



Central Coast Council  
Business Paper  
Ordinary Council Meeting  
**28 November 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.



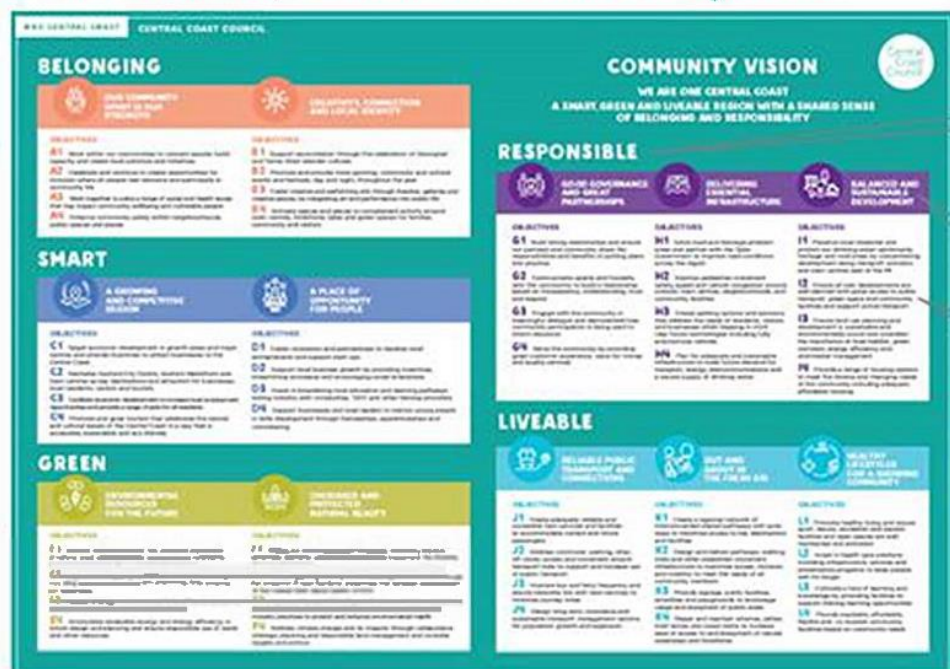
**Good governance and great partnerships**

**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 Central Coast Council Chambers,  
2 Hely Street, Wyong  
on Tuesday 28 November 2023 at 6.30pm,  
for the transaction of the business listed below:**

**The Public Forum will commence at 6.00pm, 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](http://www.centralcoast.nsw.gov.au/council/meetings-and-minutes/council-meetings)

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David Farmer

**Chief Executive Officer**

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

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28 November 2023 Ordinary Council Meeting

Reference: F2023/00021 - D15555931  
Author: Rachel Gibson, Team Leader, Civic Support  
Manager: Edward Hock, Unit Manager Governance, Risk and Legal  
Executive: Marissa Racomelara, Director Corporate Services

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

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28 November 2023 Ordinary Council Meeting

Reference: F2023/00021 - D15555922



### **Recommendation**

***That Council confirms the minutes of the Ordinary Meeting of Council held on 31 October 2023.***

### **Summary**

Confirmation of minutes of the Ordinary Meeting of Council held on 31 October 2023.

### **Attachments**

<b>1</b>	MINUTES - Council Meeting - 31 October 2023	Provided Under Separate Cover	D15928616
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**Item No:** 1.3  
**Title:** Notice of Intention to Deal with Matters in Confidential Session  
**Department:** Corporate Services

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28 November 2023 Ordinary Council Meeting

Reference: F2023/00021 - D15555926

### **Recommendation**

***That Council notes 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 October 2023  
**Department:** Corporate Services

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28 November 2023 Ordinary Council Meeting

Reference: F2020/03205 - D15846752  
Author: Leslie Chan, Team Leader Financial Accounting  
Manager: Emma Galea, Chief Financial Officer  
Executive: Marissa Racomelara, Director Corporate Services

## **Recommendation**

***That Council notes the report Monthly Financial Reports – October 2023.***

## **Report purpose**

To present to Council the monthly financial report for October 2023.

The content of the monthly financial reports is currently under review with the aim to provide reports that capture overall organisational performance, and to measure performance against the relevant mandated benchmarks.

## **Executive Summary**

This report presents the October 2023 monthly financial report.

For 2023/2024 FY Council has budgeted an operating surplus before capital income of \$2.8M. The budgeted net operating position will fluctuate throughout the financial year, reflecting income and expenditure timing.

As at 31 October 2023, on a consolidated basis, Council has an operating surplus of \$15.6M against a budgeted operating deficit of (\$1.5M).

## **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.

## **Consultation**

## 2.1 Monthly Finance Report October 2023 (contd)

The preparation of the October 2023 monthly financial report included consultation with business units across Council to ensure all revenue and expenditure attributable to the 2023/2024 FY is captured.

### 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.

### Consolidated Operating Statement

As at 31 October 2023, Council has a consolidated net operating surplus of \$15.6M, before capital income, which is favourable to budget by \$17.1M and a net operating surplus including capital income of \$42.0M which is favourable to budget by \$41.3M.

<div>Consolidated Operating Statement</div> <div>October 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	Year End Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating Income</b>										
Rates and Annual Charges	34,938	35,014	(76)	136,902	136,917	(15)	122,831	389,283	421,456	421,456
User Charges and Fees	13,630	13,156	474	53,756	52,804	952	48,698	164,977	163,782	163,782
Other Revenue	1,389	1,588	(199)	5,657	4,647	1,010	5,088	21,086	13,683	13,683
Interest	3,345	1,812	1,532	12,155	7,158	4,997	5,549	23,888	15,244	15,244
Grants and Contributions	3,013	2,198	815	7,016	5,783	1,233	5,881	56,621	49,880	49,880
Gain on Disposal	462	-	462	449	-	449	1,014	7,785	-	-
Other Income	700	738	(38)	3,586	3,079	507	3,123	9,754	8,775	8,775
Internal Revenue	4,568	5,002	(434)	18,549	20,031	(1,482)	20,038	61,923	60,701	60,701
<b>Total Income attributable to Operations</b>	<b>62,044</b>	<b>59,508</b>	<b>2,537</b>	<b>238,070</b>	<b>230,420</b>	<b>7,650</b>	<b>212,222</b>	<b>735,318</b>	<b>733,521</b>	<b>733,521</b>
<b>Operating Expenses</b>										
Employee Costs	14,534	14,929	395	59,249	59,526	277	54,386	184,873	195,069	195,069
Borrowing Costs	740	660	(80)	3,157	2,951	(206)	3,475	13,073	13,746	13,746
Materials and Services	16,998	19,250	2,252	67,601	76,693	9,092	63,256	216,095	237,509	237,509
Depreciation and Amortisation	15,771	15,463	(308)	62,212	61,904	(308)	48,479	174,925	192,226	192,226
Other Expenses	2,920	3,063	144	14,001	14,052	51	14,972	44,044	44,523	44,523
Loss on Disposal	171	-	(171)	171	-	(171)	-	17,193	-	-
Internal Expenses	3,755	3,979	224	16,062	16,803	741	16,828	50,087	47,634	47,634
Overheads	0	0	-	0	0	-	-	(0)	(0)	(0)
<b>Total Expenses attributable to Operations</b>	<b>54,889</b>	<b>57,344</b>	<b>2,455</b>	<b>222,453</b>	<b>231,929</b>	<b>9,475</b>	<b>201,396</b>	<b>700,290</b>	<b>730,708</b>	<b>730,708</b>
<b>Operating Result after Overheads and before Capital Amounts</b>	<b>7,156</b>	<b>2,164</b>	<b>4,992</b>	<b>15,617</b>	<b>(1,508)</b>	<b>17,125</b>	<b>10,826</b>	<b>35,028</b>	<b>2,813</b>	<b>2,813</b>
Capital Grants	9,273	-	9,273	16,807	-	16,807	11,516	48,684	59,854	59,854
Capital Contributions	745	545	200	9,570	2,179	7,391	5,775	63,141	17,500	17,500
<b>Grants and Contributions Capital Received</b>	<b>10,018</b>	<b>545</b>	<b>9,474</b>	<b>26,377</b>	<b>2,179</b>	<b>24,198</b>	<b>17,291</b>	<b>111,824</b>	<b>77,354</b>	<b>77,354</b>
<b>Net Operating Result</b>	<b>17,174</b>	<b>2,708</b>	<b>14,466</b>	<b>41,994</b>	<b>670</b>	<b>41,323</b>	<b>28,118</b>	<b>146,852</b>	<b>80,167</b>	<b>80,167</b>

An overview of consolidated financial performance against budget, and variance analysis is as follows:

**Operating Revenue – \$7.7M favourable to budget**

- *Rates and Annual Charges* < +\$0.1M  
On track with no material variation to budget.
- *User charges and fees* +\$1.0M
  - User charges
    - (\$0.4M) unfavourable variance from water supply user charges.
    - \$0.1M favourable variance from sewer user charges.
  - Fees
    - \$0.3M favourable variance from Private Works.
    - \$0.2M favourable variance from DA Planning Fees levied.
    - \$0.2M favourable variance from advertising of Development and Building Applications.
    - \$0.2M favourable variance in Ground Fees
    - \$0.1M favourable variance in CCB Childcare Fee Relief and Childcare Fees.
    - \$0.1M favourable variance in Water Connection income.
- *Other revenue* +\$1.0M
  - \$1.6M favourable variance in unrealised gain on investments, floating rate notes and bonds. Net unrealised gain of \$0.7M October YTD.
  - (\$0.6M) unfavourable variance in event/ticketing income.
- *Interest* +\$5.0M  
Favourable variance predominantly from an increased interest rate environment, hence receiving more interest on investments than budgeted.
- *Grants and contributions* +\$1.2M  
Favourable, timing only difference relating to:
  - \$0.5M in RMS related operating contributions.
  - \$0.4M in other operating grants relating to Environmental Programs.
  - \$0.3M additional Financial Assistance Grant instalment that was unbudgeted for this period.
- *Gain on Disposal* +\$0.4M
  - \$0.4M favourable variance from disposals of plant & equipment.
- *Other Income* +\$0.5M
  - \$0.4M favourable variance in Community Facilities rental income.
  - \$0.1M favourable variance in recovery of outgoings from rental properties.

- **Internal revenue (\$1.5M)**
  - (\$1.9M) unfavourable variance in external plant hire.
  - (\$0.6M) unfavourable variance in plant and fleet permanent hire.
  - (\$0.2M) unfavourable variance in internal water usage charges.
  - (\$0.2M) unfavourable variance in facilities management charges.
  - \$1.4M favourable variance in internal tipping fees.

**Operating Expenses – \$9.5M favourable to budget**

- **Employee costs + \$0.3M**  
Overall employee costs and associated expense is on track (within 0.5% of budget).
- **Borrowing costs (\$0.2M)**
  - (\$0.2M) unfavourable variance due to increased interest paid on external loans due to a higher interest rate environment.
- **Materials and services +\$9.1M**
  - \$3.8M favourable variance in contract, labour hire and consultant costs.
  - \$2.4M favourable variance in materials purchased.
  - \$1.0M favourable variance in garbage collection.
  - \$0.4M favourable variance in training costs.
  - \$0.3M favourable variance in software and other licenses and software expenses.
  - \$0.3M favourable variance in audit fees.
  - \$0.3M favourable variance in legal fees.
  - \$0.2M favourable variance in Bank and EFTPOS charges.
  - \$0.2M favourable variance in external plant hire costs.

Some of these variances are timing differences only.

- **Depreciation (\$0.3M)**  
Overall depreciation costs are on track (within 0.5% of budget).
- **Other expenses + \$0.1M**  
Overall other expenses are on track (within 0.4% of budget).
- **Loss on Disposal (\$0.2M)**
  - (\$0.2M) unfavourable variance in disposal of buildings assets.
- **Internal expenses +0.8M**
  - \$0.6M favourable variance in Plant and Fleet permanent hire costs.
  - \$0.2M favourable variance in facilities maintenance charges.

**Capital Items – \$24.2M favourable to budget**

- *Capital Grants* **+\$16.8M**

Favourable, timing only difference relating to:

- RMS related capital projects \$8.2M
- Water and Sewer projects \$5.1M
- Library projects \$1.1M
- Other capital grants \$1.1M
- Parks, Gardens and Beaches \$1.0M
- Community centres projects \$0.3M

- *Capital Contributions* **+\$7.2M**

Timing only difference relating to:

- Developer contributions in Open Space Works \$2.7M.
- Non-cash contributions \$1.7M.
- Developer contributions in GCIP \$1.6M.
- Developer contributions in Roads Works \$0.7M.
- Developer contributions in Community Facilities Works \$0.5M.

## Financial Performance by Fund

The following Tables summarise the financial performance for the reporting period by Fund.

Total General (+ Drainage & Waste) Fund										
Operating Statement										
October 2023										
	CURRENT MONTH			YEAR TO DATE				FULL YEAR		
	Actuals	Adopted Budget	Variance	Actuals	Adopted Budget	Variance	Last Year YTD Actuals	Last Year Actual	Original Budget	Year End Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating Income</b>										
Rates and Annual Charges	26,150	26,253	(103)	102,049	101,807	241	97,463	302,073	312,872	312,872
User Charges and Fees	5,677	5,726	(48)	23,939	22,753	1,186	22,591	79,306	72,227	72,227
Other Revenue	1,388	1,588	(200)	5,294	4,647	647	4,742	19,957	13,683	13,683
Interest	2,540	1,575	965	9,269	6,209	3,060	4,281	18,149	12,336	12,336
Grants and Contributions	2,990	2,198	792	6,909	5,783	1,126	5,862	56,253	49,880	49,880
Gain on Disposal	462	-	462	449	-	449	1,014	7,785	-	-
Other Income	700	738	(38)	3,596	3,079	507	3,123	9,752	8,763	8,763
Internal Revenue	4,328	4,801	(474)	17,915	19,231	(1,316)	19,476	59,248	58,030	58,030
<b>Total Income attributable to Operations</b>	<b>44,236</b>	<b>42,878</b>	<b>1,358</b>	<b>169,411</b>	<b>163,510</b>	<b>5,900</b>	<b>158,552</b>	<b>552,521</b>	<b>527,792</b>	<b>527,792</b>
<b>Operating Expenses</b>										
Employee Costs	11,329	12,468	540	48,922	49,115	194	46,492	156,491	163,347	163,347
Borrowing Costs	185	61	(125)	764	552	(212)	862	5,280	5,358	5,358
Materials and Services	13,347	16,205	2,858	54,708	64,348	9,640	52,787	181,380	190,650	190,650
Depreciation and Amortisation	9,099	9,072	(28)	36,366	36,339	(28)	28,614	102,748	113,759	113,759
Other Expenses	2,814	3,063	249	13,804	14,052	248	14,711	43,291	44,523	44,523
Loss on Disposal	10	-	(10)	10	-	(10)	-	15,015	-	-
Internal Expenses	2,863	2,974	111	11,755	12,571	816	13,087	37,851	35,857	35,857
Overheads	(2,067)	(2,067)	-	(8,267)	(8,267)	-	-	(20,067)	(24,801)	(24,801)
<b>Total Expenses attributable to Operations</b>	<b>38,180</b>	<b>41,776</b>	<b>3,596</b>	<b>158,063</b>	<b>168,710</b>	<b>10,647</b>	<b>156,554</b>	<b>521,989</b>	<b>528,692</b>	<b>528,692</b>
<b>Operating Result after Overheads and before Capital Amounts</b>	<b>6,056</b>	<b>1,102</b>	<b>4,954</b>	<b>11,348</b>	<b>(5,200)</b>	<b>16,548</b>	<b>1,998</b>	<b>30,533</b>	<b>(900)</b>	<b>(900)</b>
	-	-	-	-	-	-	-	-	-	-
Capital Grants	8,152	-	8,152	11,662	-	11,662	6,735	30,264	35,318	35,318
Capital Contributions	421	-	421	7,260	-	7,260	2,982	54,647	10,964	10,964
<b>Grants and Contributions Capital Received</b>	<b>8,574</b>	<b>-</b>	<b>8,574</b>	<b>18,922</b>	<b>-</b>	<b>18,922</b>	<b>9,717</b>	<b>84,911</b>	<b>46,282</b>	<b>46,282</b>
<b>Net Operating Result</b>	<b>14,630</b>	<b>1,102</b>	<b>13,527</b>	<b>30,270</b>	<b>(5,200)</b>	<b>35,470</b>	<b>11,715</b>	<b>115,443</b>	<b>45,381</b>	<b>45,381</b>



## Total Water & Sewer Fund Operating Statement

October 2023



	CURRENT MONTH			YEAR TO DATE				FULL YEAR		
	Actuals	Adopted Budget	Variance	Actuals	Adopted Budget	Variance	Last Year YTD	Last Year Actual	Original Budget	Year End Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating Income</b>										
Rates and Annual Charges	8,788	8,762	26	34,853	35,110	(256)	25,368	87,209	108,584	108,584
User Charges and Fees	7,953	7,430	522	29,817	30,051	(234)	26,107	85,672	91,555	91,555
Other Revenue	1	-	1	362	-	362	346	1,130	-	-
Interest	804	237	567	2,886	949	1,937	1,269	5,739	2,908	2,908
Grants and Contributions	22	-	22	107	-	107	19	368	-	-
Gain on Disposal	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	2	12	12
Internal Revenue	240	200	40	634	800	(166)	562	2,676	2,671	2,671
<b>Total Income attributable to Operations</b>	<b>17,808</b>	<b>16,630</b>	<b>1,179</b>	<b>68,660</b>	<b>66,910</b>	<b>1,750</b>	<b>53,670</b>	<b>182,796</b>	<b>205,729</b>	<b>205,729</b>
<b>Operating Expenses</b>										
Employee Costs	2,605	2,461	(145)	10,327	10,410	83	7,894	28,383	31,722	31,722
Borrowing Costs	555	600	45	2,392	2,398	6	2,613	7,794	8,389	8,389
Materials and Services	3,651	3,045	(606)	12,893	12,345	(547)	10,469	34,716	46,859	46,859
Depreciation and Amortisation	6,672	6,391	(280)	25,846	25,566	(280)	19,865	72,177	78,468	78,468
Other Expenses	106	-	(106)	197	-	(197)	261	752	-	-
Loss on Disposal	161	-	(161)	161	-	(161)	-	2,178	-	-
Internal Expenses	893	1,005	112	4,307	4,232	(75)	3,741	12,236	11,777	11,777
Overheads	2,067	2,067	-	8,267	8,267	-	-	20,067	24,801	24,801
<b>Total Expenses attributable to Operations</b>	<b>16,709</b>	<b>15,568</b>	<b>(1,140)</b>	<b>64,390</b>	<b>63,218</b>	<b>(1,172)</b>	<b>44,842</b>	<b>178,301</b>	<b>202,015</b>	<b>202,015</b>
<b>Operating Result after Overheads and before Capital Amounts</b>	<b>1,100</b>	<b>1,062</b>	<b>38</b>	<b>4,269</b>	<b>3,692</b>	<b>577</b>	<b>8,828</b>	<b>4,495</b>	<b>3,713</b>	<b>3,713</b>
Capital Grants	1,121	-	1,121	5,145	-	5,145	4,781	18,420	24,537	24,537
Capital Contributions	324	545	(221)	2,310	2,179	132	2,793	8,494	6,536	6,536
<b>Grants and Contributions Capital Received</b>	<b>1,445</b>	<b>545</b>	<b>900</b>	<b>7,455</b>	<b>2,179</b>	<b>5,276</b>	<b>7,574</b>	<b>26,913</b>	<b>31,072</b>	<b>31,072</b>
<b>Net Operating Result</b>	<b>2,544</b>	<b>1,606</b>	<b>938</b>	<b>11,724</b>	<b>5,870</b>	<b>5,854</b>	<b>16,403</b>	<b>31,409</b>	<b>34,786</b>	<b>34,786</b>

### Financial Performance Benchmarks

Below is a summary of Council's performance, by Fund, against main financial performance benchmarks set by the Office of Local Government and compared to Council benchmarks set out in the current adopted Financial Strategy. The Financial Strategy is currently under review, and the Council set benchmarks may be revised to align with mandated benchmarks and taking into consideration Council's current and projected performance.

<i>Financial Performance Ratio</i>	<i>Fund</i>	<i>Benchmark Ratio (Office of Local Government)</i>	<i>Benchmark Ratio (Council current Financial Strategy)</i>	<i>Actual Ratio as at October 2023</i>
Operating Performance Ratio	Consolidated	>0%	1% - 8%	<b>6.8%</b>
Unrestricted Current Ratio	Consolidated	>1.5x	>1.5x	<b>2.1x</b>
Unrestricted Cash Position	Consolidated	N/A	3% – 10%	<b>30.0%</b>
	General & Drainage			<b>13.2%</b>
	Water			<b>8.2%</b>
	Sewer			<b>125.6%</b>
	Domestic Waste			<b>21.2%</b>

As at the end of the October 2023, on a consolidated basis, Council exceeded the mandated benchmark for the operating result, achieving 6.8%, which is within the parameters set in Council's current Financial Strategy.

Council has also performed favourably against the unrestricted current ratio, achieving 2.1x against a benchmark of >1.5x. This ratio considers all assets and liabilities, including cash.

Council maintained positive performance regarding unrestricted cash, exceeding target for all funds.

### Cash and Investments

Details on cash and investments as at October 2023 is included in the Monthly Investment Report October 2023, included as a separate report in this business paper.

## Restricted Funds

A summary of restricted and unrestricted funds is 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	222,147	35,936	258,083	16,248	29,003	105,263
Internal Restricted Funds	175,535	68	175,603	974	935	45
<b>Total Restricted Funds</b>	<b>397,682</b>	<b>36,004</b>	<b>433,686</b>	<b>17,222</b>	<b>29,938</b>	<b>105,308</b>
Unrestricted Funds	87,779	(36,007)	51,772	8,460	125,261	16,499
<b>Total funds by Fund</b>	<b>485,461</b>	<b>(3)</b>	<b>485,458</b>	<b>25,682</b>	<b>155,199</b>	<b>121,807</b>

Details on Council's external and internal restriction balances as at October 2023 is included in the Monthly Investment Report October 2023, included as a separate report in this business paper.

## Emergency Loans

In accordance with Council's resolution at its November 2022 Council meeting, an internal restriction was created to set aside funds to make an early loan repayment against the \$100M emergency loan which is due for repayment in December 2023.

An amount of \$4M was transferred each month following the resolution. At its meeting on 25 June 2023 Council resolved to transfer an additional \$11.0M to the restriction.

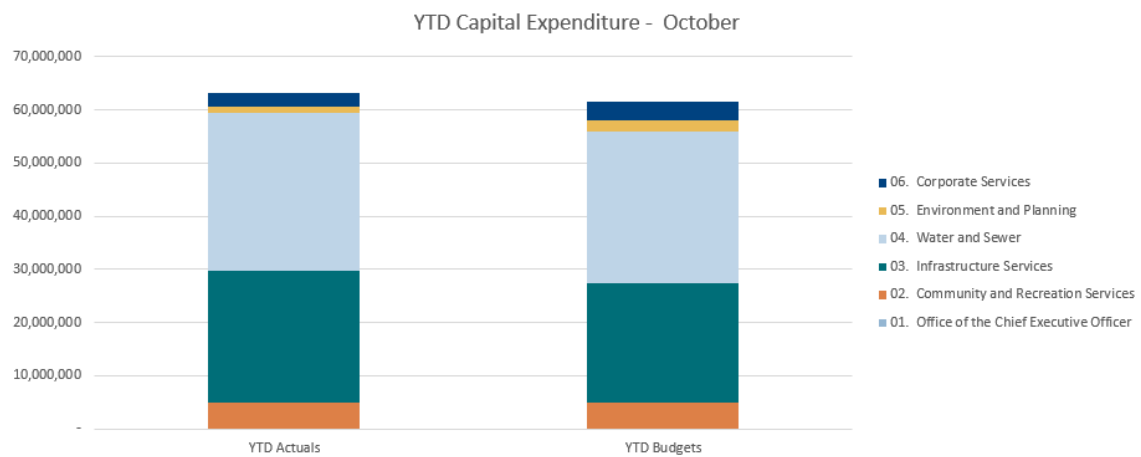
In the first three months of the 2023/24 FY, based on the available total cash and liquidity requirements, there was capacity to continue to restrict \$4M a month continuing from the previous financial year.

At the September 2023 Council meeting, Council resolved to restrict sufficient funds to enable the full repayment amount of the outstanding \$82M in December 2023. As at October 2023, the Emergency Loan Repayment restriction has a balance of \$68.5M.

