Council's current financial situation and the need to reduce spending whilst also meeting a critical community need.

The Community Grants Program was reduced to three programs which includes:

- Community Development Grant Program
- Community Events and Place Activation Grant Program
- Community Support Grant Program

Below are the current grant program areas being considered in this report to Council;

### *Community Development Program*

Aims to support local community organisations to implement specific projects and activities that provide community outcomes and enhance the quality of life of residents, as well as strengthening their ability to deliver projects and services that respond to the needs of the community.

The Community Development Grant Program provides a budget of \$300,000 annually as detailed in table 1 below.

**Table 1: Community Development Grant Program**

<b>Program</b>	<b>Budget</b>	<b>Opening Period</b>	<b>2021/22 allocation to date</b>	<b>Recommended allocation within this report (inclusive of GST where applicable)</b>	<b>Allocation plus Recommendation (inclusive of GST where applicable)</b>
Community Development Grant Program	\$300,000	July 1 2021 – July 31 2021	\$0.00	\$266,439.69	\$266,439.69
<b>TOTAL</b>	<b>\$300,000</b>		<b>\$0.00</b>	<b>\$266,439.69</b>	<b>\$266,439.69</b>

### **Submissions**

The 2021-2022 Grants Program opened for applications on 1 July 2021 and closed on 31 July 2021.

**Assessment**

For the 2021-2022 Community Grants Program, 65 applications were received in the Community Development Grant Program.

All Community Grant applications were assessed by Council's Grants Team and Senior Management with 26 applications recommended for funding in this Council report.

26 Community Development applications are recommended for funding totalling \$266,439.69 (Attachment 1).

**Consultation**

Information on Council's Community Grants program is provided on Council's website and promoted through Council's social media platforms.

Regular emails with relevant information were provided to the community grants database.

Council staff conducted two grant writing workshops with 51 attendees and four grant information sessions with 94 attendees

Additionally, Council staff also undertook two drop-in support sessions with 10 attendees to assist applicants with their submissions where required.

**Financial Considerations**

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

Council's 2021/2022 Council Operational Expenditure budget allocates \$300,000 to the Community Development Grants Program.

Expenditure is approved until the end of the 2021-2022 financial year. Unspent funds will lapse on 30 June 2022.

No additional budget is required nor sought through this report. All actions within have been funded through existing and approved operational plan budgets.

## Link to Community Strategic Plan

Theme 1: Belonging

### Goal A: Our community spirit is our strength

B-A1: Work within our communities to connect people, build capacity and create local solutions and initiatives.

### Risk Management

All successful grant applications will receive a letter of offer outlining Council's requirements of funding, service delivery and accountability for both Council and the funded organisation.

Applications recommended for funding are conditional on all relevant event/activity approvals (including COVID-19 related) being provided prior to the release of funds, and successful applicants are required to return any unspent funds for projects not able to be delivered as planned through COVID-19 related impacts.

All successful applicants are required to submit a final project acquittal report no later than twelve (12) weeks after the agreed completion date of the activity/project with copies of any photos, promotional materials and evidence of payment/purchase for each funded item.

### Options

- 1 Approval of all recommended applications as submitted will provide a community benefit to residents of the Central Coast Local Government Area. **This is the recommended option.**
- 2 Non approval of some or all applications, as recommended, may result in projects not being undertaken if the respective proponents are unable to secure alternate funding.

### Critical Dates or Timeframes

Many of these grant applications are dependent upon support via Council's grants program. Should decisions be delayed or not supported, projects may not be undertaken.

