



Central Coast Council
Business Paper
Ordinary Council Meeting
25 February 2025





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**

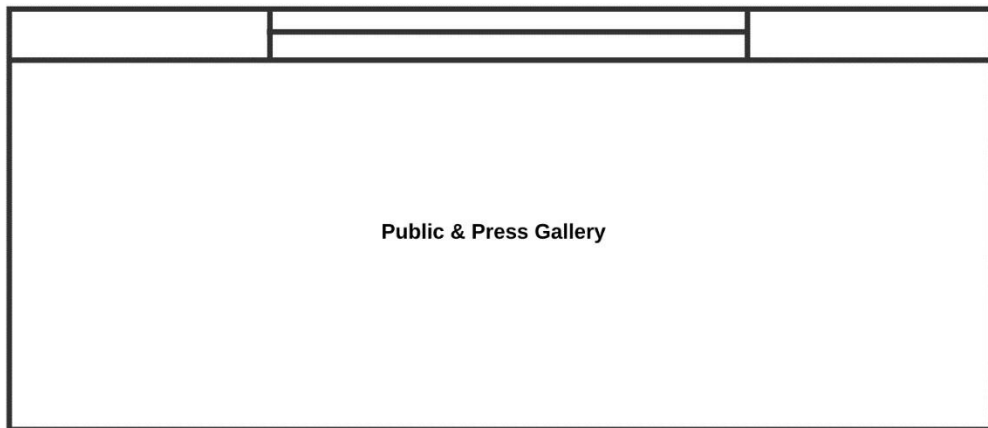
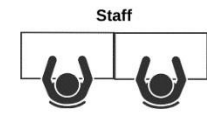
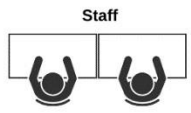
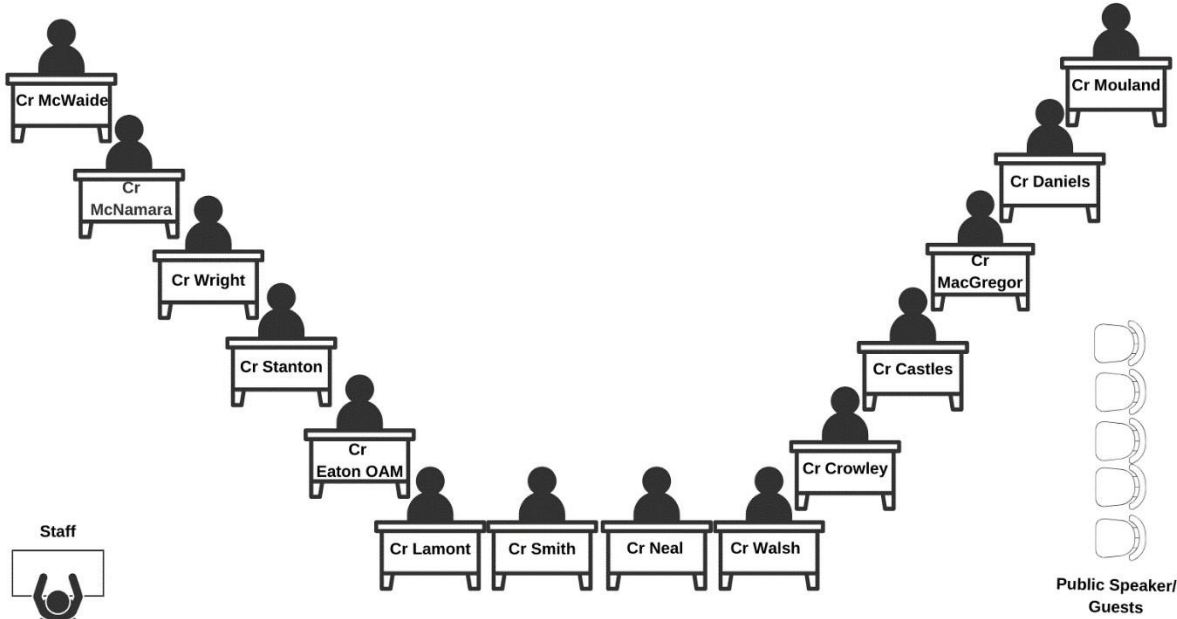
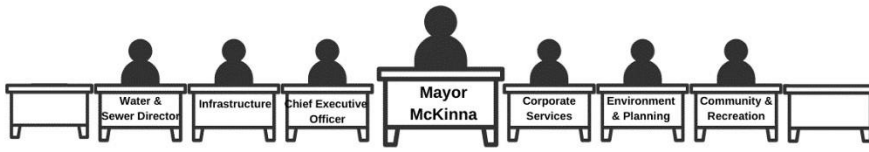
G2 Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making

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.





Oath or Affirmation of Office

Councillors are reminded of their Oath or Affirmation of Office to undertake their duties in the best interests of the people of the Central Coast and Council and to faithfully and impartially carry out the functions, powers, authorities, and discretions vested in them under the *Local Government Act 1993*, or any other Act to the best of their ability and judgement. Councillors are also reminded of their obligations under the Code of Conduct to disclose and appropriately manage conflicts of interest.

Disclosures of Interest

Councillors are reminded of their obligation under Council's Code of Conduct to declare any conflict of interest in a matter considered by Council.

Pecuniary interest: A Councillor who has a **pecuniary interest** in any matter with which the Council is concerned, and who is present at a meeting of the Council at which the matter is being considered, must disclose the nature of the interest to the meeting. The Councillor must not be present at, or in sight of, the meeting:

- a) At any time during which the matter is being considered or discussed, or
- b) At any time during which the Council is voting on any question in relation to the matter.

Non-Pecuniary conflict of interest: A Councillor who has a **non-pecuniary conflict of interest** in a matter, must disclose the relevant private interest in relation to the matter fully and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter.

Significant Non-Pecuniary conflict of interest: A Councillor who has a **significant** non-pecuniary conflict of interest in relation to a matter under consideration at a Council meeting, must manage the conflict of interest as if they had a pecuniary interest in the matter.

Non-Significant Non-Pecuniary interest: A Councillor who determines that they have a non-pecuniary conflict of interest in a matter that is **not significant** and does not require further action, when disclosing the interest it must also be explained why the conflict of interest is not significant and does not require further action in the circumstances.

Recording

In accordance with the *NSW Privacy and Personal Information Protection Act 1998*, you are advised that all discussion held during the Open Council meeting is recorded for the purpose of livestreaming the public meeting and verifying the minutes. This will include any public discussion involving a councillor, staff member or a member of the public.

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 25 February 2025 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

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David Farmer
Chief Executive Officer



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

25 February 2025 Ordinary Council Meeting

Recommendation

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

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

25 February 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16518615

Recommendation

That Council confirms the minutes of the Ordinary Meeting of Council held on 10 December 2024 as read and a true record of the Meeting.

Summary

Confirmation of minutes of the Ordinary Meeting of Council held on 10 December 2024.

Attachments

Nil

Item No: 1.3
Title: Items Resolved by Exception
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16554152



Recommendation

That Council determines the items on Council's Agenda that will be adopted without debate.

Summary

In accordance with Council's Code of Meeting Practice, items that are dealt with by exception are items where the recommendations contained in the staff reports in the agenda are adopted without discussion.



Item No: 2.1
Title: Monthly Finance Report December 2024
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2020/03205 - D16589334
Author: Garry Teesson, Section Manager Financial Planning and Business Support
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council receives the Monthly Financial Report – December 2024

Report purpose

To present to Council the monthly financial report for December 2024.

Executive Summary

For 2024-25 FY Council has budgeted, on a consolidated basis, an adopted operating surplus before capital income of \$17.3M (Original Budget \$10.7M). As at 31 December 2024, Council has an operating surplus of \$19.4M, compared to a YTD budgeted operating surplus of \$3.7M.

The budgeted net operating position will fluctuate throughout the financial year, reflecting income and expenditure timing. The YTD variance of \$15.7M represents 2% of Council's gross annual operating expenditure budget of \$779M. It is noted that \$7M of the favourable variance relates to the Water and Sewer Fund, with the remaining \$8.7M relating to General Fund including Drainage and Domestic Waste.

As at the end of the reporting period, there are no concerns regarding Council's performance against the adopted budget. Based on financial performance as at the end of the reporting period, Council is tracking to achieve a better operating result than budgeted.

As part of Council's financial management framework, actual results for income and expenditure, against the amounts estimated for the reporting period, are monitored monthly. Reasons for significant variations, as well as any mitigation actions required are identified. Any required budget changes are submitted to Council as part of the legislated Quarterly Budget Review process.

Background

The monthly financial report has been prepared in accordance with the requirements of the *Local Government Act 1993*, the 'Local Government (General) Regulation 2021', and the relevant accounting and reporting requirements of the Office of Local Government Code of Accounting Practice and Financial Reporting and Australian Accounting Standards.

Report

Consolidated Operating Statement

As at 31 December 2024, Council has a consolidated net operating surplus of \$19.4M, before capital income, which is favourable to YTD budget by \$15.7M. The overall variance is predominantly driven by a YTD favourable variance in operating income, being an overall favourable YTD variance of \$11.5M (1.5% of full year budget) of operating income and a YTD favourable variance in operating expenses against budget of \$4.2M (0.5% of full year budget)


The net operating surplus including capital income is \$81.9M which is favourable to YTD budget by \$54.3M.

Variances are summarised and detailed below.

It is noted that, where relevant, budget adjustments to address these variances have been included in the Q2 Quarterly Budget Review (Q2 Review) that is included as a separate item in this business paper. Proposed changes include permanent full year forecast changes, re-alignment of budget timing with expected trends, and changes to reflect grants and contributions not previously included in the budget. Ongoing monitoring will continue and if required further adjustments will be proposed in the Quarter 3 review.