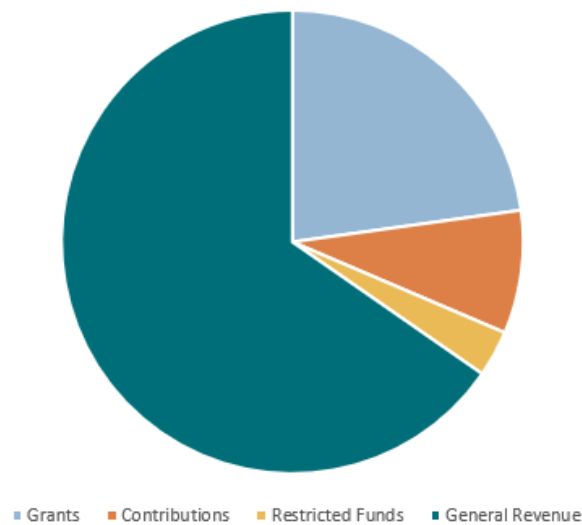
## Capital Works

As at 31 October 2023 capital expenditure is \$63.1M against a YTD budget of \$61.5M for the same period, and a 2023/2024 FY budget of \$203.0M.

Department	YTD Actuals	YTD Budgets	YTD Variance	Full Year Approved Budget
01. Office of the Chief Executive Officer	-	-	-	-
02. Community and Recreation Services	5,012,042	4,863,024	(149,018)	24,487,240
03. Infrastructure Services	24,726,466	22,622,298	(2,104,168)	65,646,731
04. Water and Sewer	29,822,274	28,471,808	(1,350,466)	84,155,136
05. Environment and Planning	993,577	2,152,439	1,158,862	10,490,536
06. Corporate Services	2,590,194	3,396,000	805,806	18,236,000
<b>Total</b>	<b>63,144,553</b>	<b>61,505,569</b>	<b>(1,638,984)</b>	<b>203,015,643</b>



YTD Capital expenditure by funding source

**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**

Nil

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

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28 November 2023 Ordinary Council Meeting

Reference: F2004/06604 - D15895891  
Author: Devini Susindran, Regulatory Reporting Senior Accountant  
Financial Accounting  
Manager: Leslie Chan, Section Manager Financial Accounting and Assets (Acting)  
Emma Galea, Chief Financial Officer  
Executive: Marissa Racomelara, Director Corporate Services

## **Recommendation**

### ***That Council:***

- 1     *Notes the Investment Report for October 2023.***
- 2     *Notes that internally restricted funds are unrestricted funds that have been internally allocated to a certain purpose.***
- 3     *Allocates the required unrestricted funds available in the General Fund to meet its October 2023 unrestricted funds deficit of \$36.01M in the Drainage Fund.***

## **Report purpose**

To present the monthly Investment Report 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 31 October 2023.

### **Background**

Council's investments are made in accordance with the Local Government Act 1993, Local Government (General) Regulation 2005, Council's adopted Investment Policy, 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 \$788.15M as at 31 October 2023. A summary of investments as at 31 October 2023 is attached as Attachment 1 to this report.

**Table 1 - Council's Cash and Investment Portfolio by Type**

Type	Value (\$'000)
Investment Portfolio	\$737,625
Transactional accounts and cash in hand	\$50,521
<b>Total</b>	<b>\$788,146</b>

During October, Council's total cash and investments increased by \$10.87M from \$777.28M to \$788.15M. Council's cash inflows including investment maturities have been used to manage outflows. Maturities during the month have been re-invested taking into consideration operational cashflow requirements.



**Table 2 – Council’s Portfolio by Fund**

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

<b>Fund</b>	<b>General Fund</b>	<b>Drainage Fund</b>	<b>Consolidated General Fund</b>	<b>Water Fund</b>	<b>Sewer Fund</b>	<b>Domestic Waste Fund</b>
	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>
External Restricted Funds	222,147	35,936	258,083	16,248	29,003	105,263
Internal Restricted Funds	175,535	68	175,603	974	935	45
<b>Total Restricted Funds</b>	<b>397,682</b>	<b>36,004</b>	<b>433,686</b>	<b>17,222</b>	<b>29,938</b>	<b>105,308</b>
Unrestricted Funds	87,779	(36,007)	51,772	8,460	125,261	16,499
<b>Total funds by Fund</b>	<b>485,461</b>	<b>(3)</b>	<b>485,458</b>	<b>25,682</b>	<b>155,199</b>	<b>121,807</b>

*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. The unrestricted funds balances above, across the five Funds will increase and decrease during each financial year as revenues are received and expenditures occur.

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 is currently \$36.01M. From 2026/2027 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 \$36.01M in the Drainage Fund is proposed to be funded through the General Fund’s available unrestricted cash balance as at 31 October 2023 of \$87.78M.

### **Portfolio Management**

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

## 2.2 Investment Report for October 2023 (contd)

The total value of the Council's investment portfolio as at 31 October 2023 is outlined in Table 3 below. Total net return on the portfolio for Council in October 2023, comprising entirely of interest earned, was \$3.09M.

**Table 3 – Portfolio Movement (Investments only)**

Description	2022-23 Financial Year \$'000	Jul-Sep Qtr 2023-24 \$'000	Oct-23 2023-24 \$'000	FYTD 2023-24 \$'000
<b>Opening Balance</b>	<b>628,005</b>	<b>707,301</b>	<b>745,827</b>	<b>707,301</b>
Movement in cash at call, additions and disposals	76,828	37,117	(7,740)	<b>29,377</b>
Movement in Market Value	2,468	1,409	(462)	<b>947</b>
<b>Closing Balance</b>	<b>707,301</b>	<b>745,827</b>	<b>737,625</b>	<b>737,625</b>
Interest earnings	22,168	8,346	3,088	<b>11,434</b>

The market value of Council's investment portfolio as at 31 October 2023 is \$737.63M.

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**

Table 2 - Investment Maturities			
Time Horizon	Percentage Holdings	Maturity on or before	Value \$'000
<b>At Call</b>	2.27%	Immediate	16,745
<b>Investments</b>			
0 - 3 months	16.68%	Jan-2024	123,000
4 - 6 months	11.05%	Apr-2024	81,489
7 - 12 months	14.03%	Oct-2024	103,488
1 - 2 years	14.62%	Oct-2025	107,838
2 - 3 years	31.07%	Oct-2026	229,179
3 - 4 years	7.75%	Oct-2027	57,149
4 - 5 years	2.54%	Oct-2028	18,737
<b>Total Investments</b>	<b>97.73%</b>		<b>720,880</b>
<b>Total Portfolio</b>	<b>100.00%</b>		<b>737,625</b>
<b>Interest Accrued to October 2023 (Excluding Interest on call accounts)</b>			7,079
<b>Market Value of Investment per Portfolio Valuation Report (Attachment 5)</b>			<b>744,704</b>

The investment portfolio is concentrated in AA (16.88%), A (41.07%), and BBB (42.05%).

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. In this regard, all of Council's investments were within policy guidelines as at 31 October 2023.

The current spread of investments and counterparty exposure for October 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 2.80% or \$20.64M in ESG investments as at 31 October 2023.

### Portfolio Return

Interest rates on investments in the month, ranged from 1.15% to 6.40%. The monthly Bank Bill Swap Rate (BBSW) benchmark was 4.08%. Changes in economic conditions have led to the Reserve Bank of Australia (RBA) increasing its cash rate to 4.35% on 7 November 2023. BBSW has also followed this trend and has been increasing steadily. Comparative interest rates are shown in the table below.

**Table 4 – Interest Rate Increases**

Month	RBA Cash Rate	1 Month Bank Accepted Bills
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%	3.54%
April 2023	3.60%	3.60%
May 2023	3.85%	3.81%
June 2023	4.10%	4.07%
July 2023	4.10%	4.10%
August 2023	4.10%	4.05%
October 2023	4.10%	4.05%
October 2023	4.10%	4.08%
November 2023	4.35%	Available at end of November

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 October 2023 is 4.49%. 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.

### **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 early retirement of one 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

<b>1</b>	Summary of Investments as at 31 October 2023	Provided Under Separate Cover	D15947437
<b>2</b>	Summary of Restrictions as at October 2023	Provided Under Separate Cover	D15947440
<b>3</b>	Investment Report Graphs and Table for October 2023	Provided Under Separate Cover	D15947456
<b>4</b>	Trading Limit Report as at 31 October 2023	Provided Under Separate Cover	D15947464
<b>5</b>	Portfolio Valuation Report as at 31 October 2023	Provided Under Separate Cover	D15947466



**Item No:** 2.3  
**Title:** 2023-24 Quarter 1 Review  
**Department:** Environment and Planning and Corporate Services

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28 November 2023 Ordinary Council Meeting

Reference: F2022/02276 - D15897398  
Author: Paul Foote, Senior Corporate Planner Corporate Planning and Reporting  
Sharon McLaren, Section Manager Corporate Planning and Reporting  
Emma Galea, Chief Financial Officer  
Manager: Shannon Turkington, Unit Manager Strategic Planning  
Executive: Alice Howe, Director Environment and Planning  
Marissa Racomelara, Director Corporate Services

## Recommendation

### ***That Council:***

- 1 Adopts the Quarter 1 Business Report 2023-24 (Attachment 1), including the proposed amendments and additions to the Operational Plan actions and indicators as outlined in this report.***
- 2 Adopts the amendments to the 2023-24 Original Budget as outlined in this report.***
- 3 Includes changes to the Capital Works Program as detailed in this report in future updates to the Long-Term Financial Plan.***

## Report purpose

To report on Central Coast Council's performance progress as measured against the organisation's Operational Plan for 2023-24. The *Q1 Business Report* (Attachment 1) covers the progress on the Operational Plan activities and financial performance for the period 1 July 2023 to 30 September 2023. This report and Attachment 1 provide information on Council's financial performance and financial position for:

- The first quarter of the 2023-24 financial year (Q1); and
- The resulting financial position including the Budget variations proposed.

## Executive Summary

### Operational Plan Action and Target Progress

At the end of Q1, the overall performance against the original adopted Operational Plan actions and indicators shows:

- 3 out of 115 actions are Completed,

- 94 are On Track for delivery by the end of the financial year,
- 17 are Delayed, and
- 1 is On Hold.

### Financial Performance

Council is required to review its progress in achieving the financial objectives set out in its Operational Plan, within two months of the end of each quarter.

The Responsible Accounting Officer has revised Council's income and expenditure for the 2023-24 financial year and recommends revising estimates in line with Council's financial performance as at the end of September 2023, and as projected for the remainder of the financial year.

The *Q1 Budget Report* (Attachment 1) recommends budget adjustments that result in an improved projected operating result for the 2023-24 financial year.

The proposed Q1 adjustments will move the 2023-24 budgeted operating surplus (excluding capital grants and contributions) from \$2.8M to a budgeted operating surplus (excluding capital grants and contributions) of \$5.6M. The proposed Q1 adjustments will move the 2023-24 budgeted operating surplus (including capital grants and contributions) from \$80.2M to a budgeted operating surplus (including capital grants and contributions) of \$94.6M.

The proposed Q1 capital expenditure budget adjustment is an increase of \$13.5M, which will result in a revised 2023-24 full year capital works program of \$216.5M. The increase mainly relates to grant funded projects. As capacity to deliver these projects was considered when developing the Original Budget, these additional projects will not adversely impact delivery of the planned capital works program for 2023-24.

More information and details of progress and financial performance are provided in the *Q1 Business Report* (Attachment 1).

### **Background**

As required under the Integrated Planning and Reporting Framework, Council is required to report on its progress with respect to its actions and targets against the objectives of the Operational Plan, at least every six months.

Clause 203 of the *Local Government (General) Regulation 2021* requires that no later than two months after the end of each quarter (except the June quarter), the Responsible Accounting Officer of Council must prepare and submit to Council a Quarterly Budget Review Statement that shows a revised estimate of the income and expenditure for that year.

This report, including the *Q1 Budget Report* at Attachment 1, incorporate reporting on the progress of actions and targets against the objectives of the Operational Plan and propose amendments to the adopted Operational Plan and Budget for 2023-2024.



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

### Current Status

#### Operational Plan Actions and Targets

The table below is a summary of the overall progress on the actions and indicators for Q1. The information contained in Attachment 1 includes specific details of progress.

Theme:	Belonging	Smart	Green	Responsible	Liveable	Total
<b>Completed</b>	0	0	0	3	0	<b>3</b>
<b>On Track</b>	11	6	14	43	20	<b>94</b>
<b>Delayed</b>	0	0	3	14	0	<b>17</b>
<b>Scheduled</b>	0	0	0	0	0	<b>0</b>
<b>On Hold</b>	0	0	0	1	0	<b>1</b>
<b>Closed</b>	0	0	0	0	0	<b>0</b>
<b>Total</b>	<b>11</b>	<b>6</b>	<b>17</b>	<b>61</b>	<b>20</b>	<b>115</b>

The following amendments and new actions and indicators are proposed for inclusion from Q2 onwards.

#### Amendments

Action / Indicator	Original Target / Timeline	Amended Target / Timeline	Responsible Unit	Reason for Amendment
<b>DP_531</b> Develop and implement proactive food shop inspections to satisfy Food Authority requirements and protect consumers and their health	Minimum of 75% (1,275) of food shop inspections completed by 30 June 2024	Minimum of 75% (1,132) of high and medium risk food shop inspections completed by 30 June 2024	Environmental Compliance Services	The NSW Food Authority sets the criteria for risk ratings of food premises and this is based on the types of food sold at businesses. Council will continue to follow these guidelines in inspecting High and Medium risk premises. The number of businesses that meet these criteria varies from time to time.
<b>DP_133</b> Develop and implement proactive public health inspections (includes hairdressers, skin penetration, public swimming pools and caravan parks)	Minimum of 75% (612) of public health inspections completed by 30 June 2024	Minimum of 75% (428) high risk of public health inspections completed by 30 June 2024	Environmental Compliance Services	Council is focusing its limited resources on the high risk activities businesses carry out to ensure public safety in these areas.
<b>DP_309</b> Library Services provide	>87,000 public access PC and wi-	>40,000 public access PC	Libraries and Education	The combined target has already been achieved in Q1

Action / Indicator	Original Target / Timeline	Amended Target / Timeline	Responsible Unit	Reason for Amendment
access to technology that meets the needs of the community	fi sessions	> 150,000 Wi-Fi sessions		due to IT infrastructure upgrades and the benchmark has been reviewed, with new targets set.
<b>DP_501</b> Adoption by Council of a community engagement and education strategy demonstrating how customers will be engaged in planning for and delivery of water and sewer services	By 30 September 2023	By 30 November 2023	Water and Sewer	Administrative error at time of adoption of Operational Plan and timeframe should be 30 November 2023, not 30 September 2023.
<b>DP_237</b> Water Quality complaints per 1000 properties	<8	<7	Water and Sewer	Target will be amended to <7 to reflect the Target for 2023 proposed by IPART in its 2019 determination for Council.
<b>DP_242</b> Wastewater overflows per 100km of main	≤30	≤26	Water and Sewer	Target will be amended to ≤26 to reflect the Target for 2023 proposed by IPART in its 2019 determination for Council.
<b>DP_243</b> Wastewater overflows reported to the environmental regulator per 100km of main	≤1.5	≤1.3	Water and Sewer	Target will be amended to ≤1.3 to reflect the Target for 2023 proposed by IPART in its 2019 determination for Council.
<b>DP_244</b> Wastewater mains breaks and chokes per 100km of main	≤34	≤30	Water and Sewer	Target will be amended to ≤30 to reflect the Target for 2023 proposed by IPART in its 2019 determination for Council.

### New Actions and Indicators

New Action / Indicator	New Target / Timeline	Responsible Unit	Reason for Inclusion
<b>DP_552</b> Stakeholder engagement with customers for the W&S Business for the 2026-2031 IPART Determination	March 2024 - September 2025	Water and Sewer	As a result of work that has commenced.
<b>DP_553</b> Storage volume measures / dam levels	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.
<b>DP_554</b> Level of water consumption	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.

New Action / Indicator	New Target / Timeline	Responsible Unit	Reason for Inclusion
<b>DP_555</b> Infrastructure upgrades and new infrastructure projects planned and completed	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service..
<b>DP_556</b> Real water losses (kL / km / d)	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.
<b>DP_557</b> Average duration of water supply outages	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.
<b>DP_558</b> Amount of water produced	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.
<b>DP_559</b> Amount of water sourced from waterways - yield	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.
<b>DP_560</b> Number of connected properties	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.
<b>DP_561</b> Volume of sewage overflows	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.
<b>DP_562</b> Net greenhouse gas emissions	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.
<b>DP_563</b> Number of water pressure complaints per 1,000 properties	Reported quarterly on Council's website	Water and Sewer	As a result of recent community engagement undertaken to inform Council's Water and Sewer service.

### Financial Performance

As at the end of Q1 Council has a consolidated net operating surplus of \$8.5M, before capital income, which is favourable to budget by \$12.1M and a net operating surplus including capital income of \$24.8M, which is favourable to budget by \$26.9M. These results reflect the amortisation of annual rates and charges.

<div> <div>Consolidated Operating Statement</div> <div>September 2023</div> <div>Central Coast Council</div> </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	Year End Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating Income</b>										
Rates and Annual Charges	35,694	35,751	(57)	101,964	101,903	62	94,240	389,283	421,456	421,456
User Charges and Fees	15,371	14,718	653	40,126	39,648	478	37,441	164,977	163,782	163,782
Other Revenue	1,020	1,080	(60)	4,268	3,060	1,208	4,004	21,086	13,683	13,683
Interest	3,362	1,801	1,560	8,810	5,346	3,464	3,794	23,888	15,244	15,244
Grants and Contributions	1,023	1,821	(798)	4,003	3,585	418	5,440	56,621	49,880	49,880
Gain on Disposal	-	-	-	(13)	-	(13)	1,034	7,785	-	-
Other Income	842	858	(16)	2,886	2,341	545	2,383	9,754	8,775	8,775
Internal Revenue	4,429	4,781	(352)	13,982	15,030	(1,048)	15,363	61,923	60,701	60,701
<b>Total Income attributable to Operations</b>	<b>61,742</b>	<b>60,812</b>	<b>930</b>	<b>176,026</b>	<b>170,913</b>	<b>5,113</b>	<b>163,700</b>	<b>735,318</b>	<b>733,521</b>	<b>733,521</b>
<b>Operating Expenses</b>										
Employee Costs	14,575	14,780	205	44,715	44,597	(118)	41,307	184,873	195,069	195,069
Borrowing Costs	719	951	232	2,417	2,291	(126)	2,671	13,073	13,746	13,746
Materials and Services	16,586	19,465	2,879	50,803	57,444	6,640	47,156	216,095	237,509	237,783
Depreciation and Amortisation	15,471	15,471	-	46,441	46,441	-	36,369	176,598	192,226	192,226
Other Expenses	4,775	4,767	(9)	11,081	10,989	(93)	11,984	44,044	44,523	44,523
Loss on Disposal	-	-	-	-	-	-	-	22,060	-	-
Internal Expenses	3,699	4,097	398	12,307	12,824	517	13,223	50,087	47,634	47,634
Overheads	0	0	-	(0)	(0)	-	-	(0)	(0)	(0)
<b>Total Expenses attributable to Operations</b>	<b>55,825</b>	<b>59,530</b>	<b>3,705</b>	<b>167,565</b>	<b>174,585</b>	<b>7,020</b>	<b>152,711</b>	<b>706,831</b>	<b>730,708</b>	<b>730,982</b>
<b>Operating Result after Overheads and before Capital Amounts</b>	<b>5,917</b>	<b>1,282</b>	<b>4,635</b>	<b>8,461</b>	<b>(3,672)</b>	<b>12,133</b>	<b>10,988</b>	<b>26,487</b>	<b>2,813</b>	<b>2,539</b>
Capital Grants	2,142	-	2,142	7,534	-	7,534	9,055	48,684	59,854	59,854
Capital Contributions	876	545	331	8,825	1,634	7,191	3,973	69,368	17,500	17,500
<b>Grants and Contributions Capital Received</b>	<b>3,018</b>	<b>545</b>	<b>2,473</b>	<b>16,358</b>	<b>1,634</b>	<b>14,725</b>	<b>13,027</b>	<b>118,051</b>	<b>77,354</b>	<b>77,354</b>
<b>Net Operating Result</b>	<b>8,934</b>	<b>1,826</b>	<b>7,108</b>	<b>24,820</b>	<b>(2,038)</b>	<b>26,858</b>	<b>24,016</b>	<b>146,538</b>	<b>80,167</b>	<b>79,893</b>

It is noted that as part of the Q1 Budget review process, the phasing of planned income and expenditure has been reviewed to ensure changes to projections required to reflect budget trend are captured in a timely manner.

As at Q1 Council's overall performance was better than budget as financial discipline continues to be applied to all expenditure, and changing trends are monitored. Actual financial performance as at the end of Q1 has been considered when revising projections as part of the *Q1 Budget Review*.

The Q1 YTD capital expenditure is \$46.9M compared to a YTD budget of \$43.8M and an original FY budget of \$203.0M. More information is provided in Attachment 1.

### Financial Performance Benchmarks

Below is a summary of Council's performance, by Fund, against main financial performance benchmarks set by the Office of Local Government and compared to Council benchmarks set out in the current adopted *Financial Strategy*.

<i>Financial Performance Ratio</i>	<i>Fund</i>	<i>Benchmark Ratio (Office of Local Government)</i>	<i>Benchmark Ratio (Council current Financial Strategy)</i>	<i>Actual Ratio as at September 2023</i>
Operating Performance Ratio	Consolidated	>0%	1% - 8%	4.5%
Unrestricted Current Ratio	Consolidated	>1.5x	>1.5x	1.9x
Unrestricted Cash Position	Consolidated	N/A	3% – 10%	30.7%
	General & Drainage			16.4%
	Water			(2.1%)
	Sewer			124.1%
	Domestic Waste			26.6%

As at the end of the September 2023, on a consolidated basis, Council exceeded the mandated benchmark for the operating result, which is greater than zero, achieving 4.5%.

Council has also performed favourably against the unrestricted current ratio, achieving 1.9% against a benchmark of >1.5%. This ratio considers all assets and liabilities, including cash. Council maintained positive performance regarding unrestricted cash, exceeding target for all but the Water Fund.

### Restricted Funds

A summary of restricted and unrestricted funds is as follows:

<b>Fund</b>	<b>General Fund</b>	<b>Drainage Fund</b>	<b>Consolidated General Fund</b>	<b>Water Fund</b>	<b>Sewer Fund</b>	<b>Domestic Waste Fund</b>
	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>
External Restricted Funds	221,818	35,776	257,594	16,001	29,783	104,437
Internal Restricted Funds	160,998	68	161,066	974	935	45
<b>Total Restricted Funds</b>	<b>382,816</b>	<b>35,844</b>	<b>418,660</b>	<b>16,975</b>	<b>30,718</b>	<b>104,482</b>
Unrestricted Funds	100,138	(35,845)	64,293	(2,142)	123,600	20,698
<b>Total funds by Fund</b>	<b>482,954</b>	<b>(1)</b>	<b>482,953</b>	<b>14,833</b>	<b>154,318</b>	<b>125,182</b>

#### Proposed Budget Adjustments

Council's financial focus continues to be on maintaining expenditure, raising additional income, monitoring incoming cash flow, performing cashflow forecasts and ensuring a more sustainable cash preservation. Details on the proposed budget adjustments are provided in Attachment 1.

#### *Capital Works Program*

Council's capital works program adopted as part of the 2023-24 Operational Plan totalled \$202.1M. Budget of \$0.9M was added to reflect unexpended FY23 budgets for projects continuing in FY24, resulting in a full year budget of \$203.0M

Actual Q1 YTD capital expenditure is \$46.9M against the Q1 YTD budget of \$43.8M. An increase of \$13.5M is proposed as part of this Q1 review. The increase is mainly associated with grant funded projects.

#### **Consultation**

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

**Financial Considerations**

Council's budgeted financial position continues to be a surplus position. Budget adjustments are proposed in this report and are detailed in the Attachment 1.

**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.

**Options**

Quarterly reporting of Council's financial performance is mandatory under the *Local Government (General) Regulation 2021*.

