



Central Coast Council
Business Paper
Ordinary Council Meeting
28 March 2023





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.



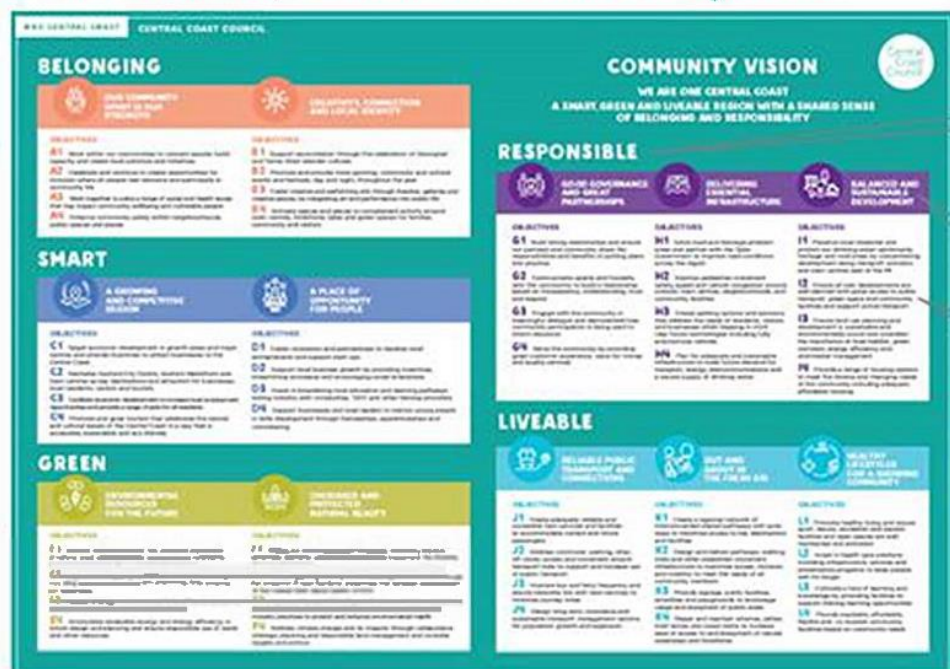
Good governance and great partnerships

G2 Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making

There are 5 themes, 12 focus areas and 48 objectives

COMMUNITY STRATEGIC PLAN 2018-2028 FRAMEWORK

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.



Theme

Focus Area

Objective

Meeting Notice

**The Ordinary Council Meeting
of Central Coast Council
will be held in the Council Chamber,
2 Hely Street, Wyong
on Tuesday 28 March 2023 at 6.30pm,
for the transaction of the business listed below:**

**The Public Forum will commence at 5.45pm, subject to any
registered speaker/s to items listed on this agenda.**

Further information and details on registration process:

www.centralcoast.nsw.gov.au/council/meetings-and-minutes/council-meetings

1 Procedural Items

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David Farmer
Chief Executive Officer

Item No: 1.1
Title: Disclosures of Interest
Department: Corporate Services

28 March 2023 Ordinary Council Meeting

Reference: F2023/00021 - D15555816



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*
 - (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 conflict of interests might be managed.



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

28 March 2023 Ordinary Council Meeting

Reference: F2023/00021 - D15555811

Recommendation

That Council confirm the minutes of the Ordinary Meeting of Council held on 28 February 2023.

Summary

Confirmation of minutes of the Ordinary Meeting of Council held on 28 February 2023.

Attachments

| | | | |
|----------|--|-------------------------------|-----------|
| 1 | MINUTES - Council Meeting - 28 February 2023 | Provided Under Separate Cover | D15566170 |
|----------|--|-------------------------------|-----------|



Item No: 1.3
Title: Notice of Intention to Deal with Matters in Confidential Session
Department: Corporate Services

28 March 2023 Ordinary Council Meeting

Trim Reference: F2023/00021 - D15555798



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 formalize 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 categorized 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 categorized 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,*

- 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: Monthly Finance Report February 2023
Department: Corporate Services



28 March 2023 Ordinary Council Meeting

Reference: F2020/03205 - D15585314
Author: Leslie Chan, Regulatory Reporting Senior Accountant
Michelle Best, Financial Controller
Manger: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

- 1 That Council receive the report *Monthly Financial Reports – February 2023***
- 2 That Council adopt amendments to the 2022-23 Capital Works Program detailed in Attachment 3.**

Report purpose

To present to Council the monthly financial reports for February 2023.

Executive Summary

This report presents the February 2023 monthly financial reports for Central Coast Council.

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 internal 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 February, 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.

Financial Strategy Ratios

This Report is prepared in conjunction with Council's Financial Strategy, adopted by Council on 23 August 2022 and reports the following financial performance ratios:

- **Operating Performance Ratio** - measures Council's achievement of containing operating expenditure within operating revenue and is set between 1% and 8%.
- **Unrestricted Current Ratio** - identifies whether there are sufficient funds available to meet short term obligations and is set at the industry benchmark of 1.5.
- **Unrestricted Cash Position** - funds available to cover operational needs and unexpected or emergency costs within each fund. Council will aim to maintain unrestricted cash in each fund and set a target band of between 3% and 10% for each fund. This will monitor the targeted use of unrestricted funds on community services and infrastructure.
- **Loan Principal Payments** - the operating result (excluding capital grants and contributions) for each fund for the year plus if necessary, pre-existing unrestricted cash reserves in each fund needs to at least cover the net loan principal repayments of that fund for that same year.
- **Capital Program Funding** - Council's intent is to provide at least sufficient funds from operations for the capital budget to replace assets as they fall due. The depreciation target is currently used as a proxy for the long-term annual funding requirement to replace Council's assets at their gross replacement value. Council will aim to achieve the industry benchmark of 100% in each fund.

2.1

Monthly Finance Report February 2023 (contd)

A summary of the financial strategy ratios is below. For further information on each ratio including the formula, refer to the February 2023 monthly financial report attachment.

| Financial Performance Ratio | Fund | Benchmark Ratio | Actual Ratio as at February 2023 | Commentary (if applicable) |
|-----------------------------|--------------------|-----------------|----------------------------------|---|
| Operating Performance Ratio | Consolidated | 1% - 8% | 11.9% | |
| Unrestricted Current Ratio | Consolidated | 1.5x | 1.0x | This is due to the \$100M emergency loan being transferred from non-current liability to current liability as it is due to be repaid in December 2023. This is a recognised timing issue that if not applied would keep Council's unrestricted current ratio above the 1.5 benchmark. |
| Unrestricted Cash Position | Consolidated | 3 – 10% | 34.9% | |
| | General & Drainage | | 21.8% | |
| | Water | | (1.1%) | Council is currently holding excess funds in all but the Water Fund to expend on community services and infrastructure. |
| | Sewer | | 134.5% | |
| | Domestic Waste | | 21.8% | |
| Loan Principal Repayments | Consolidated | N/A | 4.8x | |
| | General & Drainage | | 7.7x | |
| | Water | | 2.1x | |
| | Sewer | | 7.1x | |
| Capital Program Funding | Consolidated | 100% | 112% | |
| | General & Drainage | | 124% | |
| | Water | | 55% | Due to recent revaluation and indexation of the water fund asset base, the depreciation budget has exceeded the Capex budget, which was initially set by IPART. |
| | Sewer | | 138% | |

Operating Statement

The attached financial reports record actual revenue and expenditure, tracking against the Q2 adjusted budget and for the year-to-date reporting period to 28 February 2023.

For the month of February, Council is reporting an operating result surplus of \$15.4M, before capital income, which was unfavourable to budget by \$1.1M and a net operating surplus including capital income of \$18.2M which was favourable to budget by \$1.2M.

February year-to-date, Council is reporting an operating result surplus of \$52.6M, before capital income, which was favourable to budget by \$24.5M and a net operating surplus including capital income of \$82.4M which was favourable to budget by \$16.3M.

| <div>Consolidated</div> <div>Operating Statement</div> <div>February 2023</div> <div>Central Coast Council</div> | | | | | | | | | | | |
|--|---------------|----------------|----------------|----------------|----------------|----------------|-----------------------|------------------|-----------------|-----------------|-------------------|
| | CURRENT MONTH | | | YEAR TO DATE | | | | FULL YEAR | | | |
| | Actuals | Adopted Budget | Variance | Actuals | Adopted Budget | Variance | Last Year YTD Actuals | Last Year Actual | Original Budget | Adopted Changes | Year End Forecast |
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| Operating Income | | | | | | | | | | | |
| Rates and Annual Charges | 35,304 | 35,252 | 51 | 259,575 | 258,438 | 1,137 | 242,557 | 365,740 | 390,335 | 150 | 390,485 |
| User Charges and Fees | 15,362 | 16,955 | (1,593) | 105,874 | 103,863 | 2,011 | 89,027 | 140,237 | 145,542 | 11,478 | 157,020 |
| Other Revenue | 1,810 | 2,096 | (285) | 13,585 | 7,492 | 6,093 | 7,245 | 12,856 | 9,666 | 2,003 | 11,669 |
| Interest | 2,010 | 2,809 | (800) | 13,540 | 9,163 | 4,377 | 3,726 | 5,470 | 4,890 | 6,013 | 13,903 |
| Grants and Contributions | 4,836 | 5,138 | (301) | 18,122 | 18,716 | (594) | 18,974 | 47,717 | 34,046 | 14,463 | 48,509 |
| Gain on Disposal | - | 804 | (804) | 1,015 | 1,819 | (804) | 21,439 | 26,056 | 5,294 | (3,476) | 1,819 |
| Other Income | 702 | 1,324 | (622) | 6,308 | 6,072 | 236 | 4,872 | 7,909 | 7,917 | 597 | 8,514 |
| Internal Revenue | 5,312 | 6,263 | (951) | 39,166 | 39,957 | (792) | 44,064 | 68,851 | 58,441 | 931 | 59,372 |
| Total Income attributable to Operations | 65,336 | 70,641 | (5,305) | 457,185 | 445,521 | 11,664 | 431,905 | 674,838 | 656,131 | 32,160 | 691,291 |
| Operating Expenses | | | | | | | | | | | |
| Employee Costs | 13,811 | 14,548 | 737 | 110,373 | 115,455 | 5,082 | 104,584 | 162,831 | 180,750 | 648 | 175,206 |
| Borrowing Costs | 956 | 958 | 2 | 7,026 | 6,997 | (29) | 7,867 | 12,940 | 11,421 | 1,475 | 12,896 |
| Materials and Services | 16,399 | 18,806 | 2,407 | 130,355 | 138,327 | 7,971 | 97,046 | 174,256 | 205,479 | 21,777 | 210,878 |
| Depreciation and Amortisation | 12,023 | 12,023 | - | 96,535 | 96,535 | - | 97,015 | 169,041 | 158,781 | (526) | 188,045 |
| Other Expenses | 2,493 | 3,792 | 1,299 | 28,686 | 27,737 | (949) | 22,369 | 50,717 | 38,252 | 2,709 | 40,962 |
| Loss on Disposal | - | - | - | - | - | - | - | 4,469 | - | - | 200 |
| Internal Expenses | 4,269 | 4,008 | (261) | 31,610 | 32,350 | 739 | 38,334 | 60,136 | 51,691 | (184) | 51,507 |
| Overheads | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | - | 0 |
| Total Expenses attributable to Operations | 49,952 | 54,134 | 4,182 | 404,586 | 417,400 | 12,814 | 367,215 | 634,390 | 646,373 | 26,100 | 679,693 |
| Operating Result after Overheads and before Capital Amounts | 15,384 | 16,507 | (1,123) | 52,599 | 28,121 | 24,478 | 64,690 | 40,447 | 9,758 | 6,060 | 11,598 |
| Capital Grants | 2,208 | 1,063 | 1,145 | 20,304 | 26,499 | (6,194) | 17,211 | 35,785 | 55,740 | (3,913) | 51,827 |
| Capital Contributions | 612 | (598) | 1,210 | 9,521 | 11,552 | (2,031) | 13,491 | 29,841 | 20,143 | 3,049 | 23,192 |
| Grants and Contributions Capital Received | 2,819 | 465 | 2,355 | 29,826 | 38,051 | (8,225) | 30,702 | 65,626 | 75,883 | (864) | 75,019 |
| Net Operating Result | 18,203 | 16,972 | 1,232 | 82,425 | 66,172 | 16,253 | 95,391 | 106,073 | 85,640 | 5,196 | 86,617 |

As part of the audit of the 2021/22 Financial Statements, and in accordance with Accounting Standards, Council is required to update the value of its assets to reflect current replacement cost. Increased replacement cost results in increased depreciation and a direct impact on the operating result. The estimated increase in depreciation for 2022/23 will result in an adverse budget variation of in the order of \$30M. The necessary adjustments to the budget will be made as part of the March 2023 Quarterly Budget Review.

Council's projected operating result will also be adversely impacted by the write-off of the land value associated with the transfer of Council land to Pacific Link Housing Limited for the development of 23-25 Ashton Avenue, The Entrance, in accordance with Council resolution 33/23 dated 28 February 2023. The land is currently on Council's asset register with a value of \$2.1M.

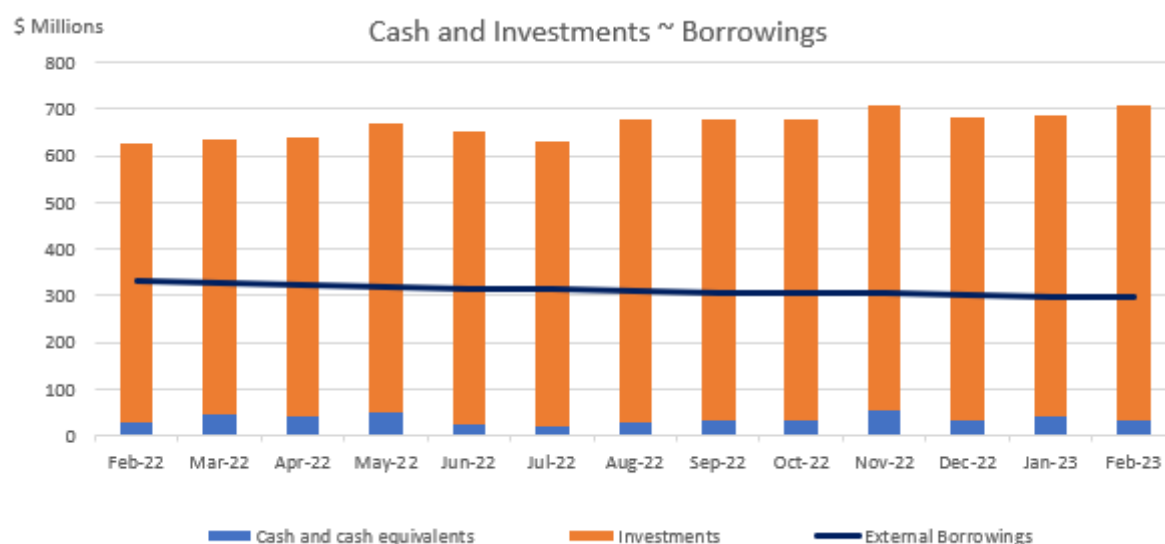
2.1 Monthly Finance Report February 2023 (contd)

Based on Council's current performance against budget, and notwithstanding the adverse impacts on Council's budgeted financial position outlined above, it is strongly anticipated that for the financial year ending 30 June 2023 Council will maintain an operating surplus position, as indicated by the year end forecasted result.