### Attachments

- |   |                                                                                  |                               |           |
|---|----------------------------------------------------------------------------------|-------------------------------|-----------|
| 1 | Community Development Grants Program 2021-2022 - Recommended and Not Recommended | Provided Under Separate Cover | D14931106 |
|---|----------------------------------------------------------------------------------|-------------------------------|-----------|



**Item No:** 2.16  
**Title:** Community Support Grants Program - August and September 2021  
**Department:** Community and Recreation Services

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23 November 2021 Ordinary Council Meeting

Reference: F2017/02117 - D14787326  
Author: Belinda McRobie, Section Manager Community Development  
Manager: Glenn Cannard, Unit Manager, Community and Culture  
Executive: Julie Vaughan, Director Community and Recreation Services

### **Recommendation**

- 1** *That Council allocate \$27,759.86 (inclusive of GST where applicable) from the 2021/22 grants budget to the Community Support Grant program, as outlined in the following report and Attachment 1.*
- 2** *That Council decline applications for the reasons indicated in Attachment 1, and the applicants be advised and where relevant, directed to alternate funding sources.*

### **Report purpose**

To seek endorsement of the recommendations for the Community Support Grant Program.

### **Executive Summary**

This report considers the applications and recommendations for the Community Support Grant Program.

The Community Support Grant Program remains open throughout the year to provide assistance for community activities that require In-kind support through the provision of subsidised access to Council services and financial assistance for community activities that require a smaller amount of support.

This program enables applicants to apply for funding support in a quicker response time.

### **Background**

Council's grant programs are provided to support the community to deliver quality programs, projects or events that build connections, celebrate our local community, that align with the One-Central Coast Community Strategic Plan and build capacity across the entire Central Coast community.

## 2.16 Community Support Grants Program - August and September 2021 (contd)

The Community Support Grant Program is provided to support the community to deliver activities which require a small amount of funding and/or in-kind support. The Community Support Grant Program remains open throughout the year to provide assistance for community activities that require:

- 1 In-kind support through the provision of subsidised access to Council services.
- 2 Financial assistance for community activities that require a smaller amount of support. The Community Support Grant Program provides a combined budget of \$300,000 annually as detailed in table one below.

**Table 1: Community Support Grant Program**

<b>Program</b>	<b>Budget</b>	<b>Opening Period</b>	<b>2021/2022 allocation to date</b>	<b>Recommendation allocation within this report (inclusive of GST where applicable)</b>	<b>Allocation to date + Recommendation within report (inclusive of GST where applicable)</b>
Community Support Grant Program	\$300,000	Ongoing	\$58,371.94	\$27,759.86	\$86,131.80
<b>TOTAL</b>			<b>\$58,371.94</b>	<b>\$27,759.86</b>	<b>\$86,131.80</b>

### Current Status

The Community Support Grant Program remains open for applications throughout the year and the closing date for each assessment period is the last day of each month.

The Community Support Grant Program provides up to \$5,000 per project per financial year in combined funding and in-kind Council services to applicants who are a legally constituted not-for profit organisations, or auspiced by one.

### Assessment

14 applications were received and assessed by 30 September 2021 with 8 recommended for funding in this Council report.

The Community Support Grant applications were assessed by Council's Unit Manager Community and Culture and the Community Grants Team, against the Community Support Grant Program guidelines.

## 2.16 Community Support Grants Program - August and September 2021 (contd)

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### Consultation

Information on Council's Community Grants program is provided on Council's website and promoted through Council's social media platforms.

Regular emails with relevant information were provided to the community grants database.

Council staff conducted two grant writing workshops with 51 attendees and four grant information sessions with 94 attendees

Additionally, Council staff also undertook two drop-in support sessions with 10 attendees to assist applicants with their submissions where required.

### Financial Considerations

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

Council's 2021/2022 Council Operational Expenditure budget allocates \$300,000 to the Community Support Grant Program.

Expenditure is approved until the end of the 2021-2022 financial year. Unspent funds will lapse on 30 June 2022.

No additional budget is required nor sought through this report. All actions within have been funded through existing and approved operational plan budgets.

### Link to Community Strategic Plan

Theme 1: Belonging

#### Goal A: Our community spirit is our strength

B-A1: Work within our communities to connect people, build capacity and create local solutions and initiatives.