2.1 Monthly Finance Report December 2024 (cont'd)

Table 1 – Consolidated (all Funds) Operating Statement December 2024

		Consolidated					Operating Statement		
		December 2024							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	Current Year Commitments	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)	
	\$'000	\$'000		\$'000	\$'000	\$'000	\$'000	%	
Operating Income									
Rates and Annual Charges	421,528	460,606	461,704	229,431	228,944	-	(487)	0%	
User Charges and Fees	169,410	170,284	171,739	70,693	74,733	-	4,041	6%	
Other Revenue	24,155	15,532	16,696	5,049	6,364	-	1,315	26%	
Interest	38,249	26,022	26,790	11,603	14,343	-	2,740	24%	
Grants and Contributions	52,810	44,668	51,656	14,001	14,878	-	877	6%	
Gain on Disposal	3,084	-	265	265	590	-	325	122%	
Other Income	10,306	10,462	10,585	5,318	5,783	-	465	9%	
Internal Revenue	57,120	56,950	56,648	27,010	29,254	-	2,244	8%	
Total Income attributable to Operations	776,662	784,524	796,083	363,369	374,890	-	11,520	3%	
Operating Expenses									
Employee Costs	194,560	217,710	218,564	104,640	101,066	-	3,574	3%	
Borrowing Costs	12,466	12,010	11,119	3,855	3,859	-	(4)	0%	
Materials and Services	229,244	245,138	249,418	109,076	104,692	70,178	4,384	4%	
Depreciation and Amortisation	197,293	202,942	204,068	102,685	103,293	-	(608)	1%	
Other Expenses	43,096	47,217	46,743	16,288	16,996	20	(708)	4%	
Loss on Disposal	11,911	-	-	-	1,176	-	(1,176)	100%	
Internal Expenses	49,488	48,807	48,889	23,135	24,416	-	(1,281)	6%	
Overheads	(0)	-	-	(0)	(0)	-	(0)	100%	
Total Expenses attributable to Operations	738,060	773,823	778,800	359,680	355,499	70,198	4,181	1%	
Operating Result after Overheads and before Capital Amounts	38,602	10,701	17,284	3,690	19,391	-	15,702	426%	
Capital Grants	63,325	85,684	80,767	11,253	19,348	-	8,095	72%	
Capital Contributions	43,842	23,908	24,684	12,587	43,111	-	30,525	243%	
Grants and Contributions Capital Received	107,167	109,592	105,452	23,839	62,460	-	38,620	162%	
Net Operating Result	145,769	120,293	122,735	27,529	81,851	-	54,322	197%	

Variance analysis on the consolidated operating result is as follows:

Operating Revenue

Rates and Annual Charges

\$0.5M Unfavourable to YTD budget.

- This variance relates to a combination of timing of income recognition against budget and also a permanent favourable variance to budget in General Rates and Domestic Waste revenue. The relevant proposed budget adjustments are included in the Q2 Review.

User Fees and Charges

\$4.0M Favourable to YTD budget. Main variances include:

- \$2.3M favourable Water and Sewer charges due to dry weather driving higher water usage. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.5M favourable in Holiday Park fees aligned with favourable activity. The relevant proposed budget adjustments are included in the Q2 Review.

2.1 Monthly Finance Report December 2024 (cont'd)

- \$0.3M favourable in Waste Management fees relating to higher tipping activities (partly offset by operating expenses). Income is subject to external factors and is being monitored at this stage.
- \$0.3M favourable in Development regulatory fees with slightly higher than forecast activity (partly recognised in Q2 review and being closely monitored).
- \$0.2M favourable in Leisure Facility fees driven by increased patronage. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.2M favourable predominantly relating to education and care fees driven by higher than forecast utilisation of Council services. The relevant proposed budget adjustments are included in the Q2 Review.
- Balance is made up of variances across various operations.

Other Revenue

\$1.3M Favourable to YTD budget.

- \$0.5M favourable in unrealised gain on investments, floating rate notes and bonds. This income item is subject to volatility as it is driven by external market forces. Accordingly, the budget is updated each quarter based on actual unrealised gains recorded at that point in time. This approach is applied to minimise the risk of significant adverse budget impacts in the event of a major market downturn. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.4M favourable as a result of the sale of biodiversity credits. The relevant proposed budget adjustments are included in the Q2 Review.
- Balance is made up of variances across various operations.

Interest

\$2.7M Favourable to YTD budget.

- Favourable variance from the favourable interest rate environment, hence receiving more interest on investments than budgeted. The relevant proposed budget adjustments are included in the Q2 Review.

Operating Grants and Contributions

\$0.9M Favourable to YTD budget.

- \$1.0M favourable driven by the Libraries Per Capita grant being received earlier than budgeted.
- Further grant income and associated expenditure across various operations has been recognised or re-aligned with delivery through the Q2 review.

2.1 Monthly Finance Report December 2024 (cont'd)

Gain on Disposal

\$0.3M Favourable to YTD budget.

- \$0.3M favourable from disposals of plant and equipment through the programmed change overs.

Other Income

\$0.5M Favourable to YTD budget.

- \$0.5M favourable commercial lease income partly received in advance (timing difference).

Internal revenue

\$2.2M Favourable to YTD budget

- \$1.7M favourable due to internal tipping activities higher than budgeted for the first 6 months of the year predominantly in Roads Construction and Maintenance. Increased income is partly offset by increased internal operating expense and increased waste levies. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.8M favourable in relation to the internal sealing program running ahead of schedule.

Operating Expenses

Employee Costs

\$3.6M Favourable to YTD budget.

- \$3.1M of the favourable variance relates to staff vacancies trending higher than the budgeted vacancy rate. The remaining minor variance to other employee costs including superannuation and movement in leave provisions.

Materials and Services

\$4.4M Favourable to YTD budget. Variances are mainly timing in nature. A further review has been undertaken as part of Q2 to ensure that budgeted amounts remain aligned with service levels to be delivered. Main variances include:

- \$2.6M favourable in Governance Risk and Legal relating to timing of election expense payments against budget.

2.1 Monthly Finance Report December 2024 (cont'd)

- \$1.9M favourable across the Water & Sewer fund. Partly related to timing of project delivery and partly to reduced main breaks. The relevant proposed budget adjustments are included in the Q2 Review.
- \$1.1M favourable in Community and Culture predominantly related to the timing of delivery and invoicing of events, projects, and contracts. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.9M favourable in Environmental Management project costs predominantly relating to timing of delivery. A review has been completed as part of Q2 with adjustments to budgets where necessary.
- \$0.8M favourable in Commercial Property and Business Enterprise relating to timing differences in delivery and invoicing.
- \$0.4M favourable in Waste Management (timing of contract payments)
- \$4.9M unfavourable in Information Technology (timing of contract payments)
- Balance is made up of variances to YTD Budget across various operations, of under \$0.4M individually.

Depreciation

\$0.6M Unfavourable to YTD budget.

- This variance relates to the timing of completion and subsequent capitalisation of projects and the recognition of donated assets. The relevant proposed budget adjustments are included in the Q2 Review, with ongoing monitoring to continue).

Other Expenses

\$0.7M Unfavourable to YTD budget.

- Increased EPA levy in line with increased tipping revenue as at the end of the reporting period. The full year forecast for tipping revenue and the associated EPA Levy is being reflected in the Q2 review.

Loss on Disposal

\$1.2M Unfavourable to YTD budget.

- Variance due to asset values having residual values at time of disposal due to earlier than anticipated infrastructure replacement.

Internal expenses

\$1.3M Unfavourable to YTD budget.

- Predominantly related to increased internal tipping and plant hire activity in relation to the delivery of externally funded roads maintenance programs. Internal expenses are offset by internal income. The relevant proposed budget adjustments are included in the Q2 Review.

Capital Income

Capital Grants

\$8.1M Favourable to YTD budget. Timing differences associated with the recognition of income with capital delivery and payment milestones.

Budget timing has been reviewed as part of Q2 review to refine in alignment with the revised capital works delivery program.

Capital Contributions

\$30.5M Favourable to YTD budget.

- Predominantly driven by the recognition of donated assets. Budget adjustments are included in future quarterly reviews as assets are recognised.

This variance is consistent with the nature of forecasting the exact timing of these external activities.

2.1 Monthly Finance Report December 2024 (cont'd)

Financial Performance by Fund

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

Table 2 – General (including Drainage and Waste) Fund Operating Statement - December 2024

Total General (+Drainage & Waste) Fund								
Operating Statement								
December 2024								
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	Current Year Commitments	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	\$'000	%
Operating Income								
Rates and Annual Charges	313,733	329,428	330,525	165,149	164,763	-	(387)	0%
User Charges and Fees	76,366	75,789	76,393	37,557	39,297	-	1,740	5%
Other Revenue	22,826	15,532	16,446	4,799	5,999	-	1,200	25%
Interest	28,347	22,440	22,331	9,329	10,627	-	1,298	14%
Grants and Contributions	52,506	44,668	51,560	13,955	14,875	-	920	7%
Gain on Disposal	2,482	-	265	265	590	-	325	122%
Other Income	10,306	10,462	10,585	5,318	5,783	-	465	9%
Internal Revenue	52,827	54,085	52,683	25,563	27,549	-	1,986	8%
Total Income attributable to Operations	559,392	552,403	560,788	261,935	269,483	-	7,547	3%
Operating Expenses								
Employee Costs	159,433	177,004	177,604	84,200	81,551	-	2,649	3%
Borrowing Costs	4,934	3,352	3,352	646	678	-	(33)	5%
Materials and Services	183,599	191,871	196,080	87,012	84,568	60,606	2,444	3%
Depreciation and Amortisation	116,976	118,464	119,223	60,224	60,832	-	(608)	1%
Other Expenses	42,817	47,217	46,743	16,288	16,932	20	(644)	4%
Loss on Disposal	8,703	-	-	-	1,173	-	(1,173)	100%
Internal Expenses	36,876	34,518	34,557	16,596	18,100	-	(1,504)	9%
Overheads	(24,514)	(23,585)	(23,585)	(11,793)	(11,793)	-	(0)	0%
Total Expenses attributable to Operations	528,824	548,841	553,974	253,173	252,041	60,625	1,131	0%
Operating Result after Overheads and before Capital Amounts	30,569	3,562	6,814	8,762	17,441	-	8,679	99%
Capital Grants	52,066	65,482	62,238	4,400	13,483	-	9,083	206%
Capital Contributions	36,009	17,908	17,908	8,810	38,772	-	29,962	340%
Grants and Contributions Capital Received	88,075	83,390	80,146	13,210	52,255	-	39,045	296%
Net Operating Result	118,644	86,951	86,960	21,973	69,696	-	47,724	217%