Cash and Investments / External Borrowings / Cash Flows

During February 2023, total cash and investments increased by \$20.8M from \$685.5M to \$706.3M. External borrowings as at 28 February 2023 were \$297.6M.

During February, principal loan repayments of \$1.7M fell due and were repaid bringing total year-to-date principal loan repayments to \$15.8M which is in line with the lending institutions loan repayments schedules.



| CONSOLIDATED CASH FLOW MOVEMENTS | Actual YTD @ 28 Feb 2023 | Rolling Forecast @ 28 Feb 2023 | Variance | Revised Forecast @ 30 June 2023 | Original Forecast @ 30 June 2023 |
|---|--------------------------|--------------------------------|---------------|---------------------------------|----------------------------------|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| Opening cash & investments @ 1 July 2022 | 652,137 | 652,137 | - | 652,137 | 652,137 |
| Income receipts (incl Capital grants & contributions) | 474,818 | 466,721 | 8,097 | 745,853 | 726,530 |
| Operational payments | (313,960) | (326,141) | 12,181 | (507,044) | (483,681) |
| Net operating cash inflow / (outflow) | 160,859 | 140,580 | 20,278 | 238,809 | 242,849 |
| Capital projects payments | (94,648) | (99,889) | 5,241 | (183,121) | (176,509) |
| Asset sales | 3,710 | 3,549 | 161 | 3,710 | 24,940 |
| Financing receipts | (0) | 0 | (0) | (0) | 80,000 |
| Financing repayments | (15,762) | (14,388) | (1,374) | (19,404) | (157,485) |
| Total cash inflow / (outflow) | 54,158 | 29,852 | 24,306 | 39,993 | 13,795 |
| Closing cash & investments | 706,295 | 681,989 | 24,306 | 692,130 | 665,932 |

2.1

Monthly Finance Report February 2023 (contd)

| ACTUAL v FORECAST MONTHLY CASH FLOW GENERAL FUND (incl DRAINAGE FUND) | Actual YTD @ 28 Feb 2023 | Rolling Forecast @ 28 Feb 2023 | Variance | Revised Forecast @ 30 June 2023 | Original Forecast @ 30 June 2023 |
|--|-----------------------------|--------------------------------------|---------------|---------------------------------------|--|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| Opening cash & investments @ 1 July 2022 | 407,088 | 407,088 | 0 | 407,088 | 407,088 |
| Income receipts (incl Capital grants & contributions) | 293,379 | 280,651 | 12,728 | 459,341 | 447,897 |
| Operational payments | (203,367) | (210,681) | 7,314 | (319,650) | (303,844) |
| Net operating cash inflow / (outflow) | 90,012 | 69,970 | 20,042 | 139,691 | 144,053 |
| Capital projects payments | (60,442) | (63,456) | 3,014 | (107,994) | (113,579) |
| Asset sales | 3,710 | 3,549 | 161 | 3,710 | 24,940 |
| Financing receipts | 766 | 661 | 104 | 766 | 50,000 |
| Financing repayments | (7,415) | (7,137) | (278) | (7,362) | (113,314) |
| Total cash inflow / (outflow) | 26,631 | 3,588 | 23,043 | 28,810 | (7,900) |
| Closing cash & investments | 433,719 | 410,676 | 23,043 | 435,898 | 399,188 |

Restricted Funds

| Total Funds by Fund | | | | | | |
|-------------------------------|----------------|---------------|---------------------------|---------------|----------------|---------------------|
| Fund | General Fund | Drainage Fund | Consolidated General Fund | Water Fund | Sewer Fund | Domestic Waste Fund |
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| External Restricted Funds | 195,462 | 38,172 | 233,634 | 12,846 | 21,081 | 99,701 |
| Internal Restricted Funds | 117,881 | 20 | 117,900 | 908 | 877 | 47 |
| Total Restricted Funds | 313,343 | 38,191 | 351,534 | 13,755 | 21,958 | 99,748 |
| Unrestricted Funds | 120,339 | - 38,154 | 82,185 | - 958 | 121,326 | 16,748 |
| Total Funds by Fund | 433,682 | 38 | 433,719 | 12,796 | 143,284 | 116,496 |

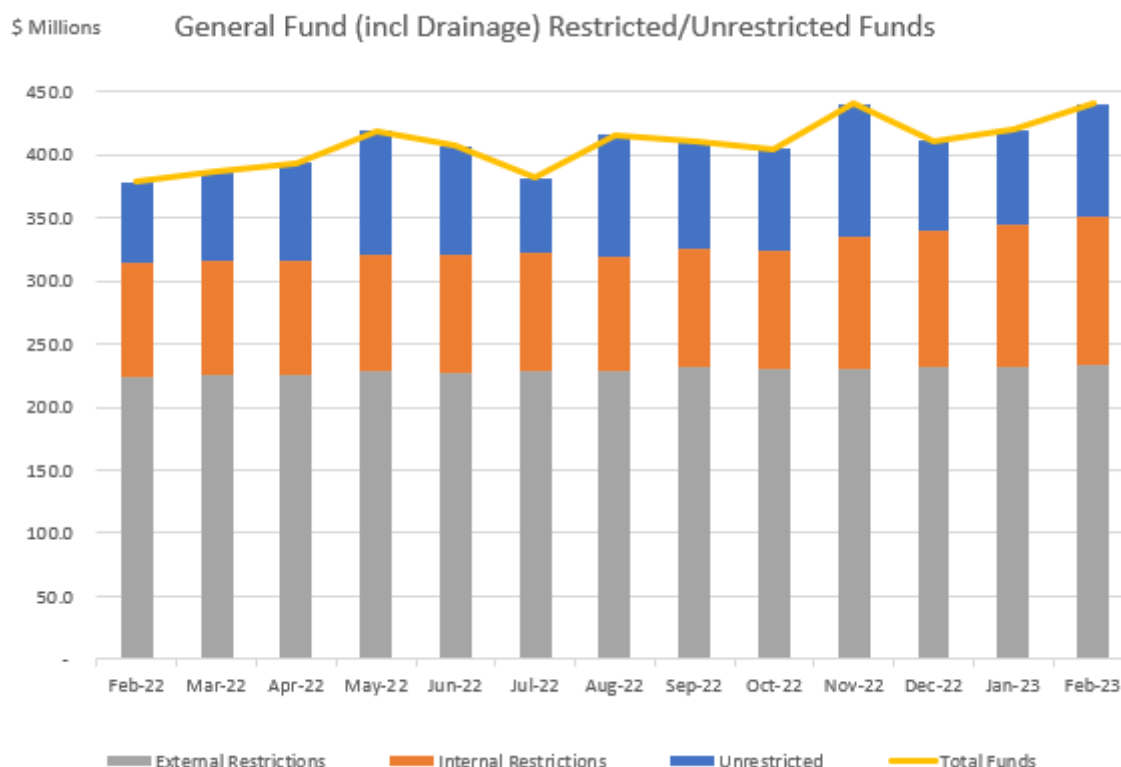
Note: The above table consolidates General Fund and Drainage Fund. From 1 July 2026, Drainage Fund fees and charges will no longer be regulated by IPART and will become part of Council's General Fund.

The General Fund unrestricted balance (inclusive of Council's Drainage Fund) is currently \$82.2M. The graph below highlights Council General Fund unrestricted cash position including the Drainage Fund.

In accordance with the 'Establishment of new Internal Restrictions and Update of Restricted Funds Policy' adopted at the November Council meeting, two new Internal Restrictions were created and during February 2023, \$4.0M was transferred to the Emergency Loan Repayment restricted funds account to cover the \$50M repayment scheduled for December 2023.

2.1 Monthly Finance Report February 2023 (contd)

The unrestricted funds balances across Council's five Funds will fluctuate during the year as revenues are received and expenditures occur at different periods throughout the financial year.



Capital Works

Council is reporting year-to-date capital works expenditure to 28 February of \$89.0M compared to budget of \$93.5M. Council currently has 109 active capex projects.

| Summary of Capital Expenditure | | | | | |
|---|---------------|---------------|-------------------|------------------|---------------------------|
| Department | YTD Actuals | YTD Budgets | YTD Variance (\$) | YTD Variance (%) | Full Year Approved Budget |
| | 000's | 000's | 000's | % | 000's |
| 01. Office of the Chief Executive Officer | - | - | - | - | - |
| 02. Community and Recreation Services | 6,921 | 7,972 | (1,051) | -13.2% | 21,994 |
| 03. Infrastructure Services | 41,749 | 43,108 | (1,359) | -3.2% | 74,703 |
| 04. Water and Sewer | 30,624 | 31,879 | (1,255) | -3.9% | 62,931 |
| 05. Environment and Planning | 3,275 | 4,550 | (1,274) | -28.0% | 11,505 |
| 06. Corporate Services | 6,424 | 6,004 | 420 | 7.0% | 10,854 |
| Total | 88,993 | 93,512 | (4,519) | -4.8% | 181,986 |

Minor adjustments to the Capital Works program totalling a reduction of \$0.3m are proposed and are detailed in Attachment 3.




Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

R-G2: Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making.

Attachments

| | | | |
|---|--|-------------------------------|-----------|
| 1 | Financial Performance - Monthly Finance Report February 2023 | Provided Under Separate Cover | D15592793 |
|  | | | |
| 2 | Consolidated and By Fund February 2023 | Provided Under Separate Cover | D15590536 |
|  | | | |
| 3 | Proposed capital program adjustments | Provided Under Separate Cover | D15587127 |
|  | | | |

Item No: 2.2
Title: Investment Report for February 2023
Department: Corporate Services

28 March 2023 Ordinary Council Meeting

Reference: F2004/06604 - D15543218
Author: Devini Susindran, Team Leader
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services



Recommendation

- 1 That Council note the Investment Report for February 2023.**
- 2 That Council note that internally restricted funds are unrestricted funds that have been internally allocated to a certain purpose.**
- 3 That Council allocate the required unrestricted funds available in the General Fund to meet its February 2023 unrestricted funds deficit of \$38.1M in Drainage Fund and \$0.9M in Water Funds as set out in this report.**

Report purpose

To present the 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 as at 28 February 2023.

Background

Council's investments are made in accordance with the Local Government Act 1993, Local Government (General) Regulation 2005, the Investment Policy adopted at the Ordinary Council Meeting on 28 June 2022, 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 \$706.30M as at 28 February 2023.

Table 1 - Council's Cash and Investment Portfolio by Source of Funds

| Source of Funds | Value (\$'000) |
|--|----------------|
| Investment Portfolio | 675,524 |
| Transactional accounts Per Bank Statement and cash in hand | 30,771 |
| Total | 706,295 |

During February, Council's total cash and investments increased by \$20.8M from \$685.5M to \$706.30M. The increase during February is due to Quarterly rates instalments received towards the end of the month. Maturities during the month have been re-invested taking into consideration operational cashflow requirements.

Table 2 - Council's Portfolio is held in separate funds by purpose and summarised as follows:

| Fund | General Fund | Drainage Fund | Consolidated General Fund | Water Fund | Sewer Fund | Domestic Waste Fund |
|---------------------------|--------------|---------------|---------------------------|------------|------------|---------------------|
| | (\$'000) | (\$'000) | (\$'000) | (\$'000) | (\$'000) | (\$'000) |
| External Restricted Funds | 195,461 | 38,172 | 233,633 | 12,846 | 21,081 | 99,701 |
| Internal Restricted Funds | 117,881 | 20 | 117,901 | 908 | 877 | 47 |

2.2 Investment Report for February 2023 (contd)

| | | | | | | |
|-------------------------------|----------------|---------------|----------------|---------------|----------------|----------------|
| Total Restricted Funds | 313,342 | 38,192 | 351,534 | 13,754 | 21,958 | 99,748 |
| Unrestricted Funds | 120,339 | (38,154) | 82,185 | (958) | 121,326 | 16,748 |
| Total funds by Fund | 433,681 | 38 | 433,719 | 12,796 | 143,284 | 116,496 |

Note: The above table consolidates General Fund and Drainage Fund. From 1 July 2026, Drainage Fund fees and charges will no longer be regulated by IPART and will become part of Council's General Fund.

Detailed restrictions have been provided in Attachment 2. Council is continuing to manage the reported negative unrestricted funds balance in the Drainage Fund through its consolidation with the General Fund.

The negative unrestricted funds balance in the Drainage Fund and Water Funds is currently \$38.1M and \$0.9M respectively. In 2026 the Drainage Fund will become part of Council's General Fund as IPART will no longer regulate Stormwater Drainage prices. In the interim, the unrestricted funds deficit of \$39.1M is proposed to be funded through the General Fund's available unrestricted cash balance as at 28 February 2023 of \$120.3M.

Portfolio Management

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

The total value of the Council's investment portfolio as at 28 February 2023 is outlined in Table 3 below. Total net return on the portfolio for Council in February 2023, comprising entirely of interest earned, was \$1.99M.

Table 3 – Portfolio Movement (Investments only)

| Description | 2021-22 Financial Year \$'000 | Jul-Sep Qtr 2022/23 \$'000 | Oct-Dec Qtr 2022/23 \$'000 | Jan-23 2022/23 \$'000 | Feb-23 2022/23 \$'000 | FYTD 2022/23 \$'000 |
|---|--|----------------------------------|----------------------------------|-----------------------------|-----------------------------|---------------------------|
| Opening Balance | 447,221 | 628,005 | 643,487 | 649,768 | 646,225 | 628,005 |
| movement in cash at call, additions and disposals | 191,662 | 15,039 | 5,793 | -4,982 | 29,050 | 44,900 |
| Movement in Market Value | -10,878 | 443 | 488 | 1,439 | 249 | 2,619 |
| Closing Balance | 628,005 | 643,487 | 649,768 | 646,225 | 675,524 | 675,524 |
| Interest earnings | 5,660 | 3,574 | 5,230 | 1,994 | 1,878 | 12,676 |

The market value of Council's investment portfolio as at 28 February 2023 is \$675.5M. 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 4 below.

Table 4 - Investment Maturities

| Time Horizon | Percentage Holdings | Maturity on or before | Value \$'000 |
|---|---------------------|-----------------------|----------------|
| At Call | 5.33% | Immediate | 36,026 |
| Investments | | | |
| 0 - 3 months | 9.62% | May-2023 | 65,000 |
| 4 - 6 months | 8.35% | Aug-2023 | 56,410 |
| 7 - 12 months | 11.65% | Feb-2024 | 78,680 |
| 1 - 2 years | 20.72% | Feb-2025 | 139,961 |
| 2 - 3 years | 23.57% | Feb-2026 | 159,205 |
| 3 - 4 years | 18.67% | Feb-2027 | 126,093 |
| 4 - 5 years | 2.09% | Feb-2028 | 14,149 |
| Total Investments | 94.67% | | 639,498 |
| Total Portfolio | 100.00% | | 675,524 |
| Interest Accrued to Feb 2023 (Excluding Interest on call accounts) | | | 3,841 |
| Market Value of Investment per Portfolio Valuation Report (Attachment 5) | | | 679,365 |

The investment portfolio is concentrated in AA (24.31%), A (44.58%), and BBB (31.11%).

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 were within policy guidelines as at 28 February 2023.

