



Central Coast Council  
Business Paper  
Ordinary Council Meeting  
**27 August 2024**





# 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.



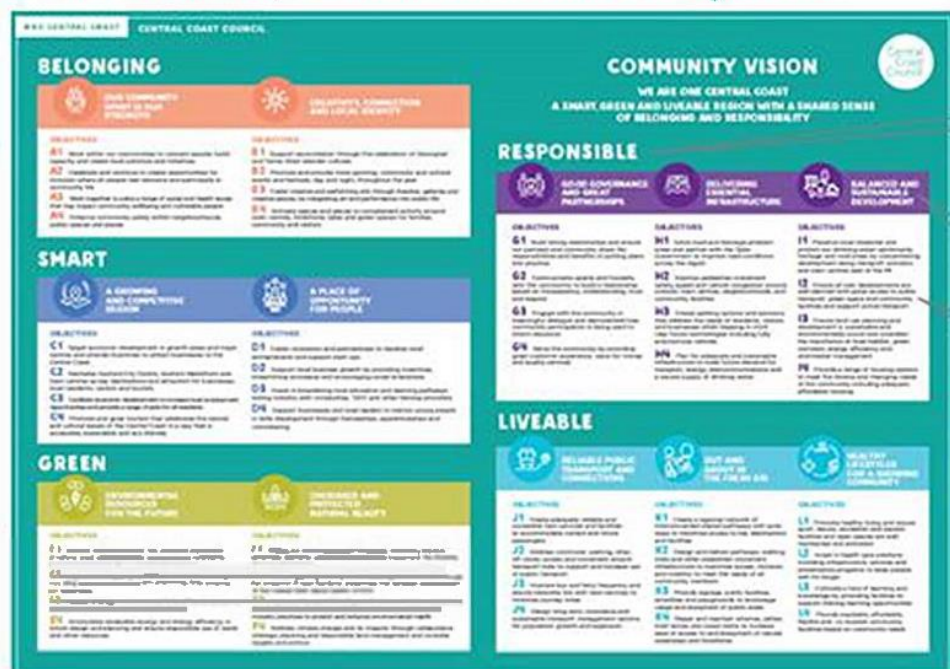
**Good governance and great partnerships**

**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 27 August 2024 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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#### **4 Confidential Items**

- 4.1 Security of Critical Infrastructure - Annual Report

**The reason for dealing with the report confidentially is that it contains matters affecting the security of the Council, Councillors, Council staff or Council property.**

Marissa Racomelara  
**Acting Chief Executive Officer**

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

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27 August 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16050689  
Manager: Teresa Chadwick, 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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27 August 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16050679



### **Recommendation**

***That Council confirms the minutes of the Ordinary Meeting of Council held on 23 July 2024.***

### **Summary**

Confirmation of minutes of the Ordinary Meeting of Council held on 23 July 2024.

### **Attachments**

<b>1</b>	MINUTES - Council Meeting - 23 July 2024	Provided Under Separate Cover	D16313337
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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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27 August 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16050686

### **Recommendation**

***That Council resolves that the following matters be dealt with in closed session, pursuant to s. 10A(2) of the Local Government Act 1993:***

#### ***Item 4.1 – Security of Critical Infrastructure – Annual Report***

#### ***Reason for considering in closed session:***

***In accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act 1993, the matters dealt with in this report be considered in closed Council Meeting at which the press and public are excluded. In accordance with Section 10A(2) (f) it is considered the matter affects the security of Council, Councillors, Council staff or Council property.***

### **Summary**

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

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

### **Context**

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

- 2(a) personnel matters concerning particular individuals (other than Councillors),*
- 2(b) the personal hardship of any resident or ratepayer,*

- 2(c) *information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,*
- 2(d) *commercial information of a confidential nature that would, if disclosed:*
  - (i) *prejudice the commercial position of the person who supplied it, or*
  - (ii) *confer a commercial advantage on a competitor of the Council, or*
  - (iii) *reveal a trade secret,*
- 2(e) *information that would, if disclosed, prejudice the maintenance of law,*
- 2(f) *matters affecting the security of the Council, Councillors, Council staff or Council property,*
- 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:** Administrator Final Report  
**Department:** Administrator

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27 August 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16340226  
Author: Rik Hart, Administrator

Tonight, I present my final report as Administrator of Central Coast Council.

As you're aware, Council has been under administration since 30 October 2020, and we look forward to the return of Councillors following the local government elections on 14 September 2024.

While this will be my last official Council meeting, I will remain as the Administrator until the Central Coast election results are declared.

My final report outlines Council's financial crisis and recovery, our financial management measures, my advocacy to the State Government about the financial sustainability of councils, our key achievements under Administration, my responses to the Public Inquiry, and my key recommendations for future prosperity.

In writing my report, I sought to tell the story of the Central Coast Council as we navigated what has become known as the worst financial crisis in the history of New South Wales local government. I want to acknowledge that while the unlawful use of restricted funds occurred, external audits confirm that no fraud, corruption, or criminal activity took place to cause the financial issues.

My report documents Council's journey through turmoil and crisis, to transformation and recovery. While I describe the tough decisions that had to be made, it is also a celebration of how far we've come.

Importantly, it tells the story of community resilience and strength in the face of adversity. I wholeheartedly thank our residents for their support and patience as we continue to recover and rebuild.

I'm proud of the achievements Council has made to develop and implement Council's Long-Term Financial Recovery Plan, meeting all key milestones and targets put in place in late 2020. It is pleasing to note that Council's financial performance has stabilised and its financial position continues to improve. I'd like to thank everyone who played a role in Council's recovery, and personally express my sincerest thanks to Mr Persson AM and Ms Cowley.

I acknowledge and thank CEO, David Farmer and our Executive Leadership Team for their hard work and positive approach to achieving goals and adopting the new processes that

support recovery, including monthly financial reporting. I'm confident we have the right team in place to build on what's been established.

Thank you also to Council staff, who have continued to work diligently for the community they serve through what has been an unsettling time in their working lives.

It is gratifying that I step back from my role as Administrator feeling positive about the future for the Central Coast. I look forward to the outcome of the election and voters' decision on the referendum.

I encourage our new Councillors to acknowledge the past and learn from the mistakes that were made while focusing firmly on the future. Working constructively together, demonstrating strong leadership and respecting the perspective of other Councillors will be key to making good decisions in the best interests of the whole community.

I have enjoyed working constructively with the Central Coast Council, the State and Federal members and this great community.

I urge you to read my final report to understand the journey we've taken, and the path that lies ahead.

***I formally move:***

***That the Administrator Minute be received and noted.***

## **Attachments**

The report will be available on Council's website on or after the August Council Meeting.

**Item No:** 2.2  
**Title:** Central Coast Council Water and Sewer Legislative Framework Changes  
**Department:** Administrator

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27 August 2024 Ordinary Council Meeting

Reference: F2023/01382 - D16255663

Author: Rik Hart, Administrator

On 28 July 2023, the Minister for Water endorsed the commencement of a review into Central Coast Council's water and sewer legislative and regulatory framework.

This review was a consultative process involving the Minister for Local Government, IPART, NSW Treasury, NSW Health and Council to discuss and provide feedback on the reform options as they relate to Central Coast Council's Water and Sewer service.

As a result of that review and my advocacy, on 8 August 2024, the NSW Government passed a Bill confirming the governance model for Central Coast Council's water and sewer function. The Bill confirms that the water and sewer function will operate as a Local Government Water Utility, retaining Central Coast Council's water, wastewater and other water-related services as a Council activity under the *Local Government Act 1993* (NSW). In addition, it also removes Central Coast Council's current designation as a *Water Supply Authority* (WSA) under the *Water Management Act 2000* (NSW) and repeals the *Central Coast Water Corporation Act 2007* (NSW).

Prior to this decision, Central Coast Council was the only Council subject to both Acts, creating a complex and restrictive regulatory environment.

With an understanding of the challenges faced by Central Coast Council and in response to the dual regulation in place, a number of authorities have previously made observations and recommendations as to the governance of Central Coast Council's water supply.

The Central Coast Council Public Inquiry report dated 10 February 2022 made a specific recommendation that:

*"...consideration be given to removing Central Coast Council as a water authority under the Water Management Act 2000 to enable it to administer its water supply and sewerage services in the same way as other NSW councils."*

To further support this, the 2022 IPART determination recommended that the NSW Government consider further regulatory reform. The recommendation went further to explain that for a utility of the size, scale and location of Central Coast Council Water, a more targeted and comprehensive regulatory framework may promote lasting and ongoing

improvement in performance and accountability, likely leading to a better overall outcome for customers in the long-term.

Preceding both of these reports and recommendations, the Audit Office of NSW also published the results of the local government sector Council financial statement audits for the year ending 30 June 2020. This report contained a recommendation that;

*"The OLG should clarify the legal framework relating to restrictions of water, sewerage and drainage funds (restricted reserves) by either seeking an amendment to the relevant legislation or by issuing a policy instrument to remove ambiguity from the current framework."*

In addition to these recommendations and findings, at its meeting on 22 February 2022, Council had independently resolved to commence the exploration of governance models relating to its water supply and sewerage services.

The collective feedback, together with the advocacy of Council to seek clarity from the Minister and Government, has helped to bring this matter to resolution, providing clarity for both the organisation and its community.

The Bill effects a change to the *Local Government Act* and removes the restriction on moving funds between the water supply fund and the sewerage fund, increasing our ability to prepare for debt funded asset delivery. This will assist in increasing service agility and means that funds are able to be managed strategically in order to meet the needs of priority asset delivery.

Importantly, it should be noted that where most other councils are able to set their own rates for water and sewerage services based on need and following community consultation, as a monopoly government service, price regulation for water supply, sewerage and ancillary charges for Central Coast Council will continue to be regulated by IPART.

Finally, as an outcome of the Bill being passed, the *Central Coast Water Corporation Act 2006* and Regulation has been repealed.

A number of transitional arrangements will be introduced to enable this change including:

- Retain water supply and sewerage charges made under *Water Management Act 2000 (NSW)* for 2024-25 charging year until the end of the charging year.
- Enable Central Coast Council to continue to charge the stormwater drainage charge under the *Water Management Act 2000 (NSW)* until 30 June 2026.
- Retain the current IPART price determination for all charges covered.

The changes resulting from this Bill are expected to come into effect in September 2024.

***I formally move:***

***That the Administrator Minute be received and noted.***

**Attachments**

*Nil.*

**Item No:** 3.1  
**Title:** Draft 2023-24 Financial Statements for Central Coast Council and Central Coast Council Water Supply Authority  
**Department:** Corporate Services

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27 August 2024 Ordinary Council Meeting

Reference: F2022/01283 - D16316910

Due notice is given of this matter in accordance with Council's Code of Meeting Practice.

The report and any relevant attachments will be provided prior to the Ordinary Meeting of 27 August 2024.



**Item No:** 3.2  
**Title:** Monthly Finance Report  
**Department:** Corporate Services

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27 August 2024 Ordinary Council Meeting

Reference: F2020/03205 - D16194832  
Author: Jason Peters, Acting Chief Financial Officer  
Executive: Emma Galea, Acting Director Corporate Services

## **Recommendation**

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

- 1 Notes the 2023-24 FY financial results and variances from the 2023-24 financial year adopted budget.***
- 2 Adopts the proposed internal cash restriction of \$5M to the Emergency Loan restriction and \$2.3M to the Future Projects (as at 30 June 2024) restriction.***
- 3 Notes that the Future Projects restriction was reviewed as part of the revised Restricted Funds Policy adopted by Council at its meeting on 23 July 2024, and it has been renamed to Strategic Priorities restriction.***
- 4 Adopts the proposed changes to capital works projects included in the 2024-25 FY adopted budget.***

## **Report purpose**

To present an overview of the 2023-24 FY financial results and variances from the 2023-24 FY adopted budget.

## **Executive Summary**

Council has finalised financial processes associated with closing off the 2023-24 FY. The 2023-24 Draft Annual Financial Statements are included in the business paper as a separate item and analysis of the actual results is included in that report.

This report focuses on variance analysis of the actual results compared to the 2023-24 FY Adopted Budget. For the 2023-24 FY Council has performed better than budgeted, achieving a consolidated net operating surplus of \$38.6M, before capital income, compared to an adopted FY Budget of \$25.9M. The opportunity has been taken to consider restricting \$7.3M of this surplus to be applied towards organisational priorities.

Council's financial performance for the 2023-24 FY is considered sound and provides a good basis to monitor the current financial year's performance against budget and informs future updates of Council's Long Term Financial Plan.

The 2023-24 Draft Annual Financial Statements, included in the business paper as a separate item, have been prepared based on the results presented in this report, including the proposed internal restriction.

### **Background**

Council has finalised financial processes associated with closing off the 2023-24 FY and a final financial position, subject to Council endorsement of the recommendations in this report, can now be reported. The results remain subject to the outcome of the final audit of Council's 2023-24 Draft Financial Statements by the NSW Audit Office.

### **Current Status**

For the 2023-24 FY Council has performed better than budgeted, achieving a consolidated net operating surplus of \$38.6M, before capital income, compared to an adopted FY Budget of \$25.9M. The opportunity has been taken to consider restricting \$7.3M of this surplus to be applied towards organisational priorities.

The 2023-24 Draft Annual Financial Statements are included in the business paper as a separate item and have been prepared based on the results presented in this report, including the proposed internal restriction.

### **Report**

#### **2023-24 FY Financial Performance**

Council is required by legislation to maintain separate Funds for certain activities, being Water and Sewer, Drainage and Domestic Waste. The General Fund reflects all other activities not associated with these specific Funds. The analysis of financial performance presented in this report has been undertaken from an overall (consolidated) perspective. The operating statements for each respective Fund are included as attachments to this report.

For the 2023-24 FY Council has performed better than budgeted, achieving a consolidated net operating surplus of \$38.6M, before capital income, compared to an adopted FY Budget of \$25.9M, resulting in a favourable variance for the year of \$12.7M.

The net operating surplus including capital income is \$145.8M, compared to an adopted FY Budget of \$109.5M and is favourable to budget by \$36.3M.

## 3.2 Monthly Finance Report (cont'd)

The variance is driven by a favourable variance in operating income of \$18.1M, partly offset by an unfavourable favourable variance in operating expenses of \$5.4M.

The detailed consolidated operating statement for the 2023-24 FY is presented below:

<div> <div>Consolidated Operating Statement</div> <div>June 2024</div> <div>Central Coast Council</div> </div>						
	FULL YEAR					
	Original Budget	Adopted Changes	Adopted Budget	Actuals	Variance	Variance
	\$'000	\$'000	\$'000	\$'000	\$'000	%
<b>Operating Income</b>						
Rates and Annual Charges	421,456	295	421,751	421,528	(223)	0%
User Charges and Fees	163,782	(707)	163,075	169,410	6,335	4%
Other Revenue	13,683	6,249	19,932	24,155	4,223	21%
Interest	15,244	18,518	33,762	38,249	4,487	13%
Grants and Contributions	49,880	1,707	51,587	52,810	1,223	2%
Gain on Disposal	-	2,258	2,258	3,084	826	37%
Other Income	8,775	749	9,524	10,306	782	8%
Internal Revenue	60,701	(4,028)	56,673	57,120	448	1%
<b>Total Income attributable to Operations</b>	<b>733,521</b>	<b>25,040</b>	<b>758,561</b>	<b>776,662</b>	<b>18,101</b>	<b>2%</b>
<b>Operating Expenses</b>						
Employee Costs	195,069	1,417	196,486	194,560	1,926	-1%
Borrowing Costs	13,746	(1,088)	12,659	12,466	193	-2%
Materials and Services	237,509	(8,544)	228,965	229,244	(279)	0%
Depreciation and Amortisation	192,226	3,619	195,845	197,293	(1,448)	1%
Other Expenses	44,523	1,007	45,530	43,096	2,434	-5%
Loss on Disposal	-	5,175	5,175	11,911	(6,737)	130%
Internal Expenses	47,634	342	47,976	49,488	(1,513)	3%
Overheads	0	-	0	(0)	0	0%
<b>Total Expenses attributable to Operations</b>	<b>730,708</b>	<b>1,928</b>	<b>732,636</b>	<b>738,060</b>	<b>(5,424)</b>	<b>1%</b>
<b>Operating Result after Overheads and before Capital Amounts</b>	<b>2,813</b>	<b>23,112</b>	<b>25,925</b>	<b>38,602</b>	<b>12,677</b>	<b>49%</b>
Capital Grants	59,854	(1,675)	58,179	63,325	5,146	9%
Capital Contributions	17,500	7,899	25,399	43,842	18,444	73%
<b>Grants and Contributions Capital Received</b>	<b>77,354</b>	<b>6,224</b>	<b>83,578</b>	<b>107,167</b>	<b>23,589</b>	<b>28%</b>
<b>Net Operating Result</b>	<b>80,167</b>	<b>29,335</b>	<b>109,502</b>	<b>145,769</b>	<b>36,266</b>	<b>33%</b>

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

### Operating Revenue – \$18.1M favourable to Budget

- Rates and Annual Charges **(\$0.2M)**
  - Minor variance
- User charges and Fees **+\$6.3M** predominantly driven by:
  - \$3.2M (3.5%) Water Supply usage related revenues
  - \$0.9M (7.8%) Holiday Park usage related revenues

- \$0.4M (7.0%) Leisure Facility usage related revenues
- \$0.4M (4.4%) Library and Education usage related revenues
- \$0.4M (4.4%) Roads externally funded maintenance programs
- The balance is made up of other minor variances within the service units making up the \$163M budgeted revenue base.
- *Other revenue +\$4.2M predominantly driven by:*
  - \$1.3M (34.3%) Infringement and Fine incomes
  - \$0.9M (28.3%) Stadium Ticket sales income
  - \$0.6M (15.1%) Unrealised gain on investments
  - The balance is made up of other minor variances within the service units making up the \$20M budgeted revenue base.
- *Interest +\$4.5M driven by:*

Favourable variance predominantly from an increased interest rate environment, and a higher amount than anticipated being invested.
- *Operating Grants and Contributions +\$1.2M predominantly driven by:*
  - \$1.0M (20.2%) in operating grants for increased roads maintenance delivery
  - The balance is made up of other minor variances within the service units making up the \$52M budgeted revenue base.
- *Gain on Disposal +\$0.8M predominantly driven by:*
  - \$0.8M (62.4%) from sale of replaced or surplus plant & equipment.
- *Other Income +\$0.8M predominantly driven by:*
  - \$0.5M (12.2%) Leisure Facility venue hire related revenues.
  - The balance is made up of other minor variances within the service units making up the \$10M budgeted revenue base.
- *Internal revenue +\$0.4M predominantly driven by:*
  - Minor variance

**Operating Expenses – \$5.4M unfavourable to budget**

- *Employee costs + \$1.9M predominantly driven by:*
  - Staff vacancies across the organisation.
- *Borrowing costs +\$0.2M predominantly driven by:*
  - Minor variance
- *Materials and services (\$0.3M) predominantly driven by:*

- Minor overall variance
- *Depreciation (\$1.4M) predominantly driven by:*
  - Minor overall variance
- *Other Expenses + \$2.4M predominantly driven by:*
  - \$1.0M (3.2%) EPA Waste Levy driven by waste tonnages and type.
  - \$1.2M (91.1%) Bad and doubtful debt (driven by debt write offs and collection)
- *Loss on Disposal (\$6.7M) predominantly driven by:*
  - Asset values having residual values at time of disposal due to earlier than anticipated replacement and continued refinement of council's asset base. This includes roads, bridges, water and sewer networks, land and buildings and reflects a minor movement withing council's over asset base of \$12.4 billion.
- *Internal expenses (\$1.5M) predominantly driven by:*
  - (\$1.2M) Trade Waste relating to a new fee for landfill internal service charging.
  - The balance is made up of other minor variances within the service units making up the \$48M budgeted expenditure base.