Table 3 – Water and Sewer Fund Operating Statement - December 2024

Total Water & Sewer Fund								
Operating Statement								
December 2024								
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	Current Year Commitments	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	\$'000	%
Operating Income								
Rates and Annual Charges	107,795	131,178	131,178	64,281	64,181	-	(100)	0%
User Charges and Fees	93,044	94,495	95,345	33,136	35,436	-	2,300	7%
Other Revenue	1,329	-	250	250	365	-	115	46%
Interest	9,902	3,582	4,460	2,274	3,717	-	1,443	63%
Grants and Contributions	304	-	96	46	3	-	(43)	93%
Gain on Disposal	602	-	-	-	-	-	-	100%
Other Income	-	-	-	-	-	-	-	100%
Internal Revenue	4,294	2,866	3,966	1,446	1,705	-	258	18%
Total Income attributable to Operations	217,269	232,122	235,295	101,434	105,407	-	3,973	4%
Operating Expenses								
Employee Costs	35,127	40,705	40,960	20,440	19,515	-	925	5%
Borrowing Costs	7,533	8,658	7,767	3,209	3,180	-	29	1%
Materials and Services	45,645	53,267	53,337	22,065	20,124	9,572	1,940	9%
Depreciation and Amortisation	80,317	84,478	84,845	42,461	42,461	-	(0)	0%
Other Expenses	279	-	-	-	64	-	(64)	100%
Loss on Disposal	3,208	-	-	-	3	-	(3)	100%
Internal Expenses	12,612	14,289	14,332	6,540	6,317	-	223	3%
Overheads	24,514	23,585	23,585	11,793	11,793	-	-	0%
Total Expenses attributable to Operations	209,236	224,982	224,826	106,507	103,457	9,572	3,050	3%
Operating Result after Overheads and before Capital Amounts	8,033	7,139	10,470	(5,072)	1,950	-	7,023	138%
Capital Grants	11,259	20,202	18,529	6,852	5,865	-	(987)	14%
Capital Contributions	7,833	6,000	6,777	3,777	4,340	-	563	15%
Grants and Contributions Capital Received	19,092	26,202	25,306	10,629	10,205	-	(425)	4%
Net Operating Result	27,125	33,341	35,775	5,557	12,155	-	6,598	119%

Financial Performance Benchmarks

Below is a summary of Council's performance, on a consolidated basis against main industry financial performance benchmarks set by the Office of Local Government.

Table 4 – Financial Performance Benchmarks - December 2024

Financial Performance Ratio	Industry Benchmark	Full year Forecast	Ratio – YTD Actuals	
Operating Performance Ratio	> 0%	1.47%	5.6%	✓
Own Source operating Revenue Ratio	> 60%	81.57%	80.9%	✓
Unrestricted Current Ratio	> 1.5x	2.57x	4.6x	✓
Cash Expense Cover Ratio	> 3 months	3.44 months	4.1 months	✓
Buildings and Infrastructure Renewals Ratio	100%	138%	124.9%	
Infrastructure Maintenance Ratio	100%	n/a	46%	

As at the end of the December 2024, on a consolidated basis, Council exceeded the mandated benchmark for the operating performance ratio, achieving 5.6%.

Council has also performed favourably against the unrestricted current ratio, achieving 4.6x against a benchmark of >1.5x. This ratio considers all current assets and liabilities, including cash.

Council maintained positive performance regarding the cash expense cover. Council is in a strong liquidity position.

The infrastructure ratios are monitored each month and are based on a point in time. The quoted performance is indicative of trend, with actual performance being formally measured on an annual basis. The Infrastructure Renewal Ratio is based on the actual renewal expenditure as at the end of the reporting period, compared to the depreciation over the same period. The Asset Maintenance Ratio is calculated based on actual maintenance as at the end of the reporting period compared to the required maintenance estimated over the same reporting period. Annual performance in regard to these ratios is included in the Special Schedules in the annual Financial Statements, noting that the infrastructure section within the Schedules does not form part of the NSW Audit Office audit.

Council is currently renewing its assets at a faster rate than the annual depreciation, therefore exceeding the 100% renewal benchmark. This reflects Council's focus on addressing the backlog of assets in less than satisfactory condition. Further, when assessing the most cost-effective intervention, a renewal approach may be chosen over a maintenance approach. This results in increased renewal and reduces reactive maintenance, and consequently a temporary lower than benchmark asset maintenance ratio.

Noting the volatility in the timing of asset renewal and maintenance, performance as at the end of a reporting period, is an indication only of Council's likely performance against the benchmark for the year. To further enhance the reliability of these measures, a cross unit project is currently underway to ensure that all maintenance and renewal activities are appropriately captured and accounted for. The required maintenance will be subject to ongoing review within the context of the level of renewal being undertaken, and if required, will be adjusted on an annual basis.

Cash and Investments

Details on cash and investments as at 31 December 2024 are included in the Monthly Investment Report December 2024.

Loans

As at 31 December 2024 Council has borrowings totalling \$201.4M, across all Funds, and including the remaining Emergency Loan that is due to be fully paid in November 2025. The below Table summarises outstanding loan balances by Fund.

2.1 Monthly Finance Report December 2024 (cont'd)

Table 5 – Outstanding loan borrowings by fund - December 2024

Fund	General Fund (\$'000)	Drainage Fund (\$'000)	General Fund Consolidated with Drainage Fund (\$'000)	Water and Sewer Fund (\$'000)
External loans – current	4,390	581	4,971	15,181
External loans - noncurrent (excluding emergency loan)	9,005	5,997	15,002	129,840
Emergency loan	36,389	0	36,389	0
Total external loans	49,784	6,578	56,362	145,021

Current loans refer to loans payable this financial year, while non-current loans are those payable in future financial years. The table relates to external loans only. It is noted there are several internal loans between Funds.

Water, Sewer, and Drainage Fund Debt

\$145M of the \$201.4M total debt relates to the Water and Sewer Fund and is associated with long life water and sewer infrastructure assets. Borrowing for infrastructure assets that benefit multiple generations is appropriate, and is good practice, to achieve intergenerational equity. The Water and Sewer fund loan balance includes \$30M drawn down recently on a borrowing facility to fund the Mardi Water Treatment Plant major upgrade. This is a major multi-year project costing \$82.5m. There is a further \$20m to be drawn down. Interest costs associated with these loans are funded through the Independent Pricing and Regulatory Tribunal (IPART) pricing determination for Water and Sewer services.

\$6.6M of the total debt relates to the Drainage Fund. This will become General Fund debt from 2026/27.

General Fund Debt

In 2020 Council obtained Emergency Loans totalling \$150M. These loans were required to finance Council's working capital, cash reserves, maturing debt facilities and capital expenditure.

In December 2023, the \$100M Emergency Loan was settled and repaid in full, extinguishing the requirement to refinance any amount. This left the \$50M Emergency due to be refinanced or extinguished in November 2025, with the balance as at the reporting period being \$36.4M.

Council is setting aside \$1.4M each month in an internal restriction to be able to repay the Emergency Loan in November 2025 without the need to refinance any part of the loan, and without impacting on unrestricted cash at time of payment. The interest rates environment

2.1 Monthly Finance Report December 2024 (cont'd)

will be monitored and the timing and amount of any repayment or extinguishment of the loan will be optimised accordingly.

Excluding the outstanding emergency loan of \$36.4M, General Fund, excluding Drainage, has debt of \$13.4M, which is a relatively low level of debt considering the size of this Council.

Repayment of Debt

The various loans were mostly obtained over the past 20 years and except for the Emergency Loan, were used to fund specific major capital works projects, or capital programs where borrowing provided a cost-effective method of funding.

Older loans have previously been reviewed and refinanced where it was financially prudent to do so. In the last 12 months another review has been undertaken to assess the cost effectiveness of repaying General Fund loans. The review concluded that while Council has sufficient cash to pay the loans down, it is not cost effective due to the significant break costs that would be incurred.

Loan borrowings are made in accordance with Council's Investments Management and Borrowing Policy that can be found at [investments-management-and-borrowings-policy-adopted-23-july-2024.pdf](#)

Capital Works

As at 31 December 2024 capital expenditure is \$124.9M against a YTD budget of \$132.1M for the same period, and a 2024-25 FY budget of \$316.5M. Commitments (approved purchase orders to external suppliers) of \$66.9M have been raised for delivery this year.

The current expenditure against budget indicates that delivery of works is trending slightly behind of anticipated timing, noting that delivery of works will accelerate in the second half of the financial year. Timing of the delivery of works is impacted by a number of factors including weather conditions, availability of suppliers, and any required approval processes.

A number of budget and timing adjustments relating to capital works are included in the Q2 review, and subject to Council adoption, will be reflected in the reported budgeted amounts in future monthly reports.