The current spread of investments and counterparty exposure for February 2023 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 at Attachment 1 and are highlighted in green.

Council currently holds 3.12% or \$21.0M in ESG investments as at 28 February 2023.

Portfolio Return

Interest rates on investments in the month, ranged from 0.88% to 4.95%. The monthly Bank Bill Swap Rate (BBSW) benchmark was 3.46%. Changes in economic conditions have led to the Reserve Bank of Australia (RBA) increasing its cash rate (which was at a historic low of 0.10% until 4 May 2022), to 3.60% on 8 March 2023. BBSW has also followed this trend and has been increasing steadily. Comparative interest rates are shown in the table below.

Table 5 – Interest Rate Increases

| Month | RBA Cash Rate | 1 Month Bank Accepted Bills |
|----------------|---------------|-----------------------------|
| March 2022 | 0.10% | 0.03% |
| April 2022 | 0.10% | 0.08% |
| May 2022 | 0.35% | 0.39% |
| June 2022 | 0.85% | 0.92% |
| July 2022 | 1.35% | 1.48% |
| August 2022 | 1.85% | 1.89% |
| September 2022 | 2.35% | 2.41% |
| October 2022 | 2.60% | 2.72% |
| November 2022 | 2.85% | 2.87% |
| December 2022 | 3.10% | 3.01% |
| January 2023 | 3.10% | 3.08% |
| February 2023 | 3.35% | 3.28% |
| March 2023 | 3.60% | Available at end of March |

Source: RBA Statistics [Interest Rates and Yields – Money Market – Monthly – F1.1](#)

Investments are made within Council policy and at the best rates available at the time of placement. Interest rate rises have meant that earnings from some prior month investments have fallen below the current monthly BBSW rate.

The weighted running yield for January 2023 is 3.63%. Performance Statistics for Council are shown in Table 1 in Attachment 3.

Trading Limits are detailed in Attachment 4. Market values reflected in the Portfolio valuation report in Attachment 5 have been used to record the unrecognised gains/(losses) in tradeable fixed rate bonds and floating rate notes. Interest accrued has been recorded separately and is not reflected in portfolio valuations.

Consultation

Not Applicable

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 investment portfolio includes rolling maturity dates to ensure that Council has sufficient liquidity to meet its ongoing obligations and the paydown of \$50M against the emergency loans in December 2023.

Certification:

I hereby certify the investments summarised in the report have been made in accordance with section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulations 2021 and Council's investment policy.

Emma Galea, Responsible Accounting Officer

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.






Risk Management

Council's bank and investment accounts are reconciled daily to ensure sufficient funds are maintained for the provision of services.

Options

Not applicable

Attachments

| | | | |
|---|--|-------------------------------|-----------|
|  | 1 Summary of Investments as at 28 February 2023 | Provided Under Separate Cover | D15581953 |
|  | 2 Summary of Restrictions as at 28 February 2023 | Provided Under Separate Cover | D15581956 |
|  | 3 Investment Report Graphs and Table for February 2023 | Provided Under Separate Cover | D15582148 |
|  | 4 Treasury Direct Trading Limits Report as at 28 February 2023 | Provided Under Separate Cover | D15581957 |
|  | 5 Treasury Direct Portfolio Valuation Report as at 28 February 2023 | Provided Under Separate Cover | D15582160 |

Item No: 2.3
Title: Exhibition of the Draft Operational Plan 2023-24
Department: Environment and Planning and Corporate Services



28 March 2023 Ordinary Council Meeting

Reference: F2022/02276 - D15559593
Author: Sharon McLaren, Section Manager Corporate Planning and Reporting
Vivienne Louie, Senior Financial Project Coordinator
Michelle Best, Financial Controller
Priya Pratap, Section Manager Rates and Revenue
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services
Alice Howe, Director Environment and Planning

Due notice is given of this matter in accordance with Council's Code of Meeting Practice. The report and any relevant attachments will be provided prior to the Ordinary Meeting of 28 March 2023.



Item No: 2.4
Title: Central Coast Council Water and Sewer Delivery Plan 2022-2026
Department: Water and Sewer

28 March 2023 Ordinary Council Meeting

Reference: F2004/06782 - D15488893
Author: Margaret Collins, Business Improvement Leader, Water and Sewer
Manager: Jenny Back, Business Performance Specialist, Water and Sewer
Executive: Jamie Loader, Director Water and Sewer

Recommendation

That Council notes the Water and Sewer Delivery Plan Progress Report for July – December 2022.

Report purpose

To provide Council with the first in a series of bi-annual Progress Reports in relation to the Water and Sewer Delivery Plan 2022-2026, also referenced as the Implementation Plan by the Independent Pricing and Regulatory Tribunal (IPART).

Executive Summary

The development and adoption of the Water and Sewer Delivery Plan 2022-2026, including subsequent progress updates, were recommendations contained within the Central Coast Council Water Supply Authority Pricing Determination which was released in May 2022.

At the Extraordinary Council Meeting held on 31 October 2022, it was resolved:

"That Council adopts the Water and Sewer Delivery Plan 2022-2026."

Since then, several actions have been initiated and this report provides Council and our community with overall progress made, from July to December 2022.

Background

In May 2022, the Independent Pricing and Regulatory Tribunal (IPART) released its Final Report on the prices that the Central Coast Council can charge customers for water and related services from 1 July 2022 to 30 June 2026.

As part of the Final Report, IPART recommended that CCC Water, by the 31 October 2022, publish an implementation plan (now known as the Central Coast Water and Sewer Delivery Plan 2022-2026) for improving its performance, accountability, and transparency.

The Water and Sewer Delivery Plan 2022-2026 sets out Central Coast Council Water and Sewer's commitment to the community of what will be delivered over the next 4 years focusing on:

- 1 Accountability
- 2 Community Engagement
- 3 Asset Management

The Water and Sewer Delivery Plan 2022-2026 was endorsed on 31 October 2022 and was published on the Central Coast Council website on the same day.

The Water and Sewer Delivery Plan progress report for July – December 2022 highlights the key achievements in the first six months of the IPART determination under each of the three focus areas:

Accountability

- Our very first Performance Report was published on 30 September 2022. Followed by the Delivery Plan which was published on 30 October 2022.

Community Engagement

- Community forums are underway that will inform future performance reporting / development of a Customer Charter / sense checking values for input into the Water and Sewer Masterplan.
- Ongoing engagement will continue throughout the Determination period.

Asset Management

- Updated our project management approach to ensure accountability and performance.
- Planning has commenced for a condition audit at Somersby Water Treatment Plant as well as condition assessments on major tunnels and outfalls.
- Pressure pipeline condition assessment contract has been awarded.

This *Water and Sewer Delivery Plan Progress Report July – December 2022* is provided to Council as the first in a series of bi-annual progress updates.

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 Water and Sewer Delivery Plan Progress Report July – December 2022 outlines Council's commitment and accountability to deliver improved water and sewer services for the Central Coast community, in line with the IPART pricing determination 2022-2026.

Link to Community Strategic Plan

Theme 4: Responsible


Goal G: Good governance and great partnerships

R-G3: Provide leadership that is transparent and accountable, makes decisions in the best interest of the community, ensures Council is financially sustainable and adheres to a strong audit process.

Risk Management

There have been no risks identified in the preparation of the Water and Sewer Delivery Plan Progress Report July – December 2022.

Attachments

| | | | |
|---|--|----------------|-----------|
| 1 | Central Coast Council Water and Sewer Delivery | Provided Under | D15545450 |
|  | Plan Progress Report July to December 2022 | Separate Cover | |

Item No: 2.5
Title: Draft Councillor Expenses and Facilities Policy
Department: Corporate Services



28 March 2023 Ordinary Council Meeting

Reference: F2010/00542 - D15540380
Author: Teresa Chadwick, Section Manager, Governance
Manager: Edward Hock, Unit Manager Governance, Risk and Legal
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

- 1 *The draft Councillor Expenses and Facilities Policy 2023 (attachment 1) be adopted.***
- 2 *The Councillor Expenses and Facilities Policy 2020 (attachment 2) be revoked.***

Report purpose

To present the exhibited revised Draft Councillor Expenses and Facilities Policy (the **Policy**) to Council for adoption following the 28-day public exhibition period.

Executive Summary

This report details information in relation to feedback received during the public exhibition period of the draft Policy which was presented to Council on 24 January 2023 prior to it being placed on public exhibition.

Background

Council's current Policy was adopted on 23 November 2020. The Policy broadly aligns to the [Model Policy](#) which allows for amendment to suit local needs and circumstances; however, it is silent regarding reimbursement of expenses for the Administrator including accommodation expenses.

Current Status

The draft Policy is now presented to Council for final adoption and revoking of the current policy.

Report

On 24 January 2023, Council resolved to place the Draft Councillor Expenses and Facilities Policy on public exhibition for 28 days and invite submissions. During the exhibition period, 3 submissions were received. These consisted of 2 formal submissions and one response providing general feedback.

Council appreciates all feedback and submissions received as they assist Council in drafting a policy which aligns with community expectations.

The table below provides a summary of the matters raised in the submissions and how they have been addressed:

| Clause | | | Submission comment | Response |
|---|--|--|--|---|
| 5. The policy sets out the maximum amounts Council will pay for specific expenses and facilities. Expenses and facilities are summarised in the table below. All monetary amounts are exclusive of GST. | | | Suggest changing amounts to GST inclusive so no misunderstanding occurs. | As any GST on expenditure is claimable by Council, all amounts budgeted and spent are always quoted as GST exclusive, as that is the actual cost to Council |
| Table to Policy Summary | | | More clarity is needed on what falls under ICT expenses. Moreover – council should provide the asset to the councillor which needs to be returned post term. This is more cost effective. | This is covered under clause 48 of this policy. Councillors are issued with devices which they must return at the end of their tenure. |
| Expense or Facility | Maximum amount | Frequency | | |
| ICT expenses | \$1,500 per Councillor \$3,500 per Councillor (equipment) | Per year/per Councillor Upon election | | |
| Table to Policy Summary | | | Is there a policy which the mayor needs to adhere too? Where can I find that? | Council retains a vehicle for the exclusive use of the Mayor/Administrator. Councillors have access to pool vehicles for official uses. |
| Expense or Facility | Maximum amount | Frequency | | |
| Council vehicle and fuel card | Provided to the Mayor | Not relevant | | |
| 5. Additional costs incurred by a Councillor in excess of these limits are considered a personal expense that is the | | | Why is this being removed? This should be kept and made explicit. | This clause is redundant, and the policy outlines all expenses that will be |

| | | |
|---|---|--|
| responsibility of the Councillor. | | reimbursed with maximum amounts. |
| 6. Councillors must provide claims for reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved. | This line item should also remain – The council needs to manage their financials and three months is adequate time to submit a claim. | Decision to leave in policy. |
| 7. Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors. | This 100% should not be removed – Revised section three talks about transparency – you are removing transparency. This is not OK. | This information is provided for in clauses 104 and 105 of the revised policy. |
| 8. This policy will commence on the declaration of the first election of Councillors to the Central Coast Council. | Policy should apply to those who are appointed as a councillor, administrator, or mayor. | This policy does apply to Councillors, Mayors and Administrators, as per clause 2 of the policy. |
| 10. The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided. | Once again – transparency – why are we removing this line? | This is covered in clause 9C |
| 11. Council staff are empowered to question or refuse a request for payment from a Councillor when it does not accord with this policy. | People subject to this policy should be open and transparent and council staff need to be empowered to push back appropriately. | This is covered in Council's code of conduct. |
| 28. In accordance with the clauses under the Private and Political benefit heading, Clause 4, Council will scrutinise the value and need for Councillors to undertake overseas travel. Councils should avoid interstate, overseas and long distance intrastate trips unless direct and tangible benefits can be established for the Council and the local community. This includes travel to sister and friendship cities. | This should be kept in as it is appropriate minimising unnecessary expenses. | This is covered in clause 24. |
| 52A. Council will provide Councillors with access to the Employee Assistance Program as | Council should keep the EAP access for Councillors based on | Decision to leave in policy. |

| | | |
|--|---|--|
| provided to Council employees. | the nature of their roles. It is disappointing council are considering removing this and not caring about the psychosocial safety of the Councillors. | |
| 43. Council will set aside a total of \$30,000 annually in its budget to facilitate Councillor attendance at conferences and seminars. This allocation is for all Councillors. The Chief Executive Officer will that access to expenses relating to conferences and seminars is distributed equitably. | The council should report every six months on seminars and conferences were attended. Recommend that it be made explicit that attendance to the seminar / conference should relate to their duties. | Reporting will be undertaken in accordance with section 104 and 105 of the policy. Approval for attendance at seminars and conferences is outlined under clause 45. |
| 44 (b) Reimbursement for accommodation and meals not included in the conference fees will be considered in accordance with this policy. | Remove the word considered. | Word removed. |
| 48. Council will provide, or reimburse Councillors for expenses associated with, appropriate ICT devices and services up to a limit of \$1,500 per annum for each Councillor. This may include mobile phones and tablets, mobile phone and tablet services and data, and home internet costs. Allowances will only be made for tablets, tablet services and data to tablets where a Councillor consents to receiving communications and business papers from Council by electronic means only. | These should be provided by council upon request and the device should remain the property of the council and returned at end of term. Council should not be provided reimbursement for home internet costs. Most homes if not all have an internet connection for personal enjoyment and the amount of private use would significantly outweigh the usage required for their duties. | Reworded clause for clarity: Council will provide, or reimburse Councillors for expenses associated with, appropriate ICT devices and services up to a limit of \$1,500 per annum for each Councillor. This may include mobile phones, tablets associated calls and data services, and home internet costs. Allowances will only be made for tablets, tablet services and data to tablets where a Councillor chooses to receive communications and business papers from |

| | | |
|--|---|---|
| | | Council by electronic means only. |
| 54. Council may provide appropriate ICT equipment for use during their term as Councillor up to a limit of \$3,500 per Councillor upon the commencement of their term of office. The determination as to what equipment will be provided will be made by the Chief Executive Officer based upon Council's general ICT program and identified business needs. | <p>The item needs to be surrendered back to CCC at the end of the term?</p> <p>The Councillor should not keep the device.</p> | Councillors are all required to return their devices at the end of their term as the devices are the property of Council. |
| 55. Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to reimbursement of carer's expenses up to a maximum of \$8,000 per annum for attendance at official business, plus reasonable travel from the principal place of residence. | Where is the definition of Immediate family – who does this cover? | Added definition of immediate family. Immediate family according to the Fair Work Ombudsman includes a spouse or former spouse, de facto partner or former de facto partner, child, parent, grandparent, grandchild or sibling of an employee, or a child, parent, grandparent, grandchild or sibling of an employee's spouse or de facto partner. It includes step-relations (eg. Step-parents and step-children) as well as adoptive relations. |
| 56. Child care expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative. | This needs greater clarity on the intent and purpose. | This has been clarified: Childcare expenses may be claimed for dependent children up to and including the age of 16 years, where the carer is not a relative. to allow the Councillor to attend official duties where a relative is unavailable to provide that care. |

| | | |
|---|---|--|
| | | Appropriate evidence will be required to claim this payment. |
| 82. Council staff are expected to assist Councillors with civic duties only, and not assist with matters of personal or political interest, including campaigning. | This should be kept in as council staff should remain apolitical. | This is covered by in Council's Code of Conduct and Councillor Interaction Policy and also noted in point 2 of the policy summary and clauses 11 and 15. |
| 83. Council will provide to the Mayor an maintained motor vehicle and , as determined by the Chief Executive Officer, an appropriate motor vehicle with a fuel card. The vehicle will be supplied for use in attending official business and professional development and attendance at the Mayor's office. The vehicle can also be used for reasonable private benefit. | What is being changed here? It is unclear. | Wording change only, meaning is the same, amended for clarity: Council will provide to the Mayor an appropriate motor vehicle with a fuel card, as determined by the Chief Executive Officer. The vehicle will be supplied for use in attending official business and professional development and attendance at the Mayor's office. The vehicle can also be used for reasonable private benefit. |
| 98. All requests for reimbursement will be reviewed by two staff members and payment will be authorised by a staff member with the appropriate financial delegation. | This practice should be kept for sound financial management. | This is a procedural issue not a policy matter. |
| 115. This policy will be published on Council's website. | The policy should remain published for rate payer | All policies of Council are required to be published on the |

| | | |
|--|---|--|
| | consumption. | website therefore this clause is not required. |
| 122. Staff must maintain all records relevant to administering this policy in a recognised Council record keeping system. | I think this should be kept as a clear expectation. | Decision to leave in policy. |
| Definitions Incidental personal use Means use that is infrequent and brief and use that does not breach this policy or the Code of Conduct. | Please include definition of immediate family. | Addressed this above. - |

The responses have all been addressed in the table above and a revised version of the draft policy is attached for review.