### Capital Items – \$23.5M favourable to YTD Budget

- *Capital Grants +\$5.1M predominantly driven by:*
  - \$4.1M Open Space and Recreation
  - \$1.3M Water and SewerRecognition of funded projects in line with the timing of the spend on the capital delivery program.
- *Capital Contributions +\$18.4M*  
Favourable timing only differences relating to:
  - \$4.3M of Developer non-cash contributions in roads works, roads land, open space works, community facilities works and shire wide works.
  - \$2.3M of Developer cash contributions.
  - \$11.9 M of non-Developer contributions. Predominantly infrastructure assets (roads, drainage, water, and sewer) constructed by developers with ownership being transferred to council. The nature and timing of this item makes it very difficult to budget for.

### Capital Works

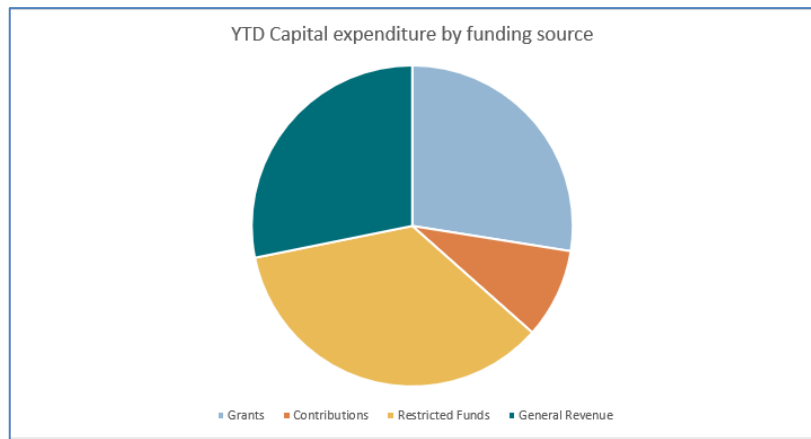
For the 2023-24 FY, capital expenditure was \$233.4M against an adopted FY budget of \$263.6M. As at 30 June 2024, some works have been delayed due to factors outside Council's

### 3.2 Monthly Finance Report (cont'd)

control, including ongoing severe adverse weather, resulting in some expenditure continuing into the 2024-25 FY, with \$23M being restricted as at 30 June 24 to fund projects continuing in 2024-25. The 2024-25 FY adopted capital works program has been revised to accommodate continuing projects. Details are provided later in this report.

A summary of expenditure for 2023 -24 FY by area and by funding source is as per below:

Department	Original Budget	Full Year Budget	Full Year Actuals	Continuing Projects	Variance of Actuals from Full Year Budget
	\$ 000	\$ 000	\$ 000	\$ 000	%
01. Office of the Chief Executive Officer		-	-		
02. Community and Recreation Services	24,140	26,037	21,792	4,503	16.3%
03. Infrastructure Services	65,370	110,248	101,204	11,620	8.2%
04. Water and Sewer	84,155	98,143	84,693	4,281	13.7%
05. Environment and Planning	10,190	10,769	7,910	2,563	26.5%
06. Corporate Services	18,236	18,383	17,783	256	3.3%
<b>Total</b>	<b>202,092</b>	<b>263,580</b>	<b>233,382</b>	<b>23,223</b>	<b>11.5%</b>



### Strategic Priorities

Whilst Council has recovered from the financial crisis in 2020 and is now financially stable, there are still some foundational matters that need to be focused on.

One of the focus areas has been, and continues to be, the repayment of emergency loans taken out during the crisis. During 2023-24 FY, one of the emergency loans (\$100M) was fully extinguished with no requirement to refinance. This leaves the remaining loan (\$50M) to be repaid, due in November 2025. An internal cash restriction is currently in place setting aside \$1.4M each month to have the cash available by the due date, and to limit the risk of refinancing being required at that time. Loan repayments and the continued monthly cash restriction have been factored into the 2024-25 FY budget and the Long-Term Financial Plan.

The higher than budgeted operating surplus has provided the opportunity to set aside a lump sum of \$5M in this restriction as at 30 June 24 to enable the current monthly restriction to be ceased earlier than planned.

A further \$2.3M from the cash surplus is recommended to be set aside to replenish funding of up to \$1.9M previously allocated to the Gosford Regional Library, with the remaining \$0.4M to be used as a funding source for organisational foundational and governance improvements across Council.

### **2024-25 FY Capital Works Amendments**

For the 2024-25 FY Council has an adopted a capital works program of \$308.5M. An additional 20 projects, totalling \$28.6M, are subject to confirmation of external grant funding. These projects will be added to the works program via budget reviews throughout the year, as the external funding agreements are confirmed.

Confirmation of pending grants of just under \$30M, and the funding associated with projects continuing from 2023-24 FY of just over \$20M, would bring the total program to almost \$360M, not including further grant funding opportunities that may arise during the financial year.

Council has reviewed the phasing of planned projects and the resourcing to deliver, including availability of external contractors. Based on this review, and to ensure that there is capacity to take up time sensitive grant funding opportunities that may arise, the timing of some projects has been extended into future financial years.

The proposed changes result in a 2024-25 FY adopted budget of \$304.7M, including \$23.2M of funding adopted in 2023-24 FY associated with projects in progress as at 30 June 24.

It is noted that if projects are completed ahead of schedule, other projects will be added throughout the year as part of Quarterly Budget Reviews. The timing of endorsed projects in the outer years as included in the 4 year capital works program will continued to be monitored, and reviewed if necessary in due course.

Details of the proposed changes are below:

## 3.2 Monthly Finance Report (cont'd)

Project	2024/25 Original Budget	Continuing Projects from 2023/24	2024/25 Full Year Budget	2024/25 Proposed Reduction	2024/25 Proposed Revised Budget
	\$	\$	\$	\$	
27093. Gosford Town Centre - Kibble Park Upgrade Stage One.	139,112	0	139,112	(139,112)	0
27482. Stage 2 Foyer Renewal - Gosford Regional Gallery	250,000	0	250,000	(250,000)	0
26586. Niagara Park Stadium - Driveway and accessibility upgrade	1,815,000	0	1,815,000	(209,723)	1,605,277
26601. Multiple Library Sites - Library Management System	0	343,466	343,466	(318,233)	25,233
25594. District Park Development - Hilltop Park	30,000	30,000	60,000	(60,000)	0
26281. Woy Woy Swimming Enclosure	494,360	36,374	530,734	(360,000)	170,734
26562. Renewal Program - Boat Ramps/Jetties/Swimming Enclosures	400,000	174,503	574,503	(400,000)	174,503
26835. Patrick Croke Irrigation and Subsoil drainage	0	295,811	295,811	(100,000)	195,811
26865. Lake Recreation Facility Development - Lake Munmorah	2,650,000	11,318	2,661,318	(2,161,318)	500,000
26994. Woy Woy Waterfront Redevelopment - Reserve Upgrade	815,822	78,887	894,709	(614,709)	280,000
27003. Renewal Program - Tennis Courts	147,492	12,970	160,462	(100,000)	60,462
27088. Building Renewal - Watanobbi Sportsground Amenities	85,000	0	85,000	(70,000)	15,000
27321. Colongra Bay Boat Ramp & Foreshore Upgrade	421,000	19,167	440,167	(240,167)	200,000
27330. Spencer Playspace Renewal	20,000	93,112	113,112	(33,000)	80,112
27345. Frost Reserve Amenities Building Upgrade	750,000	12,021	762,021	(262,021)	500,000
27459. Roads Centre Median Concrete Replacement Safety Program - Various Roads	220,000	0	220,000	(220,000)	0
27550. Sportsground Drainage Renewal Program - Various Parks	500,000	0	500,000	(400,000)	100,000
26971. City Centre and Town Centres - Wayfinding Signage	350,000	0	350,000	(100,000)	250,000
27411. Gateway signage - Mooney Mooney and Bushells Ridge	20,000	0	20,000	(20,000)	0
24708. Magenta - Shared Pathway Construction	5,000,000	0	5,000,000	(1,168,573)	3,831,427
24749. Tuggerahong Foreshore - Shared Pathway Construction	0	64,844	64,844	(64,844)	0
24764. Avoca Dr - Drainage Upgrade	1,450,000	0	1,450,000	(200,000)	1,250,000
24950. Kalakau Ave - Drainage Outlet Upgrade	0	34,888	34,888	(34,888)	0
26682. Showground Road Safety Improvements	0	50,000	50,000	(22,000)	28,000
27270. Cutrock Road, Lisarow (RD-1107100)	115,900	74,363	190,263	(74,363)	115,900
27272. Hillcrest Street, Terrigal (RD-1186100)	799,827	658,975	1,458,802	(658,975)	799,827
27273. Erina Valley, Erina (RD-1137100-15)	81,130	54,545	135,675	(54,545)	81,130
27277. Alison Road, Wyong (RD-1007200)	660,630	100,000	760,630	(100,000)	660,630
27462. Drainage Improvements - Gosford CBD	1,070,000	0	1,070,000	(1,070,000)	0
19252. WOY WOY Waste Facility South Cell	2,000,000	0	2,000,000	(950,000)	1,050,000
26963. Woy Woy Waste Management Facility - Approvals and Construct Eastern Platform	1,750,000	0	1,750,000	(1,100,000)	650,000
26610. Renewal program of CCTV infrastructure - various community facilities FY23	200,000	0	200,000	(125,000)	75,000
26828. Tuggerah Lakes Community Centre roof replacement	20,000	0	20,000	(20,000)	0
27027. Charmhaven Depot - New Storage Sheds	443,000	0	443,000	(423,000)	20,000
27029. Building Access and Security System	300,000	0	300,000	(200,000)	100,000
27218. Kariang Childcare Centre Rear Fence Renewal	0	7,409	7,409	(2,683)	4,726
27452. Renewable Energy Program - Various Buildings	100,000	0	100,000	(75,000)	25,000
27498. Soft Furnishings Renewal Program - Various Buildings	20,000	0	20,000	(20,000)	0
27499. Fencing Compliance Upgrades - Various Council Childcare Centres	250,000	0	250,000	(100,000)	150,000
27507. Pavement Surface Renewal (Stages 1 and 2) - Long Jetty Depot	300,000	0	300,000	(100,000)	200,000
27508. Retaining Wall Renewal - Narara Community Hall	50,000	0	50,000	(50,000)	0
27511. Libraries and Education Facilities - Rolling Renewal Works Program	50,000	0	50,000	(50,000)	0
27516. Decking, Storage Shed, Rainwater Tank and Fencing Renewal - Terrigal Education and Care	75,000	0	75,000	(45,000)	30,000
27524. Masterplan Implementation Works - Charmhaven Depot	50,000	0	50,000	(40,000)	10,000
26877. Buff Point Ave, Buff Point - Shared Pathway	976,250	1,397,082	2,373,332	(900,000)	1,473,332
27127. Wisemans Ferry Road AGRN1012	10,332,186	454,389	10,786,575	(2,050,000)	8,736,575
27204. RRTRP Project Wisemans Ferry Rd (includes Project Management funding)	5,074,909	0	5,074,909	(4,004,642)	1,070,267
27228. Brush Creek Road at Cedar Brush Creek	0	1,496,691	1,496,691	(550,000)	946,691
22645. Sewage Treatment Plant Process Improvements - Bateau Bay	5,835,924	0	5,835,924	(200,000)	5,635,924
25635. Sewer Maintenance Services Minor Asset Renewals	320,000	0	320,000	(320,000)	0
25636. Water Catchment Area Minor Asset Renewals - Region Wide	100,000	0	100,000	(100,000)	0
26821. Sewer Main Variable Gravity Renewal - North Avoca	250,000	0	250,000	(250,000)	0
27555. Sewer Pump Station Diversion - Kanowna Road Warnervale (CH19)	10,000	0	10,000	(10,000)	0
27556. Sewer Pump Station Diversion - Railway Road Warnervale (CH20)	30,000	0	30,000	(30,000)	0
27557. Sewer Pump Station Renewal - Malinya Road Davistown (SD09)	70,000	0	70,000	(70,000)	0
27558. Sewer Pump Station Renewal - Beaufort Road Terrigal (C06)	70,000	0	70,000	(70,000)	0
27559. Sewer Pump Station Renewal - Bridge Avenue Chain Valley Bay (MP12)	70,000	0	70,000	(70,000)	0
27560. Sewer Pump Station Renewal - Carrela Parade Kincumber South (KS02)	80,000	0	80,000	(80,000)	0
27561. Sewer Pump Station Renewal - Colongra Bay Road Lake Munmorah (MP05)	90,000	0	90,000	(90,000)	0
27562. Sewer Pump Station Renewal - Dardanelles Avenue Umina Beach (U09)	60,000	0	60,000	(60,000)	0
27563. Sewer Pump Station Renewal - Drew Street Woy Woy (WW08)	70,000	0	70,000	(70,000)	0
27564. Sewer Pump Station Renewal - Goondi Close Horsfield Bay (WWB01)	70,000	0	70,000	(70,000)	0
27565. Sewer Pump Station Renewal - Nerissa Road Erina (ER04)	70,000	0	70,000	(70,000)	0
27566. Sewer Pump Station Renewal - North Burge Road Woy Woy (WW02)	70,000	0	70,000	(70,000)	0
27567. Sewer Pump Station Renewal - Putty Beach Drive Killcare (HB06)	70,000	0	70,000	(70,000)	0
27568. Sewer Pump Station Renewal - The Esplanade Umina Beach (OB1)	60,000	0	60,000	(60,000)	0
27569. Sewer Pump Station Renewal - Townsend Avenue Avoca (SPSA07)	90,000	0	90,000	(90,000)	0
27570. Sewer Rising Main Replacement - Picnic Parade Ettalong Beach (E02)	600,000	0	600,000	(600,000)	0
27571. Sewer Rising Main Replacement - Cary Crescent Springfield (S06)	250,000	0	250,000	(250,000)	0
20824. Water Valve Renewals - Region Wide	50,000	0	50,000	(50,000)	0
21835. Water Service Connections - Region Wide	1,293,701	0	1,293,701	(358,401)	935,300
27572. Sewer Low Pressure Sewer System Renewals - Region Wide	100,000	0	100,000	(100,000)	0
27573. Sewer Network Operational Technology Upgrades - Region Wide	436,467	0	436,467	(436,467)	(0)
27574. Water Network Operational Technology Upgrades - Region Wide	436,467	0	436,467	(436,467)	(0)
20804. Water Catchment Area Fire Trail Renewals - Region Wide	200,000	0	200,000	(200,000)	0
24514. Mt Ettalong Lookout Upgrade	0	129,691	129,691	(30,000)	99,691
26713. Embellishment of Rumbalara Reserve	0	71,946	71,946	(30,000)	41,946
26546. Renewal beach access - Jenny Dixon and Soldiers beach due to coastal erosion - Grant Assoc	2,285,000	0	2,285,000	(748,333)	1,536,667
24429. Renovate cabins at Toowoyn Bay Holiday Park	510,000	0	510,000	(392,853)	117,147
24432. Renovate guest facilities at Canton Beach Holiday Park	0	300,000	300,000	(300,000)	0
24434. Renovate of guest facilities at Toowoyn Bay Holiday Park	480,000	0	480,000	(480,000)	0
26081. Gosford City Car park - reactive works	0	1,029	1,029	(1,029)	0
26085. Central Coast Airport - Upgrades	115,000	428,367	543,367	(93,367)	450,000
26560. Commercial Leases	0	161,421	161,421	(161,421)	0
27031. Gosford City Car park - Remediation Works	1,377,624	805,386	2,183,010	(50,000)	2,133,010
27033. Canton Beach Holiday Park - Design and Construction of Swimming Pool	1,190,000	17,000	1,207,000	(107,000)	1,100,000
27418. Masterplan Study and Design - All Holiday Parks	75,000	0	75,000	(75,000)	0

### **Stakeholder Engagement**

Council's financial performance against the adopted Full Year Budget is monitored monthly, with business reasons for variations identified and mitigated. The full year performance analysis has been reviewed and will inform future budget development and Council's Long Term Financial Plan.