Table 6 – Capital Expenditure - December 2024

Department	Original Budget	FULL YEAR Budget	YTD Budgets	YTD Actuals	Commitments	YTD Variance	YTD Variance
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
01. Office of the Chief Executive Officer	-	-	-	-	-	-	-
02. Community and Recreation Services	51,420	49,747	17,257	15,302	6,125	1,955	11.3%
03. Infrastructure Services	106,650	115,084	52,344	48,095	16,542	4,249	8.1%
04. Water and Sewer	122,366	122,366	51,124	51,090	33,408	34	0.1%
05. Environment and Planning	9,911	10,787	3,067	3,197	3,067	(131)	-4.3%
06. Corporate Services	18,180	18,560	8,272	7,174	7,724	1,098	13.3%
Total	308,527	316,545	132,064	124,859	66,866	7,205	5.5%

Figure 1 – Capital Expenditure by Directorate

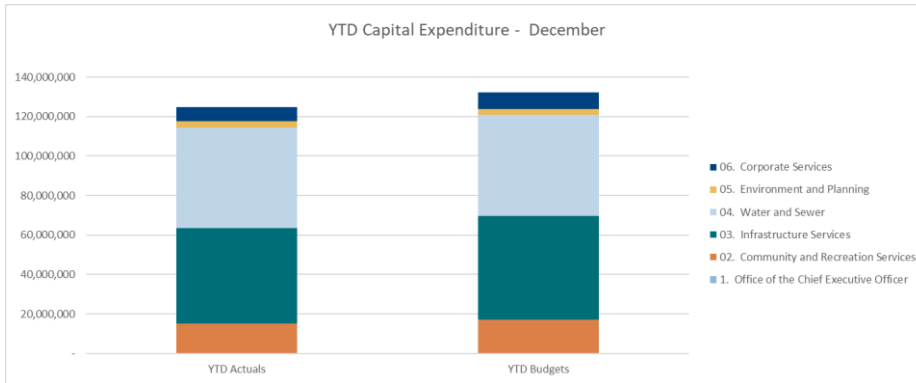
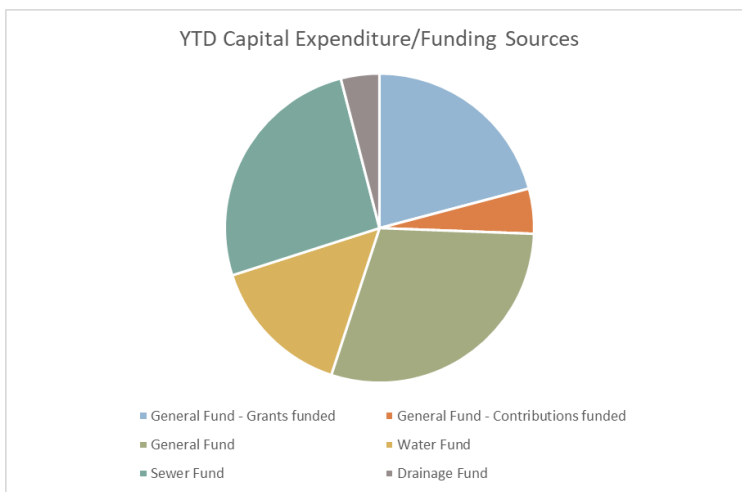


Figure 2 – Capital Expenditure by Funding Source



Stakeholder Engagement

The preparation of the December 2024 monthly financial report included consultation with business units across Council to identify the reasons and mitigation strategies for significant variances to budget.

Financial Considerations

Financial Year (FY) Implications

The proposal has cost and revenue implications for the current FY only.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal.

This report presents the financial position of Council as at 31 December 2024. Variations from budgeted amounts are detailed and an explanation provided. To date, there are no concerns regarding Council’s financial performance for the remainder of the financial year.

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 financial management framework includes the monthly review and reporting of significant variances to budget. This ensures that any issues are identified and rectified in a timely manner, with any necessary adjustments being captured in the appropriate Quarterly Budget Review.

This process mitigates the risk of Council's financial performance deviating from the adopted budget and ultimately altering the trajectory of Council's Long Term Financial Plan.

Critical Dates or Timeframes

Council receives monthly financial reports to ensure that Council is kept up to date with Council's financial performance.

Attachments

Nil



Item No: 2.2
Title: Monthly Finance Report January 2025
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16658879
Author: Garry Teesson, Section Manager Financial Planning and Business Support
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council receives the Monthly Financial Report – January 2025

Report purpose

To present to Council the monthly financial report for January 2025.

Executive Summary

For 2024-25 FY Council has budgeted, on a consolidated basis, an adopted operating surplus before capital income of \$17.3M (Original Budget \$10.7M). As at 31 January 2025, Council has an operating surplus of \$18.8M, compared to a YTD budgeted operating surplus of \$4.2M.

The budgeted net operating position will fluctuate throughout the financial year, reflecting income and expenditure timing. This YTD operating surplus variance of \$14.6M represents 2% of Council's gross annual operating expenditure budget of \$779M.

As at the end of the reporting period, there are no concerns regarding Council's performance against the adopted budget. Based on financial performance as at the end of the reporting period, Council is tracking to achieve a better operating result than budgeted.

As part of Council's financial management framework, actual results for income and expenditure, against the amounts estimated for the reporting period, are monitored monthly. Reasons for significant variations, as well as any mitigation actions required are identified. Any required budget changes are submitted to Council as part of the legislated Quarterly Budget Review process.

Background

The monthly financial report has been prepared in accordance with the requirements of the *Local Government Act 1993*, the 'Local Government (General) Regulation 2021', and the relevant accounting and reporting requirements of the Office of Local Government prescribed Code of Accounting Practice and Financial Reporting and Australian Accounting Standards.

Report

Consolidated Operating Statement

As at 31 January 2025, Council has a consolidated net operating surplus of \$18.8M, before capital income, which is favourable to YTD budget by \$14.6M. The overall variance is predominantly driven by a YTD favourable variance in operating income, being an overall favourable YTD variance of \$12.4M (1.6% of full year budget) of operating income and a YTD favourable variance in operating expenses against budget of \$2.2M (0.3% of full year budget).

The net operating surplus including capital income is \$106.6M which is favourable to YTD budget by \$70.0M.

Variances are summarised and detailed below.

It is noted that, where relevant, budget adjustments to address these variances have been included in the Q2 Quarterly Budget Review (Q2 Review) which is included as a separate item in this business paper. Proposed changes include permanent full year forecast changes, re-alignment of budget timing with expected trends, and changes to reflect grants and contributions not previously included in the budget. Ongoing monitoring will continue and if required further adjustments will be proposed in the Quarter 3 review.

Table 1 – Consolidated (all Funds) Operating Statement January 2025

Consolidated							
Operating Statement							
January 2025							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	421,528	460,606	461,704	268,471	266,862	(1,608)	1%
User Charges and Fees	169,410	170,284	171,739	86,120	92,020	5,900	7%
Other Revenue	24,155	15,532	16,696	6,127	8,490	2,363	39%
Interest	38,249	26,022	26,790	13,766	17,113	3,347	24%
Grants and Contributions	52,810	44,668	51,656	15,640	16,440	800	5%
Gain on Disposal	3,084	-	265	265	631	365	138%
Other Income	10,306	10,462	10,585	7,062	6,451	(612)	9%
Internal Revenue	57,120	56,950	56,648	32,046	33,900	1,854	6%
Total Income attributable to Operations	776,662	784,524	796,083	429,497	441,907	12,410	3%
Operating Expenses							
Employee Costs	194,560	217,710	218,564	125,922	123,692	2,230	2%
Borrowing Costs	12,466	12,010	11,119	4,437	4,378	59	1%
Materials and Services	229,244	245,138	249,418	129,182	122,011	7,171	6%
Depreciation and Amortisation	197,293	202,942	204,068	119,638	122,268	(2,630)	2%
Other Expenses	43,096	47,217	46,743	19,101	20,218	(1,117)	6%
Loss on Disposal	11,911	-	-	-	2,153	(2,153)	100%
Internal Expenses	49,488	48,807	48,889	27,025	28,438	(1,412)	5%
Overheads	(0)	-	-	(0)	(0)	(0)	100%
Total Expenses attributable to Operations	738,060	773,823	778,800	425,305	423,158	2,148	1%
Operating Result after Overheads and before Capital Amounts	38,602	10,701	17,284	4,192	18,749	14,557	347%
Capital Grants	63,325	85,684	80,767	18,225	34,560	16,335	90%
Capital Contributions	43,842	23,908	24,684	14,107	53,249	39,142	277%
Grants and Contributions Capital Received	107,167	109,592	105,452	32,332	87,810	55,478	172%
Net Operating Result	145,769	120,293	122,735	36,524	106,559	70,035	192%

Variance analysis on the consolidated operating result is as follows:

Operating Revenue

Rates and Annual Charges

\$1.6M Unfavourable to YTD budget.

- This variance predominantly relates to budget phasing, which is being adjusted in Q2 Review.

User Fees and Charges

\$5.9M Favourable to YTD budget.

- \$2.2M favourable Water and Sewer charges due to dry weather driving higher water usage. The relevant proposed budget adjustments are included in the Q2 Review.

- \$0.8M favourable for externally funded Road Maintenance works.
- \$0.6M favourable in Holiday Park fees aligned with favourable activity. The relevant proposed budget adjustments are included in the Q2 Review.
- \$1.4M favourable in Waste Management fees relating to higher tipping activities (partly offset by operating expenses). Income is subject to external factors and is being monitored at this stage.
- \$0.2M favourable in Development regulatory fees with slightly higher than forecast activity (partly recognised in Q2 review and being closely monitored).
- \$0.4M favourable in Leisure Facility fees driven by increased patronage. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.1M favourable in education and care fees driven by higher than forecast utilisation of Council services. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.2M favourable in property certificates. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.2M unfavourable in across various Compliance and Inspection fees.
- Balance is made up of variances across various operations.