Consultation

Administrator
Chief Executive Officer
Director Corporate Services
Unit Manager Governance, Risk and Legal
Community through public exhibition process

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 additional financial implications as a result of this Policy update beyond the current budget estimates.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

R-G3: Provide leadership that is transparent and accountable, makes decisions in the best interest of the community, ensures Council is financially sustainable and adheres to a strong audit process.

Risk Management

Once adopted, the revised policy will be reported to the OLG, and whilst variations due to local conditions are allowed, significant variations to the model policy may expose Council to review by the OLG. There are no significant variations to the model proposed with the exception of including the reimbursement of expenses to an Administrator which is consistent with the model policy and legislation.



Options

Option 1: Adopt draft policy (**Attachment 1**). (Recommended option).

Option 2: Adopt draft policy with amendments.

Option 3: Do not adopt draft policy.

Attachments

| | | | |
|---|---|-------------------------------|-----------|
| 1 | DRAFT Councillor Expenses and Facilities Policy | Provided Under Separate Cover | D15501344 |
|  | | | |
| 2 | Councillor Expenses and Facilities Policy | Provided Under Separate Cover | D14371826 |
|  | | | |

Item No: 2.6
Title: Central Coast Council Draft Liquid Trade Waste Policy
Department: Water and Sewer



28 March 2023 Ordinary Council Meeting

Reference: F2023/00221 - D15561033
Author: Emily Haines, Executive Assistant to Director, Water and Sewer
Manager: Danielle Hargreaves, Unit Manager Headworks and Treatment
Executive: Jamie Loader, Director Water and Sewer

Recommendation

- 1 *That Council exhibits the Draft Liquid Trade Waste Policy (the Policy) for public comment.***
- 2 *That Council considers a further report on the outcome of the exhibition and for adoption of the policy.***

Report purpose

To seek Council's adoption of the attached Central Coast Council Draft Liquid Trade Waste (LTw) Policy 2023 (the Policy). The Policy will facilitate harmonised trade waste management practices and charges that are implemented across Central Coast LGA according to IPART Pricing Determination 2022 – 2026. These policies are consistent with Council's previous Liquid Trade Waste Policy (2019) and the NSW Department of Planning, Industry and Environment Liquid Trade Waste Management Guidelines (2021) (the Guidelines).

Council is responsible for delivering and regulating water supply, sewage, and liquid trade waste services for the community. Council must provide its liquid trade waste services in accordance with the Guidelines 2021 and The NSW Framework for the Regulation of Sewerage and Liquid Trade Waste. The Guidelines and associated framework prescribe sound pricing, including appropriate trade waste regulation policy and approvals.

Executive Summary

The proposed Draft Policy was prepared along the NSW Department of Planning and Environment (Council's regulator) procedures for developing and adopting a liquid trade waste policy based on new NSW Liquid Trade Waste Management Guidelines (2021) and IPART's maximum prices for water, wastewater and other services supplied by Central Coast Council's pricing determination. Council needs to obtain the consent to its Policy from the Department of Planning and Environment.

The proposed Policy will facilitate objective regulatory framework for Council to manage its liquid trade waste customers, including public health and environmental protection, asset management, water conservation, and Council's regulatory and licence compliance obligations as well as its workers health and safety.

The new Draft Policy, prepared along the Liquid Trade Waste Policy template by the Department, does not change the objectives of the current Policy. However, it includes four key changes: (a) requirements of Effluent Improvement Plans (EIP) to improve discharge quality, (b) a rationalised list of chargeable substances in the liquid trade waste, (c) streamlining how Council manages and administers approvals for multi-premise sites, and (d) improving how Council monitors liquid trade waste discharge through proactive sampling programs and scheduled inspections.

Subject to Council endorsement, the Draft Policy will undergo a public exhibition in April 2023. Following this the final version of the policy will go back to the Department for consent. The policy will then come back to Council post public exhibition for Council endorsement in June 2023 for public release of the Policy.

Background

Sewerage systems are designed to collect, transfer, and treat wastewater that is mostly of domestic origin. Liquid trade waste is all liquid waste other than sewage of a domestic nature. Liquid trade waste can contain high strength wastes such as grease, fats, solids, and other pollutants at concentrations not normally contained in typical domestic sewage. Sewerage systems may have the capability of accepting liquid trade waste discharge that is planned, controlled and within acceptance limits. It has been a common practice that fees and charges are applied to liquid trade waste dischargers based on a user pays cost recovery system, guided by a Liquid Trade Waste Policy which follows guidance provided by the NSW Department of Planning and Environment and determination by IPART.

A Liquid Trade Waste Policy is required to regulate commercial, public, and industrial businesses to ensure compliance with Council's discharge quality acceptance limits and conditions of approval.

Council will apply the Policy and associated regulations will take appropriate enforcement action against any customers that are breaching conditions of approval or operating without a current approval.

The current Policy was adopted by Council in 2019. In 2021, the Department updated the Liquid Trade Management Guidelines for NSW Councils. Further, IPART reviewed the prices for water, wastewater and other services supplied by Central Coast Council in 2022. This review rationalised the chargeable substances in liquid trade waste.

The proposed changes to the Policy aim to:

- Improve how Council monitor liquid trade waste,
- Work with customers to improve the quality of liquid trade waste they discharge,
- Provide an environmentally responsible liquid trade waste service to business customers,
- Communicate and interact with our customers to achieve better compliance and efficiency outcomes, and
- Protect assets, workers, systems, public health and environment through enforcement and appropriate use of penalties.

The Draft Policy incorporates four key changes,

- Requirements of Effluent Improvement Plans to improve discharge quality,
- A rationalised list of chargeable substances in the liquid trade waste,
- Streamlining how Council manages and administers approvals for multi-premise sites, and
- Improving how Council monitors liquid trade waste discharge through sampling programs and inspections.

Current Status

The Draft Liquid Trade Waste Policy for Central Coast Council, that aligns with contemporary standards, practices, and regulations, has been completed in consultation with the NSW Department of Planning and Environment and Council's Office of General Counsel. The Department has provided written confirmation in their letter dated 6 February 2023 that "the Draft Policy has been reviewed and is considered satisfactory, subject to minor amendments".

The changes requested by the Department have been incorporated into the Draft Policy. In accordance with section 3.4.2 of the Liquid Trade Waste Regulation Guidelines 2021, Council needs to provide its final Policy to the Department of Planning and Environment for consent after publicly exhibiting the Policy for not less than 28 days.

Report

The Draft Policy Report was prepared in consultation with the NSW Department of Planning and Environment, in alignment with NSW Liquid Trade Waste Management Guidelines (2021) and Council's IPART determination.

Consultation

Public consultation is required for a period of 28 days. Council will review all submissions from the public exhibition process and provide a report to Council if there are any significant objections and/or reasonable requests for consideration.

Consultation has occurred with the Department of Planning and Environment and initial comments received. The final Policy post exhibition, will then be forwarded to the Department for consent in accordance with section 3.4.2 of the Guidelines.

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:

This Policy articulates liquid trade waste regulations in the Central Coast local government area to facilitate public health safety, environmental protection, safety of Council's assets.

The charging mechanism described in the Policy for discharging liquid trade waste in Council's sewerage system provides an authorised process for Council to recover the costs from the discharging customers, and for the customers to dispose their trade waste at an affordable cost. All factors and associated charges were included in the 2023–2026 IPART determination and Council's fees and charges from 1 July 2023.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

R-G1: Build strong relationships and ensure our partners and community share the responsibilities and benefits of putting plans into practice.

Risk Management

There is no discernible risk to Council or the customers as the proposed Policy does not make significant changes to the current Policy.

Options

The options to be considered by Council are:

Option 1: To authorise the Draft Policy for public exhibition. **This is the preferred option.**

Option 2: Not to consider the Draft Policy for public exhibition or potential adoption and continue with the existing Council Policy.

The Draft Policy is consistent with NSW Liquid Trade Waste Management Guidelines. Significant objections are not expected, however any proposed modifications that arise from exhibition and public comment will be considered in a further report. Therefore, Option 1 is the preferred option.

Council's existing Policy (2019) is outdated and requires a comprehensive review. The revised Policy is expected to be aligned with NSW Liquid Trade Waste Management Guidelines (2021) and Council's IPART determination, and to be given concurrence by NSW Department of Planning and Environment. Option 2 is not recommended.

Critical Dates or Timeframes

- *28 March 2023*: Council endorsement for public exhibition
- *End of April 2023*: End of 28-day public exhibition
- *Mid-May 2023*: Any modifications to the Draft Policy completed
- *End of May 2023*: Department of Planning and Environment consent secured
- *June 2023*: Public release of Policy

Attachments

| | | | |
|----------|--|-------------------------------|-----------|
| 1 | CCC Liquid Trade Waste Policy Draft February 2023 for Water and Sewer Management Review draft version 06 | Provided Under Separate Cover | D15559011 |
| 2 | Comments by Department of Planning and Environment on Draft CCC Liquid Trade Waste Policy 2023 | Provided Under Separate Cover | D15539568 |



Item No: 2.7
Title: Gosford Regional Library
Department: Infrastructure Services

28 March 2023 Ordinary Council Meeting

Reference: CPA/3691 - D15590868
Author: Mark Butterfield, Project Manager
Manager: Michael Ross, Unit Manager Procurement and Project Management
Executive: Andrew Pearce, Director Infrastructure Services (Acting)
Beth Burgess, Director Community and Recreation Services (Acting)

Recommendation

- 1 That Council, in accordance with clause 178(1)(b) of the Local Government (General) Regulation 2021, decline to accept the tender submissions received for CPA/3691 - Design Development and Construction of Gosford Regional Library.**
- 2 That Council, pursuant to clause 178(3)(e) of the Local Government (General) Regulation 2021, authorise the CEO to negotiate with any or all of the shortlisted proponents, with any proposed contract to return to Council for consideration of acceptance.**
- 3 That Council authorise the CEO to invite fresh tenders pursuant to clause 178(3)(b) of the Local Government (General) Regulation 2021, if a contract is unable to be agreed, pursuant to recommendation 2.**
- 4 That Council, in accordance with clause 178(4)(a) of the Local Government (General) Regulation 2021, note that the reasons for declining to invite fresh tenders or applications are:**
 - a Given the tender was subject to a two-stage tender process, it is considered reasonable that the shortlisting process has identified contractors with the capacity and capability to undertake the subject works.**
 - b Inviting fresh tenders at this stage, for the same scope of works is not expected to result in any significant benefits considering time delays and additional costs associated with a new tender process.**
- 5 That Council, in accordance with clause 178(4)(b) of the Local Government (General) Regulation 2021, notes that the reasons for entering into negotiations pursuant to recommendation 2 are:**
 - a If negotiations are entered into with the shortlisted proponents, pursuant to recommendation 2, the shortlisting process has demonstrated they have sufficient experience and standing within the marketplace to achieve both the Contract's technical requirements and provide a value for money outcome for Council.**

- 6 *That Council resolve, for the purposes of s.11(3) of the Local Government Act 1993, that Attachment 1 is to be treated and remain as confidential because this document contains information that would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposing to conduct) business and because consideration of the matter in open Council would on balance be contrary to the public interest as it would affect Councils ability to obtain value for money services for the Central Coast community.***

Report purpose

The purpose of this report is for Council to consider declining all tenders in relation to the contract CPA/3691 - Design Development and Construction of Gosford Regional Library and approve the proposed direction to negotiate with suitable proponents to obtain best value provision for Council.

Executive Summary

In August 2021, Council approved the use of a two-stage procurement process, combining the demolition and construction for Gosford Regional Library. The two-stage procurement process comprised an Expression of Interest (EOI) followed by a selective Request for Tender (RFT). The two-stage tender process has been conducted in accordance with section 168 of the Local Government (General) Regulation 2021.

The RFT for CPA/3691 - Design Development and Construction of Gosford Regional Library was released on 1 February 2023 and closed on 17 March 2023. Council has evaluated submissions and identified departures and clarifications that present risk to Council and value management opportunities that must be investigated by Council to ensure best value for money is obtained for this contract.

Accordingly, it is recommended that Council decline all tenders associated with contract CPA/3691 and enter negotiations with any or all of the shortlisted proponents (previously identified through the EOI phase), with a view to entering a contract.

Background

At the 10 August 2021 Ordinary Council Meeting, the following resolution was made:

215/21 Resolved

- 1 *That Council provide approval for the combination of the tender for the demolition of the building on 123A Donnison St Gosford with the tender for the construction of the Gosford Regional Library.*
- 2 *That Council note the intent to undertake a two-stage procurement process, an Expression of Interest followed by a Selective Request for Tender for the tender of the combined contract for Gosford Regional Library.*
- 3 *That a further report be provided to Council at the conclusion of the tender process seeking approval to award contract to the recommended proponent.*

Council subsequently combined the demolition and construction and commenced a two-stage procurement process EOI/Selective Tender in accordance with accordance with section 168 of the Local Government (General) Regulation 2021.

The first stage, an open EOI, was released to the market 5 April 2022 and closed 10 May 2022. The selective RFT was released 1 February 2023 and closed 17 March 2023.

Current Status

The tender closed at 12pm on 17 March 2023. One tender was received. No late tenders were submitted. The contract's evaluation team has completed an initial evaluation of the submission in accordance with the tender's evaluation criteria and has indicated that a successful outcome is most likely to be achieved through direct negotiation with one or all of the shortlisted proponents in lieu of a retender.

It is proposed that these negotiations are completed in accordance with clause 178(3)(e) of the Local Government (General) Regulation 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.

Council currently has funding sources available that fund this project. The Project is funded by a combination of Developer Contributions, Special levy collected from former Gosford Council, Federal Government Community Grant and other internally restricted funds. The funding sources will be accessed in accordance with grant funding schedules and other sources as required.