Regarding the proposed changes to the capital works program, officers responsible for the delivery of capital works projects have assessed the project milestones and the associated timeframes, with the proposed budget changes reflecting the outcome of this review.

### **Financial Considerations**

Council's financial performance for the 2023-24 FY is considered sound and provides a good basis to monitor the current financial year's performance against budget and informs future updates of Council's Long Term Financial Plan.

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

Theme 4: Responsible

### **Choose Focus Area**






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**

Council's financial performance against the adopted Full Year Budget is monitored monthly, with business reasons for variations identified and mitigated. The full year performance analysis has been reviewed and will inform future budget development and Council's Long Term Financial Plan.

The proposed changes to the 2024-25 capital works program will support timely deliver of the program, whilst allowing projects to be brought forward or new ones added throughout the year through Quarterly Budget Reviews.

### Attachments

1		2023-24 P&L 10 General Fund	Provided Under Separate Cover	D16354186
2		2023-24 P&L 20 Water Fund	Provided Under Separate Cover	D16354187
3		2023-24 P&L 30 Sewer Fund	Provided Under Separate Cover	D16354190
4		2023-24 P&L 40 Drainage Fund	Provided Under Separate Cover	D16354194
5		2023-24 P&L 50 Domestic Waste Fund	Provided Under Separate Cover	D16354203



**Item No:** 3.3  
**Title:** Monthly Investment Report July 2024  
**Department:** Corporate Services

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27 August 2024 Ordinary Council Meeting

Reference: F2004/06604 - D16194824  
Author: Michelle Best, Section Manager Financial Accounting and Assets  
Manager: Jason Peters, Acting Chief Financial Officer  
Executive: Emma Galea, Acting Director Corporate Services

## **Recommendation**

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

- 1 Notes the Investment Report for July 2024.***
- 2 Allocates the required unrestricted funds available in the General Fund to meet its July 2024 interim unrestricted funds deficit in the Drainage Fund.***
- 3 Notes that Restrictions have not been updated for the month of July 2024, and reporting will resume from the next Investment Report to Council.***

## **Report purpose**

To present the monthly Investment Report in accordance with cl. 212 of the *Local Government (General) Regulation 2021* 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 July 2024.

### Background

Council's investments are made in accordance with the *Local Government Act 1993*, Local Government (General) Regulation 2021, Council's adopted Investments Management and Borrowings 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 \$788.20M as at 31 July 2024. A listing of investments as at 31 July 2024 is attached as Attachment 1 to this report.

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

Type	Value (\$'000)
Investment Portfolio	\$677,289
Transactional accounts and cash in hand	\$110,911
<b>Total</b>	<b>\$788,200</b>

During July 2024, Council's total cash and investments increased by \$15.32M from \$772.88M to \$788.20M. It is noted that the amount reported in the June 2024 Investment Report was subject to an adjustment as part of end of financial year processes.

Council's cash inflows including investment maturities have been used to manage outflows with maturities during the month re-invested taking into consideration operational cashflow requirements.

Details regarding restricted funds as at 31 July 2024 were not available at the time of writing this report to allow for the 2023-24 FY Draft Financial Statements to be finalised. Reporting on restricted funds will resume from the next Investments report to Council.

### Portfolio Management

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

### 3.3 Monthly Investment Report July 2024 (cont'd)

The total value of Council's investment portfolio as at 31 July 2024 is outlined in Table 2 below.

**Table 2 – Portfolio Movement (Investments only)**

	2023-24 Full Year Actuals (\$'000)	2024-25 YTD Actuals (\$'000)
Opening Balance	707,301	704,398
Movement in cash, additions and disposals	(7,863)	(27,968)
Movement in Market Value	4,960	860
<b>Closing balance</b>	<b>704,398</b>	<b>677,290</b>

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 is presented in Table 3 below.

**Table 3 - Investment Maturities**

Time Horizon	Percentage Holdings	Maturity on or before	Value \$'000
<b>At Call</b>	3.12%	Immediate	21,156
<b>Investments</b>			
0 - 3 months	12.94%	Oct-2024	87,633
4 - 6 months	6.20%	Jan-2025	41,998
7 - 12 months	19.19%	Jul-2025	129,954
1 - 2 years	28.97%	Jul-2026	196,177
2 - 3 years	26.72%	Jul-2027	180,979
3 - 4 years	0.74%	Jul-2028	5,043
4 - 5 years	2.12%	Jul-2029	14,349
<b>Total Investments</b>	<b>96.88%</b>		<b>656,133</b>
<b>Total Portfolio</b>	<b>100.00%</b>		<b>677,289</b>

The investment portfolio is concentrated in AA (14.95%), A (42.81%), and BBB (42.24%).

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 July 2024.

The current spread of investments and counterparty exposure for July 2024 are shown in Graphs 1 and 2 respectively in (Attachment 2).

#### 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 in (Attachment 1) and are highlighted in green.

Council currently holds 2.29% or \$16.31M in ESG investments as at 31 July 2024.

#### Portfolio Return

Interest rates on investments in the month, ranged from 1.20% to 6.40%. The monthly Bank Bill Swap Rate (BBSW) benchmark was 4.31%. The Reserve Bank of Australia (RBA) maintained the cash rate at 4.35% at its meeting in August 2024. The next RBA meeting is scheduled for 23-24 September 2024. BBSW has also followed cash rate trends and has been stable since February 2024. Comparative interest rates are shown in the table below.

**Table 4 – Interest Rate Increases**

Month	RBA Cash Rate	1 Month Bank Accepted Bills
June 2023	4.10%	4.07%
July 2023	4.10%	4.10%
August 2023	4.10%	4.05%
September 2023	4.10%	4.05%
October 2023	4.10%	4.08%
November 2023	4.35%	4.26%
December 2023	4.35%	4.29%
January 2024	4.35%	4.31%
February 2024	4.35%	4.30%
March 2024	4.35%	4.30%
June 2024	4.35%	4.30%
July 2024	4.35%	4.31%

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 July 2024 is 4.80%. Performance Statistics for Council are shown in Table 1 in (Attachment 2).

Trading Limits are detailed in (Attachment 3).

#### Financial Considerations

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

#### 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-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

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

#### Options

Nil.

#### Attachments

<b>1</b>	Investment Listing at 31 July 2024	Provided Under Separate	D16349058
		Cover	
<b>2</b>	Investment Spread and counter-party	Provided Under Separate	D16349064
	exposure	Cover	
<b>3</b>	Trading Limits Reports as at 31 July 2024	Provided Under Separate	D16349065
		Cover	

**Item No:** 3.4  
**Title:** Safer Cities: Her Way - Project Evaluation  
**Department:** Community and Recreation Services

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27 August 2024 Ordinary Council Meeting

Reference: F2022/02725 - D16270399  
Author: Beth Burgess, Unit Manager Libraries and Education  
Executive: Melanie Smith, Director Community and Recreation Services



## **Recommendation**

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

- 1 Notes the contents of this report and the outcomes of the Safer Cities: Her Way Project.***
- 2 Notes the learnings and opportunities from the Safer Cities: Her Way Project for inclusion into future plans and strategies for Council.***

## **Report purpose**

This report provides Council with an overview of the outcomes of the Safer Cities: Her Way Project delivered in Gosford Central Business District (CBD) and Transport hub.

## **Executive Summary**

The Safer Cities: Her Way Project was implemented over an 18 month period; January 2023 – June 2024.

The project was a collaborative partnership project with Transport for NSW (TfNSW) who provided \$1 million in funding to Central Coast Council (Council) to develop and pilot safety-boosting initiatives for women, girls, and gender-diverse people and improve perceptions of safety on our streets, in parklands and at public transport hubs around Gosford.

The report details the unique human-centered co-design engagement process undertaken, the interventions trialled, the effectiveness of the different interventions, and opportunities to include these in future projects, plans, and strategies.

## Background

The Central Coast was part of the NSW Government's \$30 million Safer Cities Program, which was aimed at improving the perceptions of safety for women, girls, and gender-diverse people in public spaces around transport hubs.

Working in partnership with Transport for NSW (TfNSW), Central Coast Council (Council) received \$1 million to develop and pilot demonstration projects for women, girls, and gender-diverse people to experience improved perceptions of safety on our streets, in parklands, and around public transport hubs.

Gosford CBD was chosen as the location for the Central Coast Safer Cities: Her Way Project, as Gosford is considered by the Central Coast community as a city that can be perceived as unsafe. The transport hub and a one-kilometre radius were the focal points for the interventions trialled.

Council asked the community to join a unique human-centered co-design process, which championed the community's voice to identify problems and suggest demonstration projects that would test how we might make public spaces feel safer.

During a two-month period between 1 May and 30 June 2023 Council engaged with the Central Coast community to ask how we can improve perceptions of safety in Gosford.

Feedback across the consultation activity revealed the following:

- 65% changed their route or method of travel due to feeling unsafe.
- 71% did not participate in an activity that was being held in Gosford due to not feeling safe.
- 43% feel somewhat safe in Gosford during the day. They feel safest in the Imperial Centre and the most unsafe in laneways.
- 76% feel unsafe in Gosford during the night-time. They feel safest in the Imperial Centre and the most unsafe in Kibble Park.

According to participants, Economic Stimulation (14%) and Activation/activities/events (12%) were just as important as Lighting (14%) and Decorative lighting (12%) when it came to improving their perception of safety in Gosford.

Council conducted co-design workshops and 'walkshops' with women, girls, and gender diverse people, and key stakeholders to identify the perceived issues regarding perceptions of safety and as a result, designed interventions to address the identified issues.

The community told us that dark, unmaintained, inactive, and empty spaces made them feel unsafe. The three key themes that the plan for interventions were based on came from the findings of the engagement activities. These were:

**Vision:** participants told us that lighting, lines of sight and passive surveillance were the most important contributing factors when it came to improving perceptions of safety.

**Beautification:** participants also told us that well-maintained spaces, pride of place, public art were vital. Walkshop participants said that well-maintained spaces are just as important as lighting on streets when it comes to improving their sense of safety.

**Activation:** Walkshop and co-design workshop participants also told us that economic stimulation, revitalisation, improved connections and public art are all vital when it comes to creating a safer, more vibrant Gosford.

Interventions were aligned to the three key areas in our city with the greatest negative perceptions of safety; Burns Place Park, Gosford Central Business District (CBD) and Kibble Park, and focused on bringing light and life back to the city. A free shuttle bus doing a city loop and wayfinding from the train station to points of interest in the city were trialled to improve connections and provide a route that felt safer for the community. Key spaces in the city, including the plaza and parks were cleaned up with increased levels of maintenance and improved lines of sight. Buildings and parks were filled with light, laneways and public spaces were transformed with art and the city centre was activated with events and activities.

*Table 1: Key Locations and Interventions*

Location	Perception of Safety	Community asked for	Our intervention
Burns Place Park	<ul style="list-style-type: none"> <li>7/10 participants had negative perception of safety</li> </ul>	<ul style="list-style-type: none"> <li>lighting</li> <li>revitalisation</li> <li>well maintained areas</li> <li>cleanliness</li> </ul>	<ul style="list-style-type: none"> <li>lighting</li> <li>vegetation management</li> <li>improved lines of sight</li> <li>public art</li> <li>activation</li> </ul>
Gosford CBD	<ul style="list-style-type: none"> <li>7/10 participants had negative perception of safety</li> </ul>	<ul style="list-style-type: none"> <li>lighting</li> <li>revitalisation</li> <li>well maintained spaces</li> <li>economic stimulation</li> </ul>	<ul style="list-style-type: none"> <li>Laneway lighting and carpark lighting</li> <li>public art</li> <li>community events and activations</li> <li>wayfinding</li> </ul>
Kibble Park	<ul style="list-style-type: none"> <li>5/10 participants had negative perception of safety</li> </ul>	<ul style="list-style-type: none"> <li>people around/ passive surveillance</li> <li>lighting</li> <li>economic stimulation</li> </ul>	<ul style="list-style-type: none"> <li>William St. hut removal</li> <li>Lighting</li> <li>public art</li> <li>activation</li> </ul>

Following the installation and completion of the interventions, our community stakeholders did a second walk-through of Gosford to evaluate whether the interventions improved their perceptions of safety. A community survey post interventions was also conducted.

### **Current Status**

The project has now been completed, and our community was surveyed post-interventions to evaluate the success of each engagement style and intervention type and to determine whether the objective of improving the perceptions of safety of women, girls, and gender-diverse people was achieved.

Recent efforts to beautify and activate Burns Park have yielded significant positive outcomes, with the most noticeable outcome being its revitalisation. 0/10 participants said they felt unsafe in the park post-intervention compared to 9/10 pre-intervention, which is a very significant improvement in perception of safety in this area.

Community members and local businesses are once again using the space for lunch breaks and leisure activities, this could particularly be seen when activations were present. A combination of live music sessions, coffee cart activations and roving entertainment were delivered across December and January. These activities saw attendees ranging from 50-150 people per session, creating a hive of vibrancy and activity to the park. This renewed engagement has fostered a sense of community and provided a welcoming environment for relaxation and social interaction.

Vegetation clearance has greatly enhanced the safety and aesthetic appeal of the main thoroughfare between Gosford Train Station and the CBD. The previously dense vegetation had posed safety concerns, potentially obscuring visibility and providing cover for undesirable activities. With the overgrowth removed, the area is now more open and positively contributing to the overall perceptions of safety of pedestrians and commuters.

The new decorative lighting of the historic palm trees and the large gum in the park have also contributed positively to feelings of safety in the park after dark. The ability to program the lights and theme colours based on community events or seasons has created a sense of excitement in the CBD. These lights can be synced with those of the city carpark and create a welcoming effect as you disembark the train and move throughout the city.

The Good Times Summer program was delivered over an 8-week period during the summer school holidays (December to January) and was designed to activate Gosford CBD through a range of planned installations, events, and activations, as well as promoting existing third-party events and initiatives.

Decorative lighting activations were a key component of the Good Times Summer series. Both permanent and temporary lighting installations were rolled out across the city

centre, programmed with light shows to entice people to the city at night to view the installations.

Ephemeral and permanent public art installations were implemented in Mann Street laneway, Kibble Park and Burns Place Park. These artworks have fostered a sense of community pride, belonging, ownership and have delivered positive outcomes. There have been clear positive outcomes in terms of beautification and increasing visitation and engagement to the area.

Mann Street laneway had the most remarkable transformation following lighting and public art installations. 0/10 of walkshop participants told us that they felt unsafe in Mann St Laneway following interventions compared to 7/10 pre interventions, a definite improvement in perception of safety in this area.

Temporary wayfinding signage was installed to encourage the community to move throughout the city centre via the safest routes. A challenge of this intervention was the elements affecting the temporary nature of the signage (sun and rain impacting the decals). Whilst this intervention had lower impact in the post intervention survey on perceptions of safety, this initiative was a good pilot for Council and will inform future interventions for pedestrian movement through the city.

A city loop Shuttle Bus was implemented throughout the Good Times Summer series on Thursday to Sunday evenings, however this was proven to be an unsuccessful intervention and poorly utilised by the community. Feedback was that the timetable was not useful (finished too early at night) and the route was not beneficial.

Gosford city carpark saw an increase of 556 cars using the carpark in the six-week activation period compared to the same period the previous year (2022-23). Using an estimated average of three people in each car would equal an additional 1668 people parking in the CBD carpark compared to the same period last year. Transport for NSW data recorded an 11% increase in public transport use in Gosford during this same period compared to last year.

The interventions in Kibble Park included a range of activations, decorative lighting, public art, and the removal of community huts, replacing them with open parklets. Our post-interventions community evaluation survey results indicated that the lighting and activation interventions made the most significant positive change in perceptions of safety in this space.

The removal of the huts in William Street Plaza has also had a profound positive impact on the perceptions of safety in the area. Walkshop participants provided overwhelmingly positive feedback for this space such as *"Kibble Park is transformed for the better! The reimagination of the William St Mall and removal of the shelter huts and replacement with new "parklets" and repainting in light and colourful shades changes the atmosphere and my perceptions of safety."*

Six markets were held with approx. 2250 attendees. The Christmas markets in December proved to be the most successful. There was a range of 20-40 stall holders per market with the attendee demographic being 90% local residents and 10% out of region visitation (Sydney or Newcastle). The markets successfully activated the park and brought people into the city, with the added vibrancy contributing to improved perceptions of safety for the area.

The Good Times Summer Festival was the flagship event of the Good Times Summer program, which saw Kibble Park activated with food and activity stalls and live entertainment. The event attracted over 1500 people, predominately young families visiting from both Central Coast and Newcastle/ Sydney regions. There was a great deal of collaboration with local businesses including Naughty Noodle Fun House and the Gosford Erina Business Chamber who showed great support in activating Gosford and bringing people into the city.

These, plus other smaller activations, saw a different demographic utilising the park at different times of the day. A positive outcome of this has been that the playground in the park has had greater attendance and use by families with young children. Walkshop participants commented on significant changes in the feeling in the park, including more people around and excitement around the activations, as well as increased diversity of cultures, with many families enjoying the space.

Overall, after the interventions, 1/10 participants from the surveys and walkshops had a negative perception of safety when travelling around Gosford CBD and the transport hub compared to 7/10 participants pre-interventions.