**Critical Dates or Timeframes**

Sub-clause 203(1) of the *Local Government (General) Regulation 2021* requires a Council's Responsible Accounting Officer to prepare and submit a *Quarterly Budget Review Statement* to the Council within two months of the end of each quarter (excluding June). This requirement is met by adoption of the *Q1 Business Report* (Attachment 1), which is due by 30 November 2023.

**Attachments**

- 1  Quarter 1 Business Report 2023-24 Provided Under Separate Cover D15955871



**Item No:** 2.4  
**Title:** Annual Report 2022-23  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2023/01098 - D15928936  
Author: Sharon McLaren, Section Manager Corporate Planning and Reporting  
Manager: Shannon Turkington, Unit Manager Strategic Planning  
Executive: Alice Howe, Director Environment and Planning

## **Recommendation**

***That Council adopts the Annual Report 2022-23 (Attachment 1)***

### **Report purpose**

For Council to consider the Annual Report for the 2022-23 financial year.

### **Executive Summary**

The Annual Report for 2022-23 (Attachment 1) has been prepared in accordance with Section 428 of the *Local Government Act 1993* and with Section 217 of the *Local Government (General) Regulation 2021*. It reflects Council's performance from 1 July 2022 to 30 June 2023 and is a key method for Council to maintain accountability and transparency with the Central Coast community. It details Council's performance against the Operational Plan 2022-23, and includes information on the region and community, the organisation and workforce, and specific information required under legislation.

Council's audited financial statements were adopted on 31 October 2023 and are required to be included in the Annual Report. They will form an attachment to the Annual Report.

The Annual Report presents Council's achievements over the financial year against the themes of the Community Strategic Plan (CSP), with a snapshot of achievements and highlights including:

- The *Live my Experience* project highlighted community awareness of some of the daily obstacles experienced by people with disabilities. Another key focus for Council is delivering the *Disability Inclusion Action Plan*, with progress on the Plan's actions also included in the Annual Report. *Live my Experience* was a project that utilised virtual reality where participants experienced some of these barriers first-hand through technology.
- Tourism has improved back to pre-COVID-19 levels with the *Destination Management Plan* being a key component of that success. Integral to this success was the many programs, activities and events hosted and supported, as well as the successful completion and opening of the Visitor Information Centre in April 2023.

- *Let's Talk Gosford* was a successful community engagement campaign, providing an online platform and face-to-face opportunity for the community to understand and provide feedback on 10 exciting projects that will help Gosford reach its full potential.
- A newly completed landfill cell at Buttonderry Waste Management Facility, which will provide waste disposal ability to the LGA with for a further 4.5 years, which has been awarded an Engineering Excellence Award.
- A rare nest of endangered loggerhead turtles was discovered at Shelly Beach. WIRES, NSW Parks and Wildlife Service and NSW TurtleWatch installed a temporary fence to protect the turtles and the site. The eggs were incubated at Taronga Zoo with excess of 90 turtles hatching and then returned to Shelly Beach for release.
- A new call centre was implemented this year as part of Council's customer improvement program, helping to improve call quality and including a call back feature. The program also focussed on improving the timing of customer responses, which saw Council's overall response rate reaching 80%, with 68% for 5 day responses.
- Council's library service celebrated 75 years, with the service showing a 28% increase in programs and activities offered at branches, with a 93% increase in attendance on the previous year, and a 9.4% increase on loans.

Full details of Council's progress and performance during the 2022-23 financial year are provided in the Annual Report (Attachment 1).

### **Background**





The Annual Report is a requirement under the Integrated Planning and Reporting Framework, and under Section 428 of the *Local Government Act 1993*. This requires all NSW councils to prepare a report within five months of the end of the financial year detailing its performance against the Delivery Program and Operational Plan objectives for that financial year. The report must be published on the council's website and a link provided to the Minister for Local Government by 30 November.

### **Current Status**













The Annual Report 2022-23, as contained in Attachment 1, holds Council accountable against its Operational Plan commitments and fulfils Council's legislative requirements, and is recommended for adoption. Once adopted, the Annual Report 2022-23 will be published on Council's website and a link provided to the Minister for Local Government.





















### **Report**

Details of Council's performance during the 2022-23 financial year against the 153 action and indicators is provided below:

Operational Plan Performance 2022-23 Summary			
			
<b>115</b>	<b>12</b>	<b>19</b>	<b>7</b>
<b>COMPLETED</b>	<b>ACTIVE</b>	<b>DELAYED</b>	<b>INACTIVE</b>
Work is completed / target achieved	Multi-Year Action or action will continue in 2023-24	Work is behind schedule / target has not been achieved	Work is on hold until further notice or there has been a change in priority and it has been closed

Performance by CSP theme is provided below:

Theme	Results	Highlights
<b>Belonging</b>		<ul style="list-style-type: none"> <li>Following previous years of COVID-19 closures and lockdowns, our theatres had a successful year, with 226 shows and 57,570 patrons.</li> <li>The community was kept safe during the beach season with a new lifeguard tower constructed at Avoca Beach to improve observation. During the season there were 2,167,367 visitations across the 15 patrolled locations, with lifeguards performing 1,128 rescues, and attending to 1,752 first aid incidents.</li> <li>Ranger services are provided throughout the year, with this year seeing the investigation and completion of over 12,000 community requests on parking safety, unauthorised activities and responsible pet ownership.</li> </ul>
	<b>30</b>	
		
	<b>0</b>	
		
	<b>3</b>	
		
	<b>0</b>	
<b>Smart</b>		<ul style="list-style-type: none"> <li>Operational upgrades across town centres, including Wyong, Gosford, Toukley and The Entrance including accessible furniture, tactile upgrades and facade upgrades to businesses. Ongoing relationship development activities also undertaken with ideas exchange sessions held with business owners and stakeholders.</li> <li>The Central Coast celebrated its 1 year anniversary as a Certified Australian ECO Destination, with new products and operators added to the region.</li> <li>Progress towards the redevelopment of the Gosford Waterfront with preferred concept options adopted by Council.</li> </ul>
	<b>12</b>	
		
	<b>1</b>	
		
	<b>1</b>	
		
	<b>0</b>	

Theme	Results	Highlights
<b>Green</b>  	 9  0  2  0	<ul style="list-style-type: none"> <li>• Council diverted 43% of domestic waste volumes from landfill, with over 60,000 tonnes of household recyclables, garden organics, and scrap metal resource recovered and sent for recycling during the year.</li> <li>• Flood information tool for Tuggerah Lakes and Lagoons developed and available on Council's Website.</li> <li>• New gas collection and combustion infrastructure was installed and commissioned during the year resulting in 5.5Mm<sup>3</sup> of landfill gas being captured and combusted and 6,152MWh of renewable energy generated and delivered to the grid. This is the equivalent to supplying electricity to 1,025 households.</li> </ul>
<b>Responsible</b>   	 42  10  11  6	<ul style="list-style-type: none"> <li>• Ongoing discussions were held with NSW Government agencies to support revitalisation of Gosford. The continued development of the Central Coast Integrated Transport Strategy will also assist with Council's advocacy role on transportation solutions for the Central Coast and Gosford CBD.</li> <li>• Council adopted a Service Optimisation Framework, which will support the process of what, why and how of a service and determine if it is fit for purpose.</li> <li>• Road and drainage works include 26 bus stop accessibility upgrades, resurfacing 33km of existing road pavement, constructing 3.9km of drainage infrastructure.</li> </ul>
<b>Liveable</b>   	 23  0  2 	<ul style="list-style-type: none"> <li>• Construction of 4.9km of shared paths and footpaths.</li> <li>• Accessibility improvements to sport and recreation infrastructure such as the playspace at Ross Park, Avoca Beach, and accessible design elements incorporated into the Niagara Park Stadium project, which is due for construction in 2023-24.</li> <li>• Progress towards the construction of the Gosford Regional Library with development consent obtained and request for tender released.</li> <li>• Leisure centres and pools reaching pre COVID-19 levels with more than 1 million attendances.</li> </ul>

## Consultation

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

## Financial Considerations

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

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

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

The audited financial statements were adopted by Council on 31 October 2023 and will form an attachment to the Annual 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 Annual Report 2022-23 complies with legislative requirements. This includes the requirements of the *Local Government Act 1993*, *Local Government (General) Regulation 2021*, *Companion Animals Act 1998*, *Companion Animals Regulation 2008*, *Disability Inclusion Act 2014*, *Independent Pricing and Regulatory Tribunal Act 1992*, *Government Information (Public Access) Regulation 2009*, *Environmental Planning and Assessment Act 1979*, *Swimming Pool Act 1992*, and *Public Interest Disclosure Act 1992*.

## Options


- 1 Adopt the Annual Report 2022-23 as set out in Attachment 1. The Annual Report 2022-23 has been prepared in accordance with relevant legislation. Input from across the organisation has been included, providing the community with comprehensive details of Council's performance over the 2022-23 financial year. The recommendation ensures Council fulfils its legislative requirements. **This is the recommended option.**

- 2 Resolve not to adopt the Annual Report 2022-23. If Council does not adopt the Annual Report 2022-23 and it is not published on the website by 30 November 2023, Council will be in breach of its obligations under the *Local Government Act 1993*. This is not the recommended option.

### **Critical Dates or Timeframes**

The Annual Report 2022-23 must be published on Council's website and a link provided to the Minister for Local Government by 30 November 2023. If this is not completed Council will be in breach of Section 428 of the *Local Government Act 1993*.

### **Attachments**

- 1  Annual Report 2022-23 Provided Under Separate Cover D15951946

**Item No:** 2.5  
**Title:** Financial Sustainability Strategy  
**Department:** Corporate Services

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28 November 2023 Ordinary Council Meeting

Reference: F2023/00021 - D15946934  
Author: Emma Galea, Chief Financial Officer  
Executive: Marissa Racomelara, Director Corporate Services

## **Recommendation**

***That Council adopts the Draft Financial Sustainability Strategy and the associated Long Term Financial Plan, attached as Attachments 1 and 2 to this report.***

## **Report purpose**

To submit the Draft Financial Sustainability Strategy and the Long-Term Financial Plan for Council's adoption.

## **Executive Summary**

The Draft Financial Sustainability Strategy (Strategy) and the Long-Term Financial Plan (LTFP) have been developed to support the transition of Council from a financial recovery status to a financial sustainability focus.

Council's financial parameters need to support ongoing financial sustainability and continued provision of services and delivery of projects to the Central Coast community.

The Strategy identifies high-level actions that Council must take to sustain a positive operating result position, and to maintain an adequate level of unrestricted cash to support operating activities and the required investment in assets.

The LTFP is based on several assumptions and includes different scenarios. In all scenarios, like most NSW councils, Council faces the challenge of a growing gap between recurring income and expenditure. Council has the additional challenge of the risk of the current level of recurring income reducing significantly due to factors outside Council's control.

This gap will need to be addressed through the implementation of the Strategy, which is based on a combination of increasing recurring income, reducing operating expenditure, and reviewing service levels in consultation with the community.

### Background

The *Local Government Act 1993* requires councils to apply sound financial management principles, including sustainable expenditure, effective financial management and to have regard to intergenerational equity. To meet this legislative requirement, Council must ensure it has a financial sustainability strategy and implements the necessary actions to achieve the goals of the strategy. The strategy should be informed by a Long Term Financial Plan (**LTFP**) containing several scenarios based on a set of assumptions and including sensitivity analysis.

In addition to legislative requirements, also relevant to the subject of this report are the recommendations of a recent performance audit undertaken by the NSW Audit Office at another local council.

*"The NSW Auditor General recommended that the findings of this audit should be considered by all councils to better understand the challenges and opportunities when addressing financial sustainability and financial management needs. Findings and recommendations around the effectiveness of long-term financial planning, comprehensive and timely financial reporting and financial management governance arrangements are relevant for all councils."*

Council has considered the recommendations of this performance audit when developing the Strategy and developing the LTFP, as well as in developing the action plan to implement the Strategy.

### Current Status

Council has, over the last three years, successfully implemented its Financial Recovery Plan. The Plan was aimed at restoring Council's financial position to enable the Council to continue to operate, repay the emergency loans and to meet other financial obligations as required.

In 2022, Council adopted a LTFP and a Financial Strategy to provide direction and context for decision making in the allocation, management, and use of Council's financial resources. The adopted Strategy is mainly aimed at monitoring Council's financial performance to ensure it remains on track with the set benchmarks.

The adopted LTFP has now been updated to reflect the 2023-24 adopted Budget and to reflect updated assumptions. The updated LTFP shows that Council, like many Councils in NSW, will face a growing gap between its operating revenue and its operating expenditure.

Within the context of the updated LTFP, it is timely that the adopted Financial Strategy is also reviewed to align with the updated LTFP, and to include enhanced content regarding actions that Council will need to take to achieve the set financial performance targets.

Based on a sustained sound financial position over the last two years, Council is now able to move from a monitoring status to a proactive and prudent financial planning approach.



## Report

### Draft Financial Sustainability Strategy

Following the successful execution of the Financial Recovery Plan put in place in October 2020, Council is now financially stable. Like most councils in NSW, Council now needs to review its financial settings to ensure it can remain financially sustainable over the long-term.

Significant productivity improvements have already been implemented and processes are continually being reviewed as part of a continuous improvement program underway across Council. However current financial settings will need further adjustments to secure ongoing financial sustainability.

A financially sustainable Council is one that, over the long-term, will generate sufficient funds to provide the level and scope of services and infrastructure agreed with its community through the Integrated Planning and Reporting process, whilst demonstrating capacity to maintain financial capital and infrastructure capital over the short and long term.

The Council can demonstrate capacity to deliver financial sustainability through the following financial sustainability foundations:

- **Operating position** – the ability to generate sufficient revenue and control of services and infrastructure costs to produce sufficient cash from operations.
- **Availability of Cash** – the ability to maintain sufficient cash (or access to cash) to meet the needs of operations, investments and financing (borrowings).
- **Investment in Assets** – the ability to renew or replace assets to maintain the desired level of service and the provision of new assets to meet demand for growth in services.

A financially sustainable Council can deliver robust services to its community, can invest in developing and growing the local economy, and can withstand, react and adapt to unplanned shocks.

The Strategy outlines the desired state regarding each respective foundation and identifies the gap relative to the current state that needs to be addressed.

The Strategy provides the framework to support the required adjustment of current financial settings to achieve ongoing financial sustainability. The Strategy is attached as **Attachment 1** to this report.

The objectives of the Strategy are to:

- Set the parameters within which Council agrees to operate to provide financial sustainability, affordability, delivery and value for money, over the short, medium and longer term.
- Ensure Council generates enough revenue, and controls services and infrastructure costs, to produce sufficient cash from operations.
- Ensure Council maintains sufficient cash (or access to cash) to meet the needs of operations, investments and financing.
- Ensure Council can renew or replace assets to maintain the desired level of service and provide new assets to meet demand for growth in services.
- Assist Council to use ratepayers' money, together with other funding available, to provide core and other prioritised services.
- Provide direction and context for decision making in the allocation, management and use of Council's finite financial resources.
- Guide the elected Council and staff in the management of its LTFP and determine financial boundaries for delivery of operational and capital plans.

The high-level actions identified in the Strategy will be gradually built in annual Operational Plans and Budgets.

The successful implementation of the Strategy will be measured through regular reporting on the implementation of the actions and Council's financial performance measured against the mandated Office of Local Government benchmarks.

### **2024-2034 Long Term Financial Plan**

The currently adopted LTFP has now been updated to reflect the 2023-24 Budget and to reflect updated assumptions in line with the best information available at the time. The LTFP informs the Strategy and the high-level actions contained within. The updated LTFP is attached as **Attachment 2** to this report.

The LTFP has been reviewed using current service levels as the basis. The LTFP is based on certain assumptions and industry knowledge regarding expenditure requirements and associated service levels for infrastructure assets, and depreciation. As Council continues to refine its approach to strategic asset planning and developing detailed asset plans for each of its asset classes, any necessary updates will be included in future reviews of the LTFP.

Some growth in population has been included, however the impact of growth on asset requirements and operating expenditure will need to continue to be refined as the LTFP is updated each year.

Whilst the LTFP shows projections on a consolidated basis for all of Council's activities, the General Fund position is the most appropriate basis to ascertain Council's financial sustainability. Accordingly, the LTFP also includes financial projections for General Fund in isolation.

Further specific financial strategies will be explored regarding the Water and Sewer Funds to ensure the deliverables of outcomes set by the Independent Pricing and Regulatory Tribunal (IPART) can be achieved.

The LTFP shows that in the absence of changing current financial parameters, under all scenarios modelled, Council will experience operating deficits in its General Fund at some time in the future. This projected position reflects the gap between cost escalations and the revenue available to fund costs, as experienced by all NSW Councils because of the limit on income due to rate-pegging.

As an increasing number of NSW councils have been facing financial sustainability concerns, IPART has undertaken a review of the rate peg methodology. At the time the LTFP review was being finalised, IPART issued the Final report on the outcome of their review. The report advises that a new methodology will be applied to setting the rate-peg each year. The new methodology includes several improvements that are likely to produce an allowable annual increase that is more aligned with cost escalations. Changes include a forward-looking approach to estimating cost escalations likely to be faced by Council, as well as consideration of other factors including the Emergency Services Levy and Council classification. Whilst the change in methodology is not likely to fully address financial sustainability for NSW councils, it is envisaged that it will assist in closing the gap between recurring income and operating expenditure.

The LTFP details the assumptions underpinning the financial modelling and includes sensitivity analysis.

The LTFP contemplates the following scenarios and financial outcomes:

### ***Scenario 1 – Base Line Model (current levels of income reducing)***

This scenario assumes that no specific actions are taken by Council to change the current trajectory of its operating income and expenditure. Under this scenario, Council will have the following reductions in revenue:

- Stormwater drainage service charges ceasing on 30 June 2026. Forecasted reduction in annual service charges of \$23.3M in 2026-27
- Removal of \$29.6M in 2031-32 reflecting the expiry of the temporary increase in rating income, implemented in 2021-22

## 2.5 Financial Sustainability Strategy (contd)

The projected results for Scenario 1 are as follows:

### General Fund

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Operating Result	9,649,611	8,324,412	(26,314,374)	(29,475,507)	(36,437,833)	(36,805,309)	(41,138,113)	(76,012,849)	(86,225,647)	(89,200,173)
Capital Works	150,378,923	140,669,773	158,712,603	131,625,234	135,219,342	138,985,905	142,931,914	147,064,520	151,391,210	155,919,786
Cash and Investments	475,677,853	493,995,916	496,596,978	512,966,110	522,974,337	531,561,879	536,426,494	506,516,430	468,158,318	424,840,819
Unrestricted Cash	181,803,466	194,210,299	131,518,962	125,711,339	113,259,787	99,021,424	80,753,663	27,396,552	(34,731,680)	(102,150,988)

### Consolidated

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Operating Result	20,171,953	9,817,900	(22,776,227)	(25,400,596)	(32,222,743)	(32,625,969)	(36,758,332)	(71,539,567)	(81,521,713)	(84,427,836)
Capital Works	275,140,111	264,039,219	229,256,055	186,548,113	190,550,844	183,804,268	196,960,514	210,846,352	217,086,497	223,585,931
Cash and Investments	816,559,975	814,340,514	821,452,130	876,978,493	930,169,833	994,987,153	1,049,707,640	1,065,059,739	1,073,072,399	1,083,156,596
Unrestricted Cash	150,265,600	161,240,370	131,543,502	125,736,879	113,286,327	99,048,964	80,782,203	27,426,092	(34,701,140)	(102,119,448)

Without a reduction in service levels to offset the significant reduction in revenue, Council will experience significant operating deficits from 2026-27 and cash available for operations and asset renewal will gradually reduce and eventually go into negative. This projected financial position applies to both the General Fund and to Council's overall consolidated position.

This projected financial position is not an option as Council will not be able to continue to deliver services and works to the community.

### Scenario 2 – Actions within Council's control

This scenario is based on Scenario 1 with the following additional assumptions for General Fund:

- additional \$1.0M in operating revenue, retained and indexed each year
- productivity target of 0.75% for materials and services in each year resulting in a reduction in materials and services of \$1.1M from 2024-25.

The above targets will require the implementation of several actions as identified in the Strategy.

The projected results for Scenario 2 are as follows:

### General Fund

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Operating Result	11,785,416	11,739,957	(21,532,273)	(23,250,628)	(28,689,821)	(27,449,354)	(30,084,585)	(63,166,897)	(71,486,738)	(72,461,588)
Capital Works	150,378,923	140,669,773	158,712,603	131,625,234	135,219,342	138,985,905	142,931,914	147,064,520	151,391,210	155,919,786
Cash and Investments	477,121,050	498,617,263	505,739,827	528,049,817	545,497,362	563,106,125	578,662,036	561,206,631	537,165,391	510,131,892
Unrestricted Cash	183,246,663	198,831,646	140,661,811	140,795,046	135,782,812	130,565,670	122,989,205	82,086,753	34,275,394	(16,859,915)

## 2.5 Financial Sustainability Strategy (contd)

### Consolidated

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Operating Result	22,307,758	13,233,445	(17,994,127)	(19,175,717)	(24,474,731)	(23,270,014)	(25,704,804)	(58,693,614)	(66,782,805)	(67,689,252)
Capital Works	275,140,111	264,039,219	229,256,055	186,548,113	190,550,844	183,804,268	196,960,514	210,846,352	217,086,497	223,585,931
Cash and Investments	818,003,171	818,961,861	830,594,979	892,062,201	952,692,858	1,026,531,399	1,091,943,182	1,119,749,939	1,142,079,472	1,168,447,669
Unrestricted Cash	151,708,796	165,861,717	140,686,351	140,820,586	135,809,352	130,593,210	123,017,745	82,116,293	34,305,934	(16,828,375)

Under this scenario whilst the projected results improve when compared to Scenario 1, there is still a significant gap between operating income and expenditure.

Without a reduction in service levels to offset the significant reduction in revenue, Council will experience significant operating deficits from 2026-27 and cash available for operations and asset renewal will gradually reduce and eventually go into negative. This projected financial position applies to both the General Fund and to Council's overall consolidated position.

This projected financial position is also not an option as Council will not be able to continue to deliver services and works to the community.

### Scenario 3 – Maintain current income

This scenario is based on Scenario 2 with the following additional assumptions for General Fund:

- stormwater drainage service charges maintained after 2026-27
- income generated through the temporary rating increase, is retained in the rating base, post 2031-32

The projected results for Scenario 3 are as follows:

### General Fund

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Operating Result	11,785,416	11,739,957	1,767,680	748,323	(3,970,901)	(1,988,866)	(3,860,283)	(6,172,023)	(12,782,019)	(11,995,727)
Capital Works	150,378,923	140,669,773	158,712,603	131,625,234	135,219,342	138,985,905	142,931,914	147,064,520	151,391,210	155,919,786
Cash and Investments	477,121,050	498,617,263	529,677,437	575,826,355	617,818,469	660,708,216	702,303,540	742,473,149	776,734,552	809,740,515
Unrestricted Cash	183,246,663	198,831,646	164,599,420	188,571,584	208,103,919	228,167,761	246,630,709	263,353,272	273,844,555	282,748,707

### Consolidated

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Operating Result	22,307,758	13,233,445	5,305,826	4,823,234	244,189	2,190,474	519,498	(1,698,741)	(8,078,085)	(7,223,390)
Capital Works	275,140,111	264,039,219	229,256,055	186,548,113	190,550,844	183,804,268	196,960,514	210,846,352	217,086,497	223,585,931
Cash and Investments	818,003,171	818,961,861	854,532,588	939,838,738	1,025,013,965	1,124,133,490	1,215,584,686	1,301,016,458	1,381,648,633	1,468,056,292
Unrestricted Cash	151,708,796	165,861,717	164,623,960	188,597,124	208,130,459	228,195,301	246,659,249	263,382,812	273,875,095	282,780,247

Under this scenario operating deficits are projected from 2028-29, but positive cash is maintained throughout the period of the LTFP.

Under this scenario, the projected deficits can be addressed through a combination of aiming for additional revenue and increased efficiencies through the implementation of the Strategy.

## 2.5 Financial Sustainability Strategy (contd)

Service levels could also be reviewed, and priorities established in consultation with the community.

The timing of the projected operating deficits allows sufficient time for Council to undertake the necessary actions to address the gap and maintain a positive operating result over the 10 years of the LTFP.

### **Scenario 4 – Additional \$10M in asset maintenance**

This scenario is based on Scenario 3 with an additional \$10M in recurring asset maintenance commencing in 2024-25 for the General Fund to respond to the community's desired improved service level regarding infrastructure assets.