As at end of February 2023, there has been a total of \$2,462,993 expended on the project.

Relevant Legislation

The tender has been conducted in accordance with the Local Government Act 1993, the Local Government (General) Regulation 2021 and Council's Procurement Policy. Information provided by tenderers which is commercial-in-confidence has been protected and will not be disclosed in accordance with section 10A(2)(d) of the Local Government Act 1993. A consistent standard for all tenders has been used in assessing any request for confidentiality by a tenderer.

The process of tender acceptance is carried out in accordance with Local Government (General) Regulation 2021 – Section 178.

Link to Community Strategic Plan

Theme 5: Liveable

Choose Focus Area

L-L3: Cultivate a love of learning and knowledge by providing facilities to support lifelong learning.

Risk Management

The Regional Library project has been in planning for many years and has a high level of community interest and expectation. The project has incurred delays to the original timeline and as a result revised timelines were developed and a variation to funding milestones has been approved by the Federal Grant Funding Department.

This contract has been assessed as a high-risk contract principally based on the estimated value and technical requirements for the contract. Current and predicted future project risks are monitored and mitigated through the project's risk management plan and risk register.

Risks related to the proposed negotiation will be mitigated through the establishment of a formal negotiation process and approved negotiation plan.

Options

Council has the following options:

- 1 That Council resolve to decline the tender and enter negotiations with any or all of the shortlisted proponents – **This option is recommended**
- 2 That Council declines all tenders and invites fresh tenders in accordance with Section 167, 168, or 169 of the Local Government Regulation 2021. Given the tender has already been subject to a lengthy two-stage procurement process and it is considered the associated shortlisting process has identified contractors with the capacity and capability to undertake the subject works. A further market approach at this stage is unlikely to achieve any significant benefit and will result in further project delays, additional costs associated with a new tender process, and subsequent exposure to market price escalation - **This option is not recommended**

Attachments

- | | | | |
|---|--|-------------------------------|-----------|
| 1 | Confidential CPA3691 Tender Evaluation and Recommendation Report - | Provided Under Separate Cover | D15595211 |
|---|--|-------------------------------|-----------|

Item No: 2.8
Title: Central Coast Destination Management Plan 2022-2025 - Progress Actions of 2022
Department: Community and Recreation Services



28 March 2023 Ordinary Council Meeting

Reference: F2021/01913 - D15563901
Author: Jessica Sullivan, Senior Marketing and Tourism Officer Marketing and Tourism
Manager: Sue Ledingham, Unit Manager Communications Marketing and Customer Engagement
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

- 1 That Council receive the report and Attachment 1 on the progress of actions of the Central Coast Destination Management Plan 2022-2025.**
- 2 That Council receive a further report on the progress of the Destination Management Plan in twelve months.**

Report purpose

This report summarises progress of Central Coast Council's actions in 2022 in relation to the Central Coast Destination Management Plan 2022-2025 (DMP).

Council's role as an enabler for tourism lies in the implementation of strategies and plans which are designed towards achieving visitor economy targets through management, development and promotion of the Central Coast's unique assets.

Executive Summary

This report provides detail on actions associated to the delivery of the DMP which have occurred during 2022, as well as providing an overview of the status of the Central Coast visitor economy.

Tourism and hospitality are important pillars of the Central Coast economy, and this report provides an update on key actions in the DMP and an evaluation of Council's current approach to Destination Management through a detailed review against deliverables in the DMP.

Background

The DMP guides tourism development and destination management for four years with key actions for stakeholder groups including the Central Coast community and tourism operators; Central Coast Council business units; and industry bodies, to help ensure long-term viability and sustainability of this vital sector of the Central Coast economy.

The DMP outlines the vision and goals for the destination and provides a clearly evidenced business case for investments, strategies and actions.

Federal or State Government funding applications need to be supported by goals and actions within the DMP, including funding for marketing activities, tourism product and experiences development.

The DMP is supported by the regional Destination Network's Destination Management Plan's that facilitate priority actions and funding for the Destination Sydney Surrounds North (DSSN) region which encompasses 10 local government areas being: Central Coast, Cessnock, Dungog, Lake Macquarie, Maitland, Muswellbrook, Newcastle, Port Stephens, Singleton and Upper Hunter.

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 the public and private sector investment and activation opportunities. Key actions in the Tourism Opportunity Plan are also incorporated to enable access to funding.

In April 2020, Council unanimously adopted the Tourism Review Report, which outlines the ongoing management plan for tourism by Central Coast Council, supported by a dedicated internal Tourism Team and their management of outsourced specialist services and tourism marketing activities with an \$800,000 annual budget.

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 Council to carry out, however it plays a significant role in driving the outcomes sought. The implementation of the DMP actions is shared, and activities are undertaken in alignment with the region's local tourism industry and stakeholders, including DNSW, DSSN, and Central Coast industry bodies.

The Central Coast's tourism sector has been significantly impacted since 2020 by COVID-19, in addition to bushfires and floods. Council's Tourism Team has closely followed the advice of the State and Federal Governments regarding the management of COVID-19 and significant weather events and will continue to do so.

Current Status

Despite the challenges for tourism since 2020, the Central Coast visitor economy is demonstrating resilience when compared to other regional results and the actions outlined in the DMP will be a key-enabler for the region's continued recovery and growth. Council's Tourism Team alongside the Central Coast tourism industry has worked steadfastly to rebound from the declines of late 2020 and 2021.

Tourism Research Australia (TRA) has released the following Central Coast specific data for year ending June 2022:

- Overnight Visitor numbers declined 16% compared to 2021 (Regional NSW declined 22%, NSW declined 17%, Nationally declined 2%)
- Overnight Visitor nights increased 1% compared to 2021 (Regional NSW declined 20%, NSW declined 18%, Nationally declined 2%)
- Overnight Visitor Regional Expenditure increased 14% compared to 2021 (Regional NSW declined 17%, NSW declined 9%, Nationally increased 13%)
- Day Visitor numbers declined 27% compared to 2021 (Regional NSW declined 56%, NSW declined 24%, Nationally declined 7%)
- Day Visitor Regional Expenditure declined 18% compared to 2021 (Regional NSW declined 15%, NSW declined 12%, Nationally declined 8%)
- Day Visitor Average Regional Expenditure per visitor increased 12% compared to 2021

Despite the broadscale impact on the tourism industry across Australia, the TRA data demonstrates some positive results for the Central Coast region especially associated to spend as the Average Regional Expenditure per visitor has increased 36% Year-on-Year compared to 2021. With a contribution of \$1.017 billion in total visitor expenditure, the Central Coast achieved a 4% growth rate for the year ending June 2022, compared to regional NSW which declined 15%.

TRA data shows visitor numbers significantly declined across NSW for the year end June 2022. However, the Central Coast visitor economy has shown resilience, achieving significantly higher expenditure from overnight domestic visitors with a 14% increase in spend for this period compared to a 17% decline in regional NSW and a 9% decline across NSW combined. TRA year ending September 2022 data has further demonstrated the resilience of the Central Coast Tourism Industry with numbers showing a marked improvement when compared Year-on-Year to 2021.

Tourism Research Australia (TRA) has released the following Central Coast specific data for year ending September 2022:

- Overnight Visitor numbers increased 29.3% compared to 2021
- Overnight Visitor nights increased 39.2% compared to 2021
- Overnight Visitor Regional Expenditure increased 60.2% compared to 2021
- Day Visitor numbers increased 21.2% compared to 2021
- Day Visitor Regional Expenditure increased 47.7% compared to 2021

2.8 Central Coast Destination Management Plan 2022-2025 - Progress Actions of 2022 (contd)

- Day Visitor Average Regional Expenditure per visitor increased 21.8% compared to 2021.

Six key themes to guide future investment have been identified in the DMP, these have been in response to strategic considerations and objectives for tourism development. The progress against these themes is provided in detail in Attachment 1.

Some key highlights of destination marketing and management actions completed in 2022 are as follows with remaining actions in Attachment 1:

Love Central Coast (LCC) channel marketing performance January – October 2022:

- Lovecentralcoast.com received 1.03 million page views from 475,000 users and 64,600 goal completions from users who visited business listings.
- LCC Facebook reach was 1.5 million and Instagram reach of 433,000.

Always on advertising promoting Love Central Coast:

- Always on social media advertising covering awareness and engagement digital campaigns ran January – August 2022 targeting Sydney, Newcastle and Central Coast. Campaigns delivered 7 million impressions to an audience of 649,000 reach, driving 27,000 website clicks and adding 3,700 followers to Love Central Coast social media audience
- Always on search engine marketing digital campaigns generated +48M impressions with 355,000 clicks to Love Central Coast stays, things to do, eat and drink and deals webpages resulting in 17,000 actions taken such as clicking on industry partners business listings.

These ongoing investments have helped to develop rich value-based content for travel planning and content marketing that has contributed to the region achieving its high levels of expenditure and dispersal from visitors in 2022 results. As we continue into 2023, and beyond this content will also be critical for growing expenditure from domestic and international markets.

Council continues to leverage available grant and funding opportunities, with three grants received across 2022 (as of 28 October 2022), totaling \$300,000:

- Bushfire Local Economic Recovery (BLER) Fund Grant \$250,000 funding secured to deliver improved tourism products and an associated digital presence on LoveCentralCoast.com for categories affected by the bushfires including: Events, Trails, Eco and Agri, Aboriginal tourism
- Tourism Australia Business Events Boost Program 2021-22 \$20,000 funding secured to develop and market Business Events resources to drive new business to the Central Coast
- Regional Tourism Bushfire Recovery Grant Fund \$30,000 funding secured to develop 12 maps and guides Central Coast Towns (Avoca Beach, Budgewoi, Ettalong, Gosford, Kincumber, Long Jetty, Terrigal, The Entrance, Toukley, Umina, Woy Woy, Wyong) to contribute to visitor dispersal in region.

In June 2022, following a 20-month journey, the Central Coast achieved ECO Destination Certification with Ecotourism Australia, recognising its strong, well-managed commitment to sustainable practices and high-quality, nature-based tourism experiences.

Achieving ECO Destination Certification recognises the Central Coast as a world-class location for sustainable and nature-based tourism, which will provide a substantial and ongoing boost to the local economy. This was a key action from the DMP and places the Central Coast region on an international level as an ecotourism destination of choice. Statistically, ecotourists stay longer, are more sustainably conscious travelers and are more interested in a region's local community, nature and culture.

To achieve ECO Destination Certification, an independent Auditor assigned by Ecotourism Australia reviewed Council's submission and conducted interviews with staff, stakeholders and tourism operators on the Central Coast.

Tourism industry partners were key to achieving the certification and the Central Coast has seven ECO certified operators and nine ECO Certification applicants – the largest regional cohort on the ECO Destination certification program:

- Central Coast Marine Discovery Centre, Terrigal (ECO certified)
- Aquafun Avoca Lake, Avoca (ECO certified)
- Iris Lodge Alpacas, Jilliby (ECO certified)
- TreeTops, Ourimbah State Forest (ECO certified)
- Noonaweena, Kulnura (ECO certified)
- Terrigal Ocean Tours (ECO certified)
- Rocky Trail Entertainment (ECO certified)
- Sydney Oyster Farm Tours, Mooney Mooney (ECO applicant)
- Glenworth Valley Outdoor Adventures (ECO applicant)
- Australia Walkabout Wildlife Park, Calga (ECO applicant)
- Jake Cassar Bushcraft Tours (ECO applicant)
- Canton Beach Paddleshack (ECO applicant)
- Bombora Ettalong Beach SUP (ECO applicant)
- Bells at Killcare (ECO applicant)
- Pretty Beach House (ECO applicant)
- Australian Reptile Park (ECO applicant).

Council's ECO Destination Certification was achieved through an Ecotourism Australia and WWF-Australia funded partnership as part of WWF-Australia's Wildlife & Nature Recovery Fund. Ongoing responsibility for sustaining this certification is managed by Council's in house Tourism Team.

A key success factor for our revitalized tourism model has been the growing recognition for the local tourism industry and our region. Over the 2021/22 period the Central Coast tourism industry and Council's Tourism Team have been recognised as winners in eight industry awards:

- WINNER: 'Most Compelling Itinerary' for the Ettalong Town Centre in the NSW Top Tourism Town Awards 2021
- AWARDED: Finalist in the NSW Top Tourism Town Awards 2021 for Terrigal and Toukley town centres
- AWARDED: The Entrance named a Finalist in Wotif's Aussie Town of the Year Awards 2021
- WINNER: The Central Coast was the only NSW destination named in Green Destinations' international 2021 Top 100 Destination Sustainability Stories list (one of five Australian destinations)
- WINNER: Bronze Award in the 'Local Government Award for Tourism' category at the NSW Tourism Awards 2021
- HIGHLY COMMENDED: 2022 NSW Local Government Excellence Awards - Special Project Initiative for the Love Central Coast project
- AWARDED: Named a finalist in the NSW Top Tourism Town Awards 2022 for Long Jetty, Wyong and Woy Woy
- WINNER: 'Outstanding Region' 2022 delicious Harvey Norman Produce Awards
- WINNER: Silver Award in the 'Local Government Award for Tourism' category at the NSW Tourism Awards 2022.

Upcoming nominations:

- NOMINATED: Central Coast announced a Green Destinations Top 100 List Finalist 2022 for second year running.

A suite of local business have been recognised during the year with awards:

- WINNER: The Energy Globe Foundation has recently awarded Take 3 the Energy Globe World Award in Vienna, Austria
- WINNER: Glenworth Valley Outdoor Adventures, Take 3 Ground Swell commendation at the NSW Tourism Awards 2022
- WINNER: The Australian Reptile Park, Silver Award at the NSW Tourism Awards 2022
- WINNER: NRMA Ocean Beach Holiday Resort, Silver Award at the NSW Tourism Awards 2022
- WINNER: NRMA Ocean Beach Holiday Park Holiday Park of the Year at the CCIA Awards.
- FINALISTS: Achievement of excellence in NSW Hotels; Hotel Gosford, The Entrance Social Club, Grand Hotel Wyong, The Beachcomber, Terrigal Beach House, The Sunken Money, Terrigal Hotel, and Elanora Hotel at the NSW AHA Awards Ceremony.
- WINNERS: Chefs hats for The Lucky Bee, Woy Woy Fisherman's Wharf, Osteria il Coccia in Sydney Morning Herald's The Good Food Guide 2023
- WINNERS: Chef Hat Awards for Osteria Il Coccia, Yellowtail, The Wildflower Bar, The Cowrie, L'isle de Frace by Independent Australian Good Food Guide 2022
- WINNER: Wyong's Little Creek Cheese at the New South Wales Dairy Industry Awards
- WINNER: Bronze for Duff's Ice Cream at Royal Easter Show

2.8 Central Coast Destination Management Plan 2022-2025 - Progress Actions of 2022 (contd)

- WINNER: Philip Moore entered into Gin's Hall of Fame.

Detailed list of the progress of actions in the DMP are included in Attachment 1 - Central Coast Destination Management Plan 2022-2025: Progress of actions 2022.

Assessment

Tourism is a significant industry on the Central Coast, contributing to the positive perceptions of the region as well as a driving regional economic outcomes through the visitor economy. It is therefore recommended that the focused approach to tourism development and destination management be maintained to ensure long-term viability and sustainability of this vital sector.