The findings from this project will form part of TfNSW's Impact Report for the Safer Cities: Her Way Program. They will also be shared with key stakeholders and shared with internal Business Units for consideration and incorporation into Council's future plans and strategies to ensure the learnings can build the case for longer-term change.

### **Future Opportunities**

The recent vegetation clearance at Burns Place Park marks a significant milestone in enhancing the site's accessibility and safety for community use. This effort has transformed the area, making it more inviting and secure for all visitors. The initial success sets a strong foundation for future improvements, with Council poised to build on these gains through a forthcoming Development Application which will include repaving pathways to ensure they are safe and accessible for all, repairing retaining walls, and restoring the heritage archway, thereby reinforcing the park's historical significance. Additionally, minor but impactful enhancements such as landscaping, improved lighting, and new fencing are planned. These upgrades will not only beautify the park but also enhance safety and usability. These efforts will ensure that Burns Place Park remains a

cherished and safe environment for recreation and leisure, reflecting both its historical importance and modern community needs.

Public Art was identified as a key community focus as a result of the feedback from the Safer Cities: Her Way program. Council is currently working to develop a Public Art Plan, which will aim to provide a framework for both Council and community to develop ephemeral, temporary and permanent public art opportunities on the Central Coast. A recently completed survey further highlighted the importance of public art to support our local artists and enhance spaces, experiences, and community connections across the region.

Another opportunity identified was the need to continue investing in ongoing event activations in Gosford CBD, particularly ones that target the night-time economy. As a result, the Council is investing in using Gosford CBD as a case study for live music driving the night-time economy and using the findings to develop a Live Music Plan. The council will be retesting perceptions of safety during these live music events/activations late in 2024.

There were 10 different business units of Council and over 30 individual staff involved in the planning and delivery of the project, with collaboration and partnerships underpinning its success.

It was awarded Highly Commended for Partnerships and Collaboration at the Local Government Professionals Australia Excellence Awards in 2024, recognising the unique and successful path taken in human centered co-design to establish successful partnerships both internally and externally with stakeholders.

The temporary wayfinding interventions will form part of a future permanent solution for wayfinding and changing community behaviour as they move through Gosford, particularly from the station to the stadium. We have seen that activating Burns Place Park will drive pedestrians into the park and then down the main street, which further enhances promotion of local businesses.

Many of the lighting and public art interventions are permanent, and the success of the installations will be shared with Council's Placemaking and Art & Culture teams for consideration into future works at other locations.

### **Stakeholder Engagement**

An overarching project governance team was established early in the project, with Council as the lead agency and a steering committee with representatives from key Council business units, NSW Police, NSW Health and NSW Trains. Meetings took place monthly to ensure engagement with community, focus groups, and other key stakeholders was undertaken in a genuine way and delivery of the project was planned to meet all objectives.

Two community surveys were conducted, one pre-intervention and one post-intervention to gauge perceptions of safety and an interactive map was utilised to gather data and commentary on specific locations within Gosford. Council received a total of 2981 survey responses and 539 interactive map comments.

A series of workshops were also conducted with our community. These consisted of one high school walkshop, two pre-intervention day walks, two pre-intervention night walks, one co-design session, and one post-intervention afternoon and evening walk, with a total of 45 local women and girls.

These were followed by a co-design workshop with 30 community members, 20 key stakeholders, and Council staff to help us identify temporary public space improvements and two co-design workshops with the local high school.

A community and stakeholder information session was also conducted following the workshops to loop back to the community on what the interventions would be. This was attended by 30 people.

Council's webpage Your Voice Our Coast was utilised to engage our community and provide ongoing updates.

### **Financial Considerations**

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

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

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

Council received \$1million from TfNSW for this project. All funds have been expended, and the Council's Procurement section has reviewed and confirmed that all expenditure related to this grant was processed via the Central Coast Council Enterprise Requirement Planning (ERP) platform. All transactions have been approved via councils' delegations and comply with the Local Government Act 1993, Local Government (General) Regulation 2021 and Council's procurement policy.

An additional \$95,026 from Council operational budget has been used to supplement the delivery of some of the interventions that were outside the scope of Safer Cities: Her Way funding. These included vegetation management in Burns Place Park, Sporting Hall of Fame artwork on columns in the carpark, high-pressure cleaning of plaza, electrical upgrades to support lighting installations and shortfall of Gosford carpark façade lighting.

**Link to Community Strategic Plan**

Theme 5: Liveable

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

B-A4: Enhance community safety within neighbourhoods, public spaces and places.

**Risk Management**

Council implemented a risk and issues management register to capture risks identified and associated mitigation measures and monitored these throughout the duration of the project.

Risks management formed part of the standard agenda items for the Project Control Group (PCG) and implementation working groups.

**Options**

Nil.

**Attachments**

Nil.



**Item No:** 3.5  
**Title:** Draft Public Toilet Strategy - For Public Exhibition  
**Department:** Infrastructure Services

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27 August 2024 Ordinary Council Meeting

Reference: F2017/01726-002 - D16105355  
Author: Troy Burnham, Section Manager, Facilities Management and Operations  
Manager: Steven Coleman, Unit Manager, Facilities and Asset Management  
Executive: Boris Bolgoff, Director Infrastructure Services

## **Recommendation**

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

- 1 Endorses the draft Public Toilet Strategy for public exhibition for a period of no less than 28 days.***
- 2 Considers a further report on the outcome of the public exhibition to finalise the Public Toilet Strategy for adoption.***

## **Report purpose**

To outline the process for the development of the draft Public Toilet Strategy (Strategy) (Attachment 1) and for Council to consider placing the draft Strategy on public exhibition for a period of no less than 28 days.

## **Executive Summary**

Central Coast Council have prepared the attached Public Toilet Strategy to provide a framework for the ongoing provision and operation of a public toilet network that meets the needs of the community and achieves industry best practice. This Strategy is important for the delivery of a network of public toilet facilities and associated services to the community and visitors of the Central Coast.

Council utilised targeted engagement with various community groups to inform the development of the draft Strategy.

The draft Strategy takes a long-term planning horizon to cater for future population growth and includes an implementation plan for new and renewal works over the next 22 years.

The public exhibition period will be for not less than 28 days and will be published on Council's website Your Voice Our Coast (YVOC). The final Strategy will be submitted to Council later in 2024, including any recommended amendments arising from consideration of the public submissions received, to consider adoption.

### Background

The provision of public toilets is an essential piece of infrastructure for the community, not only providing convenience for essential human functions but also for:

- Administering essential medication in a private setting
- Menstrual management
- Managing continence issues
- Caring for young children
- Providing a means of supporting people with a range of disabilities

While the provision of public toilets is not explicitly included within legislation as a responsibility of Local Government, it often falls to councils to provide these facilities and their ongoing operation. It should also be noted that provisions for public toilets are also made by other tiers of Government and local businesses, usually fulfilling the needs of the community due to their operation/business. Examples of others providing public toilets includes at train stations or local shopping centres.

Council has a portfolio of 212 publicly available public toilet facilities that are provided for a range of scenarios as follows:

General public toilet	126
Sporting amenities	60
Town Centre public toilets	16
General public toilets in remote areas	6
Toilets in cemeteries	2
Closed public toilets	2
<b>Total</b>	<b>212</b>

General public toilets, including those in remote areas, are provided for community use during day light hours with 70% being locked of a night to deter vandalism and antisocial behaviour. Sporting amenities are provided in connection with organised community sporting activities and are generally only available for use while sporting activities are occurring. Town Centre public toilets are provided in commercial precincts geared towards the visitor economy.

Council engaged Conybeare Morrison (CM+) to draft the Strategy which included investigating and identifying issues and opportunities within the provision of Council's public toilet network for the community, in a strategic manner.

The aim of the Strategy is to guide decision making and planning and to satisfy reasonable community demands through a detailed review of relevant strategic documentation on associated infrastructure and recreational planning together with consultation, financial analysis, demand management and asset inspection. Whilst reviewing strategic documentation to ensure alignment with Council strategies, input was collated from community representatives and internal stakeholders through focus groups to reflect the community's values and outcomes about Council's public toilet network. These focus groups involved a range of key stakeholders and community members, including:

- The tourism industry
- Community groups and Progress Associations
- Outreach services such as homeless support, community care and neighbourhood centres
- NSW Health
- Sporting groups
- Accessibility advocates and Disability Inclusion Action Plan Reference Group members
- Same sex and gender diverse communities
- Local residents

#### **Current Status**

The draft Strategy has now been prepared and is presented to Council to consider placing the Strategy on public exhibition.

#### **Report**

The draft Strategy includes the following key considerations.

##### **1. Public Toilet Renewals**

The draft Strategy recommends the renewal of 79 public toilets for an estimated cost of \$27.5M over a 22 year period. Many of these public toilet renewals will be on the same site as the current building, but in some cases the public toilet may be relocated on the same site. Relocation of the building on the site may be due to a range of factors including the changing use of the site or using safer by design principles.

##### **2. New Public Toilets**

The draft Strategy recommends the construction of 27 new public toilets for an estimated cost of \$9.2M. These new public toilets are the result of increased population in developing areas, addressing gaps in the current network provision or fulfilling the needs of the community resulting from the changing use of open space areas.

### 3. Closure of Public Toilets

The draft Strategy recommends the closure and demolition of 11 current public toilets for an estimated cost of \$474,000. Two of these public toilets have already been closed for several years.

The proposed closure of public toilets will often be the result of constructing new public toilets nearby, generally closer to the primary driver for the use of the facility. In these situations, the closure of the current public toilet would not occur until the new public toilet is constructed.

In a few situations the review of the current network found that multiple public toilets provided a service in the same area. Generally, a walkable neighbourhood of 600m was used, and if multiple public toilets existed within one of these areas and one of the current public toilets had sufficient capacity to cater for the need of the community the other public toilets have been identified for closure and demolition. In this situation, the draft Strategy recommends that these public toilets remain in service until they reach the end of the serviceable life before closure and demolition occurs. Most of these public toilets have at least 10 years of serviceable life remaining. However, each site will be considered on a case by case basis.

### 4. Operation of the Public Toilet Network

The draft Strategy has identified the long term operational and maintenance provisions necessary to sustain the network. These costs will be built into future budgets, including Council's Long Term Financial Plan.

The implementation and use of S.M.A.R.T Tek across the public toilet network has also been recommended to lower the operating costs of the network. This technology provides a range of features that will lower operating costs or improve the service provision. The use of technology to control the daily opening and closing of public toilets generates an operational saving as reduced resources are needed to open and close the facilities. This is offset by some additional minor costs associated with cleaning and upkeep of the proposed new facilities.

### 5. Standard Public Toilet Design and Fit Out

A standard suite of public toilet designs has been prepared for use across the Central Coast region. These standard designs will make the location of public toilets more recognisable for the community as well as making maintenance easier and consistent.

While standard public toilet designs will be commonly used, there will be locations where a bespoke design may be more appropriate, such as at high tourism locations. While it is intended that these bespoke designs use the same design language and fit out parts, the exterior of the building will have a more architectural presence.

### Stakeholder Engagement

The draft Strategy has been developed with early engagement of the community to ensure alignment with Council's corporate approach to community engagement and communications, and to reflect the community's values and outcomes about Council's public toilet network. It is now proposed to place the draft Strategy on public exhibition for a period of not less than 28 days, during which the community will be invited to make submissions.

Submissions made during the public exhibition period will be considered and where appropriate, amendments made to the draft Strategy. A summary of the submissions received, and the draft Strategy will then be reported to Council to adopt the Public Toilet Strategy.

### Financial Considerations

Funding for the works identified in the draft Strategy have been identified as follows:

#### 1. Public Toilet Renewals

The renewal of 79 public toilets for an estimated cost of \$27.5M has been identified in Council's Long Term Financial Plan. Council's adopted 4 year Works Program includes \$1.3M per annum for renewal of public toilets.

#### 2. New Public Toilets

The construction of 27 new public toilets for an estimated cost of \$9.2M is recommended by the draft Strategy. Council's adopted 4 year Works Program provides \$25,000 in 2024-25 to commence design and planning with \$300,000 provided annually thereafter.

These amounts are funded from either Section 7.11 Development Contribution Plans or Section 7.12 Development Contribution Plans. There may also be opportunities to secure grants for some works and where this is possible it could potentially enable the acceleration of the delivery program for these new facilities.

#### 3. Closure of Public Toilets

The closure and demolition of the 11 public toilets recommended in the draft Strategy for a total cost of \$474,000 can be considered as part of future operational budgets as the redundant facilities are demolished.

#### 4. Operation of the Public Toilet Network

The provision of future operational and maintenance costs identified by the draft Strategy will be included in future budget cycles once the Strategy is adopted by Council. The funding for these costs impacts on General Fund General Revenue.

This includes the implementation and operation of S.M.A.R.T Tek with a cost of \$3.5M over 22 years that generates a saving of \$8.4M in current operational costs as reduced resources are needed to open and close the facilities. This saving is directly offset by costs associated with cleaning and upkeep of the proposed new facilities, however this will be introduced over a 22 year period as the new facilities are constructed.

### 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 preparation of the draft Strategy has identified and addressed risks through the action plan. A key focus area from the early community engagement highlighted the need for the future network to consider public safety in and around public toilets as an important factor. As such the draft Strategy has utilised Safer By Design principles to increase the sense of safety around the use of the public toilet network.

### Options

- 1 Council has the option to reject the draft Strategy and not place it on public exhibition. (This is not recommended).
- 2 Council can determine to review the draft Strategy to consider specific issues identified by Council with the revision returned to Council for consideration to go on public exhibition. (This is not recommended).
- 3 Council can place the draft Strategy on public exhibition and consider the submissions made prior to adopting the Strategy **(This is the recommended option)**.

### Attachments

1 	Public Toilet Strategy - Community report	Provided Under Separate Cover	D16337494
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**Item No:** 3.6  
**Title:** Draft Update Community Land Plan of Management - For Public Exhibition  
**Department:** Environment and Planning

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27 August 2024 Ordinary Council Meeting

Reference: F2024/00178 - D16294148  
Author: Chris Barrett, Commercial Property Manager Commercial Property  
Executive: Matthew Corradin, Acting Director Environment and Planning

## **Recommendation**

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

- 1 Gives notice of a proposed update to the Community Land Plan of Management (to be known as the Community Land POM Update) in accordance with Chapter 6 of the Local Government Act 1993.***
- 2 Notes that outcomes from a program of early engagement with community representatives are incorporated in the Community Land POM Update.***
- 3 Resolves to place the Community Land POM Update on public exhibition on or about Monday 23 September for a period of at least 28 days in accordance with Chapter 6 of the Local Government Act 1993.***
- 4 Authorises that the relevant schedule of maps showing proposed amendments to the categorisation of land, and proposed inclusions, are also placed on public exhibition.***
- 5 Authorises the Chief Executive Officer to make minor adjustments to the Community Land POM Update where required prior to the start of the period of public exhibition.***
- 6 Authorises the holding of 3 or more public hearings presided over by an independent person.***
- 7 Resolves that a further report be provided to Council that outlines the community feedback received during the exhibition period, provides a summary of the outcomes of the public hearings and outlines any proposed variations to the Community Land POM update after the close of community consultation.***

### **Report Purpose**

- To inform Council about progress made on updating the Community Land Plan of Management (POM) that came into effect in May 2023, and
- To seek approval from Council to commence the process of public consultation required under the *Local Government Act 1993* (LG Act) in relation to recategorisation of land and inclusion of extra land in the Community Land POM.

### **Executive Summary**

The existing Community Land POM covering Council community land across the Central Coast was adopted at the Ordinary Meeting in April 2023 and came into effect in May 2023. The Community Land POM covers about 2300 lots of land.

Since it came into effect, over 150 additional lots of land have been reclassified as community land, are newly acquired or have been identified through other initiatives for inclusion in the Community Land POM. In addition, and via a program of early engagement with community representatives, a review was conducted of more than 200 other lots identified in submissions at the time that community submissions were received in relation to the existing Community Land POM.

The current initiative involves recategorisation of over 110 lots (mainly lots referred to in the early engagement process) and addition of over 150 other lots. The substantial assistance provided via the community and stakeholder engagement is acknowledged.

In order for the Community Land POM Update to progress further, a process of public exhibition and public hearings must be commenced.

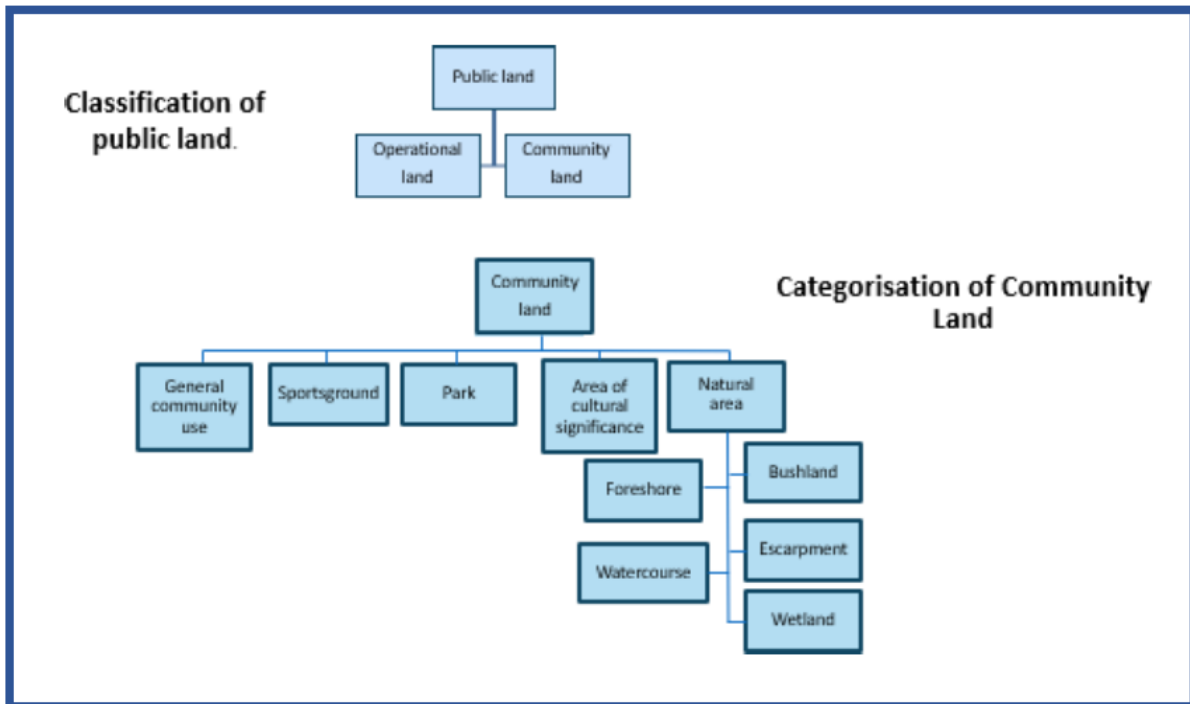
### **Background**

There are about 2500 lots of Council-owned community land on the Central Coast. In addition, Council owns or manages over 3000 other lots of land which is comprised of Council-owned operational land, Crown reserve land and other Government-owned land.