### **Risk Management**

All successful applications will receive a letter of offer outlining Council's requirements of funding, service delivery and accountability for both Council and the funded organisation.

Applications recommended for funding are conditional on all relevant event/activity approvals (including COVID-19 related) being provided prior to the release of funds, and successful applicants are required to return any unspent funds for projects not able to be delivered as planned through COVID-19 related impacts.

All successful applicants are required to submit a final project acquittal report no later than twelve weeks after the agreed completion date of the activity/project with copies of any photos, promotional materials and evidence of payment/purchase for each funded item.

### **Options**

- 1    Approval of all recommended applications as submitted will provide a community benefit to residents of the Central Coast Local Government Area.  
**This is the recommended option**
- 2    Non approval of some or all applications, as recommended, may result in projects not being undertaken if the respective proponents are unable to secure alternate funding. Not recommended.

### **Critical Dates or Timeframes**

Many of these grant applications are dependent upon support via Council's grant program. Should decisions be delayed or not supported projects may not be undertaken.

### **Attachments**

- |   |                                                                                               |                               |           |
|---|-----------------------------------------------------------------------------------------------|-------------------------------|-----------|
| 1 | Community Support Grant Program - August and September 2021 - Recommended and Not Recommended | Provided Under Separate Cover | D14931286 |
|---|-----------------------------------------------------------------------------------------------|-------------------------------|-----------|



**Item No:** 2.17  
**Title:** Minutes of the Social Inclusion Advisory Committee meeting held 16 September 2021  
**Department:** Community and Recreation Services

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23 November 2021 Ordinary Council Meeting

Reference: F2019/00090 - D14879449  
Manager: Glenn Cannard, Unit Manager, Community and Culture  
Executive: Julie Vaughan, Director Community and Recreation Services

### **Recommendation**

- 1 That Council note the Meeting Record of the Social Inclusion Advisory Committee meeting held 16 September 2021.**
- 2 That Council note the Social Inclusion Advisory Committee endorses the move by SOWAG to seek in-principle support from Council to initiate and lead the creation and implementation of a Central Coast Council Gender Equity Strategy.**

### **Report purpose**

To note the minutes of the Social Inclusion Advisory Committee meeting held 16 September 2021 and consider the recommendations made by the Advisory Group and staff comments on these recommendations.

### **Executive Summary**

The [Social Inclusion Advisory Committee met on 16 September 2021](#). The minutes from that meeting are on Council's website and are hyperlinked above for the information of Council. It is noted the minutes will be confirmed by the group at their next meeting.

At the meeting the group met with members from the Status of Women Advisory Group (SOWAG), and discussed SOWAG's recommendation to seek in-principle support from Council to initiate and lead the creation and implementation of a Central Coast Council Gender Equity Strategy, which went to the [Ordinary Council Meeting held 27 July 2021](#). It is noted that [Council resolved to reject the recommendation](#).

Members of the Social Inclusion Advisory Committee support SOWAG's intent to pursue a Gender Equity Strategy and share their frustrations that the request for in-principle support wasn't accepted.

### **Background**

The [Social Inclusion Advisory Committee held a meeting on 16 September 2021](#). The minutes of that meeting were approved by the Coordinator and Chair and placed on Council's

## **2.17 Minutes of the Social Inclusion Advisory Committee meeting held 16 September 2021 (contd)**

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website as 'unconfirmed minutes' as hyperlinked above. It is noted the minutes will be confirmed by the group at their next meeting.

At the meeting the group discussed the outcomes of the [Council report to 27 July 2021](#) regarding the Meeting Record of the Status of Women Advisory Group held 1 June 2021.

The following recommendation was consequently made to Council:

*That Council note the Social Inclusion Advisory Committee endorses the move by SOWAG to seek in-principle support from Council to initiate and lead the creation and implementation of a Central Coast Council Gender Equity Strategy.*

The following statement is provided in response to the recommendation.