The success of the DMP will continue to be measured through growing the value of the Central Coast visitor economy as demonstrated in the positive 2022 visitor expenditure results from TRA; increased community pride and public perception of the Central Coast; the value of new private sector tourism investment and continued public sector investment maintained over the course of the DMP.

Consultation

In preparation of this report, the below internal and external stakeholders have been consulted:

Internal Stakeholders from the following Units:

- Communications Marketing and Customer Engagement
- Economic Development and Property
- Engineering Services
- Environmental Compliance
- Environmental Management
- Events and Place Activation Team
- Industry Services Contractor
- Local Infrastructure and Planning
- Strategic Planning

2.8 Central Coast Destination Management Plan 2022-2025 - Progress Actions of 2022 (contd)

Two Tourism Round Tables have been facilitated by Council on 2 November and 28 November 2022. This consultation activity was facilitated by The Tourism Tribe, who are recognised experts in destination strategy, tourism marketing and innovation, and included the below local industry and government representatives.

Attendee List: 2 November 2022

- Artisan Estate
- Bells at Killcare
- Business Australia
- Central Coast Council
- Central Coast Plateau Chamber of Commerce
- Central Coast Stadium
- Crowne Plaza Terrigal
- Destination Sydney Surrounds North
- Distillery Botanica
- Drifters Wharf
- Gosford Erina Business Chamber
- Greater Cities Commission
- Ibis Budget Gosford
- Ocean Tours
- Reptile Park

Attendee list: 28 November 2023

- Australian Reptile Park
- Central Coast Council
- Central Coast Plateau Chamber
- Coastal Towns Business Chamber
- Distillery Botanica
- Gosford Erina Business Chamber
- House of Pocket
- Peninsula Chamber of Commerce
- Member for Terrigal
- Member for The Entrance (representative)
- Terrigal Crowne Plaza
- Wyong Chamber of Commerce

The purpose of the workshops was to seek the input of Central Coast tourism stakeholders and align strategic priorities against the DMP and TOP for the Central Coast region following two years of COVID-19 and weather events.

Priorities were identified and progress is in place with the industry to adjust the current delivery actions in the DMP and TOP, with a focus on addressing current gaps to support the industry to recover. This includes Council's ongoing investment and support via a dedicated internal Tourism Team supported with industry services, marketing and PR.

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 and develop as a tourist destination. Tourism development brings improvement to services and facilities in a region, in turn improving the quality of life of its residents through enhanced lifestyle and leisure opportunities as well as an increase in local employment and business opportunities.

The visitor economy features prominently in the Central Coast Long Term Economic Development Strategy (EDS). Tourism plays an important role in the region's economy alongside the largest sectors of retail, manufacturing, property and business services, and health and community services. The EDS demonstrates that traditional tourism employment accounts for 8.9% of the workforce and 66% of the community identified 'Growing the Visitor Economy' as a 'Big Opportunity' for the Central Coast.

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 a growth opportunity exists to leverage the unique coastal and hinterland environment of the Central Coast through product development and supporting infrastructure, facilities and services to create unparalleled and motivating nature based and wellness experiences. The purpose of the DMP is to guide tourism development in such areas to help ensure long-term viability and sustainability of such sectors.

The Central Coast was one of the first Australian ECO Destinations, certified by Ecotourism Australia in June 2022. As an official ECO Destination, the Central Coast now represents New South Wales in a global network of organisations' committed to sustainable travel experiences. This includes Ecotourism Australia, WWF-Australia, Green Destinations, and three other Australian ECO Destinations also join the Central Coast in being some of the first destinations to pursue - and achieve - the rigorous certification process.

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.

Funding for the DMP is currently allocated in the budget for 2022/23 and is proposed for 2023/24.

The allocated \$800,000 tourism management budget comprises of staff costs, digital and creative marketing programs, media buy, tourism industry services and PR media, famils media and opportunity buys. Other activities are also supported through Council's Operational Plan and Budget 2022/23 as identified in Attachment 1 - Central Coast Destination Management Plan 2022-2025: Progress of actions 2022.

Council's Tourism Team have successfully received a total \$300,000 in grant funding to date in 2022 enhancing Council's investment for Tourism activities and to support deliverables of the DMP and TOP and other activities as outlined in this report.

The tourism sector has been identified by the Australian Government in the Federal Budget released in October 2022. The Australian Tourism Industry Council (ATIC) outlines the Federal Budgets inclusion of \$48 million in support for the visitor economy over four years.

Link to Community Strategic Plan

Theme 2: Smart

Goal C: A growing and competitive region

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.

Risk Management


- Risks to Council reputation from poorly coordinated actions to progress the strategies of the DMP.
- Risk to tourism stakeholders from their capacity and capability to attract high yielding visitors for sustainable tourism growth.

The above risks are mitigated through stakeholder consultation, investment in progressing actions in the DMP and the provision of actions in existing and new Council strategies and operational plans and associated budgets.

Options

- 1 Council adopts the report on the progress of the actions of the DMP during 2022 and implement agreed priorities from consultation, including adjusting actions in the DMP implementation timetable, to address tourism industry feedback during workshops undertaken in November 2022. **This is the recommended option.**
- 2 Council rejects the report on the progress of actions in the DMP during 2022 and makes no adjustment to actions in the implementation timetable as identified from the tourism industry feedback. This is not recommended.

Attachments

| | | | |
|---|---|----------------|-----------|
| 1 | Central Coast Destination Management Plan | Provided Under | D15563906 |
|  | 2022-2025: Progress of actions 2022 | Separate Cover | |



Item No: 2.9
Title: Acquisition of part of 54 Avoca Drive, Avoca Beach for road re-alignment purposes
Department: Infrastructure Services

28 March 2023 Ordinary Council Meeting

Reference: F2022/00439 - D15498178
Author: Scott Jarvis, Section Manager Roads Technical Services
Manager: Jeanette Williams, Unit Manager Engineering Services
Executive: Andrew Pearce, Director Infrastructure Services (Acting)

Recommendation

- 1 That Council resolve to acquire the following land for the purpose of a road reserve to accommodate the shared pathway. Part of Lot 604 DP 16791 shown on the diagram in the plan in Attachment 1 at 54 Avoca Dr, Avoca Beach ('Land').***
- 2 That the purchase price be negotiated after taking into account the current market value as determined by an independent registered valuer.***
- 3 That Council authorise the Chief Executive Officer to execute all necessary documentation relevant to the acquisition of the land.***
- 4 That 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 within 9 months, Council resolve to make an application to the Minister for Local Government and the Governor for approval to acquire all or some of the portions comprising the Land by way of compulsory process for the purpose of road, pursuant to the Land Acquisition (Just Terms Compensation) Act 1991, and Section 177 of the Roads Act 1993***
- 5 That Council resolve, pursuant to section 11(3) of the Local Government Act 1993, that Attachment 2 remains confidential in accordance with section 10A(2)(d)(iii) 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 attachments in open Council would on balance be contrary to the public interest as it would affect Council's ability to obtain value for money for the Central Coast community.***

Report purpose

Approval is sought to acquire part of Lot 604 DP 16791, 54 Avoca Drive, Avoca Beach for road reserve due to a previously constructed Council owned pathway encroaching on private land.

Executive Summary

As part of Council's commitment to create a vibrant active transport network, Council previously constructed shared pathway between Avoca Drive and Ascot Avenue, Avoca Beach. This section is part of an overall project to provide a safe, high quality and well-connected network that enables pedestrians and cyclists of all abilities to move efficiently and conveniently throughout Avoca Beach.

It has recently been identified that a small section of this pathway has been constructed on part of Lot 604 DP 16791, 54 Avoca Drive, Avoca Beach.

Property acquisition of part of Lot 604 DP 16791, 54 Avoca Drive, Avoca Beach is required to accommodate the current alignment of the pathway and is pending Council approval.

The owner of the property has been consulted by Council Officers and supports the land acquisition proposal put forward by Council.

Background

Detailed survey and investigation of the current alignment of the shared pathway between Ascot Avenue and Avoca Drive, Avoca Beach has identified that a small section of the shared pathway crosses on to private land, located at 54 Avoca Drive, Avoca Beach.

Removing the section of the encroaching pathway and reconstructing the pathway so that it is situated wholly within the existing road reserve has been investigated, however the resulting alignment would direct users of the path towards an existing power pole, require the adjustment of other utilities and would not provide the optimal alignment for users of the shared path.

The preferred option is for Council to acquire the land from the private property owner, which enables the pathway to remain in its current location and preferred alignment being located wholly within the road reserve, with no further construction works required. Consultation has been undertaken with the property owner, who is supportive of this option
54 Avoca Drive, Avoca Beach (being Lot 604 DP 16791) has an area of 878.9 m² and is zoned R2 – Low Density Residential. It has been identified that 1.428 square metres, over the existing pathway, is required for the acquisition.

Current Status

Discussions with the owner are continuing and a valuation of the land has been obtained. The valuation is included as a confidential attachment.

Consultation

Council has verbal and written communication with the owner of the affected land informing them of the proposal to acquire part of the affected property to accommodate the encroaching shared path. The owner has agreed verbally and in writing to 'in principle' agreement to the proposed part acquisition of the property.

Council's property section have been involved in the development of the acquisition proposal. Finance has also endorsed the acquisition based on the anticipated acquisition costs and the required budget allocation that is proposed to be allocated.

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 of acquisition including compensation to owners valuation and legal costs is estimated to be between \$10,000 - \$15,000. Funds for the purchase of the road reserve can be accommodated in the 2022/2023 Infrastructure Services capital works budget.

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.

The attachments show the land affected by the acquisitions and the location of the proposed road reserve acquisition.

2.9 Acquisition of part of 54 Avoca Drive, Avoca Beach for road re-alignment purposes (contd)

Attachments

| | | | |
|----------|--|-------------------------------|-----------|
| 1 | Plan of land showing proposed acquisition | Provided Under Separate Cover | D15586933 |
| 2 | Confidential road reserve valuation report - | Provided Under Separate Cover | D15586937 |



Item No: 2.10
Title: Land Acquisition - Yorkies Bridge, Kingtree Lane and Brush Creek Road, Cedar Brush Creek
Department: Infrastructure Services

28 March 2023 Ordinary Council Meeting

Reference: F2019/01074 - D15539660
Author: Navneet Raheja, Project Development Engineer
Rhianne Simmonds, Personal Assistant to the Unit Manager Roads and Drainage Infrastructure
Manager: Michael Bamber, Section Manager Roads and Drainage Design
Executive: Andrew Pearce, Director Infrastructure Services (Acting)

Recommendation

- 1 That Council resolve to acquire the following land for the purpose of a road (the Land): That part of LOT 5 DP543156 at 11 Kingtree Lane, Cedar Brush Creek, and that part of LOT641 DP834817 at 665 Brush Creek Road, Cedar Brush Creek (the Land), to an equal or lesser value than the maximum market value as determined by an independent valuation report.**
- 2 That Council authorises the Chief Executive Officer to execute all necessary documentation relevant to the acquisition of the land.**
- 3 That Council resolve to acquire all or some of the portions comprising the Land by compulsory process for the purposes of a road, pursuant to Section 177 of the Roads Act 1993 and 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.**
- 4 That Council resolve to make an application to the Minister for Local Government and the Governor for approval to acquire all or some of the portions comprising the Land by compulsory process pursuant to the Land Acquisition (Just Terms Compensation) Act 1991, in the event that negotiations for the acquisition of the Land with the relevant property owner or owners cannot be satisfactorily resolved.**
- 5 Pursuant to section 11(3) of the Local Government Act 1993, that Attachment 3 of this report remain confidential in accordance with section 10A(2)(c) as this contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.**

Report purpose

Approval is sought to acquire part of 11 Kingtree Lane, Cedar Brush Creek and part of 665 Brush Creek Road, Cedar Brush Creek, for the purpose of road and bridge reconstruction works.

Executive Summary

The New South Wales Government offered Council funding as part of the Fixing Country Bridges Program to replace Yorkies Bridge.

Key benefits of this project are:

- Replacement of the existing deteriorated timber bridge.
- Improved road user safety in the vicinity of the bridge.
- Road pavement upgrade in the vicinity of the bridge.

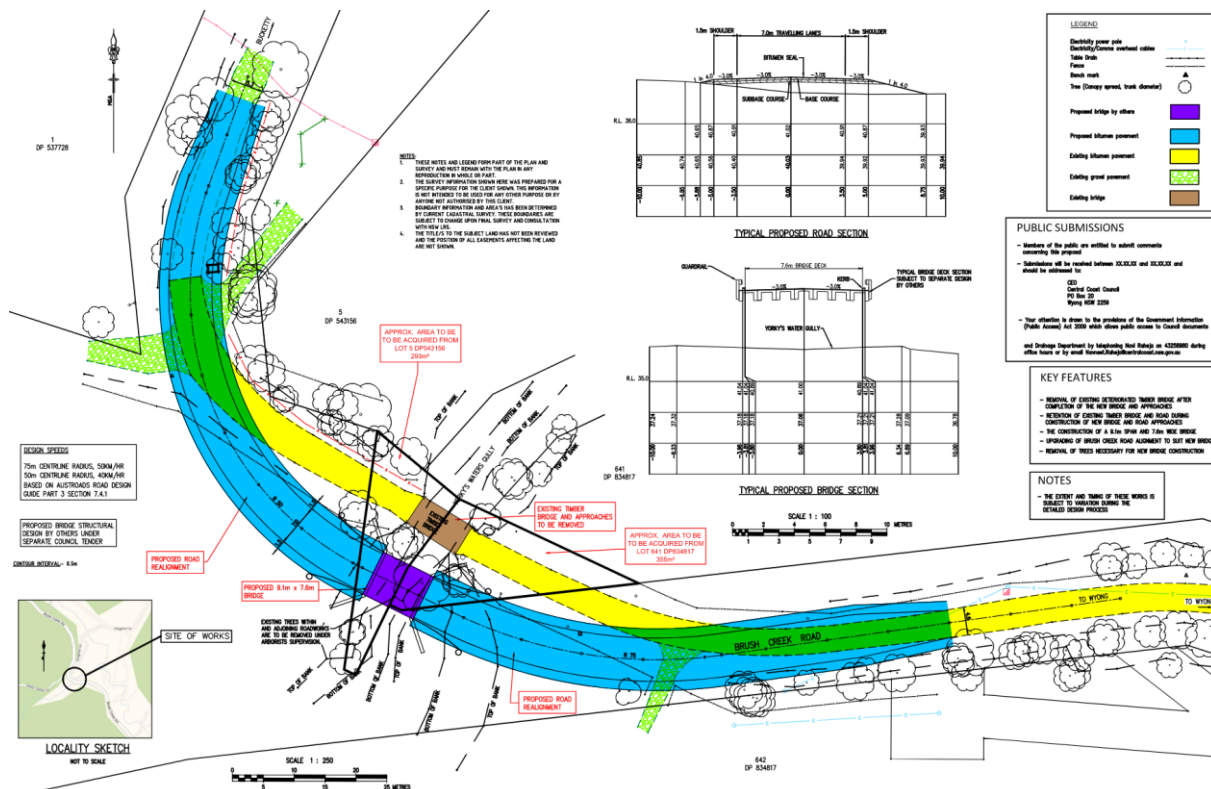
Detailed construction drawings have been completed confirming the need for Council to acquire parcels of land to accommodate the bridge upgrade, pending Council approval.