The projected results for Scenario 4 are as follows:

#### General Fund

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Operating Result	1,785,416	1,368,332	(8,834,974)	(10,090,504)	(15,051,163)	(13,315,941)	(15,439,668)	(18,009,339)	(24,883,011)	(24,366,268)
Capital Works	150,378,923	140,669,773	158,712,603	131,625,234	135,219,342	138,985,905	142,931,914	147,064,520	151,391,210	155,919,786
Cash and Investments	468,751,648	480,017,878	500,597,026	536,031,454	567,070,411	598,763,021	628,911,791	657,379,875	679,679,101	700,456,430
Unrestricted Cash	174,877,261	180,232,261	135,519,010	148,776,682	157,355,861	166,222,566	173,238,960	178,259,997	176,789,104	173,464,622

#### Consolidated Fund

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Operating Result	12,307,758	2,861,820	(5,296,827)	(6,015,593)	(10,836,073)	(9,136,601)	(11,059,887)	(13,536,057)	(20,179,078)	(19,593,931)
Capital Works	275,140,111	264,039,219	229,256,055	186,548,113	190,550,844	183,804,268	196,960,514	210,846,352	217,086,497	223,585,931
Cash and Investments	809,633,770	800,362,476	825,452,178	900,043,837	974,265,907	1,062,188,295	1,142,192,937	1,215,923,183	1,284,593,182	1,358,772,207
Unrestricted Cash	143,339,395	147,262,332	135,543,550	148,802,222	157,382,401	166,250,106	173,267,500	178,289,537	176,819,644	173,496,162

Under this scenario operating deficits are projected earlier than in Scenario 3 due to the increased asset maintenance expenditure. The timing of the projected operating deficits allows limited time for Council to undertake the necessary actions to address the gap and maintain a positive operating result over the 10 years of the LTFP.

Like Scenario 3, under this scenario projected deficits can be addressed through a combination of aiming for additional revenue and increased efficiencies through the implementation of the Strategy. Service levels could also be reviewed, and priorities established in consultation with the community. However, the magnitude of the projected operating deficits and the associated timing will require the required actions to commence as soon as possible.

Scenario 3 will be used as the basis for the 2024-25 Operational Plan and Budget. Each year Council will continue to implement actions identified in the Strategy to build capacity to increase its investment in asset maintenance as shown in Scenario 4.

Actions to implement the Strategy will be included in the annual Operational Plans and outcome targets will be aligned with maintaining financial sustainability through the achievement of:

- Operating Surpluses each year over the next 10 years
- A sound cash position is maintained over the next 10 years
- Improved investment in assets over the next 10 years

### **Consultation**

The development of the Strategy and the LTFP included engagement of management across all areas of Council.

Community engagement planned for upcoming the Operational Plan, Annual Budget and Delivery Program will provide the opportunity for the community to express their view regarding Council's approach to financial sustainability.

The implementation of actions outlined in the Strategy may require further community engagement and this will be addressed under Council's Community Engagement Policy and platform.

### **Financial Considerations**

The Strategy and the LTFP, if adopted, will ensure that all decision making will be made within the context of financial parameters that support ongoing financial sustainability.

### **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**

The review and update of the LTFP and the development of the Strategy will support sound and prudent financial planning and management. The setting of financial parameters and targets, as well as active implementation of the necessary actions and monitoring of

outcomes, will ensure that Council can maintain financial sustainability whilst delivering services to the community.

The LTFP and the Strategy will mitigate the risk of decision making not being adequately informed and not being aligned with ongoing financial sustainability.

### Options

Option 1 – Council does not adopt the Strategy and the associated LTFP. Under this option Council could continue to monitor actual performance rather than pro-actively planning for the future. This option will place Council at risk of developing annual budgets and making decisions that adversely impact on Council's future financial performance and ongoing financial sustainability.



Option 2 - Council adopts the Strategy and the associated LTFP, attached as **Attachments 1 and 2** to this report. This will ensure that Council can plan service delivery and projects to be provided in the future within the context of financial parameters that support ongoing financial sustainability. **This is the recommended option.**

### Critical Dates or Timeframes

The proposed Strategy and the LTFP, if adopted, will be implemented through the development of the 2024-25 Draft Operational Plan. The development of the Draft Operational Plan commenced in early November.

The adoption of the proposed documents will enable the inclusion of the relevant actions and financial parameters in the 2024-25 Draft Operational Plan that will be submitted for Council consideration to place on public exhibition in April 2023.

### Attachments

<b>1</b>	Draft Financial Sustainability Strategy -	Provided Under Separate	D15954728
	November 2023	Cover	
<b>2</b>	10 Year LTFP (2024-25 to 2033-34)	Provided Under Separate	D15954401
		Cover	



**Item No:** 2.6  
**Title:** Outcome of Community Consultation - Sell or Retain Austin Butler Access Land  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2023/01624 - D15937336  
Author: Chris Barrett, Commercial Property Manager Commercial Property  
Manager: Jamie Barclay, Unit Manager Economic Development and Property  
Executive: Alice Howe, Director Environment and Planning

## **Recommendation**

### ***That Council:***

- 1 Notes the outcomes of community consultation about the future of the Austin Butler Reserve Access at Woy Woy (Part Lot 9 DP 235385) conducted in response to resolution 152/23/3 of 26 September 2023.***
- 2 Notes that resolution 137/23/7g (of 22 August 2023) to progress reclassification of Austin Butler Reserve Access was rescinded at the 26 September 2023 Council meeting (resolution 152/23).***
- 3 Rescinds resolution 202/21/8 (of 27 July 2021) to reclassify Part Lot 9 DP 235385 Austin Butler Reserve Access from community land to operational.***
- 4 Take no further action to progress the sale of Part Lot 9 DP 235385, known as Austin Butler Reserve Access.***

## **Report purpose**

To report on the outcomes of the community consultation process in relation to sale or retention of part of the Austin Butler Reserve Access that was undertaken in accordance with the decision of Council on 26 September 2023 and to recommend a course of action that is consistent with the outcomes of the community consultation.

## **Executive Summary**

At the Council meeting of 26 September 2023, Council adopted an Administrator Minute in relation to part of the Austin Butler Reserve Access (Part Lot 9 DP235385) at Woy Woy. The effect of the Administrator Minute is that, prior to any further progression of the reclassification proposal of the site, formal community feedback is to be sought on whether the land should be retained in Council ownership.

## 2.6 Outcome of Community Consultation - Sell or Retain Austin Butler Access Land (contd)

The Administrator Minute committed Council to allocate the proceeds of the sale (should it proceed) to the greening of the local community, for example, via an extensive street tree planting program that is aligned with Council's *Greener Places Strategy*.

In accordance with the Administrator Minute, a community engagement process has been undertaken, which involved:

- 1 An independently conducted targeted representative survey, and
- 2 An open community survey via Council's community engagement website, [www.yourvoiceourcoast.com](http://www.yourvoiceourcoast.com).

A summary has been prepared of the outcomes of the community engagement and the summary is presented to Council and the community via this report.

### Background

At the Council meetings of 26 September 2023, Council adopted an Administrator Minute relating to part of the Austin Butler Reserve Access (Part Lot 9 DP235385) at Woy Woy (Figure 1). Part of Lot 9 (the affected area is about 4000 square metres) had been included in a bulk reclassification planning proposal, which seeks to transfer multiple parcels of Council land from community to operational classification.



**Figure 1: Austin Butler Access land, Woy Woy - the part that was subject to a proposed change of classification**

## 2.6 Outcome of Community Consultation - Sell or Retain Austin Butler Access Land (contd)

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The land in question had been proposed for reclassification after approaches to Council by the owners of the Peninsula Plaza Shopping Centre, who wished to purchase the site to address identified safety risks relating to loading and unloading of goods vehicles, particularly to service the operational and logistics need of the anchor tenant in the shopping centre (Woolworths).

The proposed reclassification and sale generated significant community interest, and the Administrator Minute specified further community engagement that should occur prior to a decision about whether to progress the reclassification and sale.

The Administrator Minute committed that all proceeds of a sale (should this be the preference of the majority of the community) would be allocated within Council's Long Term Financial Plan to the greening of the local community, for example, via an extensive street tree planting program which aligns with Council's *Greener Places Strategy*.

The resolution adopted on 26 September 2023 was as follows:

137/23

- 1 *Remove Austin Butler Access, WOY WOY (Lot 9 DP 235385 [part only]) from the current bulk reclassification of land process.*
- 2 *Rescind Part 8 of resolution 137/23 that was carried at the Ordinary Meeting of Council on 22 August 2023, as follows:*

*137/23 (in part) RESCINDED*

- 8 *As part of the consultation process to reclassify land described in parts 5 and 7, seek community feedback on the following options with respect to Austin Butler Access, WOY WOY (Lot 9 DP 235385 [part only]):*
  - a. *Retain the site in Council ownership, or*
  - b. *Proceed with the sale and allocate all proceeds from that sale via the 10-year Long Term Financial Plan to the greening of the local community, for example, via an extensive street tree planting program.*
- 3 *Seek community feedback on the following options with respect to Austin Butler Access, WOY WOY (Lot 9 DP 235385 [part only]) as soon as possible for a period of not less than 28 days:*
  - a. *Retain the site in Council ownership, or*
  - b. *Proceed with the sale and allocate all proceeds from that sale via the Long-Term Financial Plan and allocation to a trust or similar structure, to the greening of the local community, for example, via an extensive street tree planting program.*

- 4 *Request that the Chief Executive Officer provide a further report back to Council on the outcomes of the community feedback.*

## **Report**

This report summarises community feedback on the proposal to sell part of Austin Butler Reserve Access and recommends that reclassification and sale not proceed.

## **Consultation**

In accordance with Council's decision, a community engagement process was initiated as soon as possible after the decision was adopted. This has included:

- 1 An independently conducted targeted representative survey, and
- 2 An open community survey via Council's community engagement website, [www.yourvoiceourcoast.com](http://www.yourvoiceourcoast.com).

A summary of the outcomes of the community engagement process has been prepared and is reported back to Council and the community.

### **Consultation Component A – Independent Representative Survey**

The independent community survey (Attachment 1) was undertaken by a fully accredited and locally based community consultation firm, Micromex, in the latter half of October 2023.

The survey comprised a scripted questionnaire of 202 residents of eight suburbs in the 2256 postcode and in the 2257 postcode for which Woy Woy CBD is the primary service centre. A target of 50% of responses came from the two closest suburbs (Woy Woy and Blackwall) and 50% from the other six suburbs (Ettalong Beach, Horsfield Bay, Koolewong, Phegans Bay, Tascott and Umina Beach).

Individual respondents were selected by means of a computer based random selection process using Australian marketing lists and the interviews were conducted in accordance with the protocols of *The Research Society Code of Professional Behaviour*.

Micromex advises that it has a high degree of confidence that the independent community survey is a reliable representation of views in the surveyed communities. At a 95% level of confidence, a sample size of 202 residents provides a maximum sampling error of under 7%. That is, if the survey were to be replicated, 19 times out of 20, the same results would be expected plus or minus 7%.

## 2.6 Outcome of Community Consultation - Sell or Retain Austin Butler Access Land (contd)

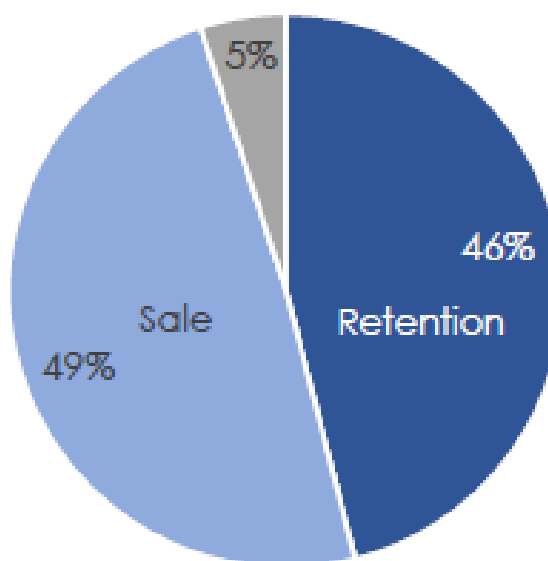
The survey results indicate that awareness and use of the Peninsula Plaza shopping centre is high amongst local residents, with over 90% of respondents having made use of the shopping centre in the past 12 months.

The survey results also indicate that awareness and use of the area around the Austin Butler Reserve Access is also high amongst local residents, with 60% of respondents having used the reserve at some time and nearly 75% of respondents being aware of its existence. The level of awareness and the level of use are similar between surveyed residents in the two closest suburbs (Woy Woy and Blackwall) and in the other six suburbs.

Micromex make the following key findings about local community views:

- The community is quite evenly split on the future of the Austin Butler Access
  - o 49% preferring the option of retention in Council ownership
  - o 46% preferring the option of proceeding with the sale and allocating the proceeds to greening of the local community.

**Favoured Option:**



- I favour retention of the site in Council ownership
- I favour proceeding with the sale and allocating all proceeds via the Plan to greening of the local community

**Figure 2: Austin Butler Access Land – High level summary – Sell or retain – (Micromex**

- The current and future provision of trees and green spaces is a key driver for community views, both for those who favour retention and for those who favour sale. For surveyed residents favouring sale of the land, they are interested in more trees

## **2.6 Outcome of Community Consultation - Sell or Retain Austin Butler Access Land (contd)**

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being planted/more greenery. For surveyed residents favouring retention of the land in Council ownership, a key reason is retention of existing trees on the site.

- Surveyed residents who are more supportive of Council planting more street trees in the Peninsula are somewhat more likely than other surveyed residents to favour selling the Access land, however, views are still split.
- Other key motivators for wanting Council to retain the land include that the site is already being utilised. Trust issues also feature, either because of lack of trust that Council will spend the sale proceeds appropriately or lack of trust that another entity will manage the land in the future in the way that the community would want.
- Other key motivators for those favouring the sale of the land include concerns around parking/access/safety, and a perception that the land is not being fully utilised at the current time.

In summary, the independent community survey does not provide conclusive evidence either way as to whether or not a clear majority of the local community favours sale or retention. It tends to suggest that Council may need to provide further information and guidance about the alternative options before a clear majority either way can be established.

The independent community survey does appear to provide clear evidence that the community in and round the Peninsula is in favour of more street tree planting and in general favours green spaces.

Based on the independent survey outcomes, a clear majority of the local community would support Council undertaking a more extensive street tree planting program across the Peninsula.

Quantitatively, in relation to tree planting:

- More than two in three Peninsula residents (69%) are very supportive or supportive at least somewhat supportive of Council undertaking an extensive street tree planting program across the Peninsula region
- Less than one in six Peninsula residents (13%) are not supportive/not very supportive of an extensive tree planting program.

### **Consultation Component B - Open community survey**

An open community survey (community poll) was conducted via the Your Voice Our Coast website over the 28-day period from Monday 16 October 2023 to Monday 13 November 2023 inclusive.

## 2.6 Outcome of Community Consultation - Sell or Retain Austin Butler Access Land (contd)

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The community poll required respondents to name themselves, to provide an email address for notification purposes and to provide their self-selected suburb and postcode.

Respondent names and notification details are treated as confidential personal data and are not divulged other than as may be required in accordance with privacy legislation. Deidentified postcode data only has been utilised in the analysis of responses.

Respondents will be notified by email as to the outcomes of the community poll.

A single issue was canvassed in the community poll as the choice between two options which were expressed as follows:

*1. Retain Austin Butler Access in Council ownership*

*This would retain the status quo, keeping the area as part of Austin Butler Park with goods vehicle access through it to the shopping centre.*

OR

*2. Proceed with the sale of Austin Butler Access to the shopping centre*

*This would allow for improvements to the shopping centre loading area to improve pedestrian safety, which would require removal of around 20-40 trees on the site. Funds from the sale would be allocated to an extensive street tree planting program which aligns with Council's Greener Places Strategy. The sale could fund sourcing, planting and maintenance of more than 8,500 trees across the Peninsula region.*

A total of 2,001 separate users visited the community poll page in a total of 2,366 sessions (some users visited more than once). Of the 2,001 separate users, nearly 80 per cent took part in the poll.

A total of 1581 responses were received during the polling period. Of these responses:

- a total of 1455 (92.0%) expressed their preference to retain the site in Council ownership, and
- a total of 126 (8.0%) expressed their preference to proceed with the sale based on the commitment to allocate funds to an extensive street tree planting program.

As Table 1 shows, both for respondents who supported the sale and for respondents who opposed the sale, the overwhelming majority are from the Central Coast area.

## 2.6 Outcome of Community Consultation - Sell or Retain Austin Butler Access Land (contd)

**Table 1: Responses received from the Central Coast (CC) area measured as % of all responses to community poll**

CC responses supporting sale	CC responses opposing sale	Total CC responses
<b>124</b> (98% of all responses supporting sale)	<b>1417</b> (97% of all responses opposing sale)	<b>1531</b> (97% of all responses to the community poll)

As Table 2 shows, both for those who supported the sale and for those who opposed the sale, the great majority of responses came from the Peninsula or from very close by.

The responses below are the combined responses from two key postcodes:

- postcode 2256, which includes Woy Woy, Blackwall, Horsfield Bay, Koolewong, Phegans Bay and some other localities
- postcode 2257, which includes Ettalong Beach, Umina Beach, Booker Bay and some other localities.

**Table 2: Response received from Peninsula/close by (postcodes 2256 & 2257) measured as % of all responses to community poll**

Responses supporting sale – postcodes 2256 & 2257	Responses opposing sale – postcodes 2256 & 2257	Total responses – postcodes 2256 & 2257
<b>103</b> (82% of all responses supporting sale)	<b>1009</b> (69% of all responses opposing sale)	<b>1112</b> (70% of all responses to the community poll)

Other than the two Peninsula postcodes identified above, the predominant postcode from which responses came was the 2250 postcode. This applied both for those who supported the sale and for those who opposed the sale. The 2250 postcode includes Tascott, Point Clare, Gosford and other localities.

The community poll would appear to provide quite conclusive evidence of the views of those who are keen to have a say (evidenced by their willingness to take part in an online poll) about the future of Austin Butler Reserve Access.

These community members are nearly all Central Coast residents (around 97%) and predominantly from Woy Woy or surrounding suburbs (around 70%).

For these community members, there is an overwhelming majority that favour retention of the Austin Butler Reserve Access in Council ownership.



## **2.6 Outcome of Community Consultation - Sell or Retain Austin Butler Access Land (contd)**

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Were Council (or the potential purchasers) to wish to proceed further with the reclassification and sale process, there would appear to be a substantial need to provide further evidence as to why the sale process should proceed.

### **Consultation Component C – Other community feedback during consultation process**

Council has received over 25 letters expressing support for the retention of the Austin Butler Reserve Access land in Council ownership from residents and community groups.

Council has also received seven letters expressing support for the sale of the Austin Butler Reserve Access from shopping centre tenants and from businesses that supply services to the Peninsula Plaza shopping centre.

Amongst the letters of support for the sale process is one from anchor tenant Woolworths.

The Woolworths representative makes the following observations:

- Woolworths is supportive of the sale of land to the owners of the plaza as it will improve the safety concerns that have been raised by both customers and team members
- Woolworths has engaged an independent consultant to provide an audit of the carpark with the results to be shared with Council as soon as they are available
- Woolworths understands the owners are conducting a local survey on top of the online survey with the results being tabled to Council early next week for consideration
- Woolworths supports the initiative of the Administrator to enable the funds from the sale to support a long term greening program.

It is understood management of the Peninsula Plaza may have commissioned a survey of the views of shopping centre patrons. However, at the time of writing, no information has been received about the survey methodology or about the survey results.

### **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.

Costs to conduct community engagement on this matter are included in Council's adopted 2023-2024 Budget. Internal staff time was also incurred in preparation of this report.

## **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**

It is clear that an orderly and ongoing process of review and rationalisation of landholdings is a necessary element of the work program for all public landholders. And, from time to time, land is identified by a range of public authorities that is surplus to requirement or which is simply not being utilised. Such land may be better off in the hands of a community organisation or being managed by the private sector.

Sometimes, the case for sale or transfer is overwhelming and obvious. However, that is not the case with the Austin Butler Reserve Access, about which the spread of community views are very finely balanced. Based on the independent community survey, there is clear evidence that many members of the community do not see the need for the Austin Butler Reserve Access to stay in public ownership. However, many other community members strongly disagree.

The Administrator Minute presented at the meeting of 26 September indicated that the reclassification and sale would only proceed further if a clear majority could be demonstrated in favour of sale. The further consultation process has not identified such a clear majority.

In such circumstances, whatever the merits, to proceed further would inevitably increase the gap in expectations between Council and key elements of the community.

Ceasing the proposed sale process provides a clear demonstration of Council's respect for the views of the community that it is entrusted to lead and to serve.

### **Options**

A number of options are available to Council in relation to this report.

- 1 Council could determine to proceed further with the reclassification of part of the Austin Butler Reserve Access to operational land with a view to potential future sale.

This option is not recommended. In such circumstances, whatever the merits, to proceed further will inevitably increase the gap in expectations between Council and key elements of the community.

## 2.6 Outcome of Community Consultation - Sell or Retain Austin Butler Access Land (contd)

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- 2 Council could investigate other options to facilitate the utilisation of all or part of the Austin Butler Reserve Access so as to deal with the safety and traffic management issues at the Peninsula Plaza shopping centre that gave rise to the initial approaches to buy the site. It may be that a smaller piece of land could be made available that does not necessitate the removal of any or many of the mature melaleucas (paperbarks) which have been at the heart of community concerns.

This option is not recommended. A modified proposal may give rise to the same concerns and lead to the same gap in expectations as foreshadowed in Option 1.

- 3 Council could determine to accept the recommendations in this report. **This is the recommended option.**

To cease the proposed sale process provides an opportunity for Council to reflect community sentiment.

### Attachments

- |   |  |                                  |           |
|---|--|----------------------------------|-----------|
| 1 | Independent Community Survey - Austin Butler<br>- October 2023 | Provided Under<br>Separate Cover | D15953648 |
|---|--|----------------------------------|-----------|

**Item No:** 2.7  
**Title:** Outcome of Public Exhibition - Water and Sewer  
Community Engagement and Education Strategy  
**Department:** Water and Sewer

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28 November 2023 Ordinary Council Meeting

Reference: F2023/01244 - D15879757  
Author: Scott Gordon, Business Manager Business Performance  
Executive: Jamie Loader, Director Water and Sewer

## **Recommendation**

***That Council adopts the Water and Sewer Community Engagement and Education Strategy.***

## **Report purpose**

To seek Council's adoption of the Water and Sewer Community Engagement and Education Strategy (Attachment 1).

## **Executive Summary**

The draft Water and Sewer Community Engagement and Education Strategy (Strategy) outlines how Council will engage, communicate, educate, and continue to improve its services, while building trust with customers and the community.

Council's targeted engagement with the community, '*Improving your water and sewer services*' has informed development of the draft Strategy and continues our focus of placing the customer at the centre of everything Council does to deliver on today's water and sewer needs and prepare for the future.

The draft Strategy covers the three years remaining on the current Independent Pricing and Regulatory Tribunal (IPART) Determination ending 30 June 2026, however it will be regularly reviewed to ensure it remains on track and is adapted to respond to emerging changes in operating circumstances. The draft Strategy addresses IPART's recommendation for Water and Sewer to enhance its engagement with customers and the community.

Council considered the draft Strategy at its meeting of 26 September 2023 and resolved (F2023/01244 - D15827414), (a) to exhibit the draft documents for public comment, and (b) to consider a further report on the outcome of the exhibition for adoption of the documents. There were seven submissions received during the exhibition period, with none relating to the draft Strategy. Council staff have reviewed and responded to each of the submissions, with none warranting changes to the draft Strategy.

## **Background**

Council finalised a Water and Sewer Community and Stakeholder Engagement Strategy for 2022/23 to guide internal community and stakeholder engagement until such time as an external facing document could be developed in consultation with the community. The 2022/23 Strategy noted that separate community engagement, including public exhibition, will be required to develop a strategy for 2023 to 2026 to meet the expectations of IPART.

The targeted community engagement program 'Improving your water and sewer services' undertaken from March to July 2023 for the development of the Water and Sewer Customer Charter and Customer Complaints Management Framework has informed the development of this draft Strategy.

This targeted engagement also included two 'deep dive' groups with 14 residential and business customers from the forums to test the draft Strategy (Attachment 2) and continues our focus of placing the customer at the centre of everything Council does to deliver on today's water and sewer needs and prepare for the future.