Other Revenue

\$2.4M Favourable to YTD budget.

- \$0.7M favourable in unrealised gain on investments, floating rate notes and bonds. This income item is subject to volatility as it is driven by external market forces. Accordingly, the budget is updated each quarter based on actual unrealised gains recorded at that point in time. This approach is applied to minimise the risk of significant adverse budget impacts in the event of a major market downturn. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.7M favourable as a result of the sale of biodiversity credits. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.4M favourable in Community Event and the associated sales and sponsorship revenue.
- Balance is made up of variances across various operations.

Interest

\$3.3M Favourable to YTD budget.

- Favourable variance from the favourable interest rate environment, that is: receiving more interest on investments than budgeted. The relevant proposed budget adjustments are included in the Q2 Review.

Operating Grants and Contributions

\$0.8M Favourable to YTD budget.

- \$1.0M favourable driven by the Libraries Per Capita grant being received earlier than budgeted.
- Further grant income and associated expenditure across various operations has been recognised or re-aligned with delivery through the Q2 review.

Gain on Disposal

\$0.4M Favourable to YTD budget.

- \$0.4M favourable from disposals of plant and equipment through the programmed change overs.

Other Income

\$0.6M Unfavourable to YTD budget.

- \$0.6M Unfavourable predominantly due to the timing of income recognition for commercial leases and community facilities (timing difference only and on track for full year).

Internal revenue

\$1.9M Favourable to YTD budget.

- \$1.4M favourable due to internal tipping activities higher than budgeted for the first 6 months of the year predominantly in Roads Construction and Maintenance. Increased income is offset by increased internal operating expense and increased waste levies. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.9M favourable in relation to the internal sealing program running ahead of schedule.

Operating Expenses

Employee Costs

\$2.2M Favourable to YTD budget.

- \$2.2M favourable predominantly due to staff vacancies trending higher than budget, offset by unfavourable variances in other employee costs.

Materials and Services

\$7.2M Favourable to YTD budget. Variances are mainly timing in nature. A review has been undertaken as part of Q2 review to ensure that budgeted amounts remain aligned with service levels to be delivered. Main variances include:

- \$2.7M favourable in Governance Risk and Legal predominantly relating to timing of election expense payments against budget
- \$1.9M favourable in Water & Sewer. Partly related to timing of project delivery and partly to reduced main breaks. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.2M favourable in Streetlighting costs. The relevant proposed budget adjustments are included in the Q2 Review.
- \$5.0M unfavourable in Information Technology (timing of contract payments).
- \$1.3M favourable in Waste Management (timing of contract payments).
- \$1.7M favourable in Roads Maintenance delivery (timing of contract payments).
- \$0.7M favourable in Community and Culture due to timing of program delivery and invoicing.
- \$0.7M favourable in Customer Marketing and Economic Development due to timing of program delivery and invoicing.
- \$1.2M favourable in Environmental Management due to timing of program delivery and invoicing. The relevant proposed budget adjustments are included in the Q2 Review.
- \$0.7M favourable in Commercial Property and Holiday Parks (timing of contract payments).
- Balance is made up of variances across various operations, of under \$0.5M individually.

Depreciation

\$2.6M Unfavourable to YTD budget.

- This variance relates to the timing of completion and subsequent capitalisation of projects and the recognition of donated assets. The relevant proposed budget adjustments are included in the Q2 Review, with ongoing monitoring to continue.

Other Expenses

\$1.1M Unfavourable to YTD budget.

- Increased EPA levy in line with increased tipping revenue as at the end of the reporting period. The full year forecast for tipping revenue and the associated EPA Levy is being reflected in the Q2 review.

Loss on Disposal

\$2.2M Unfavourable to YTD budget.

- Variance due to asset values having residual values at time of disposal due to earlier than anticipated infrastructure replacement.

Internal expenses

\$1.4M Unfavourable to YTD budget.

- Predominantly related to increased internal tipping and plant hire activity in relation to the delivery of externally funded roads maintenance programs. Internal expenses are offset by internal income. The relevant proposed budget adjustments are included in the Q2 Review.

Capital Income

Capital Grants

\$16.3M Favourable to YTD budget. Timing differences associated with the recognition of income with capital delivery and payment milestones.

Budget timing has been reviewed as part of Q2 review to refine in alignment with the revised capital works delivery program.

Capital Contributions

\$39.1M Favourable to YTD budget.

- Predominantly driven by the recognition of donated assets and some favourable activity in Water and Sewer developer contributions. Budget adjustments are included in future quarterly reviews as assets are recognised.

This variance is consistent with the nature of forecasting the exact timing of these external activities.

Financial Performance by Fund

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

Table 2 – General (including Drainage and Waste) Fund Operating Statement - January 2025

Total General (+Drainage & Waste) Fund							
Operating Statement							
January 2025							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	313,733	329,428	330,525	193,836	192,241	(1,594)	1%
User Charges and Fees	76,366	75,789	76,393	45,896	49,596	3,700	8%
Other Revenue	22,826	15,532	16,446	5,877	8,060	2,183	37%
Interest	28,347	22,440	22,331	11,185	12,597	1,412	13%
Grants and Contributions	52,506	44,668	51,560	15,586	16,437	850	5%
Gain on Disposal	2,482	-	265	265	631	365	138%
Other Income	10,306	10,462	10,585	7,062	6,451	(612)	9%
Internal Revenue	52,827	54,085	52,683	29,902	31,821	1,919	6%
Total Income attributable to Operations	559,392	552,403	560,788	309,610	317,834	8,224	3%
Operating Expenses							
Employee Costs	159,433	177,004	177,604	101,846	100,945	901	1%
Borrowing Costs	4,934	3,352	3,352	764	741	24	3%
Materials and Services	183,599	191,871	196,080	103,557	98,238	5,318	5%
Depreciation and Amortisation	116,976	118,464	119,223	70,101	72,573	(2,472)	4%
Other Expenses	42,817	47,217	46,743	19,101	20,154	(1,053)	6%
Loss on Disposal	8,703	-	-	-	1,908	(1,908)	100%
Internal Expenses	36,876	34,518	34,557	19,493	21,041	(1,548)	8%
Overheads	(24,514)	(23,585)	(23,585)	(13,758)	(13,758)	(0)	0%
Total Expenses attributable to Operations	528,824	548,841	553,974	301,105	301,842	(737)	0%
Operating Result after Overheads and before Capital Amounts	30,569	3,562	6,814	8,506	15,992	7,486	88%
Capital Grants	52,066	65,482	62,238	9,594	26,971	17,377	181%
Capital Contributions	36,009	17,908	17,908	9,830	48,448	38,618	393%
Grants and Contributions Capital Received	88,075	83,390	80,146	19,424	75,418	55,995	288%
Net Operating Result	118,644	86,951	86,960	27,929	91,410	63,481	227%



Table 3 – Water and Sewer Fund Operating Statement - January 2025

Total Water & Sewer Fund							
Operating Statement							
January 2025							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	107,795	131,178	131,178	74,635	74,621	(14)	0%
User Charges and Fees	93,044	94,495	95,345	40,224	42,424	2,200	5%
Other Revenue	1,329	-	250	250	430	180	72%
Interest	9,902	3,582	4,460	2,581	4,516	1,935	75%
Grants and Contributions	304	-	96	54	3	(51)	94%
Gain on Disposal	602	-	-	-	-	-	100%
Other Income	-	-	-	-	-	-	100%
Internal Revenue	4,294	2,866	3,966	2,144	2,079	(65)	3%
Total Income attributable to Operations	217,269	232,122	235,295	119,887	124,073	4,186	3%
Operating Expenses							
Employee Costs	35,127	40,705	40,960	24,076	22,747	1,329	6%
Borrowing Costs	7,533	8,658	7,767	3,672	3,637	35	1%
Materials and Services	45,645	53,267	53,337	25,625	23,773	1,852	7%
Depreciation and Amortisation	80,317	84,478	84,845	49,537	49,695	(158)	0%
Other Expenses	279	-	-	-	64	(64)	100%
Loss on Disposal	3,208	-	-	-	245	(245)	100%
Internal Expenses	12,612	14,289	14,332	7,532	7,396	136	2%
Overheads	24,514	23,585	23,585	13,758	13,758	-	0%
Total Expenses attributable to Operations	209,236	224,982	224,826	124,201	121,316	2,885	2%
Operating Result after Overheads and before Capital Amounts	8,033	7,139	10,470	(4,313)	2,758	7,071	164%
Capital Grants	11,259	20,202	18,529	8,632	7,590	(1,042)	12%
Capital Contributions	7,833	6,000	6,777	4,277	4,802	525	12%
Grants and Contributions Capital Received	19,092	26,202	25,306	12,908	12,391	(517)	4%
Net Operating Result	27,125	33,341	35,775	8,595	15,149	6,554	76%

Financial Performance Benchmarks

Below is a summary of Council's performance, on a consolidated basis against main industry financial performance benchmarks set by the Office of Local Government.

Table 4 – Financial Performance Benchmarks – January 2025

Financial Performance Ratio	Industry Benchmark	Full year Forecast	Ratio – YTD Actuals	
Operating Performance Ratio	> 0%	1.47%	5.0%	✓
Own Source operating Revenue Ratio	> 60%	81.57%	78.8%	✓
Unrestricted Current Ratio	> 1.5x	2.57x	4.8x	✓
Cash Expense Cover Ratio	> 3 months	3.44 months	4.5 months	✓
Buildings and Infrastructure Renewals Ratio	100%	138%	117%	
Infrastructure Maintenance Ratio	100%	n/a	45.2%	

As at the end of the January 2025, on a consolidated basis, Council exceeded the mandated benchmark for the operating performance ratio, achieving 5.0%.

Council has also performed favourably against the unrestricted current ratio, achieving 4.8x against a benchmark of >1.5x. This ratio considers all current assets and liabilities, including cash.