Background

Council has decided to upgrade Yorkies Bridge from a one-way timber bridge to a two-way concrete bridge based on the secured grant funding. The bridge is programmed for construction in the 2022/23 financial year, with construction due to commence in May 2023, and therefore acquisition of the affected parcels of land is required prior to this date.

2.10

Land Acquisition - Yorkies Bridge, Kingtree Lane and Brush Creek Road, Cedar Brush Creek (contd)



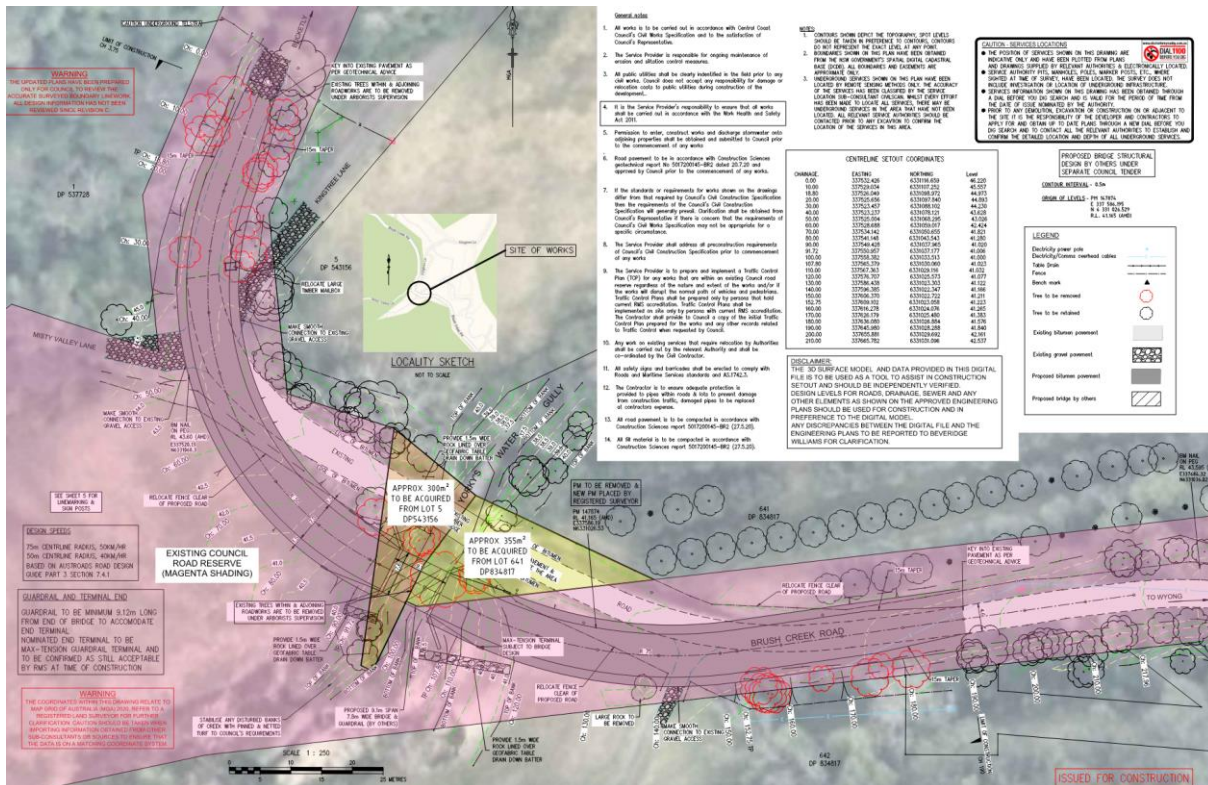
To facilitate the road infrastructure requirements for the Project, it will be necessary to acquire part of 11 Kingtree Lane, Cedar Brush Creek and part of 665 Brush Creek Road, Cedar Brush Creek, for the purpose of road widening.

11 Kingtree Lane, Cedar Brush Creek has an area of 103,410m² and is zoned RU1 – Primary Production and the area to be acquired is approximately 300m² which is over the formed road and part of the property near the existing Yorkies Bridge.

665 Brush Creek Road, Cedar Brush Creek has an area of 27,470m² and is zoned RU1 – Primary Production and the area to be acquired is approximately 355m² near the proposed Yorkies Bridge upgrade and road alignment.

The following plan shows the area of land proposed to be acquired.

**Land Acquisition - Yorkies Bridge, Kingtree Lane and Brush Creek Road,
Cedar Brush Creek (contd)**



Following the proposed property acquisitions, when the land is transferred to Council, the affected land will be dedicated as a public road.

Council staff will continue endeavouring to acquire the Land by agreement with the property owners. If Council is unable to reach agreement within reasonable time, it will be necessary to apply to the Office of Local Government for compulsory acquisition of the relevant portions of the Land.

Current Status

The valuation process has been delayed due to complexities with the cadastral information. A registered surveyor has been engaged to prepare the Proposed Plan of Acquisition. Council is in the process of engaging a valuer to assess compensation for the land to be acquired.

Details in the confidential item attached indicates the estimate for the acquisition costs.

Consultation

Council has written to the owners of the affected land informing them of the potential road widening and the associated proposal to acquire part of their land to accommodate the road widening.

Council staff have had several conversations with the property owners, and they would like to know the actual value of the land to be acquired before proceeding further. A Registered Surveyor has been engaged to prepare a Plan of Acquisition before valuation can be completed.

Should Council authorise the acquisition of the affected land, consultation will continue with the affected property owners with a view to acquire the affected part of their property by agreement.

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 total budget available in 2022/23 for compensation and construction is \$687,287. These funds are included in the 2022/23 Capital Works Program (Operational Plan R035 – project 24762). The complete project will be funded from the NSW Government 'Fixing Country Bridges Program'.

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.

2.10 Land Acquisition - Yorkies Bridge, Kingtree Lane and Brush Creek Road, Cedar Brush Creek (contd)

Attachments

| | | | |
|----------|--|-------------------------------|-----------|
| 1 | Yorkies Bridge Land Acquisition (Proposed areas to be Acquired) | Provided Under Separate Cover | D15536715 |
| 2 | Design - F2019-01074 YORKIES BRIDGE- Timber Bridge,Design & Replacement | Provided Under Separate Cover | D15329812 |
| 3 | Confidential - Estimated Property Acquisition Costs - Yorkies Bridge Upgrade - Brush Creek Rd, Cedar Brush Creek - | Provided Under Separate Cover | D15557563 |



Item No: 2.11
Title: Updated - Facade Improvement Support Program 2022-2023
Department: Community and Recreation Services

28 March 2023 Ordinary Council Meeting

Reference: F2023/00135 - D15582438
Author: Glenn Cannard, Unit Manager Community and Culture
Executive: Beth Burgess, Director Community and Recreation Services (Acting)

Recommendation

That Council allocate an additional \$2,669.71 from the 2022-2023 Façade Improvement Support Program, as outlined below.

- i. 246A Main Road, Toukley - \$200.25***
- ii. 23 Rankens Court, Wyong - \$224.25***
- iii. 231C Main Road, Toukley - \$40.00***
- iv. 3/266 Main Road, Toukley - \$62.00***
- v. 6/243 Main Road, Toukley - \$271.38***
- vi. 119-123 The Entrance Road, The Entrance - \$60.00***
- vii. 172 Mann Street, Gosford - \$454.50***
- viii. 253 Main Road, Toukley - \$191.36***
- ix. 96 Mann Street, Gosford - \$174.30***
- x. 193 Main Road, Toukley - \$244.75***
- xi. 229C Main Road, Toukley - \$258.00***
- xii. 1-3 Church Street, Wyong - \$11.76***
- xiii. 1/169 Main Road, Toukley - \$165.91***
- xiv. 32 William Street, Gosford - \$301.25***
- xv. 145 The Entrance Road, The Entrance - \$10.00***

Report purpose

To seek endorsement of the recommendations for additional funding for the Façade Improvement Support Program

Executive Summary

This report considers the recommendations for additional funding for the Façade Improvement Support Program.

An initial funding amount of \$99,590.18 was endorsed at the 28 February 2023 meeting of Council. The additional amount recommended in this report is to meet the GST component that was omitted from the previous report of the applications outlined above.

Background

The Façade Improvement Support Program is designed to enhance the amenity, aesthetics, and visitor experience of our key town centres, contribute to town centre revitalisation and renewal, and improve access to business premises to align with the One-Central Coast Community Strategic Plan.

The Façade Improvement Support Program provides dollar for dollar matched funding for the cost of works (labour and materials) to a maximum value of \$5,000 (inclusive of GST) per property. A total annual budget of \$120,000 is available within the program.

All proposed works must be exempt from Development Consent and the heritage status of the building must be considered.

Table 1: Façade Improvement Support Program

| Program | Original Budget | Opening Period | Endorsed allocation 28 February 2023 meeting (Inclusive of GST where applicable) | Recommended allocation within this report |
|------------------------------------|-----------------|-----------------------|---|---|
| Façade Improvement Support Program | \$120,000 | 1 to 30 November 2022 | \$99,590.18 | \$2,669.71 |
| TOTAL | | | \$99,590.18 | \$2,669.71 |

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 2022/2023 operating budget allocated \$120,000 to a Town Centre Business Development program; the Façade Improvement Support Program is funded through this project.

Expenditure is approved until the end of the 2022-2023 financial year.

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 2: Smart

Goal C: A growing and competitive region

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

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 approvals and documentation 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.

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

Options

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

Critical Dates or Timeframes

Many of these applications are dependent upon support via Council's Façade Improvement Support Program. Should decisions be delayed or not supported projects may not be undertaken.

Attachments

Nil.

Item No: 2.12
Title: Community Support Grants Program - January 2023
Department: Community and Recreation Services



28 March 2023 Ordinary Council Meeting

Reference: F2017/02117-002 - D15564335
Author: Belinda McRobie, Section Manager Community Development
Manager: Glenn Cannard, Unit Manager Community and Culture
Executive: Beth Burgess, Director Community and Recreation Services (Acting)

Recommendation

- 1 That Council allocate \$21,469.43 (inclusive of GST where applicable) from the 2022/23 grants budget to the Community Support Grant program, as outlined below and in Attachment 1.**
 - a Toukley Neighbourhood Centre Inc - \$1,823.43**
 - b Heartbeat of Football Foundation Limited - \$4,860.00**
 - c The Rotary Club of The Entrance Inc - \$5,000.00**
 - d Surfing NSW Inc - \$4,786.00**
 - e North Entrance Surf Life Saving Club - \$ 5,000.00**
- 2 That Council decline applications as outlined below, for the reasons indicated in Attachment 1, and the applicants be advised and where relevant, directed to alternate funding sources.**
 - a Patonga Beach Progress Association - broader community benefit is not demonstrated**
 - b Camp Quality Limited - broader community benefit is not demonstrated**
 - c Gosford City Hockey Club – application is ineligible**

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.

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 original budget of \$300,000 annually as detailed in table one below.

Table 1: Community Support Grant Program

| Program | Original Budget | Opening Period | 2022/2023 allocation to date (inclusive of GST where applicable) | Recommendation allocation within this report (inclusive of GST where applicable) | Allocation to date + Recommendation within report (inclusive of GST where applicable) |
|---------------------------------|-----------------|----------------|--|--|---|
| Community Support Grant Program | \$300,000 | Ongoing | \$182,565.94 | \$21,469.43 | \$204,035.37 |
| TOTAL | | | \$182,565.94 | \$21,469.43 | \$204,035.37 |

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.

Applications submitted from 1 – 31 January 2023 are considered in this report. 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

Eight applications were received and assessed by 10 February 2023, with five applications recommended for funding in this Council report.

Of the three applications not recommended for funding, one was assessed as ineligible, and two did not demonstrate broader community benefit. Applicants are advised to discuss their proposals further with Council's Grants Officers prior to resubmission in a future round.

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.

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 33 attendees and four grant information sessions with 76 attendees.

Additionally, Council staff also undertook three drop -in support sessions with eight 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 2022/2023 Council Operational Expenditure original budget allocates \$300,000 to the Community Support Grant Program.

Expenditure is approved until the end of the 2022-2023 financial year. Unspent funds will lapse on 30 June 2023.

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 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 that 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 - January 2023 | Provided Under | D15566131 |
|  | -Recommended and Not Recommended | Separate Cover | |

Item No: 2.13
Title: Support for Lake Macquarie Coastal Management Program
Department: Environment and Planning



28 March 2023 Ordinary Council Meeting

Reference: F2011/01739 - D15585029
Author: Ben Fullagar, Section Manager Catchments to Coast
Manager: Luke Sulkowski, Unit Manager Environmental Management
Executive: Alice Howe, Director Environment and Planning

Recommendation

That Council:

- 1 Note the submission made by staff on the draft Lake Macquarie Coastal Management Program (Attachment1).***
- 2 Endorse the list of actions (Table 1) that include Central Coast Council as a supporting partner.***
- 3 Write to Lake Macquarie City Council Council's confirming support and endorsement of the actions.***

Report purpose

To provide endorsement of the actions in the Lake Macquarie Coastal Management Program (CMP) that includes Council as a supporting partner for areas contained within the Central Coast Council local government area.

Executive Summary

Lake Macquarie City Council has prepared a draft CMP covering the areas of the coastline, Swansea Channel and the lake estuary including the southern shores of Lake Macquarie that are within the Central Coast Local Government area. Lake Macquarie City Council requires the signed off endorsement of the actions by Council and NSW Government agencies as a pre-requisite for certification by the NSW Minister for Local Government.

The draft CMP was recently placed on public exhibition from 29 November 2022 to 3 February 2023. Council staff worked with Lake Macquarie City Council to review the action list during 2022. Staff also made a submission during the exhibition period (Attachment 1). The updated action list (Table 1) has been reviewed by staff and is recommended for endorsement by Council.

Background

Lake Macquarie City Council has been preparing a new CMP in accordance with the provisions of the *Coastal Management Act 2016* and Coastal Manual, for the whole of the city's coastal zone. The new CMP will replace the existing Lake Macquarie Coastal Zone Management Plan (CZMP), which was certified in 2016. It maintains a similar format to the CZMP and covers the coastal zone in three parts: Part A – Coastline, Part B – Estuary, and Part C – Swansea Channel. The southern boundary of the Lake Macquarie estuary is within the Central Coast local government area, and hence relevant to Central Coast Council.