## **Current Status**

Exhibition for public comment further demonstrates Council's commitment to implement the recommendations made by the Independent Pricing and Regulatory Tribunal (IPART) in its Determination of May 2022 and enhances Council's transparency around the operation of Council's water and sewer services and our promise to listen to our customers.

Council considered the draft documents at its meeting of 26 September 2023 and resolved (F2023/01244 - D15827414), (a) to exhibit the draft documents for public comment, and (b) to consider a further report on the outcome of the exhibition and for adoption of the documents.

The draft Strategy was placed on public exhibition via [Your Voice Our Coast](#) for a period of 28 days ending 26 October 2023. Council received seven submissions, one from a Community Association and the other six from residents. The final documents are ready for adoption by Council and publication on Council's website.

## **Consultation**

The draft Strategy has been developed in consultation with the community and with internal Council stakeholders to ensure alignment with Council's corporate approach to community engagement and communications, and to reflect the community's values and outcomes about water and sewer services.

Council received, and has responded to, the seven submissions resulting from the public exhibition. The submissions and Council responses are summarised below:

## **2.7 Outcome of Public Exhibition - Water and Sewer Community Engagement and Education Strategy (contd)**

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### Submission 1: External (Residential)

Theme of Comment:

Seeking information on how Council uses recycled water and plans for the future.

Response:

*The feedback did not relate to the Community Engagement and Education Strategy.  
Discussed with the customer and email response provided as per customer request.*

### Submission 2: External (Residential)

Theme of Comment:

Illegal sewer connections and what action is being taken to address the matter.

Response:

*The feedback did not relate to the Community Engagement and Education Strategy.  
Discussed with the customer and a service request was lodged on their behalf.*

### Submission 3: External (Residential)

Theme of Comment:

Water restrictions from last drought leading to taps being turned off at boat ramps.

Response:

*The feedback did not relate to the Community Engagement and Education Strategy.  
Discussed with the customer and a service request was lodged on their behalf.*

### Submission 4: External (Community Association)

Theme of Comment:

General comment by the President of the Copacabana Community Association about Council's overarching community consultation process.

Response:

*The feedback did not relate to the Community Engagement and Education Strategy.  
A service request was lodged on behalf of the Association, and the matter was discussed with Council's Communications and Engagement team.*

### Submission 5: External (Residential)

Theme of Comment:

Capacity of the sewer system to cope with new developments in the Warnervale/Woongarra area and why recycled water is not being used.

Response:

*The feedback did not relate to the Community Engagement and Education Strategy.  
Discussed with customer to clarify and provide education, with information emailed to customer on the Water Security Plan and upgrade of Charmhaven Sewerage Treatment plant.*

## **2.7 Outcome of Public Exhibition - Water and Sewer Community Engagement and Education Strategy (contd)**

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### Submission 6: External (Residential)

Comment:

Quality of town water, particularly relating to high chlorine levels.

Response:

*The feedback did not relate to the Community Engagement and Education Strategy.*

*Council continues to monitor and test water quality to ensure it complies with the Australian Drinking Water Guidelines. A service request has been raised on behalf of the customer.*

### Submission 7: External (Residential)

Comment:

Odour from Kincumber Sewerage Treatment plant affecting the Kincumber Nautical Village and stated very good quality drinking water and reduced breaks in the past few years.

Response:

*Submission by the customer has been acknowledged and a service request has been raised to respond to the odour issue.*

Council staff have reviewed and responded to each of the submissions, with none warranting changes to the draft Strategy.

## **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 Community Engagement and Education Strategy is part of an ongoing commitment to improving customer outcomes from the Water and Sewer business. The cost of this initiative and the flow on service improvements to our customers has been incorporated into our current IPART pricing determination. There is no financial impact to Council.

## **Link to Community Strategic Plan**

Theme 4: Responsible

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

## **2.7 Outcome of Public Exhibition - Water and Sewer Community Engagement and Education Strategy (contd)**

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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**

There is no discernible risk to Council or customers as the proposal enhances Council's accountability and service commitment to its customers.

### **Critical Dates or Timeframes**

28 November 2023: Council consideration of the final Water and Sewer Community Engagement and Education Strategy

### **Attachments**

<b>1</b>	Central Coast Council Water and Sewer Community Engagement and Education Strategy	Provided Under Separate Cover	D15849068
<b>2</b>	Central Coast Council Water and Sewer Community Engagement and Education Strategy Group Findings	Provided Under Separate Cover	D15849097



**Item No:** 2.8  
**Title:** Outcome of Public Exhibition - Central Coast  
Section 7.12 Local Infrastructure Contribution Plan  
2023  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2019/01285 - D15921809  
Author: Shannon Turkington, Unit Manager Strategic Planning  
Manager: Jamie Barclay, Unit Manager Economic Development and Property  
Executive: Alice Howe, Director Environment and Planning

## **Recommendation**

### ***That Council:***

- 1     *Adopts the Central Coast Section 7.12 Local Infrastructure Contribution Plan 2023 (Attachment 1) as amended in response to public exhibition.***
- 2     *Rescinds the following Local Infrastructure Contribution Plans:***
  - 1)     *Central Coast Regional Section 7.12 Development Contribution Plan 2019***
  - 2)     *Shirewide Infrastructure, Services and Facilities Development Contribution Plan 2019***
  - 3)     *Civic Improvement Plan 2007***
- 3     *Rescinds Council's Policy on Charities – Exemptions from Section 94 Contributions***
- 4     *Notifies those persons who lodged submissions of Council's decision.***

## **Report purpose**

To provide an update on the outcome of the public consultation period, seek adoption of the *Central Coast Local Infrastructure Contributions Plan 2023*, rescind former contributions plans and to rescind the former Gosford City Council policy, *Charities – Exemption from Section 94 Contributions*.

## **Executive Summary**

Council resolved at the Ordinary Council Meeting of 25 July 2023 to publicly exhibit the draft *Central Coast Section 7.12 Local Infrastructure Contribution Plan 2023*. It was foreshadowed at the time, that Council intended to revoke related local Infrastructure Plans and Policies.

The draft Plan was publicly exhibited between 23 August and 20 September 2023, with eight submissions were received in response to the public exhibition period.

### **Background**

Council is undertaking a review of local infrastructure contribution plans to provide a simplified approach to the levying of local infrastructure contributions and the delivery of public infrastructure across the Central Coast.

On 23 November 2021, Council resolved to revoke 35 local infrastructure contribution plans and undertake a comprehensive review of the *Central Coast Regional Section 7.12 Plan 2019*.

The review has been expanded to include the *Shirewide Infrastructure, Services and Facilities Development Contribution Plan* and the *Civic Improvement Plan* which levies Section 7.12 contributions in the Gosford City Centre. Following review, these plans are proposed to be rescinded on adoption of the proposed new *Central Coast Section 7.12 Local Infrastructure Contribution Plan*.

At the Ordinary Council Meeting of 25 July 2023, Council resolved to:

94/23

*That Council*

- 1 *Endorse the draft Central Coast Section 7.12 Local Infrastructure Contributions Plan 2023 (Attachment 1) for public exhibition for a period of not less than 28 days.*
- 2 *Note that a further report will be provided following the public exhibition period.*

The draft Plan and Council's intention to rescind the *Central Coast Regional Section 7.12 Development Contribution Plan 2019*, *Shirewide Infrastructure, Services and Facilities Development Contribution Plan 2019*, *Civic Improvement Plan 2007* and rescind Council's *Policy on Charities – Exemptions from Section 94 Contributions* was publicly exhibited between 23 August 2023 and 20 September 2023. Council received eight submissions in response to the public exhibition.

### **Current Status**

The submissions received have been reviewed and a summary is provided in Attachment 2. Amendments have been made to the draft Plan to reflect the feedback received.

## **Report**

Amendments to the draft Plan as a result of public exhibition are provided in red and outlined in Attachment 1.

## **Consultation**

The *draft Central Coast Section 7.12 Local Infrastructure Contribution Plan 2023* and Council's intention to revoke related local infrastructure plans and policies was publicly exhibited from 23 August to 20 September 2023. Eight submissions were received. The submissions raised the following points:

- Improvements to Council's playgrounds and parks
- Dogs and off-leash dog areas
- Inclusion of additional exemptions
- Improvements to cycleway infrastructure
- Clarification on proposed schedule of works and reasons why changes have been made to project costs and/or projects not being carried over from plans to be rescinded.

A summary of submissions and the staff response to them has been included in Attachment 2. The following amendments have been made to the draft Plan:

- 1 An exemption has been added to the plan for Educational Establishments. This applies to Universities, TAFE and Schools as defined in the *Central Coast Local Environmental Plan 2022*.
- 2 Description of Local Centre Upgrades works has been updated to remove cycleways as these are included separately in the Schedule of Works.
- 3 A new project *Gosford City Centre – Bushland and Environmental Conservation Works* has been added to the Schedule of Works.
- 4 Updates to the Schedule of Works to ensure alignment with Council's Operational Plan and Budget for 2023-2024.
- 5 Inclusion of a definition for Educational Establishments, Emergency Services Facility and Emergency Services Organisation to assist with the application of the exemptions in the plan.

## **Financial Considerations**

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

## **2.8 Outcome of Public Exhibition - Central Coast Section 7.12 Local Infrastructure Contribution Plan 2023 (contd)**

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*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 receives on average \$1.5M per year in Section 7.12 contributions and holds approximately \$52M in its externally restricted reserve. Updating Council's Section 7.12 plan does not change the requirements for the payment of development contributions on development consents that are already issued. Where payments are received under rescinded plans, these funds will be used to fund the infrastructure proposed in the updated plan.

Regular review of the Section 7.12 plan improves its alignment with Council's capital works program, which accelerates expenditure of reserve funds on new and upgraded community assets.

The projects included for the Gosford City Centre will also require additional funding (such as through grants) to deliver large scale community facilities, transport and traffic improvements and drainage upgrades. As detailed planning for these projects is undertaken, funding requirements will be determined at that stage and incorporated into Council's contribution plans (where required).

### **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**

It is intended that the Section 7.12 plan will be reviewed annually to ensure it is consistent with Council's Operational Plan and Delivery Program. The *Central Coast Section 7.12 Local Infrastructure Contribution Plan 2023* has been prepared to be consistent with relevant legislation and the Department of Planning and Environment's practice notes relating to developer contributions.



## 2.8 Outcome of Public Exhibition - Central Coast Section 7.12 Local Infrastructure Contribution Plan 2023 (contd)

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### Options

- 1 Endorse and adopt the *Central Coast Section 7.12 Local Infrastructure Contribution Plan 2023* and rescind older plans and the Council policy, *Charities – Exemption from Section 94 Contributions* – **This is the recommended option.**
- 2 Resolve not to endorse and adopt draft *Central Coast Section 7.12 Local Infrastructure Contribution Plan 2023* and rescind older plans and the Council policy, *Charities – Exemption from Section 94 Contributions*. This is not the recommended option.

### Attachments

<b>1</b>	Central Coast Section 7.12 Local Infrastructure	Provided Under	D15949995
	Contributions Plan 2023	Separate Cover	
<b>2</b>	Summary of Community Feedback	Provided Under	D15949996
		Separate Cover	



**Item No:** 2.9  
**Title:** Tuggerawong Stage 5 - Route Option  
**Department:** Infrastructure Services

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28 November 2023 Ordinary Council Meeting

Reference: F2022/01617 - D15918100  
Author: Jay Spare, Unit Manager Roads and Drainage Infrastructure  
Manager: Boris Bolgoff, Director Infrastructure Services  
Executive: Boris Bolgoff, Director Infrastructure Services

## **Recommendation**

***That Council resolves to support Option A as the preferred route for Stage 5 of the Tuggerawong Foreshore Shared Path***

## **Report purpose**

To demonstrate Council's commitment to the Tuggerawong Foreshore Shared Path project and gain approval to change the preferred Stage 5 route from Option C to Option A.

## **Executive Summary**

The Tuggerawong Foreshore Shared Path is a priority project identified in Council's Central Coast Bike Plan. The project has partial funding committed via Council's Section 7.12 Development Contribution Plan. The shared path link forms part of the broader Tuggerah Lakes recreational shared path loop.

In 2019-20 Council undertook an extensive consultation campaign to gain feedback on the design of the Tuggerawong Foreshore Shared Path project – specifically the Stage 1 to 4 concept plans and route optioneering for the final Stage 5 of the project.

Whilst strong community support was received for Stage 5 Option A foreshore route – with 87% of stakeholders identifying this as their preferred route – Option C was identified by Council officers as the preferred route due to the increased cost and environmental impacts associated with Options A and B.

In 2022-23 the Federal Government offered \$1.5 million in grant funding to fund the gap between Option A and Option C – and design investigations recommenced to confirm the feasibility of Option A, reassess environmental constraints and update the project estimate.

The investigations confirmed Option A is viable and given the project is fully funded by developer contributions and potential grant funding – approval is now sought to progress development of the Stage 5 Option A route.

## Background

The 2019-20 consultation campaign involved extensive engagement via stakeholder surveys, drop-in sessions, social pin-pointing and social media interaction. As shown below, the outcome showed there was very strong community support for Option A – with over 87% of stakeholders identifying this as their preferred route for the Stage 5 shared path:



Figure 1 – Stage 5 Route Option First Preference Survey Results (Your Voice Our Coast, 2020)

While strong community support was received for the Option A foreshore route – Option C was ultimately confirmed as Council's preferred route as it maximised foreshore access while moderating the cost and environmental impacts associated with both Option A and B. A summary of the Stage 5 route outcome as published following completion of the consultation is provided in Figure 2 below.

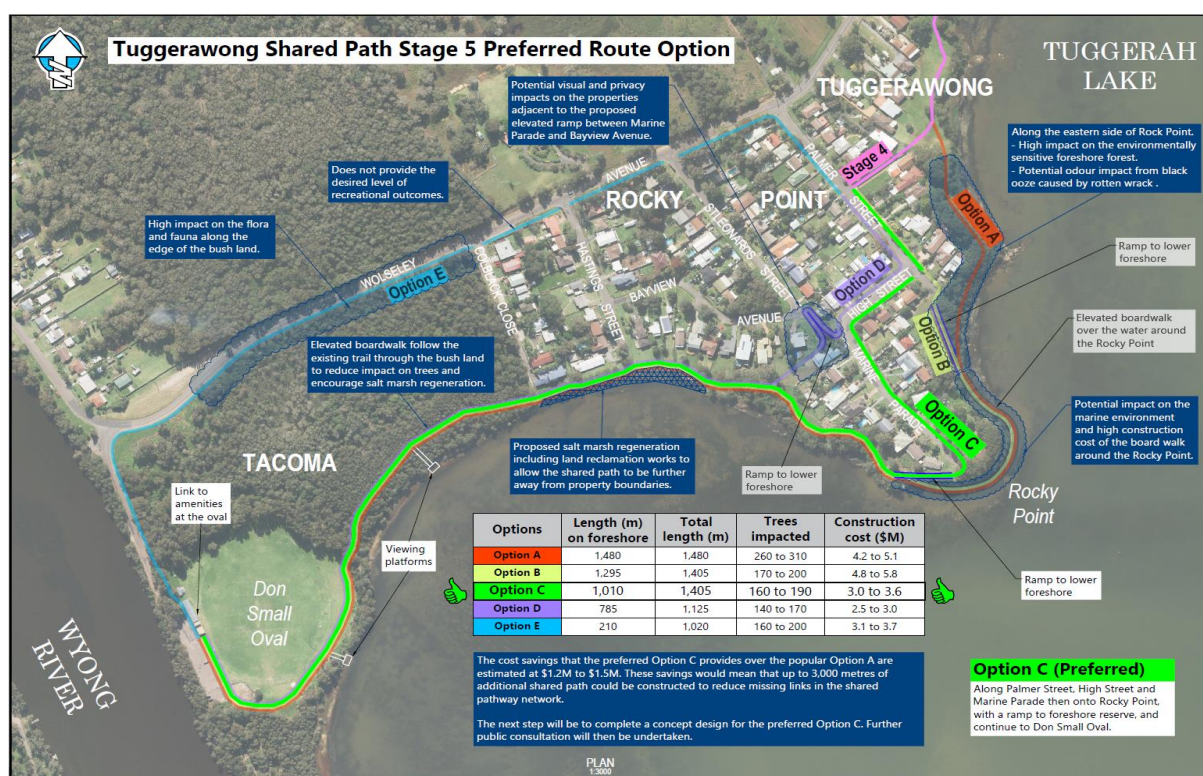


Figure 2 – Stage 5 Route Assessment Summary (Your Voice Our Coast, 2020)

## Current Status

Design investigations are ongoing, with a focus on developing the final route concept for the length of path common to both Option A and C – the section from Hastings Street to Don Small Oval. Council is also liaising with the Federal Government to finalise terms for the \$1.5 million grant funding commitment.

## Report

Following announcement of the grant funding commitment, design investigations recommenced to reassess the Stage 5 Option A route and determine whether the noted environmental constraints could be overcome. These investigations included:

- A review of prior information including Consultation Reports, environmental advice, route mapping and preliminary investigations.
- Liaising with flood planning to confirm design flood levels and mapping.
- Liaising with geotechnical engineers to assess slope stability concerns.
- Liaising with environmental specialists to review flora / fauna and marine impacts.
- Liaising with Aboriginal Land Council's to assess heritage impacts.
- Liaising with Crown Lands to confirm Council's 'Care and Control Status'.
- Liaising with Open Space to confirm interface requirements with Don Small oval.
- Liaising with maintenance and construction to assess constructability and ongoing management of design approaches.
- Completion of detail ground surveys for Options A and C.
- Updating cost estimates based on current construction rates.

The following table summarises the outcome of the above review – addressing each of the environmental constraints noted in the original 2019-20 Consultation Report as well as additional matters arising from the recent design investigations.

**Table 1 – Route Option A: Environmental Constraints and Project Feasibility Review**

Topic	Feasibility Review
Tree Removal	Concerns regarding tree removal with an estimated 260-310 trees to be removed in Option A vs 160-190 trees in Option C
	The tree removals originally forecast in the original Option A route assessment can be reduced by approximately 35% through the use of foreshore / raised boardwalks for 570m of the 1.5km pathway route – this would indicatively reduce tree removal to 160-190 in the proposed Option A route which brings it into direct alignment with current Option C tree removal assessment. As per adopted guidelines, Council would also look to plant a minimum of two suitable trees for every tree removed to support delivery of the shared path project.
	Concerns raised regarding 'unstable cliff near Marine Parade, Rocky Point'



Topic	Feasibility Review
Slope Stability	Slope stability concerns around Rocky Point need to be addressed regardless of whether Option A or C were adopted – as Option C has a foreshore ramp in the same location. The risk issue can be partially mitigated by stabilising the shallow foreshore and aligning the pathway along water's edge using a rock revetment wall or equivalent. An at-grade path would also facilitate access for maintenance and future slope stability remedial works if required in the future.
Wrack / Odour	<p>Concerns around weed wrack build up along the path causing smells</p> <p>Wrack collection (and odour generation) is a naturally occurring phenomena around the Tuggerah Lakes foreshore. There is no wrack collection service currently provided along the foreshore between Rocky Point and Don Small Oval. Whilst the project will not improve the situation – it will not change the current status / service level and as such is not considered a project concern.</p>
Flora / Fauna	<p>Concerns regarding the impact on environmentally sensitive foreshore forests along the eastern side of Rocky Point</p> <p>The full length of the proposed Option A route has been reviewed in conjunction with Council's Environmental Officer. Foreshore and adjacent forest impacts can be appropriately mitigated by design e.g., use of existing tracks and raised boardwalks where required, and the use of appropriate construction methodologies.</p>
Heritage	Heritage concerns have been identified as a result of the recent design investigations – however these can be mitigated by working with Land Council representatives. It is likely an Aboriginal Heritage Impact Permit will be required to support the project. This takes up to 12 months to prepare – and this has been built into the forward project planning.
Land Status	Crown Land have confirmed the entire foreshore is already in the Care and Control of Council – and as such there are no project concerns.
Flooding	Flood levels including design storm and emergency event modelling, have been reviewed and can be accommodated by the proposed Option A route. The low-lying wetland areas along the route where water is known to pond, can be mitigated via sections of raised boardwalk.
Oval Interface	The impact on oval operations can be mitigated by aligning the shared path along the northern edge of the oval. This not only aligns with the stakeholder preference, but it reduces the number of tree removals required, eliminates the impact on a second aboriginal heritage site and supports a direct linkage to the clubhouse and new oval amenities.

The above table demonstrates that all foreseeable project constraints can be managed via prudent engineering design and engagement with the relevant specialists and stakeholders.

## Consultation

Given the strong community support for Option A during the 2020 consultation – it is not recommended that Council re-engage with the community on the preferred route option. The recommendation is to inform the community of the change in route preference and then consult with the community in developing the detail design for the Option A route.

In line with recent Ministerial correspondences documenting Council would consult with the community in development of the Stage 5 design – genuine project-based community consultation would then occur to finalise the Option A detail design. Consistent with the consultation undertaken to refine / finalise the prior stages of work – this would provide the community the ability to influence the final project outcome.

## 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 next table presents the financial impact of the proposed Option A route delivery. In total the project is currently estimated to cost \$6.24M across four financial years.

Table 2 – Option A Capital Project Funding and Phasing

Project Phase	Budget				Funding Source			Comments
	23-24	24-25	25-26	26-27	Council	Grant	Cont.	
Design	\$0.34M	-	-	-	-	-	\$0.34M	
Construct	-	-	\$3.54M	-	-	\$1.50M	\$2.04M	Phased over 2yrs with completion in line with the funding terms
	-	-	-	\$2.36M	-	-	\$2.36M	
<b>TOTAL</b>	<b>\$0.34M</b>	<b>-</b>	<b>\$3.54M</b>	<b>\$2.36M</b>	<b>-</b>	<b>\$1.50M</b>	<b>\$4.74M</b>	

As shown above, the project is fully funded by a combination of Development Contribution and grant funding. Council's Section 7.12 Development Contribution Plan commits \$42.4M in funding for Central Coast Bike Plan priority projects – with Tuggerawong Foreshore Stage 5 being included in the itemised list of projects used to inform the Contribution Plan budget.


**Link to Community Strategic Plan**

Theme 5: Liveable

**Goal L: Healthy lifestyle for a growing community**

L-K1: Create a regional network of interconnected shared pathways and cycle ways to maximise access to key destinations and facilities.

**Attachments**

<b>1</b>	Consultation Report Tuggerawong Shared	Provided Under	D13993781
	Pathway Stages 2-5_V2.7	Separate Cover	



**Item No:** 2.10  
**Title:** Tender Update - Embankment Stabilisation  
Wisemans Ferry Road  
**Department:** Infrastructure Services

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28 November 2023 Ordinary Council Meeting

Reference: F2023/00021 - D15945067  
Author: Michael Ross, Unit Manager Procurement and Project Management  
Executive: Boris Bolgoff, Director Infrastructure Services

## **Recommendation**

### ***That Council:***

- 1 Declines to accept the tender submissions received for CPA/4908- Wisemans Ferry Road – Embankment Stabilisation. in accordance with clause 178(1)(b) of the Local Government (General) Regulation 2021.***
- 2 Enters into negotiations in accordance with clause 178(1)(b) of the Local Government (General) Regulation 2021 with any person (whether or not the person was a tenderer) with a view to entering into a contract for CPA/4908 - Wisemans Ferry Road – Embankment Stabilisation.***
- 3 Notes, in accordance with clause 178(4)(a) of the Local Government (General) Regulation 2021, that the reasons for declining to invite fresh tenders or applications are:***
  - a Elements of the tender require significant clarification and further investigation and are best managed through a negotiation process.***
  - b Timeframes associated with a new formal tender will further delay project commencement and incur additional costs.***
- 4 Notes, in accordance with clause 178(4)(b) of the Local Government (General) Regulation 2021, that the reasons for entering into negotiations pursuant to recommendation 2 are:***
  - a If negotiations are entered into with proponents that tendered, 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.***
  - b Tenderers have already developed a in depth understanding of requirements through participation in the previous tender process.***
- 5 Resolves, 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/4908 - Embankment Stabilisation Wisemans Ferry Road Wisemans Ferry and approve the proposed direction to negotiate with suitable proponents to establish a contract for CPA/4908 - Embankment Stabilisation, Wisemans Ferry Road, Wisemans Ferry.