Council maintained positive performance regarding the cash expense cover. Council is in a strong liquidity position.

The infrastructure ratios are monitored each month and are based on a point in time. The quoted performance is indicative of trend, with actual performance being formally measured on an annual basis. The Infrastructure Renewal Ratio is based on the actual renewal expenditure as at the end of the reporting period, compared to the depreciation over the same period. The Asset Maintenance Ratio is calculated based on actual maintenance as at the end of the reporting period compared to the required maintenance estimated over the same reporting period. Annual performance in regard to these ratios is included in the Special Schedules in the annual Financial Statements, noting that the infrastructure section within the Schedules does not form part of the NSW Audit Office audit.

Council is currently renewing its assets at a faster rate than the annual depreciation, therefore exceeding the 100% renewal benchmark. This reflects Council's focus on addressing the backlog of assets in less than satisfactory condition. Further, when assessing the most cost-effective intervention, a renewal approach may be chosen over a maintenance approach. This results in increased renewal and reduces reactive maintenance, and consequently a temporary lower than benchmark asset maintenance ratio.

Noting the volatility in the timing of asset renewal and maintenance, performance as at the end of a reporting period, is an indication only of Council's likely performance against the benchmark for the year. To further enhance the reliability of these measures, a cross unit project is currently underway to ensure that all maintenance and renewal activities are appropriately captured and accounted for. The required maintenance will be subject to ongoing review within the context of the level of renewal being undertaken, and if required, will be adjusted on an annual basis.

Cash and Investments

Details on cash and investments as at 31 January 2025 are included in the Monthly Investment Report January 2025.

Loans

As at 31 January 2025 Council has borrowings totalling \$211.1M, across all Funds and including the remaining Emergency Loan that is due to be fully paid in November 2025.

2.2 Monthly Finance Report January 2025 (cont'd)

Table 5 – Outstanding loan borrowings by fund – January 2025

Fund	General Fund (\$'000)	Drainage Fund (\$'000)	General Fund Consolidated with Drainage Fund (\$'000)	Water and Sewer Fund (\$'000)
External loans – current	4,390	581	4,971	15,736
External loans - non current (excluding emergency loan)	9,005	5,997	15,002	139,284
Emergency loan	36,111	0	36,111	0
Total external loans	49,506	6,578	56,084	155,020

Current loans refer to loans payable this financial year, while non-current loans are those payable in future financial years.

Borrowing for infrastructure assets such as sewer, water and drainage assets, that benefit multiple generations is appropriate, and is good practice, to achieve intergenerational equity. During January 2025, \$10M was drawn down on the borrowing facility to fund the Mardi Water Treatment Plant major upgrade.

General Fund Debt

After the extinguishment of one of the emergency loans taken out in 2020, Council has the second emergency loan due to be refinanced or extinguished in November 2025.

During the month of January 2025, a repayment of \$0.3M was made against the emergency loan, reducing the balance from \$36.4M reported as at the end of December 2024 to \$36.1M as at the end of this reporting period.

Council is setting aside \$1.4M each month in an internal restriction to be able to repay the Emergency Loan in November 2025 without the need to refinance any part of the loan, and without impacting on unrestricted cash at time of payment.

Excluding the outstanding emergency loan, Council has a relatively low level of debt considering the size of this Council.

Capital Works

As at 31 January 2025 capital expenditure is \$138.3M against a YTD budget of \$153.8M for the same period, and a 2024-25 FY budget of \$316.5M. Commitments (approved purchase orders to external suppliers) of \$65.5M have been raised for delivery this year.

The current expenditure against budget indicates that delivery of works is trending slightly behind of anticipated timing, noting that delivery of works will accelerate in the second half

2.2 Monthly Finance Report January 2025 (cont'd)

of the financial year. Delivery of works is impacted by a number of factors including weather conditions, availability of suppliers, and any required approval processes.

A number of budget and timing adjustments relating to capital works are included in the Q2 review, and subject to Council adoption, will be reflected in the reported budgeted amounts in future monthly reports.

Table 5 – Capital Expenditure – January 2025

Department	Original Budget	FULL YEAR Budget	YTD Budgets	YTD Actuals	Commitments	YTD Variance	YTD Variance
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
01. Office of the Chief Executive Officer	-	-	-	-	-	-	-
02. Community and Recreation Services	51,420	49,697	21,383	15,982	6,324	5,400	25.3%
03. Infrastructure Services	106,650	115,084	62,098	54,438	16,484	7,660	12.3%
04. Water and Sewer	122,366	122,366	57,757	55,957	33,315	1,800	3.1%
05. Environment and Planning	9,911	10,787	3,630	3,299	1,475	330	9.1%
06. Corporate Services	18,180	18,560	8,929	8,594	7,922	335	3.8%
Total	308,527	316,495	153,796	138,270	65,520	15,526	10.1%

Figure 1 – Capital Expenditure by Directorate

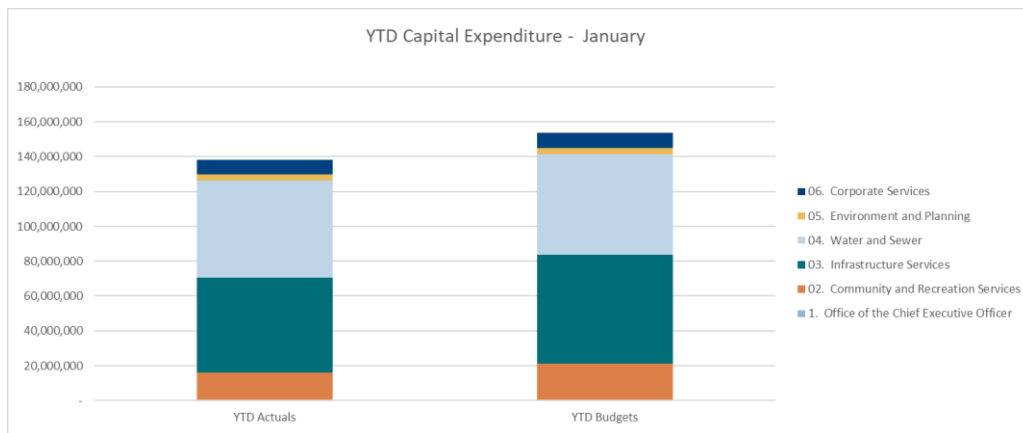
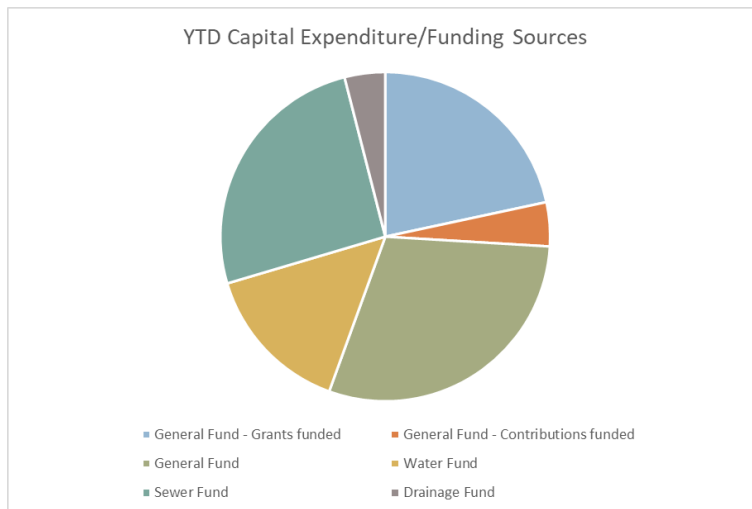


Figure 2 – Capital Expenditure by Funding Source



Stakeholder Engagement

The preparation of the January 2025 monthly financial report included consultation with business units across Council to identify the reasons and mitigation strategies for significant variances to budget.

Financial Considerations

Financial Year (FY) Implications.

The proposal has cost and revenue implications for the current FY only.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal.

This report presents the financial position of Council as at 31 January 2025. Variations from budgeted amounts are detailed and an explanation provided. To date, there are no concerns regarding Council's financial performance for the remainder of the financial year.

Link to Community Strategic Plan

Theme 4: Responsible

Goal E: Environmental resources for the future

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 management framework includes the monthly review and reporting of significant variances to budget. This ensures that any issues are identified and rectified in a timely manner, with any necessary adjustments being captured in the appropriate Quarterly Budget Review.

This process mitigates the risk of Council's financial performance deviating from the adopted budget and ultimately altering the trajectory of Council's Long Term Financial Plan.

Critical Dates or Timeframes

Council receives monthly financial reports to ensure that Council is kept up to date with Council's financial performance.

Attachments

Nil.



Item No: 2.3
Title: Monthly Investment Report December 2024
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16659445
Author: Michelle Best, Section Manager Financial Accounting and Assets
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1 Notes the Investment Report for December 2024.**
- 2 Notes that the required unrestricted funds available in the General Fund offsets the December 2024 unrestricted funds deficit in the Drainage Fund.**

Report purpose

To present the monthly Investment Report for December 2024.

Executive Summary

This report provides details of Council's investment portfolio and performance as at 31 December 2024.

Background

Clause 212 of the Local Government (General) Regulations 2021 stipulates:

- (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.*

2.3 Monthly Investment Report December 2024 (cont'd)

(2) The report must be made up to the last day of the month immediately preceding the meeting.

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

Report

Council's cash and investment portfolio totalled \$828.16M as at 31 December 2024. A listing of investments is attached as (Attachment 1) to this report.

Council continues to look for Environmental, Social and Green (ESG) investment opportunities subject to prevailing investment guidelines. ESG investments are highlighted green in (Attachment 1).

As at 31 December 2024 Council's ESG investments comprised 2.24% or \$17M of the total investments portfolio.