Council is required to classify public land that it owns as either community land or operational land (see Figure 1 on next page). Community land cannot be sold and must be managed in accordance with the provisions of Chapter 6 of the LG Act. Operational land can be bought and sold subject to any public trusts and can be leased out or otherwise occupied as if the land were private land, subject to the provisions of land-use legislation such as the *Environmental Planning and Assessment Act 1979*.

Community land is categorised according to its core land management objectives. There are five different categories: Natural Area, Park, Sportsground, General Community Use and Area of Cultural Significance. Natural Area land can be further sub-categorised as Bushland, Escarpment, Wetland, Watercourse, or Foreshore.

The categorisation of community land and the way in which community land can be managed and used is recorded via a plan of management (POM for short). POMs facilitate the use of Council community land by the public and the issue of leases and licences over community land. Also, development on community land must be consistent with the provisions of the relevant POM.



*Figure 1 – Public land classification and categories of community land*

### **Current Status**

POMs can be either site-specific or generic in nature. For the Central Coast, a comprehensive area-wide POM for Council-owned community land (the Community Land POM) was publicly exhibited and adopted in the first half of 2023.

Around 2300 lots of land are already included in the Community Land POM. This provides a single source of reference for management of virtually all Council-owned community land across the Central Coast. The Community Land POM replaced multiple plans of management that applied to different categories of community land in each of the former Gosford City and Wyong Shire areas.

Over 200 separate lots (about 10 per cent of all the lots) were commented on in community submissions received at the time that the existing Community Land POM was exhibited. These comments were captured in a Categorisation Objections Report which documented each separate objection to the categorisation of land and the nature of the objection, which was subject to further review as detailed below.

Commitment to review categorisation of lots receiving comment.

Council staff looked at all comments and objections received prior to the adoption of the Community Land POM in 2023 to identify any risks to the ongoing management of land. For all but a small number of lots, it was considered that the proposed categorisation would not be detrimental to the management of the land in the short term.

For a very small number of lots (about 20 out of about 2300), it was agreed to exclude these lots from the POM until a further review could be conducted.

When Council resolved to finalise the POM in April 2023 it was reported that:

*"In the future it is intended to conduct a regular review of the Council community land POM to ensure that it remains fit for purpose. This review is expected to occur annually or biennially. Initial preparations are already in place for the first review of the community land POM, both to incorporate a number of parcels that have been newly acquired and also to revisit the categorisation of a number of pieces of land (including the 22 parcels that have been removed from this draft POM).*

*"A process of early engagement with community organisations that have provided commentary on particular areas of interest to them is proposed, prior to the preparation of the first update to the Council community land POM. The outcome of such engagement may simply be to reconfirm the categorisation that has already been adopted. Alternatively, it may lead to a review of the existing categorisation".*

**Report**

The focus of the 2024 Community Land POM update is two-fold:

- a) conduct a further review of categorisation of land for which submissions were received when the existing Community Land POM was put on public exhibition, and
- b) include lots of community land that, for a variety of reasons, were not included in the Community Land POM in 2023. The various reasons are outlined in more detail below.

Substantial progress was made in the first half of 2024 in relation to the review of more than 200 lots included in the Categorisation Objections Report. This was facilitated via early engagement with community representatives.

In addition, the appropriateness of the categorisation of such lots was again reviewed by internal stakeholders with detailed knowledge of Council land management practices and of the future intended use of such land.

Early engagement included a substantial community pre-consultation exercise. This occurred from January to March 2024 and was followed up by further review by internal stakeholders and preparations of a consolidated list of proposed changes.

Pre-consultation submissions were reviewed in April 2024. For some of these lots, it has become evident that recategorisation in whole or part is warranted. For other lots, it would appear that no change to categorization is warranted. Flowing on from the pre-consultation, about 110 lots are proposed for recategorisation in whole or part.

A summary of the pre-consultation process is shown at (Attachment A).

A list of lots to be recategorised on account of the pre-consultation is shown at (Attachment B).

On account of various initiatives, about 150 other lots have also been identified for inclusion in the Community Land POM update. Mostly, this is an outcome of the bulk reclassification from operational land to community land that was finalised at the beginning of 2024.

About 70 lots were affected. The information in the report to Council which confirmed the reclassification (the Council meeting of 23 January 2024) has been updated to show the proposed classification of all the lots. This schedule is at (Attachment C).

In addition, there are some other recent land acquisitions that need to be included in the Community Land POM. A small number of corrections also need to be made following a final round of due diligence over the past month as some lots were inadvertently overlooked in 2023 while other lots were historically misdescribed as community land but are in fact operational land. A compilation of the other lots to be included is shown at (Attachment D).

A consolidated list of proposed changes and additions/deletions has been prepared. This list is the Community Land POM Update Land Schedule as shown at (Attachment E).

The Land Schedule is a centrepiece of the proposed community consultation.

Mapping of the lots in the Community Land POM update has been finalised. All multi-category sites must be mapped and authorised for exhibition by Council. Mapping of lots included in the Community Land POM update is shown at (Attachment F).

The maps are also a centerpiece of the community consultation.

The following schedule is proposed for the community consultation phase:

- Commence public exhibition for the Community Land POM update on or about Monday 23 September 2024 (that is, after the next Local Government elections).

### **3.6 Draft Update Community Land Plan of Management - For Public Exhibition (cont'd)**

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- Close public exhibition on or about Friday 25 October (note – the public exhibition period must be at least 28 days in length).
- Conduct at least 3 public hearings at different venues across the Central Coast (note – the hearings are required on account of the proposed recategorisation).
- Close the acceptance of submissions on or after Friday 8 November 2024 (note – the actual date will be determined in accordance with the LG Act).

Following the community consultation, relevant consultation reports will be prepared, and the issues raised in submissions and public hearings will be addressed.

Any variations that are required and permissible under the LG Act will be incorporated into a Final Community Land POM Update to be adopted at a Council meeting in early 2025.

The updated schedules of land and maps will then be incorporated into the Community Land POM and will replace the 2023 Community Land POM.

#### **Stakeholder Engagement**

The process of engagement with community representatives and with internal stakeholders is summarised in the report above. The formal community consultation process is also set out in the report above and will be actioned in accordance with Council's standard community consultation procedures including via the Your Voice Our Coast webpage.

#### **Financial Considerations**

Council's budget for FY 2024-25 includes provision for placing community consultation documents on public exhibition and for the conduct of public hearings as well as for engaging external experts to prepare and revise the maps that are required for the Community Land POM update.

#### **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**

A primary purpose of the Community Land POM update project is to set up a process that ensures Council meets its legal and practical obligations, as well as community expectations, though an area-wide POM for Council community land that is both up to date and comprehensive. Undertaking the process of public exhibition and public hearings on a timely basis will minimise the risk that community land is being used in the best way possible, at the same time ensuring the preservation of environmental values of land categorised as natural area.

## **Options**

1. Council could determine to accept the recommendations provided within and move forward to progress the proposed update to the Community Land POM. Option 1 has multiple benefits for the lots that are included in the update and more generally for management of public land across the Central Coast:
  - The POM can be relied upon as a reference point for the ongoing management of community land on and across the Central Coast.
  - As far as practicable, all community land will be listed in one place.
  - Land in each category can be managed in a consistent way.
  - Rules for the issue of leases or license for land in each category will be consistent.

**(This is the recommended option).**
2. Council could determine not to proceed with the public exhibition of the proposed update to the Community Land POM because it wishes to take another approach. For example, Council could decide that separate POMs should be prepared for particular areas or for individual categories or sub-categories of community land. However, this approach is labour and time-intensive and a better use of Council resources is expected to be that the area-wide Community Land POM remains comprehensive and up-to-date. Any delay to the update of the Community Land POM would mean hundreds of lots of land (up to 10% of all lots) are not suitably categorised and may not be managed in the most optimal way.  
(This is not recommended).
3. Council could determine to include only some of the identified lots in the update of the Community Land POM. There would then need to be further investigation and review of the lots that are removed from the current update. The consequence would be further delay. This is not preferred for the same reasons as in Option 2 above.  
(This is not recommended).

### **Critical Dates or Timeframes**

Nil critical.

### **Attachments**

<b>1</b>	Attachment A - 2024 Update - Community Land	Provided Under	D16212941
	POM - Preconsultation Summary	Separate Cover	
<b>2</b>	Attachment B - 2024 Update - Community Land	Provided Under	D16213020
	POM - Sites in pre-consultation	Separate Cover	
<b>3</b>	Attachment C - 2024 Update - Community Land	Provided Under	D16213026
	POM - Reclassified land	Separate Cover	
<b>4</b>	Attachment D - 2024 Update - Community Land	Provided Under	D16213035
	POM - Other included land	Separate Cover	
<b>5</b>	Attachment E - 2024 Update - Community Land	Provided Under	D16226569
	POM - Land Schedule	Separate Cover	
<b>6</b>	Attachment F - 2024 Update - Community Land	Provided Under	D16226573
	POM - Map Schedule	Separate Cover	



**Item No:** 3.7  
**Title:** Notification of Council Submission on State Assessed Planning Proposal - Wallarah Road and Pacific Highway Kanwal  
**Department:** Environment and Planning

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27 August 2024 Ordinary Council Meeting

Reference: F2011/00347 - D16253835  
Manager: Shannon Turkington, Unit Manager Strategic Planning  
Executive: Matthew Corradin, Acting Director Environment and Planning

## **Recommendation**

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

- 1 Notes the staff submission to the Department of Planning, Housing and Infrastructure, as provided at Attachment 1, in response to the exhibition of the State Assessed Planning Proposal at 207-209 Wallarah Road and 755-757 Pacific Highway.***
- 2 Endorse Council's Chief Executive Officer making further representations in writing to the Minister for Planning and Public Spaces and the Minister for Transport seeking a commitment for the immediate funding and programming of the infrastructure upgrades required at the Sparks Road/Central Coast Highway Roundabout and Walker Avenue/Wallarah Road should the site be rezoned by the NSW State Government.***

## **Report purpose**

To inform Council of the staff submission sent to the NSW Department of Planning, Housing and Infrastructure (DPHI) in response to the public exhibition of the Wallarah Road and Pacific Highway, Kanwal State Assessed Planning Proposal (SAPP), and to seek the endorsement for Council's Chief Executive Officer (CEO) to make further representations to the Minister for Planning and Public Spaces and Minister for Transport regarding this SAPP.

## **Executive Summary**

On 28 May 2024, DPHI placed on public exhibition the Wallarah Road and Pacific Highway Kanwal SAPP. The public exhibition period closed on the 24 June 2024 with Council staff providing a submission as produced at Attachment 1.

Council staff are of the opinion that further rep need to be made in respect of the proposal to seek commitment for the delivery of essential transport infrastructure that would be required to support the proposal.

## **Background**

In December 2022, DPHI invited industry to submit proposals under a pilot process known as the SAPP pathway. The SAPP process seeks to enable direct consideration by the then Department of Planning and Environment, now DPHI, of proposals that are of state or regional significance. The pilot program assessed four criteria for the proposal at the nomination stage being:

- how well the proposal demonstrates public benefits, including through housing supply and alignment with state policies and land-use strategies,
- the proposal's contribution to affordable and social housing outcomes,
- how well impediments to delivery are understood and whether there is a pathway to resolution, and
- whether infrastructure is available, or funding is committed for critical infrastructure.

Council staff have participated in briefing sessions and on-going workshops with DPHI and the Proponent since the nomination of the site in November 2022. This included review of and preliminary feedback on the documents lodged in September 2023.

At this time, the proposal sought rezoning to enable high-density residential development (approximately 800 residential units), supporting retail/commercial uses including a supermarket, cafes, shops and medical centre on the lower levels of the building/s central to the site, and provision of new publicly accessible open space.

The subject SAPP is one of five nominated sites as part of the SAPP Pilot Program.

## **Current Status**

On 28 May 2024, DPHI placed on public exhibition the Wallarah Road and Pacific Highway, Kanwal, SAPP. The exhibition materials reflect an amended proposal by the Proponent including high-density residential development (approximately 675 residential units) and 1000m<sup>2</sup> of commercial uses on the lower levels of the building fronting the site, and provision of new publicly accessible open space.

Council staff submitted a submission on the proposal as provided in (Attachment 1) to provide feedback to DPHI on the SAPP.

## **Report**

The Council staff submission outlines the points of Council's objection to the proposal being:

- The proposal is an overdevelopment of the site and leads to a disproportionate scale for the locality and broader region.
- The proposed height and floor space ratio development standards to be introduced into the 'Central Coast Local Environmental Plan 2022' (CCLEP) will result in a development that is out of context with the established centre hierarchy of the Central Coast Local Government Area (LGA) and undermines the strategic growth areas. The proposal competes with established major regional centres of Wyong, Tuggerah, The Entrance and Toukley and does not benefit from suitable infrastructure and transport servicing for this scale.
- The proposal is inconsistent with the strategic planning framework for the Central Coast including the State Government's own 'Central Coast Regional Plan 2041', the 'Interim Local Strategic Planning Statement', 'Central Coast Local Housing Strategy' and the statutory planning framework. Specifically, the proposal does not meet the objective of the 'Central Coast Regional Plan 2041' for diverse housing.
- The proposal will place unreasonable pressure on local infrastructure servicing the proposed site, particularly the local road network, and will exacerbate the failure of the Sparks Road/Central Coast Highway Roundabout. Plans for the Walker Avenue and Wallarah Road intersection have not demonstrated compliance with the AustRoads Guidelines. Transport for NSW does not have an immediate timeframe or funding for delivery of an upgraded intersection at either the Central Coast Highway or Walker Avenue. This existing intersection is currently failing the relevant service level standards and the addition of approximately 675 new units will deliver a poor outcome to our residents on a key transit corridor for the northern part of the Central Coast Local Government Area. Without immediate access to a good public transport network, this development will be car dependent.
- The proposal will displace residents on site and does not provide a sufficient response to the need for replacement affordable housing on site. With the information provided in the documentation submitted for assessment, it has not been demonstrated that the affordable housing can be delivered at appropriate 'affordable' benchmark rates. Manufacture home estates and caravan parks are a diminishing land use category across the Central Coast Local Government Area and provide critical emergency/short term, low and lower income affordable housing. Council considers the outcome unsuitable and the proposed affordable housing will not result in a net delivery of affordable housing or duly provide low and lower income housing options that replace those currently available.

### **3.7 Notification of Council Submission on State Assessed Planning Proposal - Wallarah Road and Pacific Highway Kanwal (cont'd)**

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- The proposal is not supported by a site-specific Development Control Plan that considers the constraints of the site.
- The Proponent has not included adequate assessment of the ecological impacts likely to occur on site nor adequate avoidance of biodiversity impacts in accordance with Section 6.4 of the *Biodiversity Conservation Act 2016*.
- The proposed public open space areas are poorly connected to the locality and are not conveniently or comfortably located for surrounding residents. The public open space areas will present largely as 'private' recreation spaces given their location and design. The open space areas proposed do not facilitate movement throughout Kanwal and connection to other open space areas in the vicinity of the site.

#### **Stakeholder Engagement**

The submission was coordinated and prepared by the Strategic Planning Unit following consultation with relevant technical staff across Council.

#### **Financial Considerations**

There is no direct financial impact on the operational budget of Council in the preparation of the submission. However, the Proposal could have financial implications for infrastructure delivery and on-going management of infrastructure as Council has not planned for development at this size and scale on this site.

A recommendation has been included in this report for Council to write to the Minister for Planning and Public Spaces and Minister for Transport for funding to support the infrastructure upgrades required for Sparks Road/Central Coast Highway Roundabout and Walker Avenue/Wallarah Road if the site is rezoned by the NSW State Government.

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

Theme 4: Responsible

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

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

## Risk Management

There is no material risk to Council in preparing feedback to relevant Ministers. Further feedback is considered materially significant to address potential future risks to Council should the proposal be progressed by DPHI without properly considering the matters raised in the Council staff submission.

## Options

The options available to Council are:

- 1 Note the Council staff submission provided to the Minister for Planning, Housing and Infrastructure setting out Council's objection in response to the public exhibition for the Wallarah Road and Pacific Highway Kanwal SAPP and endorse Council's CEO writing to the Minister for Planning and Public Spaces and the Minister for Transport seeking a commitment to delivery essential transport infrastructure to support the proposal if it progresses. **This is the recommended option.**
- 2 Note the Council staff submission but do not endorse Council staff writing to the Minister for Planning and Public Spaces and Minister for Transport seeking a commitment to the delivery of essential transport infrastructure. (This is not recommended).