Council staff acknowledged the concerns raised by the Social Inclusion Advisory Committee and previously by the SOWAG committee. Whilst staff again noted that it can't support the development of a Gender Equity strategy currently due to other work priorities and reduced resourcing, staff reiterated that this did not mean that Council does not believe Gender Equity was an important issue for our community. Staff did also note that Gender equity was already highlighted within a number of existing Council strategies and policies.

This decision does not mean the development of a specific Gender Equity strategy could not be reconsidered in the future when adequate resourcing is available and other currently planned strategies and plans have been completed.

### **Financial Considerations**

At its meeting held 19 October 2020, Council resolved the following:

*1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

There are no financial implications associated with any recommendation within this report.

### **Link to Community Strategic Plan**

Theme 4: Responsible

### **Goal G: Good governance and great partnerships**

**2.17 Minutes of the Social Inclusion Advisory Committee meeting held 16  
September 2021 (contd)**

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R-G3: Engage with the community in meaningful dialogue and demonstrate how community participation is being used to inform decisions.

**Attachments**

*Nil.*



**Item No:** 2.18  
**Title:** Minutes of Advisory Group and Committee meetings held in September and October 2021  
**Department:** Corporate Affairs

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23 November 2021 Ordinary Council Meeting

Reference: F2018/00220 - D14873186  
Author: Kelly Drover, Meeting Support Officer  
Manager: Edward Hock, Unit Manager, Governance and Legal Counsel  
Executive: Natalia Cowley, Director Corporate Affairs and Chief Financial Officer

## **Recommendation**

***That Council note the minutes of Advisory Group and Committee meetings held in September and October 2021.***

## **Report purpose**

To note the unconfirmed minutes of the Advisory Group and Committee meetings held in September and October 2021, which include no recommendations for Council and are reported for information only.

## **Executive Summary**

Eight Advisory Group and Committee meetings were held in September and October 2021, as listed below. The associated minutes were approved by the respective Coordinators and Chairs and were circulated to members via email. It is noted that minutes from previous meetings are confirmed by Advisory Groups and Committees at their next meeting, so are uploaded to Council's website as 'unconfirmed minutes' until that time.

Minutes from Advisory Group meetings that contain no recommendations to Council are reported to Council as a combined report for information only.

Links to the unconfirmed minutes on Council's website are included below for the information of Council.

- [Status of Women Advisory Group meeting held 7 September 2021](#)
- [Audit, Risk and Improvement Committee meeting held 14 September 2021](#)
- [Coastal Open Space System \(COSS\) Committee meeting held 21 September 2021](#)
- [Catchments to Coast Advisory Committee meeting held 22 September 2021](#)
- [Water Management Advisory Committee meeting held 22 September 2021](#)
- [Heritage and Culture Advisory Committee meeting held 29 September 2021](#)
- [Protection of the Environment Trust Management Committee meeting held 5 October 2021](#)

## 2.18 Minutes of Advisory Group and Committee meetings held in September and October 2021 (contd)

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- [Extraordinary Water Management Advisory Committee meeting held 25 October 2021](#)

If there are any changes made to these minutes that result in a recommendation to Council following confirmation at the next meeting, the minutes will come back to Council.

There was one additional Advisory Group and Committee meeting held in September and October 2021, which resulted in recommendations to Council. The minutes of this meeting were reported to Council separately as follows:

- [Social Inclusion Advisory Committee meeting held 16 September 2021](#)

### Financial Considerations

At its meeting held 19 October 2020, Council resolved the following:

- 1108/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

The following statement is provided in response to this resolution of Council.

There are no financial implications of this report.

### Link to Community Strategic Plan

Theme 4: Responsible

### Goal G: Good governance and great partnerships

R-G3: Engage with the community in meaningful dialogue and demonstrate how community participation is being used to inform decisions.

### Attachments

Nil