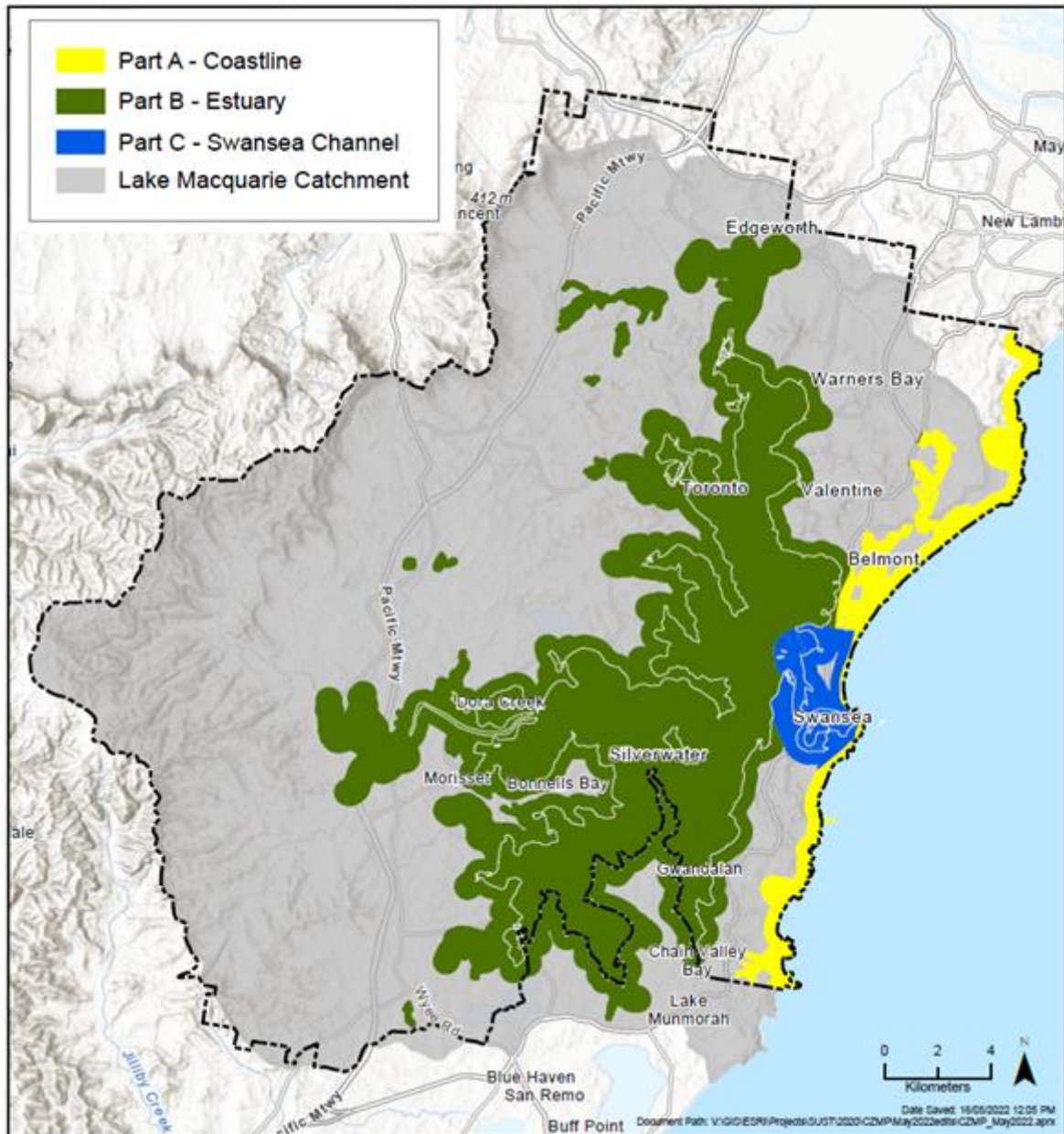


Figure 1: Lake Macquarie Coastal Management Program area

The preparation of this CMP is nearing completion, with the draft recently publicly exhibited from 27 October 2022 to 3 February 2023.

2.13 Support for Lake Macquarie Coastal Management Program (contd)

The draft CMP contains 109 actions to facilitate improved management of the Lake Macquarie City coastal zone. These actions have been derived from:

- 'Carry-forward' actions from the previous CZMP,
- Technical studies undertaken during 'Stage 2' of the CMP preparation, and
- Stakeholder and community engagement sessions undertaken in 2020/2021.

The Implementation Plan section of the draft CMP contains 15 actions that involve Central Coast Council in the 'estuary' section; and two 'whole of coast' governance actions that apply to all agencies. These actions are to be undertaken by Council's Environmental Management Unit with assistance from other areas of Council if required.

These actions are detailed in Table 1.

Table 1: List of actions with Central Coast Council included as partner listed in the Lake Macquarie CMP.

(Note: 'Council' = Lake Macquarie City Council)

| Management Action | Timing (years) | Lead & Supporting Partners | Type of action | Staff Resources (Lead) | Indicative Capital Cost (Lead) | Indicative Maint. Cost (Lead) | Indicative Operational Costs (Lead) (excluding staff time) |
|---|----------------|--|----------------|------------------------|--------------------------------|-------------------------------|--|
| B1.2 Conduct condition assessment of key sites impacted by lake foreshore erosion on public land | 1 | Council, <i>Central Coast Council</i> | Operation | Moderate | \$0 | \$0 | Staff time only |
| B2.1 Continue adaptation conversations and planning with affected communities. Consider a resilience planning approach for future plans | 1 | Council, <i>Central Coast Council</i> | Planning | High | \$0 | \$0 | \$40,000 plus staff time |
| B3.1 Review council's existing water cycle management development controls | 1 | Council, <i>Central Coast Council, DPE</i> | Planning | Moderate | \$0 | \$0 | Staff time only |
| B4.6 Identify sediment and nutrient generation hotspots using spatially intensive, short term monitoring programs undertaken during a major rainfall event | 2-5 | Council, <i>DPE, Science, University Central Coast Council</i> | Investigation | Low | \$0 | \$0 | \$50,000 for data collection |
| B4.7 Identify strategies to minimise | 2-5 | Council, <i>Central</i> | Planning | Moderate | \$0 | \$0 | 10 sites at \$75,000 each |

2.13 Support for Lake Macquarie Coastal Management Program (contd)

| Management Action | Timing (years) | Lead & Supporting Partners | Type of action | Staff Resources (Lead) | Indicative Capital Coast (Lead) | Indicative Maint. Cost (Lead) | Indicative Operational Costs (Lead) (excluding staff time) |
|---|----------------|--|----------------|------------------------|--|-------------------------------|--|
| erosion losses from unconsolidated road verges, building sites and other streetscape generation hotspots within the coastal zone | | <i>Coast Council</i> | | | | | over the life of the CMP |
| B5.1 Continue seagrass mapping and health monitoring, and investigate partnership opportunities with other organisations monitoring seagrass. | 2-5 | DPI Fisheries, <i>Council, Central Coast Council</i> | Monitoring | High | \$0 | | DPI whole of lake mapping indicatively \$150,000 (currently funded by MEMS). |
| B6.1 Conduct monitoring of recreational swimming areas – monitoring bacterial counts to improve management of sewage and stormwater systems | 1 | Council, <i>Central Coast Council</i> | Monitoring | Moderate | \$0 | \$0 | Sampling undertaken by Council staff (13 sites sampled weekly during swimming season). |
| B7.2 Support community stewardship of natural areas through ongoing support of Landcare and other environmental volunteer programs | 1 | Council, <i>Central Coast Council LLS Landcare</i> | Operation | High | \$0 | \$0 | \$1,300,000 per year, note this is for the whole local council area, not just in the coastal zone or estuary context |
| B8.1 Continue foreshore stabilisation program. Refer to Appendix 7 - Foreshore stabilisation works (Coastal Protection Works) prioritisation tool. | 1 | Council, <i>Central Coast Council</i> | Operation | Moderate | \$140,000 | \$100,000 /yr | Staff time |
| B8.2 Investigate and pilot an environmentally friendly seawall (retrofit an existing seawall structure). Refer to Appendix 7 - | 2-5 | Council, <i>Central Coast Council</i> | Operation | Moderate | \$20,00 - 50,000 to design, construct, monitor | \$0 | Staff time |

2.13

Support for Lake Macquarie Coastal Management Program (contd)

| Management Action | Timing (years) | Lead & Supporting Partners | Type of action | Staff Resources (Lead) | Indicative Capital Coast (Lead) | Indicative Maint. Cost (Lead) | Indicative Operational Costs (Lead) (excluding staff time) |
|--|----------------|--|-----------------|------------------------|---------------------------------|-------------------------------|--|
| Foreshore stabilisation works (Coastal Protection Works) prioritisation tool. | | | | | | | |
| B9.4 Develop an awareness raising, education and safety risk management program for razor clams (particularly in enclosed swimming areas), noting changes to the dispersal of the species around the lake and the risk to community safety | 2-5 | Council, Central Coast Council | Planning | Low | \$0 | \$0 | \$5,000 for development of resources. |
| B10.1 Raise community awareness on the impact of boating on seagrass (focus on Posidonia) and raise awareness of the processes, functions and value of all seagrass communities and threats to seagrass health from impacts e.g. runoff, nutrients, boating infrastructure construction, moorings | 2-5 | DPI Fisheries Council, Central Coast Council | Engagement | Low | \$0 | \$0 | \$5,000 for development of resources. |
| B10.3 Use the Jetty Impact Assessment Tool when assessing new applications for jetty construction and in the redesign of existing public jetties to minimise impacts on adjacent seagrass beds. | 1 | Council, Central Coast Council, DPI Fisheries | Planning | L | \$0 | \$0 | Staff time only |

2.13 Support for Lake Macquarie Coastal Management Program (contd)

| Management Action | Timing (years) | Lead & Supporting Partners | Type of action | Staff Resources (Lead) | Indicative Capital Coast (Lead) | Indicative Maint. Cost (Lead) | Indicative Operational Costs (Lead) (excluding staff time) |
|---|----------------|--|----------------|------------------------|---------------------------------|-------------------------------|--|
| B11.2 Raise awareness of bird species especially migratory birds and their vulnerability to disturbance. (Sooty and Pied Oyster Catchers, and other species) | 2-5 | Council, NPWS, DPE, Central Coast Council | Engagement | Low | \$0 | \$0 | TBC |
| B11.3 Raise awareness of marine mammals and other protected species within the lake, such as seals, turtles, dolphins. Include advice on natural behaviours and appropriate interactions with people | 2-5 | NPWS, Council, Central Coast Council, DPE | Engagement | Low | \$0 | \$0 | TBC |
| B13.1 Monitor community use of the lake and foreshores to provide up to date information on recreational use, demand and patterns – consider technology applications such as QR codes etc | 2-5 | Council, Central Coast Council | Monitoring | Low | TBC | TBC | TBC |
| D1.2 Maintain close liaison with State and Commonwealth agencies about Lake Macquarie issues and initiatives, drive innovative management, planning, monitoring and reporting processes | 1 | All | Planning | Low | \$0 | \$0 | Staff time |
| D4.1 Collaborate with Aboriginal groups (including traditional owners and land councils) when planning works | 1 | All | Engagement | Moderate | \$0 | \$0 | Staff time only |

| Management Action | Timing (years) | Lead & <i>Supporting Partners</i> | Type of action | Staff Resources (Lead) | Indicative Capital Coast (Lead) | Indicative Maint. Cost (Lead) | Indicative Operational Costs (Lead) (excluding staff time) |
|---|-------------------|--|-------------------|------------------------------|--|--|--|
| in, or developing plans for, the coastal zone | | | | | | | |

Current Status

Lake Macquarie City Council intends to submit the draft CMP in May 2023 for certification by the Minister for Local Government. One of the pre-requisites for certification is to include signed off endorsement of the actions by Council and NSW Government agencies.

Report

The Lake Macquarie CMP provides the strategic direction for the management of the Lake Macquarie coastal zone for the next 10 years and a pathway to achieve its vision of “a healthy, resilient coastal zone”.

The CMP for the Lake Macquarie coastal zone provides an update of the CZMP prepared in 2015, in accordance with the legislative requirements. The CMP builds on the CZMP and other previous programs, which have proven to be highly successful in restoring the health of the Lake Macquarie estuary and embedding systems to mitigate the impacts of coastal hazards, while continuing to provide healthy coastal environments enjoyed by the community.

Consultation

The draft CMP was recently placed on public exhibition from 27 October 2022 until 3 February 2023. The package of documents that comprise the draft CMP are available at the ‘shape lakemac’ consultation hub including the FAQs: <https://shape.lakemac.com.au/coastal>

A link to the consultation hub and documents was shared by Central Coast during the engagement period so that Central Coast residents could access and make a submission.

Council staff involved in delivering proposed CMP actions in Environmental Management and Development Assessment are supportive of Council committing to contribute to delivery of those actions.

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.

Endorsement of the draft CMP actions will not have direct material financial implications for Council. If adopted following Minister certification, the actions contained within the draft CMP will need to be considered when setting priorities for Council's work program under Council's Operational Plan. At present, actions are generally consistent with Council's adopted work program.

Link to Community Strategic Plan

Theme 3: Green

Goal I: Balanced and sustainable development

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

Including actions for the parts of the Central Coast local government area ensures that these areas are also strategically managed to ensure the objectives of the CMP are consistently applied to all of the Lake Macquarie coastal zone.

Including actions for Central Coast Council also means those actions are eligible for funding via the NSW Government Coastal and Estuary Grants Program (which provides \$2 grant funds for each \$1 of council contribution). The CMP also strengthens Council's position to obtain funding through other federal and state funding programs.

Options

- 1 Provide endorsement on the list of actions. **This is the recommended option.**
- 2 Not provide endorsement on the list of actions.

Critical Dates or Timeframes

Lake Macquarie City Council intends to submit the draft CMP to the Minister for certification in May 2023. A letter endorsing the actions within the draft CMP, should Council resolve that way, is required by mid-April 2023.

Attachments

| | | | |
|----------|--|-------------------------------|-----------|
| 1 | Letter - Central Coast Council submission - Lake Macquarie draft CMP | Provided Under Separate Cover | D15585033 |
|----------|--|-------------------------------|-----------|

Item No: 2.14
Title: Governance Lighthouse Report as at 30 September 2022
Department: Corporate Services



28 March 2023 Ordinary Council Meeting

Reference: F2020/02182 - D15588134
Author: Alysha Croussos, Senior Governance Officer, Governance
Teresa Chadwick, Section Manager, Governance
Manager: Edward Hock, Unit Manager Governance, Risk and Legal
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council note the Governance Lighthouse Report as at 30 September 2022 as provided as Attachment 1 to this report.

Report purpose

To provide a Governance Lighthouse Report as at 30 September 2022 for the information of Council.

Executive Summary

As resolved by Council, a quarterly Governance Lighthouse Report is provided to Council for information.

The report will continue to be provided quarterly, until such time as Council is able to provide governance reporting in a dashboard format.

Background

The report is updated at the end of each quarter in accordance with the Council resolution of 27 July 2020 and provided to the Audit, Risk and Improvement Committee and then to Council.

The report is based upon the NSW Audit Office Governance Lighthouse themes and areas. Data is provided where appropriate with commentary.

Consultation

The Audit, Risk and Improvement Committee reviewed the Governance Lighthouse Report at the 7 December 2022 meeting. No feedback was received.

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 impact as a result of this report.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

R-G2: Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making.

Risk Management

The Governance Lighthouse Report is provided to Council as a means of periodically assessing Council's governance framework, including identifying trends and areas for improvement. The Report is based on the Governance Lighthouse strategic early warning system developed by the NSW Audit Office, which outlines eight principles and 17 governance components.

Options

- 1 Council notes the Governance Lighthouse Report for Q1 2022-23 and provides any feedback as required. **(This is the recommended option)**
- 2 Council does not note the Report.

Attachments

| | | | |
|--|---|-------------------------------|-----------|
| 1  | Governance Lighthouse Report - Q1 2022-23 | Provided Under Separate Cover | D15437811 |
|--|---|-------------------------------|-----------|