## Critical Dates or Timeframes

There is no specifically listed or nominated critical date or timeframe however it is advisable that Council staff progress Option 1, if endorsed, as quickly as possible given the scale and nature of the proposal and the potential flow on impacts to Council and the community.

## Attachments

- |   |   |                               |           |
|---|---|-------------------------------|-----------|
| 1 | Central Coast Council Submission - State Assessed Planning Proposal at Wallarah Road and Pacific Highway Kanwal | Provided Under Separate Cover | D16358560 |
|---|---|-------------------------------|-----------|

**Item No:** 3.8  
**Title:** Proposed Classification of Public Land - 46 to 48 Ocean Beach Road, Woy Woy  
**Department:** Environment and Planning

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27 August 2024 Ordinary Council Meeting

Reference: F2024/01538 - D16333064  
Author: Chris Barrett, Commercial Property Manager Commercial Property  
Manager: Jamie Barclay, Unit Manager Economic Development and Property  
Executive: Matthew Corradin, Acting Director Environment and Planning

## Recommendation

**1 That Council gives public notice in accordance with the provisions of Section 34 of the Local Government Act 1993 (LG Act) of its intention to classify the following land when acquired as operational land, in accordance with Council's decision of 23 July 2024:**

- Lot A in DP 372116
- Lot C in DP 372116
- Lot D in DP 372116
- Lot 2 in DP 1040919

**Note: The 4 lots listed are referred to as 46-48 Ocean Beach Road, Woy Woy.**

**2 That public notification starts on or about Monday 2 September 2024.**

## Report Purpose

The purpose of this report is to facilitate the implementation of the decision from the Council Ordinary Meeting of 23 July 2024 which authorised Council to proceed with the acquisition of land at 46-48 Ocean Beach Road, Woy Woy for the purpose of upgrade works to improve traffic flows at the intersection of Rawson Street and Ocean Beach Road.

## Executive Summary

Classification of the land at 46-48 Ocean Road, Woy Woy as Operational Land is necessary to ensure that any part of the land that is left over after the completion of the intersection upgrade works can be re-sold as surplus to Council requirement, in accordance with the intent of the Council decision of 23 July 2024.

## Background

The Federal Government offered Council funding to upgrade the highly congested intersection of Rawson Road and Ocean Beach Road in Woy Woy as part of the \$86.5 million Central Coast Roads Package (herein referred to as the 'Project'). Key benefits of the Project are a reduction in traffic congestion, a reduced risk of traffic accidents, improved cyclist safety

### 3.8 Proposed Classification of Public Land - 46 to 48 Ocean Beach Road, Woy Woy (cont'd)

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and improved pedestrian safety. Upgrade of the intersection has also been identified in the Woy Woy Development Contribution Plan as being essential to the growth and development of the region.

In November 2021, following development of the intersection design for the Project, Council resolved to acquire part or all of several properties in the vicinity of the intersection in order to facilitate and support delivery of the Project, subject to approval of grant funding.

Potential delays in the acquisition of parcels of land which are essential to the efficient delivery of the Project have been identified as a critical project risk. In particular, potential delays to the acquisition of land at 46-48 Ocean Beach Road could substantially affect orderly and cost-effective delivery of the Project.

To mitigate such risks to the Project's deliverables, approval was sought at the Council Ordinary Meeting on 23 July 2024 to commence the process to acquire the land at 46-48 Ocean Beach Road. The following resolution was adopted:

*That Council:*

*290/24 Resolves to approve the purchase of the following land, pursuant to Section 186 of the Local Government Act 1993:*

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

*Lot 2 DP 1040919 48 Ocean Beach Rd, WOY WOY*

*Lot A DP 372116 46 Ocean Beach Rd, WOY WOY*

*Lot C DP 372116 76 Rawson Rd, WOY WOY*

*Lot D DP 372116 76 Rawson Rd, WOY WOY*

*291/24 Authorises the Chief Executive Officer to negotiate, finalise and execute all necessary documentation relevant to the acquisition of the land.*

*292/24 In the event that all or any of the land is held out for public sale, seeks to acquire such land by agreement on such terms as the Chief Executive Officer may consider commercially appropriate in the circumstances.*

*293/24 In the event that all or any of the land is not held out for public sale, seeks to acquire the land by compulsory process in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.*

*294/24 If negotiations for the acquisition of the land cannot be satisfactorily resolved within the statutory negotiation period, authorises the Chief Executive Officer to seek the approval of the Minister for Local Government and the consent of the Governor in order to proceed with the compulsory acquisition pursuant to the provisions of the Land Acquisition (Just Terms Compensation) Act 1991.*

### 3.8 Proposed Classification of Public Land - 46 to 48 Ocean Beach Road, Woy Woy (cont'd)

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295/24 *Allocates \$3.5M to the Ocean Beach and Rawson Road intersection upgrade project, with the required funds being reallocated from road renewal works that can be funded through additional Roads to Recovery grant funding.*

#### **Current Status**

The owner of the land at 46-48 Ocean Beach Road has offered it for sale via public auction. Council has come to an agreement with the landowner to acquire the land at market value and a contract for its purchase has been executed in accordance with provisions of the July resolution.

The contract is due to be completed on or about 22 September 2024.

Under the *Local Government Act*, (LG Act) Council-owned land must be classified as Operational Land (which can be sold in accordance with a Council resolution) or as Community Land (which cannot be sold until and unless it is reclassified as Operational Land). It is intended that part of the land at 46-48 Ocean Beach Road should be resold at a future land date, because part of the land will be surplus to Council requirements once the intersection upgrade is complete. Accordingly, it is necessary that the land should be classified as Operational Land.

Public notice must be given in relation to the classification of land that is acquired by Council. Section 34 of the LG Act states:

- (1) A council must give public notice of a proposed resolution to classify or reclassify public land.*
- (2) The public notice must include the terms of the proposed resolution and a description of the public land concerned.*
- (3) The public notice must specify a period of not less than 28 days during which submissions may be made to the council.*

The process of classification must be completed within a specified time. Section 31 of the LG Act states:

- (2) Before a council acquires land, or within 3 months after it acquires land, a council may resolve (in accordance with this Part) that the land be classified as community land or operational land*

Accordingly, it is intended to commence the process of public notification as soon as is practicable.

#### **Report**

The intent of this Report is to seek formal approval to commence the necessary actions so that the land at 46-48 Ocean Beach Road can be classified as Operational Land.

### **3.8 Proposed Classification of Public Land - 46 to 48 Ocean Beach Road, Woy Woy (cont'd)**

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This is fully in accordance with the intent of the July resolution. As such, it does not represent the exercise of a Council function contrary to the caretaker period provisions of the LG Act. A final determination as to the classification of the land will be made by way of Council resolution after the September 2024 local government elections.

#### **Stakeholder Engagement**

Substantial community consultation and other stakeholder engagement on the proposed road widening occurred prior to the consideration of the related Report tabled at the Council Ordinary Meeting of 23 July 2024 that sought authorisation to acquire the land at 46-48 Ocean Beach Road on a timely basis. Stakeholder engagement has included a series of negotiations with landholders affected by the intersection upgrade, including the owner of the land at 46-48 Ocean Beach Road.

As noted above, a further round of community consultation is required in relation to the classification of the land to be acquired.

#### **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 associated with this Report. There is an indirect financial impact that would occur if Council were not to classify the land as Operational Land in that the residual land not required for road widening purposes could not be sold, thus increasing the net cost of the road widening project.

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

Theme 4: Responsible

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

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

### **Risk Management**

No risks have been identified in relation to this matter, other than the risk of not completing the classification process within the regulatory time limit which is proposed to be addressed by a prompt start to the public notification process.

### **Options**

Only a single option has been considered in line with the July resolution.

### **Critical Dates or Timeframes**

Under the LG Act, the process of classification must be completed within 90 days of the date on which the acquisition of the land is finalised. The acquisition of the land is due to be finalised on 22 September 2024 (the completion date is 60 days after exchange) and the classification of the land is due to be completed by 21 December (90 days after the due date for completion).

It is proposed to complete the public notification period by the end of September 2024 and to submit a report recommending classification of the land as Operational Land to a Council Meeting in November 2024.

### **Attachments**

Nil.



**Item No:** 3.9  
**Title:** Draft Drinking Water Quality Policy - For Adoption  
**Department:** Water and Sewer

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27 August 2024 Ordinary Council Meeting

Reference: F2017/01400 - D16303714  
Author: Rhys Richards, Section Manager, Compliance Water Systems  
Manager: Danielle Hargreaves, Unit Manager, Headworks and Treatment  
Executive: Jamie Loader, Director Water and Sewer

## **Recommendation**

***That Council adopts the draft Drinking Water Quality Policy for implementation.***

## **Report purpose**

To seek Council's adoption of the attached Central Coast Council Drinking Water Quality (DWQ) Policy 2024.

The proposed review of this Policy is to align with Council's updated Policy template. The DWQ Policy is consistent with the previous versions of this Policy, whilst maintaining harmonised management practices with State Government Regulators.

## **Executive Summary**

Council, as a local water utility, has the responsibility to protect the quality of Council's drinking and non-drinking water supply and the health of our community.

The ongoing review and communication of Council's role through the DWQ Policy remains key, with the proposed review of the Policy remaining the same.

Minor amendments to the existing policy are proposed to demonstrate Council's commitment to providing continuous supply of drinking water that is consistent with the requirements of the Australian Drinking Water Guidelines in consultation with NSW Health. The statutory obligations and compliances remain unchanged, though are articulated in a simplified fashion to benefit Council's customers and the community.

**Background**

The NSW *Public Health Act 2010* and Public Health Regulation 2022 requires that Council maintains a Drinking Water Management System (DWMS) that aligns with the Australian Drinking Water Guidelines 2011 (ADWG) and NSW Guidelines for Drinking Water Management Systems. The DWMS requires that a DWQ Policy be adopted to demonstrate organisational commitment to maintaining a quality management system that ensures provision of safe drinking water to its customers.

The 2020 DWQ Policy adopted by Council was based on the Framework for Management of Drinking Water Quality developed for the water industry under the ADWG. This review was to ensure that the DWQ Policy continues to meet the above objectives.

Following the 2024 review of the DWQ Policy, the following amendments are proposed:

- Section 1.1. Policy Objectives (page 2) – minor clarification of the policy objectives.
- Section 4.2.4. General (page 3) – minor inclusion of additional wording to provide clarity of Council's role.
- Section 5. Responsibilities (pages 3 and 4) – addition of information to align with the updates to the Central Coast Council Policy template.

The proposed changes are minor and are provided to benefit our customers and the community.

**Report**

The objective of this policy is to demonstrate Central Coast Council's (Council's) commitment to providing drinking water that is consistent with the requirements of the Australian Drinking Water Guidelines (ADWG), and other regulatory requirements.

The policy also documents Council's commitment to providing continuous supply of safe high-quality drinking water by implementing a Drinking Water Management System (DWMS).

The content held within the DWQ Policy will remain consistent with the current version, with minor amendments to wording. The statutory obligations and compliances remain unchanged, though are articulated in a simplified fashion to benefit Council's customers and the community.

#### Stakeholder Engagement

No engagement is proposed for the DWQ Policy, as no significant changes have been made to the Policy since it was previously placed on public exhibition and supported by Council and relevant NSW State Regulators.

#### Financial Considerations

There are no financial considerations relating to the DWQ Policy.

#### Link to Community Strategic Plan

Theme 4: Responsible

#### Choose Focus Area

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

#### Risk Management

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

#### Options


The options to be considered by Council are:

- 1 To authorise the draft Drinking Water Quality Policy for adoption and implementation. **(This is the recommended option).**
- 2 To consider the draft Drinking Water Quality Policy for public exhibition to seek stakeholder comments on the proposed changes to the Policy. (This is not recommended).
- 3 Not to consider the draft Drinking Water Quality Policy for potential adoption and continue with the existing Council Policy. (This is not recommended).

The DWQ Policy review proposes minor modifications which do not adjust the intent of the Policy and how this will impact the Central Coast community. However, it provides greater

clarity to the customer when compared to the current version. Therefore, Options 2 and 3 are not recommended, and Option 1 is the preferred option.

**Attachments**

<b>1</b>	Drinking Water Quality Policy - 2024	Provided Under Separate	D16236390
	Review	Cover	



**Item No:** 3.10  
**Title:** Draft Liquid Trade Waste Policy - For Adoption  
**Department:** Water and Sewer

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27 August 2024 Ordinary Council Meeting

Reference: F2017/01400 - D16348350  
Author: Rhys Richards, Section Manager, Compliance Water Systems  
Manager: Danielle Hargreaves, Unit Manager, Headworks and Treatment  
Executive: Jamie Loader, Director Water and Sewer

## **Recommendation**

***That Council adopts the draft Liquid Trade Waste Policy for implementation.***

## **Report purpose**

To seek Council's adoption of the attached Central Coast Council Liquid Trade Waste (LTW) Policy 2024.

The proposed review of this Policy is to align with Council's updated Policy template and provide minor amendments to improve clarity. The LTW Policy is consistent with the previous versions of this Policy, whilst maintaining harmonised management practices with State Government Regulators.

## **Executive Summary**

Council is responsible for delivering and regulating water supply, sewage, and liquid trade waste services for the community. Council must provide its liquid trade waste services in accordance with the Liquid Trade Waste Management Guidelines (2021) and the NSW Framework for the Regulation of Sewerage and Liquid Trade Waste. The Guidelines and the associated framework prescribe sound pricing, including appropriate trade waste regulation policy and approvals. Council adopted the LTW Policy 2023, which included engagement/consultation with the then NSW Department of Planning and Environment, now the NSW Department of Climate Change, Energy, the Environment (the Department) and the Independent Pricing and Regulatory Tribunal (IPART).

This current review proposes minor amendments to the existing policy facilitating an objective and transparent regulatory framework for Council to manage its liquid trade waste customers, including public health and environmental protection, asset management, water conservation, and Council's regulatory and licence compliance obligations, as well as its workers health and safety.

**Background**

The NSW Department of Climate Change, Environment, Energy, and Water requires that Central Coast Council maintain a Liquid Trade Waste Policy to regulate liquid trade waste discharges to its sewerage system, in accordance with the NSW Framework for Regulation of Sewerage and Liquid Trade Waste driven by the NSW Government's Best Practice Management of Water Supply and Sewerage Guidelines, 2007.

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

The 2023 LTW Policy adopted by Council was prepared in accordance with the Department's procedures for developing and adopting a Liquid Trade Waste Policy based on the Guidelines and IPART's maximum prices for water, wastewater and other services supplied by Council. The LTW Policy facilitates an objective and transparent regulatory framework for Council to manage its liquid trade waste customers, including public health and environmental protection, asset management, water conservation, and Council's regulatory and licence compliance obligations as well as its workers health and safety.

The LTW Policy is now proposed to move to a 4-year review cycle.

Following the 2024 review of the LTW Policy, the following amendments are proposed:

- Section 2.2.2. Discharge quality (page 8) – Addition of a statement that the specified water quality acceptance limits are a guide only and can be adjusted on a case-by-case basis, as per the Department's recent advice.
- Section 4. Liquid trade waste service agreement (page 16) – Additional information provided regarding execution of service agreement and date of commencement of the approval and agreement.
- Section 5. Enforcement of Approvals and Agreements (page 16) – Additional information that Council's investigations and enforcement action will be pursuant to the Central Coast Council Regulatory Policy.
- Section 9. Inspection and Monitoring (page 17) – General information relating to liquid trade waste discharge inspection frequency and sampling requirements.
- Section 10. Responsibilities (pages 18 and 19) – Addition of information to align with updated Central Coast Council Policy Template.
- Section 12. Policy Administration (page 20) – Removal of reference to the *Water Management Act 2000* under 'Relevant Legislation'. On 8 August 2024 the NSW Government passed the *Water Management Amendment (Central Coast Council) Bill*

2024 through Parliament, resulting in Central Coast Council's water and sewer business no longer being regulated by the *Water Management Act 2000*.

- Appendix F – Addition of specific examples of activities that would discharge liquid trade waste and would be classed as Classification C discharges.
- The name of the Department has been amended in the latest version throughout the document considering the restructure of NSW State Government departments in 2022, which led for the formation of the Department from the superseded NSW Department of Planning and Environment.

The proposed changes are minor and are provided to benefit our customers and the community.

## Report

Central Coast Council has a legislative obligation to provide this policy which sets out how Council will regulate liquid trade waste discharges to its sewerage system in accordance with the NSW Framework for Regulation of Liquid Trade Waste.

The 2023 LTW Policy was prepared in consultation with the NSW Department of Planning and Environment, in alignment with NSW Liquid Trade Waste Management Guidelines (2021) and Council's IPART determination. The current LTW Policy 2024 review aligns with that previously endorsed and proposes to provide minor clerical amendments to the Policy.

## Stakeholder Engagement

No engagement is proposed for the LTW Policy, as no significant changes have been made to the Policy since it was previously placed on public exhibition and supported by Council and relevant NSW State Regulators in the 2023 review.

## Financial Considerations

The LTW Policy articulates liquid trade waste regulations in the Central Coast local government area to facilitate public health safety, environmental protection, safety of Council's assets. The charging mechanism described in the LTW Policy for discharging liquid trade waste in Council's sewerage system provides an authorised process for Council to recover the costs from the discharging customers, and for the customers to dispose their trade waste at an affordable cost. All factors and associated charges were included in the 2022–26 IPART determination and Council's fees and charges from 1 July 2023.

**Link to Community Strategic Plan**

Theme 4: Responsible

**Choose Focus Area**

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

**Risk Management**

The Policy ensures Council meets its due diligence obligations to protect the service life of Council's sewerage assets, whilst improving sewerage system performance by reducing the frequency of complaints and process failures.