### **Executive Summary**

In early 2022 extreme rain events caused significant embankment damage along several sections of Wisemans Ferry Road. The damage has generally impacted access, and further impacted two single lane sections along Wisemans Ferry Road. Significant rain events result in the need to temporarily close a section of Wisemans Ferry Road when rainfall triggers are reached. Comprehensive traffic and safety plans have been established to manage the road closures, and specialist geotechnical advice is sought to reopen the road following a rain event.

Council have successfully secured funding under the Transport for NSW Natural Disaster Essential Public Asset Restoration Guidelines.

Initial geotechnical investigations were undertaken, and preliminary designs developed, subsequently a selective Tender was released for a design and construct contract. Three tenders were received, all of which are significantly over the pretender estimate and upper limit funding approval provided by Transport for NSW.

Due to the complexities involved in mitigating project related risk for both Council and the potential contractors and the requirement to meet Transport for NSW funding guidelines, it is unlikely that this can be achieved without the tenderers being required to materially change their tenders. Accordingly, it is recommended that Council decline all tenders associated with contract CPA/4908 Embankment Stabilisation - Wisemans Ferry Road Wisemans Ferry and enter negotiations with suitable contractors.

### **Background**

During extreme rain events experienced within the LGA of Central Coast Council in February/March 2022, several landslips were encountered along multiple sections of Wisemans Ferry Road. This weather event has been registered in the NSW Government Natural Disasters Register (ref: Australian Government Reference Number (AGRN) 1012).

Central Coast Council has been successful in securing grant funding under the Transport for NSW Natural Disaster Essential Public Asset Restoration Guidelines for four (4) landslip sites along Wisemans Ferry Road.

Following geotechnical investigations, development of a preliminary design and accompanying scope of works, a tender process was undertaken in accordance with section 169 of the Local Government (General) regulation 2021, whereby four contractors from Council's Disaster Recovery and Capital Works Delivery Panel (CPA/4552) were requested to provide tenders for the works.

Tenders were released 28 August 2023 and closed 16 October 2023.

### **Current Status**

Three tender submissions were received, all of which significantly exceed the pretender estimate and funding approval granted under the Transport for NSW funding guidelines. The contract's evaluation team have completed an initial evaluation of the submissions in accordance with the tender evaluation criteria and have indicated that due to complexities in minimising project related risk for both Council and the potential contractors, and requirements to meet Transport for NSW funding guidelines, it is unlikely that this will be achieved without the tenderers being required to materially change their tender.

Accordingly, the tender evaluation team have recommended negotiations are entered into with any person (whether or not the person was a tenderer) with a view of executing a contract for an agreed scope and cost that aligns with the physical site remediation requirements and Transport for NSW funding guidelines. 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 have been successful in securing two sources of grant funding to undertake Natural Disaster Remediation and betterment works on Wisemans Ferry Road. \$17.2m has been secured to undertake Disaster Remediation works through the Commonwealth Government Disaster Recovery Fund. A further \$8.45m has been secured to undertake betterment works to Wisemans Ferry Road under the Transport for NSW, Regional Roads and Transport Repair Program.

Whilst the received tenders exceeded the current available grant funding, initial funding approvals are based on a strategic estimate developed to inform the initial funding

application, however the funding guidelines have a provision to increase or decrease funding pending the outcome of finalised designs and subsequent market response.

The current funding shortfall has been discussed with Transport for NSW, and Council officers are working with Transport for NSW to review scope and amend where necessary to satisfy physical site remediation requirements within funding guidelines. It is anticipated that this will be successfully achieved, and the funding will be increased to a revised value that aligns with the final contract value.

### **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

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

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

### **Risk Management**

This contract will yield dual benefit along Wisemans Ferry Road, with the first being remediation of various embankment failure/slips sites, and the reinstatement of two lanes in two locations where it is currently reduced to only one lane due to landslip. The restricted access has impacted the community for some time and this important work will ensure continued safe access for residents, visitors, and emergency services.

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 into negotiations with any person (whether or not the person was a tenderer) with a view to entering a contract for CPA/4908 - Wisemans Ferry Road – Embankment Stabilisation – **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 contract has already been subject to a comprehensive tender process via an established list of recognised contractors that have the experience, capability, and capacity 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, longer impacts to the community and additional costs associated with road closures and reactive repairs. - **This option is not recommended.**

## **Attachments**

- |          |   |                               |           |
|----------|---|-------------------------------|-----------|
| <b>1</b> | Confidential Attachment 1 Tender Evaluation and Recommendation Report CPA4908 - | Provided Under Separate Cover | D15941333 |
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**Item No:** 2.11  
**Title:** Housing on the Central Coast - Response to Minister for Planning and Public Spaces, the Hon Paul Scully MP  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2022/01640 - D15945588  
Author: Shannon Turkington, Unit Manager Strategic Planning  
Executive: Alice Howe, Director Environment and Planning

## **Recommendation**

### ***That Council:***

- 1 Notes the letter from the Minister for Planning and Public Spaces provided in Attachment 1.***
- 2 Prepares a response letter setting out Council's approach to supporting the delivery of housing across the Central Coast, which includes:***
  - 1) Priority actions in the draft Central Coast Local Housing Strategy that support delivery of diverse, resilient and affordable housing on the Central Coast and timeframe for their delivery.***
  - 2) Details of Council's Affordable Housing Land Proposal and priority actions in Council's Affordable and Alternative Housing Strategy.***
  - 3) An overview of the housing challenges faced by the Central Coast and the opportunities for further NSW Government support to address them.***
- 3 Notes that Council has applied for grant funding under the Regional Housing Strategic Planning Fund – Round 2 to assist in the delivery of key affordable housing actions and priorities. The outcomes of the grant are yet to be determined.***

## **Report purpose**

To seek a resolution to provide a response to the Minister for Planning and Public Spaces in relation to priority housing actions for the Central Coast.

## **Executive Summary**

Council has received correspondence from the Minister for Planning and Public Spaces, The Hon Paul Scully MP, regarding the need to allow more housing in low and medium density zones across the NSW to help increase supply and diversity of homes.

The Minister requests that a copy of this letter is tabled at the next Council Meeting (see Attachment 1) so that Council is clear about the NSW Government's intentions on behalf of the people of NSW to deliver more low and mid-rise homes.

This report seeks to table a copy of the letter from the Minister for Planning and Public Spaces and outline Council's approach to supporting the delivery of housing across the Central Coast.

### **Background**

Council has received correspondence from the Minister for Planning and Public Spaces outlining the NSW Government's approach to the delivery of additional housing by 2029.

The letter asks councils to review their local policy settings and approaches in the interest of housing supply and identify existing well-located areas where terraces, small unit blocks or well-designed midrise apartments can be permitted.

The Minister also requests that all planning assessments and other council responsibilities and operations continue as normal until the start of caretaker period (16 August 2024) prior to the 2024 Local Government Elections to ensure that Council undertakes their legal responsibilities under local government planning legislation to ensure we keep up the momentum on delivering the approvals for housing development across NSW.

### **Current Status**

Council officers are in the process of finalising the *Central Coast Local Housing Strategy* following public exhibition. The strategy discusses the housing challenges on the Central Coast, vision and objectives and includes a range of strategies and actions under four key themes:

- Delivery and supply
- Infrastructure and services
- Housing diversity
- Resilience

The proposed *Central Coast Local Housing Strategy* will be reported to Council in December 2023 providing an overview of the community feedback received and seeking its adoption.

### **Report**

All levels of government and the private sector influence housing. Council can influence housing through local land use zoning and planning controls, development approvals and the delivery of local infrastructure.

## **2.11            Housing on the Central Coast - Response to Minister for Planning and Public Spaces, the Hon Paul Scully MP (contd)**

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Council's draft *Central Coast Local Housing Strategy* includes actions to review the *Central Coast Local Environmental Plan 2022* (CCLEP 2022) and *Central Coast Development Control Plan 2022* (CCDCP 2022) to encourage a diversity of housing, infill development close to centres and allow for flexibility, innovation and resilience in the design and built form of developments.

The draft strategy also includes actions to support the delivery of affordable housing including the preparation of an Affordable Housing Contribution Scheme and to continue to pursue opportunities to utilise Council owned land to deliver affordable housing.

The review of the CCLEP 2022 and CCDCP 2022 will focus on how residential zones are applied across the Central Coast, review of land use tables and where changes could be made to Council's planning controls to ensure better align with housing needs on the Central Coast. This work will also include a review of the dwelling and density capacity in existing and emerging centres.

To assist in the prioritisation and delivery of actions in the proposed strategy, Council has applied for funding through the Regional Housing Strategic Planning Fund – Round 2. If successful, this funding will enable Council to assist in the delivery of key affordable housing actions within the strategy and Council's *Affordable and Alternative Housing Strategy*. The outcome of the grant program will be communicated with councils in December 2023.

### **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 direct financial impact on the operational budget of Council in the preparation of a response letter to the Minister of Planning and Public Spaces. The letter will be prepared using existing staff resources.

## **Link to Community Strategic Plan**

Theme 4: Responsible

## **Choose Focus Area**

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

## **Risk Management**

There is no material risk to Council in preparing a response letter to the Minister for Planning and Public Spaces about how Council and the NSW Government can work together to support the delivery of housing that meets the needs of the Central Coast community.

## **Options**

The options available to Council are:

- 1      Prepare a response letter to the Minister for Planning and Public Spaces, setting out Council's key actions for the delivery of housing on the Central Coast – **This is the recommended action.**
- 2      Do not prepare a response letter – this is not the recommended action.

## **Attachments**

<b>1</b>	Letter from Minister for Planning and Public Spaces	Provided Under Separate Cover	D15945589
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**Item No:** 2.12  
**Title:** For Public Exhibition - Central Coast Draft Night-Time Economy Discussion Paper  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2023/00021 - D15929994  
Author: Andrew Powrie, Business Economic Development Manager  
Manager: Jamie Barclay, Unit Manager Economic Development and Property  
Executive: Alice Howe, Director Environment and Planning

## **Recommendation**

### ***That Council:***

- 1     *Endorses the draft Central Coast Night-Time Economy Discussion Paper (Attachment 1) for public exhibition for not less than 28 days.***
- 2     *Following exhibition, receive a report on submissions for consideration along with a recommendation on the finalisation of the Central Coast Night-Time Economy Discussion Paper.***

## **Report purpose**

To present to Council the final draft of the *Central Coast Night-Time Economy Discussion Paper* for public exhibition.

## **Executive Summary**

The Central Coast currently has a limited and dispersed night-time economy. The diversification, growth and development of the night-time economy is identified in both Council's adopted *Economic Development Strategy* and its *Destination Management Plan*.

This draft *Central Coast Night-Time Economy Discussion Paper* provides a strategic framework with potential projects identified for the long-term development and growth of the night-time economy across all towns on the Central Coast, with a specific focus on Gosford as the Central Coast's capital city.

## **Background**

The activities that take place after dark in town centres and central business districts play a significant role in shaping the image and liveability of that city. They can also have a major impact on the local economy.

The concept of the night-time economy has gained increasing currency over the last couple of decades across the globe and, apart from some first to market councils in the mid-2000s, the last 10 years or so in Australia. It refers to the range of leisure activities and experiences associated with patterns of collective night-time socialising and entertainment, including drinking, eating and creative practice.

Core night-time economy businesses are typically the types of businesses people would associate with a vibrant 'night life'. These are important for providing residents and visitors with places to go, to socialise and enjoy the night hours. They include food, drink, and entertainment venues such as restaurants, food trucks, cafes, pubs, bars, night clubs, theatres, cinemas, and live music venues.

The range of activities and experiences within the night-time economy are important in terms of the expression of local identity, as well as investment, employment, and consumer spending. The character of the night-time economy and its attraction to different types of people differs across regional towns and cities depending on such variables as population catchment area, environment, safety, and infrastructure.

From an economic development perspective, the night-time economy provides a variety of jobs, particularly for younger people. An appealing night-time economy is equally an important factor in attracting a talented workforce, addressing the question - what is there to do at night?

A well-functioning night-time economy involves partnership, support and collaboration between government, private enterprise, and community interest groups. The successful facilitation of vibrant night-time economies and entertainment precincts can develop cultural and community vitality and improve local economies (through tourism and employment growth) while also offering opportunities for the production and consumption of art and culture.

The fundamental ingredient of a successful night-time economy is the presence of people - comprising local residents and visitors. Vibrant and safe after-hours town centres and inner-city precincts offer facilities that are attractive to, and used by, a range of people.

The Central Coast currently has a limited and dispersed night-time economy. It is a large regional location with no one significant central business district. It has five identified principal town centres (Gosford, Terrigal, The Entrance, Wyong, and Woy Woy) and a further seven major town centres servicing 145 suburbs. As such, the night-time economy across the Central Coast operates within spatial and geographical constraints.

Retail spend data show the Central Coast's night-time-economy is worth \$1.67B with 82% of that spend coming from local residents. Two thirds of that spend (68%) is spent on non-dining and entertainment categories, primarily driven from the Coast's two significant shopping centres - the Westfield in Tuggerah and Erina Fair in Erina, and, to a lesser extent, the Bateau Bay Square shopping centre.

Dining and entertainment night spend is worth \$537M across the Coast, with visitor spend contributing 20%. Terrigal is the lead and highest spend location (\$67.9M/year) followed by Gosford (\$38.9M/year). The Entrance, Woy Woy, Wyong, and Ettalong Beach all sit at around \$23-28M/year.

### **Current Status**

Central Coast Council's *Economic Development Strategy 2020 -2040* identifies the opportunity to develop the night-time economy on the Central Coast, specifically it has a priority action to prepare a night-time economy discussion paper, exploring options for enhancing the diversity and size of our night-time economy.

The *Central Coast Destination Management Plan 2022 -2026* also has an action to undertake a night-time activation and enhancement strategy that identifies intervention concepts for night-time economy precincts, understanding barriers to night time activity (including zoning, compliance).

This draft Discussion Paper addresses these two strategic actions and provides a strategic framework with potential projects identified for the development of the night-time economy on the Central Coast.

### **Report**

The draft Discussion Paper identifies interventions and concepts to enhance and activate night-time economy precincts on the Central Coast, based on identified constraints, industry needs, a strategic framework developed from consultation, as well as best practice initiatives across Australia. The goal is to enhance and activate the night-time economy and create better places for business, the local community, and visitors after dark on the Central Coast.

The proposed Strategic Framework developed sets four themes and subsequent projects and actions that have been prioritised over short (1-2 years), medium (2-4 years), and long-term (4 years+) timeframes. The four themes are:

1. Policy and Leadership - Policy, planning and governance structures to enable and support the night-time economy.
2. Activation - Cultural and social activity to create vibrancy.
3. Visual Amenity - An attractive, immersive, and vibrant public realm to bring places to life at night.
4. Enabling Infrastructure - Well-functioning infrastructure and services to ensure the night-time economy can be accessed and enjoyed safely.

There are 41 proposed actions in the Paper, with the flagship projects proposed for Gosford as part of the Safer Cities: Her Way Program. The Safer Cities: Her Way initiative is a collaborative partnership program between Transport for NSW (TfNSW) and a number of pilot councils in NSW, including Central Coast Council to deliver demonstration projects

aimed at improving the perception of safety for women, girls and gender diverse people when walking or moving to, through and within public spaces and transport hubs.

The Gosford projects propose to test how to make city public spaces feel safer. Each project has been developed via insights gathered from a community consultation process that delivered one of the highest response rates ever achieved at Council, and by co-design workshops held with our local community. The projects have been designed to reflect local place identity and character.

Other notable early projects proposed in the Discussion Paper include:

- Establishing a night-time economy working group to guide potential projects.
- Create a business enquiry roadmap on internal processes that relate to any night-time economy request from local businesses.
- Establish 'Special Entertainment Precincts' in the *Central Coast Local Environmental Plan 2022* to manage music, then trial extended business hours & automatic dining approvals in those precincts.
- Advocate for funding via the Office of 24-hour Economy Commissioner for implementation of tools, resources & support programs to accelerate night-time economy's development on the Central Coast.
- Collaborate with TfNSW to implement bus on demand pilot project across the Central Coast.

The draft Discussion Paper identifies that establishing a successful and well-functioning night-time economy on the Central Coast is an important economic development objective for Council, and requires partnership, support and collaboration between government, private enterprise, and the community.

## **Consultation**

The draft Discussion Paper is informed by independent research and analysis as well as consultation with industry representatives, businesses, council staff, and local governments.

It was developed incorporating feedback from:

- 1 internal Council workshop
- 4 business and industry workshops)
- 1 business survey
- 2 interviews with other local governments
- Insights from the Gosford Safer Cities Her Way program

It is proposed that further consultation be undertaken via a 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.

As night-time economy projects are scoped and assessed, funding will need to be considered from existing programs and budgets, and as part of Councils annual operational budget considerations. The Discussion Paper also includes an action of advocating for and securing funding to deliver projects. Relevant Council departments will also continue to apply for grant opportunities to execute projects identified.

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

Theme 2: Smart

#### **Choose Focus Area**

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

### **Risk Management**

There are no material risks to Council of seeking further community input into the development of the proposed Discussion Paper. There are reputational and financial risks of both implementing and not implementing proposed actions. These risks are mitigated through stakeholder consultation and incorporation of proposed actions, should they be adopted, into existing work programs.

### **Options**

Options available to Council are:

- 1      Endorse the draft Discussion Paper for public exhibition. Establishing a successful and well-functioning night-time economy on the Central Coast is an important economic development objective for Council. Enhancing and activating the night-time economy will create better places for business, the local community, and visitors after dark on the Central Coast. **This is the recommended option.**

- 2
- Resolve not to endorse the draft Discussion Paper for exhibition. Not recommended. The Central Coast currently has a limited and dispersed night-time economy that has undoubted growth opportunities that will deliver business growth, employment, and cultural and community vitality in the years ahead.

Attachments

1	Draft Central Coast Night-Time Economy Discussion Paper.	Provided Under Separate Cover	D15941293
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**Item No:** 2.13  
**Title:** For Public Exhibition - Draft Central Coast Local Approvals Policy  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2010/00542 - D15843304  
Author: Lalyn Collure, Senior Urban Designer Strategic Planning Projects  
Manager: Deanne Frankel, Section Manager Strategic Planning Projects  
Shannon Turkington, Unit Manager Strategic Planning  
Executive: Alice Howe, Director Environment and Planning

## **Recommendation**

### ***That Council:***

- 1 *Endorses public exhibition of the Draft Central Coast Draft Local Approvals Policy (Attachment 1) for a period of not less than 42 days in accordance with Section 160 of the Local Government Act 1993.***
- 2 *Following public exhibition:***
  - a. *Obtain the consent of the Chief Executive Officer of NSW Office of Local Government for Part 1 of the Local Approvals Policy prior to adoption.***
  - b. *Seek delegation to Council's Chief Executive Officer from the Chief Executive Officer of NSW Office of Local Government for any updates to the policy to respond to legislative changes.***
- 3 *Subject to obtaining the consent of the Chief Executive Officer of NSW Office of Local Government for Part 1 of the Local Approvals Policy, receive a further report:***
  - a. *on the outcomes of the public exhibition, and***
  - b. *seeking approval to adopt the policy.***

## **Report purpose**

To provide an overview of the draft Local Approvals Policy (the draft Policy) and obtain approval to proceed to public exhibition.

## **Executive Summary**

The *Local Approvals Policy* applies to the regulatory function of the Council to grant approvals under Section 68 of the *Local Government Act, 1993* (the LG Act).

Section 68 of the LG Act requires a person to obtain approval from Council before carrying out certain activities, except where local or legislative exemptions apply.

The purpose of the Policy is to supplement the provisions of the LG Act and the *Local Government (General) Regulation 2021* by identifying activities that are exempt from requiring separate approval from Council and to specify the criteria for those activities where approval is required.

The Draft Policy will regulate the efficient, consistent, and streamlined application process in a coordinated manner, across the Central Coast local government area (LGA).

### **Background**

Central Coast Council has not previously had a Local Approvals Policy. Both the former Gosford City Council and Wyong Shire Council had Local Approvals Policies. Wyong's policy was repealed in 2013 and Gosford's lapsed.

The Draft Policy has been prepared in accordance with the provisions of the LG Act. The Draft Policy includes the following mandatory parts:

- Part 1 - Exemptions: specifies the circumstances in which a person is exempt from requiring a particular approval from the Council.
- Part 2 - Criteria: specifies the criteria which the Council must consider when determining whether or not to grant approval to a particular activity.
- Part 3 - Other Matters: specifies other matters relating to approvals not dealt with by the LG Act or Regulations including information on the application process and supplementary documentation.

A Local Approvals Policy is automatically revoked 12 months after a Local Government election.

### **Current Status**

Central Coast Council has not had a Local Approvals Policy to regulate approvals under Section 68 of the LG Act. Instead, applications for relevant activity are assessed under current policies and legislation by the respective section of Council.

### **Report**

The Draft Policy establishes criteria (where relevant) for activities which require approval under Section 68 of the LG Act. It also specifies the circumstances in which an activity is exempt from requiring a Section 68 approval from Council. Where an exemption applies, and all the listed criteria are met, the Policy eliminates the need for a Section 68 application to be submitted.

Activities captured by the Local Approvals Policy include (but are not limited to): the installation of manufactured homes, moveable dwellings and caravans; the construction or alteration of stormwater drainage, the management of waste e.g. skip bins, clothing donation bins; on site sewer management systems; activities on community land e.g. street and fundraising stalls,

## **2.13 For Public Exhibition - Draft Central Coast Local Approvals Policy (contd)**

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events, outdoor dining, busking/street theatre, use of a loudspeaker/sound amplifying device, and ceremonies; activities on public roads e.g. vehicle access crossings, outdoor dining, street stalls (both associated and not associated with adjoining business), operation of a car park; and the operation of caravan parks, camping grounds or a manufactured home estate; the installation of a wood or solid fuel heater; installation or operation of amusement devices; and mobile food vehicles on council land and road reserves.

The Policy will provide a transparent and streamlined approval process for Section 68 activities. The Policy will provide greater certainty on the exemption criteria for applications, what information is required to be submitted as part of any application, and the assessment considerations.

Figure 1 provides a flow chart summarising how this Policy relates to activities under section 68 of the LG Act and how such applications are processed by Council.

### **Consultation**

The Draft Policy has been prepared with significant input from the relevant sections of Council that issue local approvals. Internal consultation has been undertaken within relevant sections including Environment and Public Health, Roads Technical Services, Engineering Services, Open Space and Recreation, Building Assessment and Certification, Development Assessment, Water and Sewer, Events and Placemaking, Community Facilities, Economic Development and Property, Insurance, Waste Services and Trade Wastes and Governance.

It is recommended that the Draft Policy be placed on exhibition for community feedback in accordance with Section 160 of the LG Act. As the Draft Policy includes local exemptions under Part 1 (Exemptions from the Necessity to Obtain Approval), consent is required from the Chief Executive Officer of the NSW Office of Local Government (OLG) for the adoption of that part prior to Council adopting the Policy. Any changes required by the OLG will be reported back to Council with the outcomes of the public exhibition.

### **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.

Policy is aimed at creating a streamlined and efficient process for Council and business community. The budget for the preparation of the Draft Policy is included in the adopted 2023-2024 Budget.