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

Type	Carrying Value (\$'000)
Investment Portfolio:	
At Call Account	\$1,666
Term Deposits	\$270,000
Floating Rate Notes	\$416,150
Fixed Rate Bonds	\$64,630
Floating Bonds	\$5,000
Transactional accounts and cash in hand	\$70,708
Total	\$828,154

Table 2 - Council's Portfolio by Fund

2.3 Monthly Investment Report December 2024 (cont'd)

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

Fund	General Fund	Drainage Fund	General Fund Consolidated with Drainage Fund	Domestic Waste Fund	Water and Sewer Fund
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)
External Restricted Cash	227,226	40,012	267,238	124,198	211,198
Internal Restricted Cash	144,437	19	144,456		
Total Restricted Cash	371,663	40,031	411,694	124,198	211,198
Unrestricted Cash	116,119	(35,054)	81,065		
Total Cash	487,782	4,977	492,759	124,198	211,198

Detailed restrictions are provided in (Attachment 2). It is noted that the amount shown for each respective fund above may be reflected over various restrictions listed in (Attachment 2). The balances above will increase and decrease during each financial year as revenues are received and expenditures occur.

Council continues to set aside funds to enable extinguishment of the remaining emergency loan in November 2025, restricting \$1.4M each month for this purpose.

Council is continuing to manage the negative unrestricted funds balance in the Drainage Fund through its consolidation with the General Fund. The negative unrestricted funds balance in the Drainage Fund is \$35.05M. From 2026-27 the Drainage Fund will become part of Council's General Fund as IPART will no longer regulate Stormwater Drainage prices.

In the interim, the unrestricted funds deficit of \$35.05M in the Drainage Fund is proposed to be offset through the General Fund's available unrestricted cash balance.

Portfolio Management

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

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.

Table 3 – Portfolio Movement (Investments only)

	2024-25 YTD Actuals (\$'000)
Opening Balance	704,398
Net Movement	53,048
Closing balance	757,446

Net movement includes maturities and new investments.

Refer to Portfolio Valuation Report in (Attachment 3) for more information.

Table 4 - Investment Maturities

Time Horizon	Percentage Holdings	Maturity on or before	Value \$'000
At Call	0.22%	Immediate	1,666
Investments			
0 - 3 months	11.49%	Mar-2025	87,000
4 - 6 months	12.81%	Jun-2025	97,000
7 - 12 months	31.14%	Dec-2025	235,880
1 - 2 years	23.72%	Dec-2026	179,700
2 - 3 years	15.66%	Dec-2027	118,600
3 - 4 years	4.96%	Dec-2028	37,600
4 - 5 years	0.00%	Dec-2029	0
Total Investments	99.78%		755,780
Total Portfolio	100.00%		757,446

Portfolio Performance

The Reserve Bank of Australia (RBA) maintained the cash rate at 4.35% at its meeting in December 2024.

Investments are made within Council policy and at the best rates available at the time of placement. Interest rates on investments in the month, ranged from 1.20% to 6.40%.

A comparison of the weighted running yield to key indicators is shown below:

Table 5 – Investment returns

	Weighted running yield	RBA Cash Rate	BBSW benchmark
December 2024	5.05%	4.35%	4.32%

Table 6 – Performance Statistics

	1 Month	3 Month	12 Month	Since Inception
Portfolio Return ¹	0.43%	1.28%	5.51%	2.53%
Performance Index ²	0.38%	1.12%	4.47%	2.25%
Excess Performance	0.05%	0.16%	1.04%	0.28%

¹ Portfolio performance is the rate of return of the portfolio over the specified period

² The Performance index is the Bloomberg AusBond Bank Bill Index

³ Excess performance is the rate of return of the portfolio in excess of the Performance Index

Table 7 – Policy Compliance – Credit Rating

Credit Rating Group	% of portfolio	Policy Limit	
BBB	43.86%	60.0%	✓
A	41.08%	70.0%	✓
AA	15.06%	100.0%	✓
AAA	0.0%	100.0%	✓
	100%		

*Based on face value and Long-Term Rating of Institutions

Table 8 – Policy Compliance – Terms

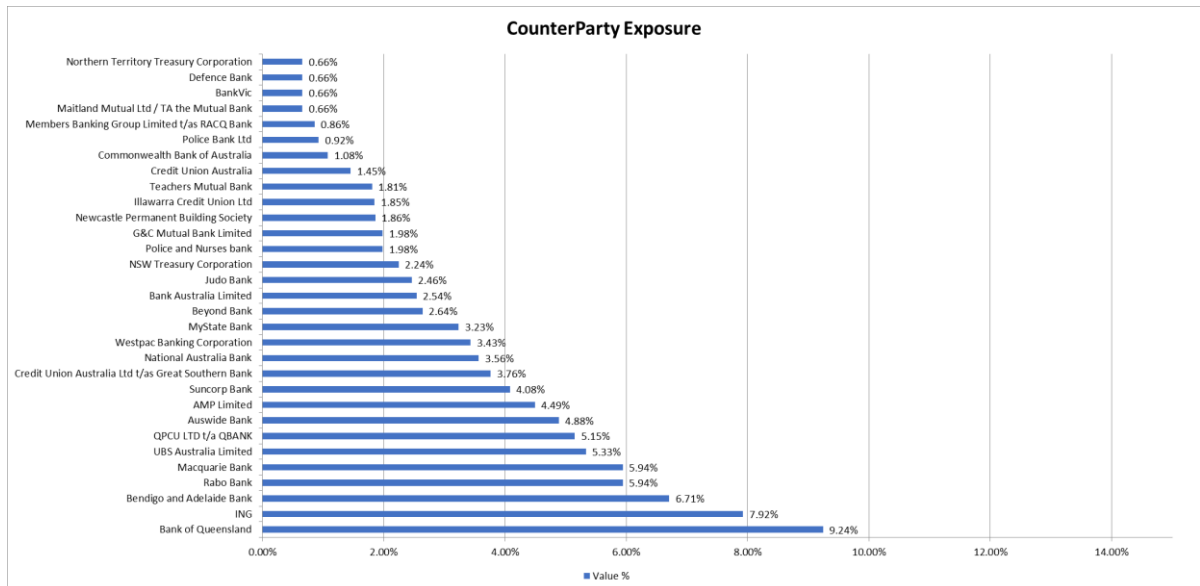
Term	% of portfolio *	Policy Limit	
Cash At Call	0.22%		
Less than 1 year	55.43%	100%	✓
Between 1 and 3 years	39.39%	70%	✓
Between 3 and 5 years	4.96%	40%	✓
Over 5 years	0.0%	5%	✓
	100%		

*Based on face value

- ✓ compliant
- × non-compliant

Graph 1 – Counter Party Exposure

Exposure to counterparties is restricted by their rating as per Council's Policy, so that single entity exposure is limited. Graph 1 shows Council's counter party exposure as at 31 December 2024.



Stakeholder Engagement

Nil.

Financial Considerations

Financial Year (FY) Implications.

The proposal has revenue financial implications for the current FY only.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes the impact for this proposal.

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

Cash that is surplus to Council's immediate requirements is invested within acceptable risk parameters to optimise interest income while ensuring the security of these funds.

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.

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

All of Council's investments were within Policy guidelines as at 31 December 2024.

Critical Dates or Timeframes

Nil.

Attachments

1	Summary of Investments as at 31 December 2024	Provided Under Separate Cover	D16604346
2	Summary of Restrictions as at 31 December 2024	Provided Under Separate Cover	D16607257
3	Portfolio Valuation Report as at 31 December 2024	Provided Under Separate Cover	D16604342



Item No: 2.4
Title: Monthly Investment Report January 2025
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16659463
Author: Michelle Best, Section Manager Financial Accounting and Assets
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1 Notes the Investment Report for January 2025.**
- 2 Notes that the January 2025 unrestricted funds deficit in the Drainage Fund is offset by the unrestricted funds available in the General Fund.**

Report purpose

To present the monthly Investment Report for January 2025.

Executive Summary

This report provides details of Council's investment portfolio and performance as at 31 January 2025

Background

Clause 212 of the Local Government (General) Regulations 2021 stipulates:

- (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*

2.4 Monthly Investment Report January 2025 (cont'd)

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.

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

Report

Council's cash and investment portfolio totaled \$844.98M as at 31 January 2025. A listing of investments is attached as (Attachment 1) to this report.

Council continues to look for Environmental, Social and Green (ESG) investment opportunities subject to prevailing investment guidelines. ESG investments are highlighted green in (Attachment 1).

As at 31 January 2025 Council's ESG investments comprised 2.20% or \$17M of the total investments portfolio.

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

Type	Carrying Value (\$'000)
Investment Portfolio:	
At Call Account	\$5,015
Term Deposits	\$285,000
Floating Rate Notes	\$416,150
Fixed Rate Bonds	\$64,630
Floating Bonds	\$5,000
Transactional accounts and cash in hand	\$69,181
Total	\$844,976

Table 2 - Council's Portfolio by Fund

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

Fund	General Fund (\$'000)	Drainage Fund (\$'000)	General Fund Consolidated with Drainage Fund (\$'000)	Domestic Waste Fund (\$'000)	Water and Sewer Fund (\$'000)
External Restricted Cash	227,195	40,052	267,247	120,580	230,001
Internal Restricted Cash	147,027	19	147,046		
Total Restricted Cash	374,222	40,071	414,293	120,580	230,001
Unrestricted Cash	115,289	(35,186)	80,103		
Total Cash	489,511	4,885	494,396	120,580	230,001

Detailed restrictions have been provided in (Attachment 2). It is noted that the amount shown for each respective fund above may be reflected over various restrictions listed in (Attachment 2). The balances above will increase and decrease during each financial year as revenues are received and expenditures occur.