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

**Options**

The options to be considered by Council are:

- 1 To authorise the draft Liquid Trade Waste Policy for adoption and implementation. **(This is the recommended option).**
- 2 To consider the draft Liquid Trade Waste Policy for public exhibition to seek stakeholder comments on the proposed changes to the Policy. (This is not recommended).
- 3 Not to consider the draft Liquid Trade Waste Policy for potential adoption and continue with the existing Council Policy. (This is not recommended).

The LTW Policy is consistent with NSW Liquid Trade Waste Management Guidelines and previous 2023 version which received no notable objections during consultation. This review proposes minor modifications which do not adjust the intent of the Policy and how this will impact the Central Coast community, whilst providing greater clarity to the customer when compared to the current version. Therefore, Options 2 and 3 are not recommended, and Option 1 is the preferred option.

**Attachments**

- 1** Liquid Trade Waste Policy - 2024 Review Provided Under Separate Cover D16232785



**Item No:** 3.11  
**Title:** Draft Social Media Policy - For Public Exhibition  
**Department:** Community and Recreation Services

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27 August 2024 Ordinary Council Meeting

Reference: F2004/00064 - D16306662  
Author: Sheree Gover, Section Manager, Communications Engagement and Digital Marketing  
Manager: Sue Ledingham, Unit Manager Communications Marketing and Customer Engagement  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

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

- 1 Endorses the draft Social Media Policy for public exhibition for a period of 28-days.***
- 2 Considers a further report on the outcome of the public exhibition to finalise the Social Media Policy for adoption.***

## **Report purpose**

To consider the additional statement added to the Social Media Policy and recommend that Council endorse the draft Social Media Policy (Attachment 1) for public exhibition.

## **Executive Summary**

The additional statement added to the Social Media Policy identifies the need for Councillors to have separate personal and councillor-related social media profiles. This makes it simpler for the community to interact with councillors in appropriate channels.

## **Background**

Council's Social Media Policy was reviewed in 2022 and endorsed by Council on 13 December 2022. At this time Council adopted the LGNSW Model Social Media Policy. Previous Wyong Shire and Gosford City Council policies were revoked. One key addition to the adopted policy was the administrative framework for Councillor's social media platforms.

Central Coast Council aims to build and maintain a positive reputation and has adopted a proactive approach to communicating with the public. Professionally managing all information that is published by Council to the public via social media platforms is important to protect Council's reputation and manage risks that may arise due to social media use.

It is important that the Council has the right policy settings in place so that it can realise the full benefits of social media whilst mitigating risk.

### **Current Status**

Council Officers are currently working within the administrative framework of the Social Media Policy. No Councillors have been inducted to the Social Media Policy 2022.

### **Report**

The proposed change to the Social Media Policy 2022 is the inclusion of a statement that maintains a clear distinction between personal and Councillor-related social media. Where the rule of the platform allows, Councillors will be required to create a separate profile.

### **Stakeholder Engagement**

The currently endorsed Social Media Policy 2022 was developed by the New South Wales Office of Local Government in consultation with all NSW councils and informed by advice provided by key NSW Government Agencies including the Independent Commission Against Corruption, the Information and Privacy Commission of NSW, the NSW Ombudsman, Resilience NSW, and the State Archives and Records Authority of NSW.

The review of the Social Media Policy included internal consultation with Governance and Risk, and external consultation with LGNSW.

### **Financial Considerations**

There are no financial considerations to note.

### **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 Social Media Policy 2022 is an important document that helps to protect Council's reputation by ensuring consistency and accuracy in the information Council places in the public realm.

Internal stakeholders are supported with clear direction on how Council manages the administration of social media platforms and who in Council is responsible for its interactions on social media platforms.

Councillors will be supported by the administrative framework for Councillor's social media platforms set out in the Policy.

#### Options

1. Endorse the draft Social Media Policy with additional statement for public exhibition. The draft policy is essential to ensure consistency in governance, risk mitigation and clarity of roles and responsibilities of social media channels. The additional statement strengthens these key points. **(This is the recommended option).**
2. Resolve not to endorse the draft Social Media Policy with additional statement for public exhibition. This would put Council at reputational risk due to unclear governance processes. (This is not recommended).

#### Attachments

- 1  CCC Social Media Policy Provided Under Separate Cover D16138278



**Item No:** 3.12  
**Title:** Alcohol Free Zones on the Central Coast - Re-establishment of Zones  
**Department:** Infrastructure Services

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27 August 2024 Ordinary Council Meeting

Reference: F2017/01054 - D16210175  
Author: Madalaine Anderson, Project and Technical Officer. Engineering Services  
Manager: Jeanette Williams, Unit Manager Engineering Services  
Executive: Boris Bolgoff, Director Infrastructure Services

## **Recommendation**

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

- 1 Endorses the re-establishment of existing Alcohol-Free Zones for a period of four years as listed in the attached schedule.***
- 2 Endorses the implementation of Alcohol-Free Zones in accordance with the State Government Ministerial Guidelines on Alcohol-Free Zones.***

## **Report purpose**

To consider the re-establishment or creation of new Alcohol-Free Zones (AFZ's) in identified locations across the Central Coast Council local government area.

## **Executive Summary**

AFZs are used as an early intervention measure to prevent the escalation of irresponsible street drinking to incidents involving serious crime. The maximum duration of an alcohol-free zone is four years, with the current zones expiring on 19 October 2024.

This report outlines Council's recent community and stakeholder engagement results, and following review and success of current zones, recommends the re-establishment of AFZ's across the Central Coast region in accordance with the *Local Government Act 1993* and Ministerial Guidelines on Alcohol Free Zones.

## **Background**

Under the *Local Government Act 1993*, AFZs consist of roads, footpaths and public carparks and aim to reduce alcohol related crime, violence and anti-social behaviour in identified

locations in order to help create a safer environment for the whole community. The establishment of an AFZ must be supported by evidence which demonstrates that the public's use of these roads, footpaths and public carparks has been compromised by street drinkers, and where there is sufficient evidence of irresponsible behaviour as a result of drinking. For example, these could include instances of malicious damage to property, littering, offensive behaviour or other crimes. The object of alcohol-free zones is an early intervention measure to prevent the escalation of irresponsible street drinking to incidents involving serious crime. The drinking of alcohol is prohibited in an AFZ which are enforced by the police. Any person observed to be drinking in an AFZ may have the alcohol in their possession immediately seized and tipped out or otherwise disposed of by Police.

Outdoor dining areas operating under a leased arrangement on Council's footpath areas are exempt from the AFZ during the operating hours of the business. The business owner is responsible for compliance with any Liquor Licence and the Responsible Service of Alcohol. Central Coast Council has previously established a number of locations to address anti-social behaviour and associated concerns such as damage to property and littering. Alcohol Free Zones may also be temporarily suspended following an application or review process to accommodate a community event.

The prohibition of alcohol within a reserve, such as a foreshore area, is managed under the Local Government Act section 632 which is not subject to this report. These areas are signposted and are not required to undertake a four yearly review.

### **Current Status**

In accordance with the Ministerial Guidelines on AFZs, this report proposes that Council adopt to re-establish existing AFZs in specified locations where antisocial behaviour, littering or damage to property was reported and supported by evidence.

AFZs are proposed to be re-established in identified locations within the following suburbs: Avoca Beach; Bateau Bay; Berkeley Vale; Budgewoi; Chain Valley Bay; Copacabana; Empire Bay; Ettalong Beach; Gosford; Gwandalan; Killarney Vale; Kincumber; Kulnura; Lake Haven; Lake Munmorah; Long Jetty; Mannering Park; Narara; Niagara Park; Norah Head; Ourimbah; Patonga; Pearl Beach; San Remo; Saratoga; Shelly Beach; Summerland Point; Terrigal; The Entrance; The Entrance North; Toowoong Bay; Toukley; Umina Beach; Wadalba; Wamberal; Woy Woy; and Wyong.

A complete list with description and mapping is provided as (Attachment 1) and (Attachment 2) to this report.

### **Stakeholder Engagement**

In accordance with the Ministerial Guidelines on AFZs, consultation was undertaken between 4 June and 3 July 2024. Consultation was undertaken with the following:

- NSW Police (Brisbane Water Local Area Command and Tuggerah Lakes Local Area Command)
- Brisbane Water Liquor Accord and Tuggerah Lakes Liquor Accord
- Central Coast Community

The consultation included opportunities for the community to provide feedback via Council's Your Voice Our Coast webpage. Twelve submissions were received from community members and one submission from a state government agency. Community feedback was predominantly supportive with commentary relating to enforcement; creation of additional zones; and updating signage. Each submission was reviewed and taken into consideration in assessing the re-establishment and creation of new zones. Additional zones were requested in North Avoca, Ettalong Beach, Kanwal, Long Jetty and Wyoming. Two reserve locations were submitted, which were referred to Council's Open Space and Recreation department for consideration of the establishment of Alcohol Prohibited Areas which currently apply to non-road-related public places (e.g. parks, foreshore areas).

Council also took the opportunity to meet with the NSW Police (Tuggerah Lakes and Brisbane Water Local Area Commands) to seek advice on existing zones and the establishment of any new zones to assist in managing street drinking and associated anti-social behaviour. Both Area Commands reported changes in street drinking behaviour in recent years and were supportive of the existing zones continuing across the Central Coast region. There was no evidence to support the establishment of new zones on roads, pathways, or public car parks.

Council Officers have responded to those who made a submission, providing advice in relation to their submission.

The NSW Police force supports the provision of AFZs which assist them with managing alcohol related crime across the Central Coast.

As a result of the outcome of Council's review, including community and stakeholder consultation and the ability for NSW Police to enforce the existing zones, it is proposed to re-establish the current AFZs for a further four years in identified locations across the Central Coast local government area. Council is responsible for management and signposting of the AFZs, however responsibility for enforcement of the zones rests with NSW Police.

### **Financial Considerations**

Council is responsible for the cost of providing and maintaining AFZ signage with updated signage budgeted for as part of a 2024-25 financial year program budget.

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

Theme 1: Belonging

Goal B: Creativity, connection and local identity

B-A4: Enhance community safety within neighbourhoods, public spaces and places.

### **Risk Management**

1. Ensuring the appropriate AFZ locations are established before the current zones expire on 19 October 2024 will ensure that the NSW Police Force are able to continue to enforce the zones and ensure community safety within neighbourhoods and public spaces.
2. On 13 August 2024 Council became aware of a draft Alcohol Consumption in Public Places (Liberalisation) Bill 2024 which was introduced to the Legislative Council which aims to remove restrictions on the consumption of alcohol in public places and for related purposes. Whilst the Bill has been referred to committee for inquiry and report a preliminary review of the draft Bill reveals that “public places” is defined as:

*In this Act –*

**public place** means land used by the public for recreation—

*(a) including the following—*

- (i) Crown land within the meaning of the Crown Land Management Act 2016,*
- (ii) public land within the meaning of the Local Government Act 1993,*
- (iii) land held by a statutory body or NSW government agency, but*

*(b) not including a road within the meaning of the Roads Act 1993 unless recreational activities are permitted on the road.*

*Note— The Interpretation Act 1987 contains definitions and other provisions that affect the interpretation and application of this Act.*

Taking the draft Bill into consideration, at this time, it is not considered that if the Bill were to be introduced it would have any impact on the Alcohol Free Zones, which relate to road related areas which are exempt from the draft Bill.

### **Options**

1. Let the existing zones expire – Not supported (This is not recommended).

### 3.12 Alcohol Free Zones on the Central Coast - Re-establishment of Zones (cont'd)



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2. Re-establish existing AFZs for a period of four years in accordance with the Ministerial Guidelines on Alcohol Free Zones – Supported **(This is the recommended option)**.

#### Critical Dates or Timeframes

The current AFZ's expire on 19 October 2024. An AFZ may not be enforced if not established or re-established before this date. To re-establish the AFZs, following Councils resolution, the intent to re-establish must be advertised within the community in accordance with the Ministerial Guidelines on Alcohol Free Zones. Sufficient time has been provided for the advertising and implementation of new signage containing the dates of operation prior to 19 October 2024.

#### Attachments

<b>1</b>	Suburb list - Alcohol Free Zones	Provided Under Separate	D14195109
		Cover	
<b>2</b>	Alcohol Free Zones Maps - Proposal	Provided Under Separate	D16327320
	2024	Cover	

**Item No:** 3.13  
**Title:** Essential Worker Housing - Draft Submission to the NSW Legislative Assembly Select Committee  
**Department:** Community and Recreation Services

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27 August 2024 Ordinary Council Meeting

Reference: F2023/02226 - D16349100  
Author: Ellen Bridge, Affordable Housing Officer. Community Development  
Manager: Belinda McRobie, Section Manager. Community Development  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

***That Council endorses the draft submission to the NSW Legislative Assembly Select Committee on Essential Worker Housing.***

## **Report purpose**

To seek endorsement of the draft submission in response to the inquiry on options for essential worker housing in New South Wales.

## **Executive Summary**

The Legislative Assembly Select Committee on Essential Worker Housing was established to inquire into and report on options for essential worker housing in New South Wales.

The Committee's inquiry will focus on establishing an appropriate definition of essential worker housing for the NSW Government to adopt, as well as identifying options to increase housing supply for essential workers.

The Committee will table a report on its findings by 7 March 2025. Submissions are open until 13 September 2024.

## **Background**

A NSW Select Committee was established in May 2024 to inquire into the options for Essential Worker Housing.

Essential workers are employed in a range of industries including education, medicine, emergency services, healthcare and other frontline services. They are key to the functioning, safety and wellbeing of metropolitan and regional NSW.

The Select Committee on Essential Worker Housing will investigate possible definitions of essential worker housing, including criteria for establishing worker cohorts and geographical areas that might be prioritised in future planning initiatives.

The Committee will also investigate planning tools and resources that might be drawn on to increase essential worker housing across NSW. This includes possible programs to incentivise private development of essential worker housing, and opportunities to include essential worker housing in developments on government-owned land.

The Committee will consider measures to ensure NSW's essential worker housing is economically sustainable and available in perpetuity.

The Committee is inviting submissions from essential workers, community housing providers, legal and research centres, local governments and councils, community groups and community members.

### **Current Status**

Housing affordability is a significant issue for the Central Coast region, and the evidence shows that the area is becoming far less affordable for very low- and low-income households.

In 2019, Central Coast Council adopted the Central Coast Affordable and Alternative Housing Strategy, with 27 actions for intervention, to address the increasingly critical undersupply of affordable housing.

From 2016 to 2021 the Central Coast region has become more socially polarised, with growing concentrations of severe disadvantage.

With most in-migration from the northern parts of Sydney, (which was compounded during the COVID-19 pandemic), property prices were pushed up causing pressure to flow on to marginal populations, significantly increasing housing stress, social vulnerability, and homelessness.

The Central Coast Affordable and Alternative Housing Strategy identified that 62% of the population living in the Central Coast region are in need of more affordable housing options. There is a misconception that this type of housing is only for people on very low incomes and pensions.

Categorically people on low and very low incomes are eligible for and require social housing products to meet their needs, however, a larger majority of the population facing affordability problems fall outside of this definition and require a lower cost product within the market. One target group in this area are key workers on low incomes. These groups are not eligible for social housing and have no other option than to participate in a housing market with limited supply and inflated prices.

## **Report**

The submission has been developed in response to the Select Committee's invitation to provide a response. Council's submission responds to the Terms of Reference of the Committee in the following key areas:

- (a) Establishing an appropriate definition for essential worker housing for the NSW Government to adopt including criteria for prioritising worker cohorts and geographical areas.
- (b) Identifying options to increase housing supply for essential workers, including but not limited to:
  - i. planning tools and reforms
  - ii. incentives for developments on privately owned land
  - iii. opportunities within developments on government owned land
  - iv. investigate reforms that promote fiscal sustainability, innovation and essential worker housing in-perpetuity.

## **Financial Considerations**

No additional budget is required nor sought through this report.

## **Link to Community Strategic Plan**

Theme 5: Liveable

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

R-I4: Provide a range of housing options to meet the diverse and changing needs of the community including adequate affordable housing.

## **Risk Management**

There is no material risk to Council in preparing a submission to the Legislative Assembly Select Committee on Essential Worker Housing. Council has no decision-making authority and the submission seeks to provide local expertise for further consideration by the Select Committee.

**Options**

- 1      Endorse the draft submission provided in (Attachment 1) to the NSW Legislative Assembly Select Committee on Essential Worker Housing. **(This is the recommended option).**
- 2      Do not endorse the draft submission provided in (Attachment 1). (This is not recommended).