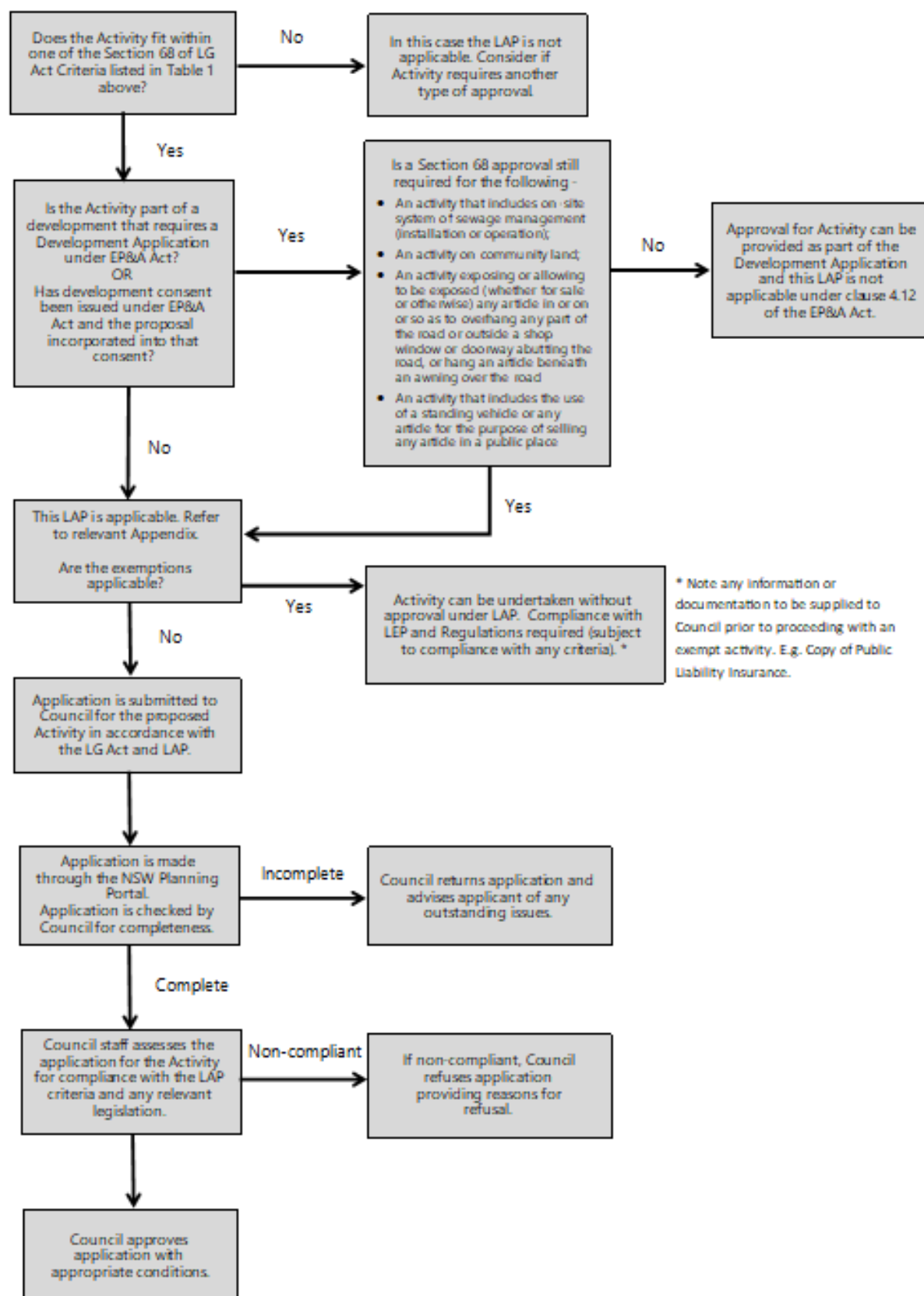


Figure 1 – Flowchart

## **Link to Community Strategic Plan**

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

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

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

Theme 2: Smart

### **Goal D: A place of opportunity for people**

S-D2: Support local business growth by providing incentives, streamlining processes and encouraging social enterprises.

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**

The Draft Policy applies to the regulatory function of the Council to grant approvals under Section 68 of the *Local Government Act, 1993*. Publicly exhibiting the Draft Policy will allow the community to review it and provide input prior to finalisation.

## **Options**

- 1        Endorse the draft Policy for public exhibition. This will reinforce Council's commitment to an efficient, consistent, and streamlined process which benefits users by clearly identifying the exemptions that apply and, for applicants, the application requirements and process. **This is the recommended option.**
  
- 2        Resolve not to endorse the Draft Policy for exhibition. Not recommended. This option would result in ongoing uncertainty in the applicable exemptions, application requirements, and assessment considerations for activities identified under Section 68 of the LG Act.

**Attachments**

- 1**  Draft Local Approvals Policy Provided Under Separate Cover D15870436



**Item No:** 2.14  
**Title:** For Public Exhibition - Draft Central Coast Outdoor Trading Specification  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2004/00550 - D15825517  
Author: Lalya Collure, Senior Urban Designer. Strategic Planning Projects  
Manager: Deanne Frankel, Section Manager Strategic Planning Projects  
Shannon Turkington, Unit Manager Strategic Planning  
Executive: Alice Howe, Director Environment and Planning

## **Recommendation**

### ***That Council:***

- 1 *Endorses the Draft Outdoor Trading Specification (Attachment 1) for public exhibition concurrently with the draft Local Approvals Policy for not less than 42 days.***
- 2 *Receives a further report following public exhibition that considers submissions received and any changes made to the Specification to respond to matters raised in those submissions.***
- 3 *Notes that, should the Outdoor Trading Specification be adopted:***
  - a. The following existing policies will be revoked:***
    - i. Guidelines for Business Use of Public Footpath Policy A5.09.2010 (former Gosford Shire Council)***
    - ii. Policy for Outdoor Eating Areas WSC020 (former Wyong Shire Council).***
  - b. Transitional arrangements will be applied so that over time, all Outdoor Trading Areas, including those delivered by Council, are aligned with the Outdoor Trading Specification.***

## **Report purpose**

The purpose of this report is to present the *Draft Outdoor Trading Specification* to Council and seek endorsement for public exhibition.

## **Executive Summary**

Central Coast Council encourages the use of public places and the road reserve for outdoor trading as a means of stimulating business growth and to create vibrant local communities. This is achieved through the enhancement of the amenity of the public domain and promotion of social activity. However, there is significant inconsistency among outdoor

trading areas, including their structures and impact of those structures on the public domain, across the Central Coast and within individual town centres.

Council processes applications for outdoor dining and outdoor vending within the road reserve and in public places across the local government area (LGA). Approval can also be sought for temporary and fixed structures associated with outdoor dining and outdoor vending. Currently outdoor trading areas and structures are assessed under *Guidelines for Business Use of Public Footpath Policy A5.09.2010* (former Gosford Shire Council) and the *Policy for Outdoor Eating Areas WSC020* (former Wyong Shire Council).

The Specification is intended to supersede the existing policies and result in a single document that achieves consistent and high-quality outcomes for outdoor vending and outdoor dining, including their ancillary structures, across the LGA. Additionally, the policy has adopted the principals of Council's *Universal Design Guidelines* to meet the needs of the broadest range of users in our community, to the extent reasonably possible.

## **Background**

Across the Central Coast and within individual town centres, there is significant inconsistency among outdoor trading areas across the LGA. This has resulted in outdoor trading areas and their associated structures, having numerous adverse impacts including privatisation of the public domain (through the installation of side barriers and security grills, for example), poor and inconsistent presentation and amenity, the blocking of natural sunlight and the obstruction of the public footpath. Terrigal town centre, for instance, has structures of varying design, colour and height with some structures having security grills installed.

## **Current Status**

Currently there are two policies that apply to Outdoor Trading Areas and structures:

- *Guidelines for Business Use of Public Footpath Policy A5.09.2010* (former Gosford Shire Council) and
- *Policy for Outdoor Eating Areas WSC020* (former Wyong Shire Council).

These two documents are proposed to be revoked should the Specification be adopted.

## **Report**

The Specification will apply to outdoor dining and street vending, including any temporary or fixed structures, within the road reserve or on public land managed by Council across the LGA. It will not apply to private land nor public land managed by the NSW Government.

The Specification:

- Provides clear direction to applicants on the requirements for outdoor trading areas, including any associated fixed and temporary structures.
- Promotes the implementation of Council's *Universal Design Guidelines* to meet the needs of the broadest range of users in our community, to the extent reasonably possible.
- Facilitates the creation of a vibrant atmosphere in appropriate areas.
- Facilitates improvements to the vitality, amenity, and economic viability of appropriate areas.

Where fixed structures are to be provided, the Specification requires vergola type structures, which have been included in the Specification based on engagement with business owners.

### **Consultation**

Internal consultation has been conducted with relevant sections including Environment and Public Health, Community Programs, Engineering Services, Events and Placemaking, Water Assessment and Governance.

Additionally, an on-site meeting occurred at Terrigal with representatives from the Access and Inclusion Reference Group to inform the drafting of the Specification based on their lived experience.

Engagement with business owners has been undertaken by relevant internal stakeholders in relation to the preferred outdoor trading structure type. Feedback from this consultation has informed the drafting of the Specification.

### **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 recommendations in this report will not entail additional costs to Council. The Specification is aimed at creating a more streamlined and efficient process, which will improve efficiency with limited resources following Council's recent restructure.

## **Link to Community Strategic Plan**

Theme 1: Belonging

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

B-A2: Celebrate and continue to create opportunities for inclusion where all people feel welcome and participate in community life.

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

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

### **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**

The Specification will achieve superior outcomes to what is currently being delivered, including in context of accessibility for the broadest range of users as reasonably possible.


## **Options**

- 1 Endorse the draft Specification for public exhibition. This will achieve a consistent approach to the delivery of outdoor trading areas, including associated structures, across the Central Coast. The result will be improved certainty for applicants, improved efficiencies for Council staff in the assessment of applications, and improved outcomes for pedestrians and the community through the delivery of high-quality public domain outcomes. **This is the recommended option.**
- 2 Resolve not to endorse the Specification. Not recommended. This option would result in the ongoing application of Council's existing policies, which have contributed to the inconsistency that is being delivered in outdoor trading areas across the Central Coast.

## **Critical Dates or Timeframes**

If Council resolves to support the recommendations in this Report, the Specification will be publicly exhibited for a period of not less than 42 days.

## **Attachments**

- 1  Draft Outdoor Trading Specification Provided Under Separate Cover D15870381

**Item No:** 2.15  
**Title:** For Public Exhibition - Draft Central Coast Council  
Regulatory Policy  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2010/00542 - D15833224  
Author: Matthew Corradin, Unit Manager Environmental Compliance Services  
Executive: Alice Howe, Director Environment and Planning

## **Recommendation**

### ***That Council:***

- 1. Endorses public exhibition of the Draft Central Coast Regulatory Policy (Attachment 1) for a period of not less than 28 days.***
- 2. Receives a further report that considers the community feedback received during the exhibition period.***
- 3. Notes that, should the policy be adopted, the following policies are proposed to be rescinded:***
  - a) Wyong Shire Council's Policy for Parking Enforcement,***
  - b) Gosford City Council's Open Space Encroachment Policy,***
  - c) Council's Smoke-Free Outdoor Public Places Policy,***
  - d) Council's Tree and Vegetation Vandalism Management Policy, and***
  - e) Council's Water-Craft Storage on Public Land Policy.***

## **Report purpose**

To provide an overview of the development and purpose of the *Draft Central Coast Regulatory Policy* (Draft Policy) and seek approval to proceed to public exhibition.

## **Executive Summary**

Council's current *Policy for Compliance and Enforcement* (Current Policy) was implemented in January 2017 and is now required to be updated. Council staff have undertaken a comprehensive review to develop the Draft Policy that modernises our approach to deliver our regulatory functions. The Draft Policy is now ready for public consultation.

## **Background**

Regulation can be beneficial to individuals, communities, the environment including:

- Ensuring consumer protection: regulation can help protect consumers from deceptive, harmful, or fraudulent business practices, such as false advertising,
- Protecting public health and safety: regulation can help ensure that products, services, and activities meet certain standards and reduce the risk to public health and safety,
- Protecting the environment: regulation can help protect the environment by setting standards for resource use, waste minimisation and pollution control, and
- Promoting economic stability: regulation can help by setting standards and rules for financial and other industries to reduce the risk of economic instability and financial crises.

Council's responsibilities are diverse and cover a range of services and activities from the supply of drinking water to the collection and treatment of waste, from guaranteeing planning controls are followed to ensuring building standards are met, from safeguarding public health and safety to the protection of the environment, as well as providing essential services to the community.

Fit-for-purpose and risk-based regulation allows Council's regulatory staff to balance competing priorities and resources in an efficient and effective manner, while protecting individuals, communities and Council assets and boosting environmental and living standards.

#### **Current Status**

The Draft Policy is now ready for public exhibition. Approval is sought to place the Draft Policy on public exhibition for a period of not less than 28 days.

#### **Report**

The Draft Policy has been developed in consideration of a range of factors including:

- 1 Review of best practice regulatory policies from across federal, state, and local jurisdictions such as, but not limited to, the Commonwealth Australian Energy Regulator's Compliance and Enforcement Policy and the NSW Natural Resources Access Regulator's Regulatory Policy,
- 2 The NSW Productivity Commission's NSW Guide to Better Regulation and The Better Regulation Victoria Towards Best Practice Guide,
- 3 The NSW Ombudsman's Model Policy for Compliance and Enforcement (2015) and Council's Current Policy, and
- 4 Other regulatory resources including seminar series produced by the Australian and New Zealand School of Government (ANZSOG) and the Australasian Environmental Law Enforcement and Regulators Network (AELERT).

The Draft Policy keeps important elements from the Current Policy whilst ensuring it is modernised and fit for purposes (e.g., inclusion of an annual Regulatory Priorities Statement. The development of the Draft Policy has also identified that a number of existing policies could be rescinded and replaced with advisory material in a more simplified and accessible manner. The policies that may be rescinded are:

## **2.15 For Public Exhibition - Draft Central Coast Council Regulatory Policy (contd)**

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- 1 *Wyong Shire Council's Policy for Parking Enforcement,*
- 2 *Gosford City Council's Open Space Encroachment Policy,*
- 3 *Council's Smoke-Free Outdoor Public Places Policy,*
- 4 *Council's Tree and Vegetation Vandalism Management Policy, and*
- 5 *Council's Water-Craft Storage on Public Land Policy.*

### **Consultation**

The development of the Draft Policy has included internal consultation and testing prior to consideration by Council. Approval for external community consultation is now being sought, which will provide an opportunity for the community to provide feedback on it.

### **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.

Other than staff time, there are no financial implications, either known or expected, with the public exhibition of the Draft Policy.

### **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**

Risk associated with this report are considered minimal. The Draft Policy is a modernisation of the Current Policy and therefore a detailed risk assessment and treatment plan is not required.

**Options**

- 1 Do nothing (not recommended). The Current Policy requires review and updating given it no longer fits with Council's new Policy Framework, given its age and given the ongoing evolution of best practice regulatory initiatives.
- 2 Approve the Draft Policy being placed on Public Exhibition. This will allow the community to review and provide comment/input into the development of a final Draft Policy that will be taken to Council at a later date in time for consideration for final adoption. **This is the recommended option.**

**Attachments**

- 1  Draft Central Coast Regulatory Policy Provided Under Separate Cover D15787667



**Item No:** 2.16  
**Title:** For Public Exhibition - Central Coast Thematic History  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2022/02420 - D15833088  
Author: Peta James, Senior Strategic Planner. Strategic Planning Projects  
Rebecca Cardy, Heritage Officer. Strategic Planning Projects  
Manager: Deanne Frankel, Section Manager Strategic Planning Projects  
Executive: Alice Howe, Director Environment and Planning

## Recommendation

### *That Council:*

- 1 Endorses the draft Central Coast Thematic History (Attachment 1) for public exhibition for not less than 28 days.**
- 2 Following exhibition, receive a report on submissions for consideration along with a recommendation on the finalisation of the Central Coast Thematic History.**

## Report purpose

The purpose of this report is to present the *Draft Central Coast Thematic History* to Council and seek endorsement for public exhibition.

## Executive Summary

The *Central Coast Heritage Gap Analysis and Action Plan* included a recommendation to prepare a new Central Coast Thematic History for the Central Coast local government area (LGA). This was identified as a high priority action. This report recommends that Council endorse the Draft Thematic History for public exhibition.

## Background

At its meeting held 26 April 2022, Council resolved the following:

70/22

- 1 That Council endorse the Central Coast Heritage Gap Analysis and Action Plan for the purposes of supporting grant applications to fund heritage**

*projects as an interim measure until the Central Coast Heritage Strategy is adopted.*

- 2 *That Council note that the Central Coast Heritage Gap Analysis and Action Plan will be used for the purpose of informing Council's approach to heritage and the development of the Central Coast Heritage Strategy, and that the actions contained within are considerations for inclusion in the development of that Heritage Strategy.*

The *Central Coast Heritage Gap Analysis and Action Plan* contained the recommendation to prepare a new Thematic History for the Central Coast LGA, as a priority action.

Prior to the council merger both the former Gosford City Council and the Wyong Shire Council had thematic histories for their respective areas. The new thematic history is intended to integrate the two existing histories and revise and update them to ensure identified themes are relevant, accurate and reflect major processes and factors affecting the coast.

## **Report**

### ***What is a Thematic History?***

History can be researched and written in many different ways. A "thematic history" is a method of researching and writing history in a manner that is useful for heritage management.

The historical development of an area or item can be understood as occurring in a thematic way. A physical illustration of this can be seen when we think about a landscape, building or arrangement of artifacts as a series of layers, each one representing a progressively earlier or later theme, or historical influence. Thinking about a place in terms of themes can help us to understand its significance.

Heritage NSW has developed a set of 36 State Historical Themes, in addition to the set of nine National Historical Themes. These provide complimentary thematic frameworks for use at the state and national levels. Local themes are usually developed as sub-themes of the NSW themes in locality-specific heritage studies such as this Thematic History. A thematic history provides broad historical context for understanding the patterns and forces that shaped an area over time.

Themes are not strictly chronological, nor are they neatly divided into distinct decades or years; there is scope for overlap. More than one theme can be in evidence at a given time, on a particular site, or in a particular area. A theme can unite complex actions, events, functions, people, and dates.

The use of themes helps historians and heritage officers to consider all periods in the history of an area not just the most obvious ones. Themes provide a framework for identifying and assessing the remaining physical evidence for each theme on a site or within an area. A

thematic history helps to prevent overemphasis on a particular item, period, or event in history.

The thematic history is not intended to be a detailed account of all aspects of the history of an area, nor to replace local histories that provide historical accounts focused on specific subjects or that serve other purposes. It aims to help readers understand and appreciate why an area like the Central Coast LGA has developed into its current form. It identifies and explains a selection of locally distinctive themes that help us understand the area and its historic physical fabric.

More specifically, thematic histories can be considered as a planning or management tool, that inform heritage listings and what is heritage listed. Heritage listings should reflect the identified themes in the Thematic History. By reviewing local heritage items through the lens of the Thematic History it becomes apparent where there are gaps in the inventory and where important parts of the Central Coast history are underrepresented or not represented at all.

### ***Central Coast Thematic History***

The draft Thematic History report (Attachment 1) consists of the following key sections:

- *Introduction* – An outline of what a Thematic History is, the objectives and parameters of the report, a review of the previous themes contained in the former Gosford City Council and Wyong Shire Council Thematic Histories, and description and rationale for why the new local themes have been selected.
- *New Local Themes* – An illustrated historical narrative that identifies and explains the patterns and forces (including actions, events, functions, people and dates) that influenced the history and heritage of the Central Coast and shaped its distinct character over time, including:
  - *Aboriginal Country*
  - *Coast to Country*
  - *Isolation*
  - *The Industrial Spirit*
  - *Between Two Cities*
  - *Playground for Two Cities*
  - *Country Charms with Urban Advantages*
  - *Tree and Sea Changers*
- *Recommendations* – Suggestions for areas of further research highlighted during the preparation of the Thematic History, including:
  - *Aboriginal history heritage study*
  - *Rural and remote communities*
  - *Postwar housing c1940-1960; and*
  - *Planning and suburbanisation past 1960s*

The need to update the NSW Government's State Inventory Sheets to reflect the current themes and available information was also noted.

The draft Thematic History has satisfied the key objectives recommended in the *Central Coast Heritage Gap Analysis and Action Plan* by:

- Preparing a Thematic History that covers the whole Central Coast LGA
- Inclusion of Aboriginal history and heritage
- Stronger content of environmental heritage
- Specific local themes relevant to contemporary communities
- A history of the Central Coast up to the present day
- An engaging, contemporary, and useable format
- Recommendations – To inform subsequent work within the heritage program.

The Thematic History is intended to inform subsequent studies and ensure that the historic themes unique to the Central Coast LGA are better reflected and represented in Council's heritage schedule and management policies.

### **Consultation**

Consultation was undertaken in the preliminary stages of the study between February and April 2023. This consultation occurred with Council's Local History Librarian, Local History groups and key community stakeholders with a particular interest in the heritage of the Central Coast (a number of these stakeholders are now members of Council's Heritage and Culture Advisory Committee). The purpose of this feedback was to obtain feedback on special places, stories and historical material that contributes to the community's understanding of the history and identity of the Central Coast.

The Thematic History was presented to the Central Coast Heritage and Culture Advisory Committee on 16 August 2023 for their information and feedback.

Meetings have occurred with representatives of the Darkinjung Local Aboriginal Land Council and the GuriNgai Tribal Link and they have been provided with a copy of the document to provide comment.

Targeted consultation with key stakeholders and broader community consultation will occur as part of the public exhibition of the Thematic History, including Council's Aboriginal Advisory Committee.

Following consultation all submissions and comments received will be considered and the report will be amended as appropriate.

## **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 project was funded from Council's adopted 2022-23 and 2023-24 Budgets.

## **Link to Community Strategic Plan**

Theme 1: Belonging

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

B-B1: Support reconciliation through the celebration of Aboriginal and Torres Strait Islander cultures.

Theme 3: Green

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

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

Theme 4: Responsible

### **Goal I: Balanced and sustainable development**

R-I1: Preserve local character and protect our heritage and rural areas including concentration of development along transport corridors and around town centres and east of the M1.

## **Risk Management**

Council is required by various legislation including the *NSW Heritage Act 1977*, the *Environmental Planning and Assessment Act 1979* and the *NSW National Parks and Wildlife Act 1974*, to protect and to manage heritage within the LGA. There are no significant risks with Council endorsing the Thematic History for the purpose of guiding and informing Council's approach to heritage planning and interpretation. Development of this guidance reduces the risk of Council activities adversely affecting local historical relics.

**Options**

The options available to Council are to:

- 1 Endorse the Thematic History for public exhibition for a minimum period of 28 days. This would be in accordance with the adopted *Central Coast Heritage Gap Analysis and Action Plan* and reflect best practice heritage management. **This is the recommended option.**
- 2 Not endorse public exhibition of the Thematic History. This would be contrary to best practice heritage management and the adopted *Central Coast Heritage Gap Analysis and Action Plan* (not recommended).

**Attachments**

- 1  Draft Central Coast Thematic History Provided Under Separate Cover D15933512

**Item No:** 2.17  
**Title:** Springfield Pond Aquatic Weed Control Works  
**Department:** Environment and Planning

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28 November 2023 Ordinary Council Meeting

Reference: F2004/06302 - D15933475  
Author: Larry Melican, Section Manager Natural Assets and Biodiversity  
Manager: Luke Sulkowski, Unit Manager Environmental Management  
Executive: Alice Howe, Director Environment and Planning

## **Recommendation**

### ***That Council:***

- 1 Notes the report on Springfield Pond Aquatic Weed Control Works.***
- 2 Does not charge for works on private land, for the reasons outlined in the report.***

## **Report purpose**

To report to Council in accordance with Section 67 of the *Local Government Act 1993* on the works undertaken on one private property at Clarence Road Springfield, and a Council owned property at Robinia Crescent, Springfield to control aquatic weeds including *Salvinia*, *Salvinia molesta*.

## **Executive Summary**

On 23 November 2021 Council resolved to authorise staff to undertake weed management activities under Section 67 of the *Local Government Act 1993* on and adjacent to the part of Springfield Pond located on the private property at Lot 7 Section 1 DP 977284 (35 Clarence Road, Springfield). The control of *Salvinia* and other aquatic weeds on the public and private land was funded by a \$125,000 grant from the NSW Government's Stronger Communities Fund.

It is a legislative requirement for a report to be provided back to Council providing certain project details following the conclusion of weed management work on private land.

**Background**

Council considered a report titled *Aquatic Weed Control on Private and Public Land* at Springfield Pond on 23 November 2021 and resolved the following:

290/21

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

This report is prepared in response to Part 4 of this resolution.

**Current Status**

The grant-funded physical weed control works at Springfield Pond were completed in June 2023. The site has since been in a maintenance phase and is periodically monitored for regrowth of aquatic weeds. While the aquatic weed control works have been successful, a risk of reinvasion of aquatic weeds remains. Monitoring to date found that aquatic weeds remained largely under control and staff propose to undertake no more work on the privately- owned section of the pond.

**Report**

In addressing the requirements under Section 67(4) of the *Local Government Act 1993*:

- 1 The work was carried out on the privately owned parcel of land known as *Lot 7 Section 1 DP 977284 (35 Clarence Road, Springfield)*. Although undertaken on the private land, it was not undertaken for the benefit of the private landowner. The work was undertaken in accordance with a grant awarded to Council to remove aquatic weeds from Springfield Pond, for the benefit of and in the broader



interests of the community, and to support wildlife within the pond through habitat improvement.