**Attachments**

- |          |  |                                  |           |
|----------|--|----------------------------------|-----------|
| <b>1</b> | Central Coast Council - Submission - Essential<br>Worker Housing | Provided Under<br>Separate Cover | D16353813 |
|----------|--|----------------------------------|-----------|

**Item No:** 3.14  
**Title:** Community Support Grant Program - June and July 2024  
**Department:** Community and Recreation Services

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27 August 2024 Ordinary Council Meeting

Reference: F2017/02117-002 - D16339960  
Author: Belinda McRobie, Section Manager, Community Development  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

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

- 1 Allocates \$47,529.41 (inclusive of GST where applicable) from the 2024/25 grants budget to the Community Support Grant program for the months of June 2024 and July 2024 as outlined below and in Attachment 1:**
  - a) Central Coast Cross Country Incorporated -2025 Central Coast Cross Country season \$1,725.46**
  - b) Ettalong 50+ Leisure and Learning Centre Incorporated- Computer Training for Seniors - \$4,891.00**
  - c) RSPCA NSW - Central Coast Emergency Response Team -\$1,000.00**
  - d) Mannering Park Precinct Committee Incorporated - Precinct Matters 3 – \$455.00**
  - e) Central Coast Family History Society Inc. (CCFHS)- Premises Running and Maintenance Costs Subsidy including Rates Subsidy - \$2,847.04**
  - f) Wyong Creek Hall Literary Institute Inc.- Rates Subsidy - \$465.10**
  - g) The Entrance Men's Shed Incorporated- Replacement of Men's Shed fence - \$3,179.00**
  - h) Copacabana Community Association Incorporated - Copacabana Community Christmas Carols - \$3,229.89**
  - i) Central Coast Dolphins Touch Association- All Abilities Competition - \$500.00**
  - j) Central Coast Basketball Pickleball - Court Marking - \$4,136.00**
  - k) One Culture Ltd - One Culture Sports Connect - \$3,080.00**
  - l) Wyong District Tennis Association Incorporated - Family Tennis Days - \$2,528.87**
  - m) Central Coast Kids in Need Incorporated - Adam Molch Hillier Memorial Surf Classic - \$2,110.00**
  - n) Central Coast Hockey Incorporated - Central Coast Indoor Hockey Competition - \$5,000.00**
  - o) Coast & Country Primary Care Limited - Mental Health Artworks! Exhibition -25 years - \$5,000.00**
  - p) Warnervale Athletics Centre Incorporated - Ground fees and line markers for Warnervale Oval - \$2,382.05**

- q) Central Coast Music and Arts Incorporated - Central Coast Ukulele Pre-Festival Event - \$5,000.00**
- 2 Declines the following applications, for the reasons indicated in Attachment 1:**
- a) The Scuba Gym Australia Limited - Scuba Therapy – application is ineligible.**
  - b) Doggie Dates NSW Ltd - Pop ups for People and Pups – application is ineligible.**
  - c) Cancer Patients Foundation Limited – Look Good Feel Better – application is ineligible.**
  - d) Gosford Race Club Limited – Taste the Coast – currently being assessed in another Council Grant Program.**
  - e) Catholic Parish of St Cecilia's Wyong - Celebration at Historical St Cecilia's Church Wyong – application is ineligible.**
  - f) Omnia Inclusive Employment Solutions - Virtual Reality Employment Training – application is ineligible.**
  - g) Woy Woy South P&C Association - Reading Intervention - broader community benefit is not demonstrated.**
  - h) Coastwide Child and Family Services Incorporated – Ability Expo – application is ineligible.**
  - i) Avoca Kayak Club Incorporated - Lake Access Pontoon - insufficient information provided to make an accurate assessment.**
  - j) Anna Jane Forward (EcoNest Education) Sole Trader - Australian Native Food Garden Project – application is ineligible.**
  - k) Gwandalan Public School P&C Association Incorporated - Goal Post Protectors – application is ineligible.**
  - l) Senior Social and Friendship Club Incorporated - Promotion of our club - insufficient information provided to make an accurate assessment.**
  - m) Wyong Neighbourhood Centre Incorporated - Regional Financial Counselling- Hospital Care - application is ineligible.**
- 3 Advises the unsuccessful applicants in point 2 (above) and directs them to alternate funding sources, if relevant.**

### **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.

### 3.14 Community Support Grant Program - June and July 2024 (cont'd)

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

**Table 1: Community Support Grant Program**

Program	Original Budget	Adopted budget	2024-25 allocation to date (inclusive of GST where applicable)	Recommendation allocation within this report (Inclusive of GST where applicable)	Allocation to date + Recommendation within report (Inclusive of GST where applicable)
Community Support Grant Program	\$300,000	\$300,000	\$21,161.70	\$47,529.41	\$68,691.11
<b>TOTAL</b>			<b>\$21,161.70</b>	<b>\$47,529.41</b>	<b>\$68,691.11</b>

#### Current Status

Applications submitted from 1 – 30 June and 1-31 July 2024 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 30 applications were received and assessed by 5 August 2024, with 17 applications recommended for funding in this Council report and 13 applications not recommended for funding.

Of the 13 applications not recommended for funding, nine (9) are ineligible, two (2) do not provide sufficient information to make an accurate assessment, one (1) does not demonstrate broader community benefit and one is currently being assessed in another grant program. 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 three grant writing workshops with 37 attendees and four grant information sessions with 66 attendees.

Additionally, Council staff also undertook two drop-in support sessions with 12 attendees to assist applicants with their submissions where required.

### **Financial Considerations**

Council's 2024-25 Council Operational Expenditure original budget allocates \$300,000 to the Community Support Grant Program.

Expenditure is approved until the end of the 2024-25 financial year. Unspent funds will lapse on 30 June 2025.

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**


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.

- 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. (This is 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 June and July 2024	Provided Under	D16341480
	Recommended and Not Recommended	Separate Cover	

**Item No:** 3.15  
**Title:** Administrator Expenses and Facilities Report - 1  
January 2024 to 30 June 2024  
**Department:** Corporate Services

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27 August 2024 Ordinary Council Meeting

Reference: F2023/00021 - D16232969  
Author: Stephanie Prouse, Section Manager, Councillor and Democratic Services  
Manager: Teresa Chadwick, Unit Manager Governance Risk and Legal  
Executive: Emma Galea, Acting Director Corporate Services

## **Recommendation**

***That Council notes the Administrator Expenses and Facilities Report for the period of 1 January 2024 to 30 June 2024.***

## **Report purpose**

To report the provision of expenses and facilities to the Administrator, Mr Rik Hart, from 1 January 2024 to 30 June 2024.

## **Executive Summary**

Reporting of expenses and facilities provided to the Administrator has been completed throughout the current period of administration per the existing resolution of Council, and for the purpose of transparency with the community.

The provision of expenses and facilities to the Administrator is in line with the adopted [Councillor Expenses and Facilities Policy](#) which applies to the Administrator.

## **Background**

Councillors of Central Coast Council were suspended on 30 October 2020 and an interim Administrator (Mr Dick Persson) was appointed.

The current Administrator of Central Coast Council, Mr Rik Hart, was appointed by the Minister for Local Government on 26 April 2021 and commenced in the role on 12 May 2021. The Office of Local Government advised in its appointment letter to Mr Hart that his salary and reasonable out-of-pocket expenses would be paid by Council during the period of his appointment, in accordance with Council's policy under section 252 of the *Local Government Act 1993*.

On 17 March 2022, the Minister for Local Government tabled the report into the Public Inquiry of Central Coast Council. Commissioner Roslyn McCulloch made eight recommendations, including that all civic offices at Central Coast Council be declared vacant, effective immediately, and an Administrator be appointed to serve until the Central Coast Council election (scheduled for 14 September 2024).

At its Ordinary Meeting 10 August 2020, Council resolved:

754/20 *That Council note that the Councillor Expenses and Facilities Policy requires at Clause 122 detailed reports on the provision of expenses and facilities to Councillors to be publicly tabled at a Council meeting every six months and published in full on Council's website.*

755/20 *That Council resolve that as part of that six monthly report there be the following information:*

- *Statistics regarding Councillor requests including the number of requests submitted by Councillor*
- *Details of Councillor attendance at Council Meetings*
- *Details of Councillor attendance at Briefings or Workshops*
- *Details of Councillor attendance at weekly CEO Updates*
- *Details of Councillor attendance at Advisory Group meetings of which they are members*
- *Details of Councillor access to the HUB and review of relevant documents.*

On 28 March 2023, Central Coast Council adopted its [Councillor Expenses and Facilities Policy](#) (the Policy) to enable the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors (or an Administrator), to help them undertake their civic duties. The Policy was drafted in accordance with the *Local Government Act 1993* and Local Government (General) Regulation 2005 and complies with the Office of Local Government's Guidelines for the payment of expenses and provision of facilities to Mayors and Councillors in NSW. The [Councillor Expenses and Facilities Policy](#) applies to an Administrator, pursuant to the definition of the term 'Council' in the Dictionary to the *Local Government Act 1993*.

## **Report**

To ensure accountability and transparency and to align the costs incurred with community expectations, the [Councillor Expenses and Facilities Policy](#) provides at clause 99:

99 *Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.*

### 3.15 Administrator Expenses and Facilities Report - 1 January 2024 to 30 June 2024 (cont'd)

Table 1 provides an overview of expenses and facilities incurred by the Administrator from the period of 1 January 2024 to 30 June 2024 and is presented in line with the requirements of clause 99 of the Policy.

**Table 1: Administrator expenses and facilities from 1 January 2024 to 30 June 2024**

<b>Expense/Facility</b>	<b>1 January 2024 – 30 June 2024</b>
Employee Travel	419
Central Coast Residential Accommodation *	22,708
Protective Clothing and Equipment	0
Delivery and Freight Charges	0
Food and Catering Costs	0
Cleaning Services	0
Administrator salary	174,233
Advertising	0
Mayoral Costs - Mayoral Allowance	0
Councillor Costs - Conferences and Seminars	0
Councillor Costs - Travelling Expenses	0
Event Expenses	0
Membership Fees Paid	0
Postage	0
Stationery and Office Consumables	6
Councillor Costs - Sundry Expenses	0
Telephone calls (mobile telephone)	381
Internal Expense - Plant and Fleet Permanent Hire	8,143
Internal Expense - Technology	0
Internal Expense - External Plant Hire	0
<b>TOTAL</b>	<b>205,884</b>

- \* Residential accommodation expenses on the Central Coast are paid to the Administrator per the appointment letter from the Office of Local Government (OLG). The unique circumstances of administration warrant access being provided to residential property in the local government area (LGA), so that the Administrator can effectively fulfil his obligations and duties. The Crown Employees (Conditions of Employment) Award (at section 26.12), which is applicable to the Administrator as an appointee of the State Government, includes provision for arrangements when a person is required to work from a temporary work location for greater than 35 days. In previous reports to Council, this expense was recorded under 'Employee Travel', however has been recorded as 'Central Coast Residential Accommodation' to provide clarity to the community.

### **Financial Considerations**

Table 1 of this report provides information on expenses and facilities already incurred and does not propose any future expenditure. This expenditure is within the budgeted parameters and in accordance with the Policy and relevant Award.

### **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**

Nil.

### **Options**

Nil.

### **Timeframes**

Reports to Council on Administrator expenses and facilities are provided every six (6) months, as soon as practicable after the end of each financial half year (30 June and 31 December each year).

### **Attachments**

Nil

**Item No:** 3.16  
**Title:** Minutes of Advisory Group and Committee meetings held in June - July 2024  
**Department:** Corporate Services

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27 August 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16271100  
Author: Briony Stiles, Team Leader - Civic Support  
Manager: Teresa Chadwick, Unit Manager Governance Risk and Legal  
Executive: Emma Galea, Acting Director Corporate Services

## Recommendation

### *That Council:*

**1 *Notes the unconfirmed minutes of the following Advisory Group and Committee meetings that were held in June and July 2024:***

- a) [Coastal Open Spaces – held 4 June 2024](#)
- b) [Heritage and Culture Advisory Committee meeting – 24 June 2024](#)
- c) [Mangrove Mountain and Spencer Advisory Committee – 13 June 2024](#)
- d) [Catchments to Coast Committee – 26 June 2024](#)
- e) [Water Management Advisory Committee – held 3 July 2024](#)
- f) [Protection of the Environment Trust Management Committee – held 27 June 2024](#)
- g) [Pedestrian Access and Mobility Advisory Committee – held 4 July 2024](#)

## Report purpose

To note the unconfirmed minutes of the Advisory Group and Committee meetings held in June and July 2024.

## Executive Summary

Advisory Group and Committee meetings were held in June and July 2024, as listed below.

The associated minutes were approved by the respective Coordinators and Chairs and were circulated to respective committee 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.

- a) [Coastal Open Spaces – held 4 June 2024](#)
- b) [Heritage and Culture Advisory Committee meeting – 24 June 2024](#)
- c) [Mangrove Mountain and Spencer Advisory Committee – 13 June 2024](#)
- d) [Catchments to Coast Committee – 26 June 2024](#)
- e) [Water Management Advisory Committee – held 3 July 2024](#)
- f) [Protection of the Environment Trust Management Committee – held 27 June 2024](#)
- g) [Pedestrian Access and Mobility Advisory Committee – held 4 July](#)

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

- Aboriginal Advisory Committee scheduled for 30 July 2024. Meeting did not proceed as there were no items of business or reports to be presented.
- Status of Women Advisory Group. Meeting did not achieve quorum.

## **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.

**Item No:** 3.17  
**Title:** Council Advisory Committees Dissolution  
**Department:** Corporate Services

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27 August 2024 Ordinary Council Meeting

Reference: F2009/00055 - D16338642  
Author: Alysha Croussos, Section Manager Governance  
Manager: Teresa Chadwick, Unit Manager Governance Risk and Legal  
Executive: Emma Galea, Acting Director Corporate Services

## **Recommendation**

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

- 1 Dissolves the Advisory Committees identified in the body of the report and extends sincere appreciation to all committee members for their valuable contributions and dedication.***
- 2 Notes that the newly elected Council will consider the establishment of appropriate Advisory Committees for the upcoming term.***

## **Report purpose**

To provide an overview of Council's current Advisory Committees and recommend certain Advisory Committees to be dissolved to allow the incoming Council to consider the establishment of appropriate and/or relevant Advisory Committees for the upcoming term.

## **Executive Summary**

Dissolution of certain committees will enable the incoming Council to review and establish those Committees it believes are appropriate to meet Council's priorities and strategies as outlined in the Community Strategic Plan and provide for appropriate Councillor representation on the committees.

## **Background**

Council has an adopted Community Strategic Plan that sets out Council's priorities and strategies that best achieve the community's desired outcomes for the future. Council's Advisory Committees are an important mechanism for consultation and providing advice and feedback to Council staff on the implementation of the Community Strategic Plan. Pursuant to sections 355 and 377 of the *Local Government Act 1993* (the Act), Council can delegate the exercise of functions to committees, and each Council term can determine whether they wish to have committees and advisory groups and their form.

**Current Status**

Council currently has the following committees and advisory groups:

**Catchments to Coast Advisory Committee**

The role of the Catchments to Coast Advisory Committee is to advise Council and staff on all matters relating to Council's responsibilities in relation to sustainable management of its coastal, estuarine, waterways, catchment and flood liable areas.

**Coastal Open Space System (COSS) Committee**

The role of the Coastal Open Space System (COSS) Committee is to advise Council and staff on all matters relating to strategic biodiversity conservation land management (including the COSS) for the Central Coast.

**Heritage and Culture Advisory Committee**

The role of the Heritage and Culture Advisory Committee is to act in an advisory capacity to the Council with respect to providing support, advice and recommendations on heritage conservation, promotion, and heritage projects within the Local Government Area.

**Mangrove Mountain and Spencer Advisory Committee**

The role of the Mangrove Mountain and Spencer Advisory Committee is to advise Council and staff on all matters relating to Mangrove Mountain landfill site and the illegal dumping at Spencer.

**Pedestrian Access and Mobility Advisory Committee**

The role of the Pedestrian Access and Mobility Advisory Committee is to consider, review, contribute to and participate in discussions regarding projects and directions of Central Coast Council to achieve objectives in the Community Strategic Plan relating to Active Transport.

**Status of Women Advisory Group**

The primary role of the members of the Status of Women Advisory Group is to provide advice to Council on gender equality and the empowerment of women on the Central Coast. It is an expectation that the Status of Women Advisory Group members are key influencers in the Central Coast community and can engage with a range of key stakeholders to affect change resulting in gender equality and empowerment of women.

**Water Management Committee**

The role of the Water Management Advisory Committee is to provide high level advice to Council and staff on integrated water management, with the objective of ensuring ongoing water security for the Central Coast in line with social, economic and environmental considerations.

The following committees are **not** proposed to be dissolved:

- **Aboriginal Advisory Committee**  
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.
- **Audit, Risk and Improvement Committee (ARIC)** – Council is required to appoint an ARIC Committee under section 428A of the Act.
- **Protection of the Environment Trust Management Committee** – This committee is aligned to a trust and charity and should not be dissolved however the community representatives will be declared vacant, nominations called for and new representatives elected.

#### **Report**

Advisory Committees are typically formed for the term of the Council only. Dissolution of certain committees will enable the newly elected Council establish those Advisory Committees it believes are appropriate to meet Council's priorities and strategies as outlined in the Community Strategic Plan and to provide for appropriate Councillor representation on the Committees.

It is important to acknowledge and thank the members of these committees for their hard work and dedication. Their contributions have been valuable to informing and guiding Council's activities and decisions, particularly whilst under administration.

The newly elected Council will consider the establishment of appropriate Advisory Committees in the upcoming term.

#### **Stakeholder Engagement**

Each committee has had a verbal note for the chair that the committees have been spilled and they will be reformed following the election.

#### **Financial Considerations**

The recommendations contained in this report will not impose any additional spending by Council in the current or next financial year beyond what is already planned.

#### **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**

There is no inherent risk in spilling the Advisory Committees prior to the election.

Further, a review of Advisory Committees once dissolved will ensure that their practices align with the principles of Council's Code of Meeting Practice (where appropriate) and Code of Conduct, and principles of fraud and corruption prevention and other risk management controls are fully embedded within an updated Terms of Reference.

Further, the more Councillors can interact with members of the community and participate in matters that concern the community, the more familiar they will become of the pressing issues and expectations of the community. Consequently, Councillors will be able to build on the trust the community puts on them and the Council administration.

**Options**

- 1 Council adopts the recommendations within this report and dissolves the nominated Advisory Committees to allow them to be reformed after the election. **(This is the recommended option).**
- 2 Council does not dissolve the committees. (This is not recommended).

**Critical Dates or Timeframes**

It is acknowledged that this decision falls within the caretaker period however it does not fall within the decisions prohibited during caretaker period as outlined in [393B of the Local Government \(General\) Regulation 2021](#).

**Attachments**

*Nil.*