- 2 The nature of the work consisted of on-ground works on the public land in February 2019, commencing on the private land at 35 Clarence Road in late 2021. On-ground works were completed in June 2023 (other than general monitoring which occurred over the whole site until October 2023). The project across the whole pond, incorporating the publicly and privately owned parcels was managed as a single project.

The extent and density of *Salvinia* on the pond required that machinery including a floating excavator and an amphibious Truxor were used. Localised spraying of the aquatic weeds was undertaken as part of the integrated weed control program. Prior to the use of the machines and chemical, *salvinia* weevil had been released at various locations across Springfield Pond, however this biological control proved to be ineffective under the local conditions.

The weed material removed from the pond was stockpiled in bunded areas for initial dewatering and decomposed over time. The bunded stockpile site was subsequently rehabilitated.

The total expenditure on the project was \$129,592 of which the NSW Government funded \$125,000. Approximately \$42,602 of the expenditure was for works on the part of the pond located on the private land at 35 Clarence Road, Springfield. In accordance with Council's resolution of 23 November 2021, no charge was applied to the owner of the privately owned portion of the pond for the delivery of the project.

The *Greater Sydney Strategic Weed Management Plan* (the Plan), which guides Council's response to the *Biosecurity Act 2015* in relation to priority weeds identifies the aquatic weeds *Salvinia* (*Salvinia molesta*), and *Ludwigia* (*Ludwigia peruviana*), as priority weeds. It is recognised in the Plan that these weeds are widely distributed in the region and their spread should be minimised to protect priority regional assets. It is considered that the works undertaken at Springfield Pond exceeded the requirements for the management of these species in accordance with the Plan.

To address the resolution of Council relating to whether a fee should be applied for the works, given that only approximately one third of the total cost of the project was attributable to private land, that the reasons for delivering the project were for broader community and environmental benefit, and that the NSW Government grant covered over 96% of the project cost, application of a fee in this instance is not considered appropriate.

### **Consultation**

The weed control works were undertaken in the context of regular consultation and communication with members of the Springfield Pond Wetland Group.

### 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 expenditure on the aquatic weed control works at Springfield Pond was \$129,592, with \$125,000 being provided by the NSW Government through Stronger Communities Fund. The cost of the project to Council was \$4,592, which was able to be funded from existing budget allocations.

### Link to Community Strategic Plan

Theme 3: Green

### Goal E: Environmental resources for the future

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

### Risk Management

The weed control works undertaken across Springfield Pond have substantially reduced the risk of the priority aquatic weed from spreading. While *Salvinia* and *Ludwigia* have been largely controlled at Springfield Pond, and the site is being periodically monitored, a risk of reinvasion of the Pond by these and other aquatic weeds still exists.

There is a limited capacity of Council Biosecurity Officers in managing biosecurity matters across the Central Coast. Weed management by Biosecurity Officers is generally focussed on identifying and managing new weed incursions to prevent future catastrophic impacts, or at highly sensitive receptor sites. The works at Springfield Pond would not have typically been a priority action for Council Biosecurity Officers. In future Council may not consider acting in response to matters that exceed the requirements of the plan in order to focus on other higher priority biosecurity activities.

### Options

- 1 Note the report and recommendation not to charge for weed control works undertaken on private land at Springfield Pond . **This is the recommended option.**
- 2 Resolve to request further information. This option is not recommended.

**Attachments**

*Nil.*

**Item No:** 2.18  
**Title:** Community Support Grant Program - September 2023  
**Department:** Community and Recreation Services

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28 November 2023 Ordinary Council Meeting

Reference: F2017/02117-002 - D15565071  
Author: Belinda McRobie, Section Manager Community Development  
Manager: Glenn Cannard, Unit Manager Community and Culture  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

### ***That Council:***

**1** ***Allocates \$26,362.10 (inclusive of GST where applicable) from the 2023/24 grants budget to the Community Support Grant program, as outlined below and in Attachment 1.***

- a The University of Newcastle-Coast Next Gen Art Exhibition \$5,000.00***
- b Shoebox Revolution Rental Subsidy - \$5,000.00***
- c Crestani Scholarships Limited – Twilight Soiree and meeting room hire - \$4,302.00***
- d Community Environment Network – World Wetlands Day Breakfast with the Birds 2024 - \$2,060.10***
- e Berkely Vale Neighbourhood Centre Association Incorporated – Rent Subsidy - \$5000.00***
- f Mooney Cheero Progress Association Incorporated- The River Hub Community Activities- \$5000.00***

**2** ***Declines 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 The Lakes Surf Life Saving Club Incorporated – Junior Insurance costs - application is ineligible***
- b Copacabana Surf Life Saving Club Incorporated-Community Connections-limited broader community benefit not demonstrated.***
- c Umina Community Group Incorporated- DIY home maintenance workshops for women - insufficient information provided to make an accurate assessment.***
- d Toukley Neighbourhood Centre Incorporated- DA costs support - alternate approach to funding identified.***
- e Naughty Noodle Fun Haus Incorporated-multi arts centre flooring – not supported due to potential redevelopment of the facility.***

**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 faster 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, and 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 provides 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**

<b>Program</b>	<b>Original Budget</b>	<b>Opening Period</b>	<b>2023/2024 allocation to date (inclusive of GST where applicable)</b>	<b>Recommendation allocation within this report (Inclusive of GST where applicable)</b>	<b>Allocation to date + Recommendation within report (Inclusive of GST where applicable)</b>
Community Support	\$300,000	Ongoing	\$124,609.93	\$26,362.10	\$150,972.03

Grant Program					
<b>TOTAL</b>			<b>\$124,609.93</b>	<b>\$26,362.10</b>	<b>\$150,972.03</b>

### Current Status

Applications submitted from 1 – 30 September 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

A total of eleven applications were received and assessed by 10 October 2023, with six applications recommended for funding in this Council report. Five applications are not recommended for funding.

One application was not recommended for funding because it was ineligible, one did not demonstrate broader community benefit, one did not provide sufficient information to make an accurate assessment, one application has been identified for an alternative funding source and one was not recommended due to the potential re-development of the existing facility. All applicants will be advised to discuss their proposal further with Council's Grants Officers prior to resubmission in a future round.

Council's Unit Manager Community and Culture and the Community Grants Team assessed the Community Support Grant program applications, 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 59 attendees and four grant information sessions with 116 attendees.

Additionally, Council staff also undertook two drop in support sessions with three 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 2023/2024 Council Operational Expenditure original budget allocates \$300,000 to the Community Support Grant Program.

Expenditure is approved until the end of the 2023-2024 financial year. Unspent funds will lapse on 30 June 2024.

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 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 activity/project with copies of any photos, promotional materials, and evidence of payment/purchase for each funded item.

**Options**

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

**Critical Dates or Timeframes**

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

**Attachments**

<b>1</b>	Community Support Grant Program - September 2023 - Recommended and Not Recommended	Provided Under Separate Cover	D15938871
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**Item No:** 2.19  
**Title:** Chain Valley Colliery Delta Coal Community  
Funding Grant Program - 2023-24  
**Department:** Community and Recreation Services

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28 November 2023 Ordinary Council Meeting

Reference: F2017/02120 - D15565267  
Author: Belinda McRobie, Section Manager Community Development  
Manager: Glenn Cannard, Unit Manager Community and Culture  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

### ***That Council:***

- 1 Allocates \$64,344.32 (inclusive of GST where applicable) from the 2023 Chain Valley Colliery Community Funding Program as outlined below and in Attachment 1.**
  - a Mannering Park Community Garden Incorporated-Historic walk installations \$22,350.43***
  - b Mannering Park Amateur Sailing Club Incorporated-Marine Safety Drone - \$3,899.00***
  - c Mannering Park Community Garden Incorporated-Garden shed and slab - \$5,360.00***
  - d Chain Valley Bay Progress Association Incorporated-Shade Sails - \$9,855.00***
  - e Gwandalan Summerland Point Rural Fire Brigade (NSWRFS)- Laundry facility - \$20,926.00***
  - f Lions Club of Gwandalan Incorporated-BBQ equipment - \$1,953.89***
- 2 Declines applications as outlined below for the reasons indicated below and in Attachment 1, and the applicants be advised and where relevant, directed to alternate funding sources.**
  - a Manno Mens Shed Incorporated- installation of solar battery system - broader community benefit is not demonstrated.***
  - b Older Worker Empowerment Incorporated -OWE workshops- broader community benefit is not demonstrated.***
  - c Table Church Incorporated -community board game nights- broader community benefit is not demonstrated.***
  - d Makai Lakes Outrigger Canoe Club – building the club- broader community benefit is not demonstrated.***
  - e Gwandalan Summerland Point Football Club – line marker & leaf blower - broader community benefit is not demonstrated.***

### **Report purpose**

To consider the applications and recommendations for the 2023 Chain Valley Colliery Community Funding Program as agreed on by the Community Assessment Panel on 11 October 2023.

### **Executive Summary**

The Chain Valley Colliery Community Funding Program is part of the Voluntary Planning Agreement with Delta Coal Pty Ltd (formerly Lake Coal Pty Ltd) which provides external funds for worthwhile community projects within the communities of Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park via a competitive grant program. The initiative provides funding for projects undertaken for the purpose of improving public infrastructure or the provision of community projects.

Grant rounds are run annually and assessed by a Community Advisory Panel with recommendations made to Council. The Community Advisory Panel's assessment of the eleven applications to the 2023 Chain Valley Colliery Community Funding Program is provided in this report, with six applications recommended for funding.

As part of the Voluntary Planning Agreement the following conditions were imposed:

Condition 12 of Schedule 2 of the Development Consent requires Delta Coal Pty Ltd to pay contributions to Council at a rate of \$0.035 for each tonne of coal produced.

As part of the Funding Deed between Council and Delta Coal Pty Ltd the following conditions were imposed:

The establishment and administration of the Community Advisory Panel which is to make recommendations to Council as to the specific community projects to which the contributions should be applied in order to improve public infrastructure.

The Community Advisory Panel will be comprised of representatives from Council, Delta Coal Pty Ltd and the local community.

Council will hold the contributions made by Delta Coal Pty Ltd under the Voluntary Planning Agreement.

Expenditure of the Contributions may only be made in accordance with recommendations made by the Community Advisory Panel.

Council will use its reasonable endeavours to expend the Contributions within a reasonable period of the Contributions being paid to Council; or if required to achieve the recommendations of the Advisory Panel, Council will pool the Contributions until such time as there are sufficient funds to implement a particular community project.

Copies of the Voluntary Planning Agreement cannot be distributed; however, the agreement is on Council's Planning Agreement Register and can be viewed by members of the public on request during ordinary office hours. Any request to view the agreement needs to be made via [ask@centralcoast.nsw.gov.au](mailto:ask@centralcoast.nsw.gov.au)

### **Current Status**

The 2023 round of the Chain Valley Colliery Community Funding Program opened on 1 August 2023 and closed on 31 August 2023. As at 1 July 2023, \$66,720.87 was available for the 2023 program. Funding of up to \$30,000 per project was available for projects which met the Program Guidelines and an eligibility check and rating of each application against the criteria was undertaken by staff. The Community Advisory Panel met on 11 October 2023 to assess the applications and provide recommendations to Council.

The Panel included the following members:

#### **Central Coast Council delegate**

Glenn Cannard, Unit Manager Community and Culture

#### **Delta Coal representative**

Hayley Wilson – Representing Steve Gurney Company Secretary Delta Coal

#### **Community representatives**

Andrew Whitbourne

Laurie Williams

Kerry Philips

### **Assessment**

Eleven applications were received for the 2023 Chain Valley Colliery Community Funding Program with a total of \$118,991.32 in requests. A total of six applications are recommended for funding with a combined amount of \$64,344.32 (inclusive of GST where applicable).

### **Consultation**

Information on the Chain Valley Colliery Community Funding Program was available on Council's Grants and Sponsorship Program web page.

An email was sent to various Community and Culture Unit databases advising of the opening and closing dates of Chain Valley Colliery Community Funding Program. Three electronic direct mail (EDM) newsletters were distributed to the grants mailing list during July and August.

Further promotion of the Program was placed on Council's social media platforms including Facebook and Instagram.

Council's Community Grants Officers held one online information session throughout the opening period.

### **Financial Considerations**

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

*1036/20 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 associated with the adoption of the proposed recommendations for the Chain Valley Colliery Community Funding Program as Council is currently holding \$66,720.87 revenue from Delta Coal.

The total available funds held by Council for the 2023 round was \$66,720.87 with an amount of \$64,344.32 being recommended by the Community Advisory Panel to be allocated to recommended projects. The remaining funds will be held over into the 2024 Chain Valley Colliery Community Funding Program.

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

Theme 1: Belonging

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

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


### **Options**

- 1 Approval of recommended applications as submitted will provide a community benefit to residents of the Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park communities. **This is the recommended option.**
- 2 Non approval of some or all applications, as recommended, may result in projects not being undertaken.

**Critical Dates or Timeframes**

Many of these grant applications are dependent upon support via this funding program. Should decisions be delayed or not supported, projects may not be undertaken.

**Attachments**

<b>1</b>	Chain Valley Colliery Recommended and Not	Provided Under	D15939022
	Recommended	Separate Cover	

**Item No:** 2.20  
**Title:** Facade Improvement Support Program -2023-2024  
**Department:** Community and Recreation Services

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28 November 2023 Ordinary Council Meeting

Reference: F2023/00135 - D15942540  
Author: Glenn Cannard, Unit Manager Community and Culture  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

### ***That Council:***

- 1** ***Allocates \$79,055.25 (exclusive of GST where applicable) from the 2023/24 Façade Improvement Support Program, as outlined below and in Attachment 1.***

- a 45 Mann Street, Gosford - \$3,005.42***
- b 171 Mann Street, Gosford - \$706.20***
- c 150 Main Road, Toukley - \$5,000.00***
- d 5/266 Main Road, Toukley - \$2,737.50***
- e 60 The Entrance Road, The Entrance - \$5,000.00***
- f 12A Dane Drive, Gosford - \$5,000.00***
- g 37-41 Canton Beach Road, Toukley - \$5,000.00***
- h 3/1 Campbell Crescent, Terrigal - \$5,000.00***
- i 54 Victoria Avenue, Toukley - \$4,117.25***
- j 124 Donnison Street, Gosford - \$1,266.88***
- k 169 Blackwall Road, Woy Woy - \$1,375.00***
- l 100-102 Terrigal Esplanade, Terrigal - \$5,000.00***
- m 170 Mann Street, Gosford - \$5,000.00***
- n 3B Blackwall Road, Woy Woy - \$4,141.00***
- o 2/38 The Entrance Road, The Entrance - \$3,052.50***
- p 193 Main Road, Toukley - \$3,930.00***
- m 25-27 Fairview Avenue, The Entrance - \$4,125.00***
- n 213-217 Main Road, Toukley - \$5,000.00***
- o 296-300 Main Road, Toukley - \$4,598.00***
- p 135 Mann Street, Gosford - \$3,129.50***
- q 188 Mann Street, Gosford - \$2,871.00***

- 2** ***Declines applications as outlined below, for the reasons indicated in Attachment 1, and the applicants be advised.***

- a 9 Church Street, Terrigal - application is ineligible***
- b 1/451 Pacific Highway, Wyoming – application is ineligible***
- c Lot 1-3 Eastern Precinct Terrigal Haven– application is ineligible***
- d 4/236-238 Manns Road, West Gosford – application is ineligible***

- e 35-39 Blackwall Road, Woy Woy – application is ineligible*  
*f 900 Pacific Highway, Lisarow – application is ineligible*  
*g 237-239 West Street, Umina – application is ineligible*

### Report purpose

To seek endorsement of the recommendations for the Façade Improvement Support Program.

### Executive Summary

This report considers the applications and recommendations for the Façade Improvement Support Program.

The Façade Improvement Support Program provides financial assistance to businesses and commercial property owners located within the principal town centres and where a Special Rate Levy is applied (Gosford, Wyong, The Entrance, Terrigal, Woy Woy, and Toukley) to improve their building facades and enhance accessibility to their premises.

### 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 (exclusive of GST) per property. A total annual budget of \$150,000 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	Recommendation allocation within this report (Exclusive of GST where applicable)
Façade Improvement Support Program	\$150,000	1 to 30 September 2023	\$79,055.25

**Current Status**

Applications for the Façade Improvement Support Program were open from 1 September 2023 to 30 September 2023.

**Assessment**

A total of 28 applications were received and assessed, with 21 applications recommended for funding in the current round.

The seven applications not recommended for funding were assessed as being ineligible. Applicants are advised to discuss their proposals further with Council's Town Centre Coordinators prior to resubmission in a future round.

The Façade Improvement Support Program applications were assessed by Council's Unit Manager Community and Culture, Section Manager Events and Placemaking and the relevant Town Centre Coordinators, against the Program guidelines.

**Consultation**

Information on the Façade Improvement Support Program is provided on Council's website and was promoted through Council's social media platforms.

Information was also provided by email through the town centres databases and Council staff hand delivered information to businesses located in the six town centres.

One-on-one support was provided to applicants as 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 2023/2024 operating budget allocate\$150,000 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 2023-2024 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 recommended applications as submitted will provide a community benefit to residents of the Central Coast Local Government Area.  
**This is the recommended option**
- 2 Non approval of some or all applications, as recommended, may result in projects not being undertaken if the respective proponents are unable to secure alternate funding. Not recommended.

### **Critical Dates or Timeframes**

Many of these 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**

<b>1</b>	Facade Improvement Support Program-  Recommended and Not Recommended - 2023- 2024	Provided Under Separate Cover	D15945734
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**Item No:** 2.21  
**Title:** Minutes of Advisory Group and Committee meetings held in August, September and October 2023  
**Department:** Corporate Services

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28 November 2023 Ordinary Council Meeting

Reference: F2023/00021 - D15876326  
Author: Rachel Gibson, Team Leader Civic Support  
Manager: Edward Hock, Unit Manager Governance, Risk and Legal  
Executive: Marissa Racomelara, Director Corporate Services

### **Recommendation**

***That Council notes the minutes of the following Advisory Group and Committee meetings that were held in August, September, and October 2023:***

- ***Heritage and Culture Advisory Committee – meeting held 16 August 2023***
- ***Catchments to Coast Committee – meeting held 13 September 2023***
- ***Audit Risk and Improvement Committee – extraordinary meeting held 13 September 2023***
- ***Water Management Advisory Committee – meeting held 28 September 2023***
- ***Aboriginal Advisory Committee – extraordinary meeting held 20 October 2023***

### **Report purpose**

To note the unconfirmed minutes of the Advisory Group and Committee meetings held in August, September, and October 2023, which include no recommendations for Council and are reported for information only.

### **Executive Summary**

Advisory Group and Committee meetings were held in August, September, and October 2023, as listed below.

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

**Report**

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

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

- [Heritage and Culture Advisory Committee – meeting held 16 August 2023](#)
- [Catchments to Coast Committee – meeting held 13 September 2023](#)
- [Audit Risk and Improvement Committee – extraordinary meeting held 13 September 2023](#)
- [Water Management Advisory Committee – meeting held 28 September 2023](#)
- [Aboriginal Advisory Committee – extraordinary meeting held 20 October 2023](#)

There were three Advisory Group and Committee meetings held in September and October 2023, which resulted in recommendations to Council. It is noted the recommendations and minutes from these meetings were reported to Council separately at the October and November Ordinary Council meetings, as follows:

- Recommendation from the 21 September 2023 Protection of the Environment Trust Committee (POET)
- Recommendations from the Coastal Open Space System Committee regarding Council's revised draft Dogs in Open Space Action Plan
- Changes to the Terms of Reference and minutes from the Aboriginal Advisory Committee meeting held on 3 October 2023.

It is also noted that the following meetings were scheduled but did not occur:

- Mangrove Mountain and Spencer Advisory Committee no meeting held as no updates.
- Pedestrian Access Mobility Plan (PAMP) Committee scheduled for 20 September 2023. Meeting did not proceed as no reports and/or presentations proposed. It is anticipated reports on items related to the PAMP Committee would be available for a meeting in December 2023.
- Status of Women Advisory Group (SOWAG) scheduled for 27 September 2023. Meeting did not proceed as a quorum was not reached.

**Financial Considerations**

This report has no financial implications.

**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**

Nil



**Item No:** 2.22  
**Title:** Minutes of the Aboriginal Advisory Committee meeting held 3 October 2023 and Changes to the Terms of Reference  
**Department:** Community and Recreation Services

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28 November 2023 Ordinary Council Meeting

Reference: F2023/01359 - D15906833  
Author: Glenn Cannard, Unit Manager Community and Culture  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

### ***That Council:***

- 1 Notes the minutes of the Aboriginal Advisory Committee meeting held 3 October 2023.***
- 2 Adopts the amended Terms of Reference for the Aboriginal Advisory Committee.***

## **Report purpose**

To note the unconfirmed minutes of the Advisory Committee meeting held 3 October 2023 (Attachment 1) and consider and adopt the amended Terms of Reference for the Aboriginal Advisory Committee (Attachment 2).

## **Executive Summary**

The Aboriginal Advisory Committee has recommended the Terms of Reference are amended to facilitate a member of the Advisory Committee fulfilling the role of Chairperson at future meetings.

## **Background**

At the Aboriginal Advisory Committee meeting held 3 October 2023, it was recommended that the Terms of Reference be updated to allow a member of the Advisory Committee to be Chairperson, and that members of the Advisory Committee are authorised to elect the Chairperson.

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

## 2.22 Minutes of the Aboriginal Advisory Committee meeting held 3 October 2023 and Changes to the Terms of Reference (contd)

The role of the Aboriginal Advisory Committee is to identify, examine, and formulate a collective response to issues that affect the Central Coast Aboriginal community.

The Committee is responsible for providing advice and feedback to Council and staff on:

- Any issue that affects the Central Coast Aboriginal community.
- Council initiatives that aim to improve the quality of life of the Central Coast Aboriginal community.
- Approaches to address relevant social issues identified in the Community Strategic Plan.
- Approaches to address outcomes aligned to the Central Coast Council First Nations Accord.

### Report

The original Terms of Reference adopted by Council at the 13 December 2022 Ordinary Meeting of Council, identified the Chairperson of the Aboriginal Advisory Committee as the Mayor or a Councillor.

In the inaugural Committee meeting held on 3 October 2023, Council's Administrator (as the Chairperson) stood down to allow the Committee members to elect a Chairperson from within the Committee membership, stating this was the most appropriate course of action for a committee of this nature.

The proposed changes to the Terms of Reference recommended by the Committee are outlined in the below table:

**Table 1 – Recommended changes to Terms of Reference Under Section 3 – Membership, voting and quorum, the Chairperson.**

<b><i>Adopted Terms of Reference wording</i></b>	<b><i>Recommended amended Terms of Reference change</i></b>
<p><i>Chairperson</i> The Chairperson is the Mayor or Councillor.</p> <p>The Chairperson is to have precedence at the meeting and shall determine the order of proceedings, generally as set out in the agenda.</p> <p>It is not necessary that the Chairperson be a member of the Advisory Group.</p>	<p><i>Chairperson</i> The Chairperson is a member of the Committee.</p> <p>The Chairperson and Deputy Chairperson will be elected biennially by the Committee in December by nomination and a decision will be made on a show of hands. In the event of a tie, all names of nominees will be drawn by lot.</p> <p>The tenure of the Chairperson and Deputy Chairperson will be two (2) year period.</p> <p>The Chairperson shall preside at all meetings.</p>

	<p>The Deputy Chairperson fills in as Chairperson if the Chairperson is unable to attend the meeting.</p> <p>The Chairperson and Deputy Chairperson may resign from their position without resigning from the Committee. In such case, the Committee shall hold an election among its members to fill the vacant position.</p> <p>The Chairperson is to have precedence at the meeting and shall determine the order of proceedings, generally as set out in the agenda.'</p>
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### **Consultation**

Consultation and feedback were obtained at the 3 October 2023 Advisory Committee meeting. With the exception of one Committee member who was an apology for the meeting, there was unanimous agreement on this course of action.

### **Financial Considerations**

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

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

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

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

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

Theme 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**

Nil Impact





**Options**

Nil Impact

**Critical Dates or Timeframes**

Adoption of the amended Terms of Reference is advised prior to next Aboriginal Advisory Committee meeting scheduled for 13 December 2023.

**Attachments**

<b>1</b>	Aboriginal Advisory Committee Minutes - 3	Provided Under	D15906390
	October 2023	Separate Cover	
<b>2</b>	Draft - Amended Terms of Reference -	Provided Under	D15945940
	Aboriginal Advisory Committee	Separate Cover	