Council continues to set aside funds to enable extinguishment of the remaining emergency loan in November 2025, restricting \$1.4M each month for this purpose.

2.4 Monthly Investment Report January 2025 (cont'd)

Council is continuing to manage the negative unrestricted funds balance in the Drainage Fund through its consolidation with the General Fund. The negative unrestricted funds balance in the Drainage Fund is currently \$35.19M. From 2026-27 the Drainage Fund will become part of Council's General Fund as IPART will no longer regulate Stormwater Drainage prices.

In the interim, the unrestricted funds deficit of \$35.19M in the Drainage Fund is proposed to be offset through the General Fund's available unrestricted cash balance.

Portfolio Management

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

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.

Table 3 – Portfolio Movement (Investments only)

	2024-25 YTD Actuals (\$'000)
Opening Balance	704,398
Net Movement	71,397
Closing balance	775,795

Net movement includes maturities and new investments.

Refer to Portfolio Valuation Report in (Attachment 3) for more information.

Table 4 - Investment Maturities

Time Horizon	Percentage Holdings	Maturity on or before	Value \$'000
At Call	0.65%	Immediate	5,015
Investments			
0 - 3 months	12.50%	Apr-2025	97,000
4 - 6 months	16.56%	Jul-2025	128,500
7 - 12 months	26.34%	Jan-2026	204,380
1 - 2 years	27.09%	Jan-2027	210,200
2 - 3 years	11.36%	Jan-2028	88,100
3 - 4 years	4.85%	Jan-2029	37,600
4 - 5 years	0.64%	Jan-2030	5,000
Total Investments	99.35%		770,780
Total Portfolio	100.00%		775,795

Portfolio Performance

The Reserve Bank of Australia (RBA) maintained the cash rate at 4.35% at its meeting in December 2024 and did not meet in January 2025.

Investments are made within Council policy and at the best rates available at the time of placement. Interest rates on investments in the month, ranged from 1.20% to 6.40%.

A comparison of the weighted running yield to key indicators is shown below:

Table 5 – Investment returns

	Weighted running yield	RBA Cash Rate	BBSW benchmark
January 2025	5.02%	4.35%	4.31%

Table 6 – Performance Statistics

	1 Month	3 Month	12 Month	Since Inception
Portfolio Return ¹	0.45%	1.29%	5.53%	2.58%
Performance Index ²	0.38%	1.12%	4.48%	2.30%
Excess Performance	0.07%	0.17%	1.05%	0.28%

¹ Portfolio performance is the rate of return of the portfolio over the specified period.

² The Performance index is the Bloomberg AusBond Bank Bill Index.

³ Excess performance is the rate of return of the portfolio in excess of the Performance Index.

Table 7 – Policy Compliance – Credit Rating

Credit Rating Group	% of portfolio	Policy Limit	
BBB	44.11%	60.0%	✓
A	40.76%	70.0%	✓
AA	15.13%	100.0%	✓
AAA	0.0%	100.0%	✓
	100%		

**Based on face value and Long-Term Rating of Institutions*

Table 8 – Policy Compliance – Terms

Term	% of portfolio *	Policy Limit	
Cash At Call	0.65%		
Less than 1 year	55.41%	100%	✓
Between 1 and 3 years	38.88%	70%	✓
Between 3 and 5 years	5.06%	40%	✓
Over 5 years	0.0%	5%	✓
	100%		

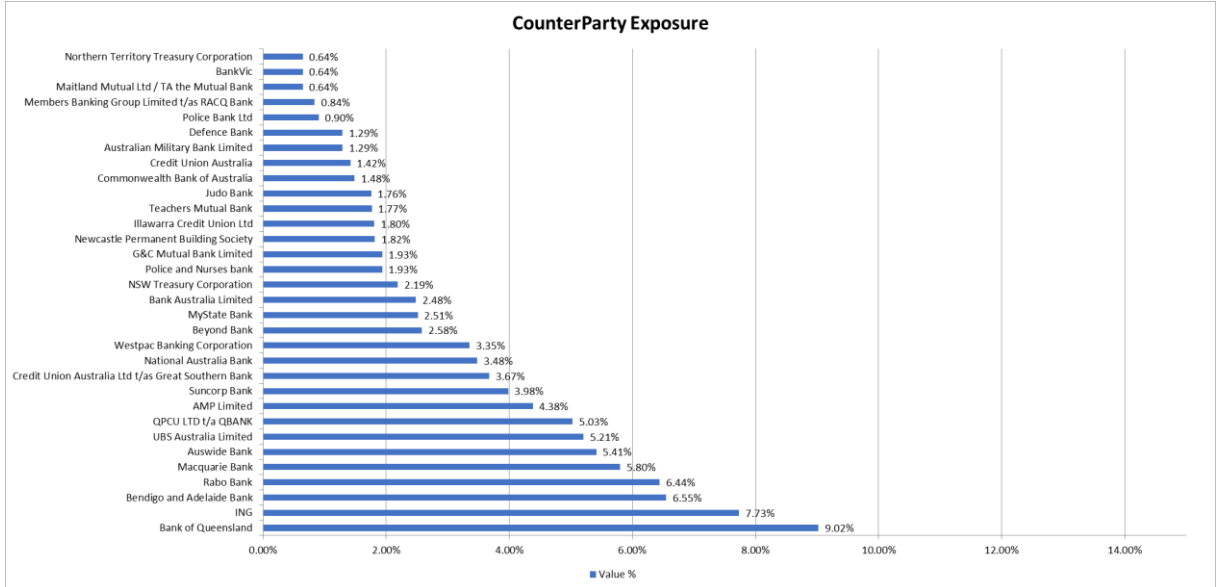
**Based on face value*

✓ compliant

× non-compliant

Graph 1 – Counter Party Exposure

Exposure to counterparties will be restricted by their rating as per Council’s Policy, so that single entity exposure is limited. Graph 1 shows Council's counter party exposure as at 31 January 2025.



Stakeholder Engagement

Nil.

Financial Considerations

Financial Year (FY) Implications.

The proposal has revenue financial implications for the current FY only.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes the impact for this proposal.

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

Cash that is surplus to Council's immediate requirements is invested within acceptable risk parameters to optimise interest income while ensuring the security of these funds.

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.

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

All of Council's investments were within Policy guidelines as at 31 January 2025.

Critical Dates or Timeframes

Nil.

Attachments

1	Summary of Investments as at 31 January 2025	Provided Under Separate Cover	D16639028
2	Summary of Restrictions as at 31 January 2025	Provided Under Separate Cover	D16639252
3	Portfolio Valuation Report as at 31 January 2025	Provided Under Separate Cover	D16639310



Item No: 2.5
Title: December 2024 (Q2) Quarterly Operational Plan and Budget Review
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2024/00101 - D16634080
Author: Garry Teesson, Section Manager Financial Planning and Business Support
Sharon McLaren, Section Manager Corporate Planning and Reporting
Vivienne Louie, Senior Financial Project Coordinator Finance
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1 Adopts the December 2024 (Q2) Quarterly Operational Plan and Budget Review, including the proposed amendments and additions to the Operational Plan actions and indicators as outlined in this report and Attachments to this report.***
- 2 Adopts the changes to the 2024-25 capital works program (Attachment 3) and notes the impact of these changes on the indicative program in the outer years.***
- 3 Notes that the proposed 2024-25 Operational Plan and Full Year Budget changes have an impact on Council's adopted Long Term Financial Plan, but maintain an appropriate operating surplus in the General Fund over the 10 years of the Plan.***

Report purpose

To report on Central Coast Council's performance as measured against the organisation's Operational Plan for 2024-25 financial year. The 'Q2 Business Report' (Attachments 1 and 2) covers the progress on the Delivery Program and Operational Plan activities, and financial performance for the period 1 July 2024 to 31 December 2024. It also provides Council's financial performance and financial position for:

- The second quarter (Q2) of the 2024-25 financial year; and
- The resulting financial position including proposed Budget variations.

Executive Summary

Operational Plan Progress

Overall performance against the 162 Operational Plan actions and indicators at the end of Q2 shows:

- 5 are Completed;
- 90 are On Track for delivery by the end of the financial year;
- 8 are Delayed;
- 1 is Scheduled; and
- 2 have been closed.

Financial Performance

Council is required to review its progress in achieving the financial objectives set out in its Operational Plan within two (2) months of the end of each quarter.

The Responsible Accounting Officer has revised Council's income and expenditure for the 2024-25 financial year and recommends revising estimates in line with Council's financial performance as at the end of December 2024, and as projected for the remainder of the financial year.

The 'Q2 Business Report' (Attachment 2) recommends Budget adjustments that result in an improved projected operating result for the 2024-25 financial year, on a consolidated basis.

The proposed Q2 adjustments will move the 2024-25 budgeted operating surplus (excluding capital grants and contributions) from \$17.3M (\$10.7M original budget) to a budgeted operating surplus of \$19.1M, on a consolidated basis. Including capital grants and contributions, the budgeted operating surplus will move from \$122.7M (\$120.3M Original budget) to a \$146.9M surplus. These amounts are based on the amortisation of rates and annual charges income across the financial year, consistent with Council's monthly reporting. Council's monthly reports are prepared on this basis to assist Council and management in monitoring the organisation's performance across the year.

As the Local Government Code of Accounting Practice and Financial Reporting requires Council to recognise the full year rates and waste management annual charges when levied in July each year, the results on this basis are included in Attachment 2 to this report.

The proposed Q2 capital expenditure budget adjustment is a reduction of \$12.5M, which will result in a revised 2024-25 full year capital works program of \$304.1M.

More information and details of progress and financial performance are provided in the 'Q2 Business Report', in the Quarterly Budget Review Statement section (Attachment 2).

2.5 December 2024 (Q2) Quarterly Operational Plan and Budget Review (cont'd)

Background

As required under the Integrated Planning and Reporting Framework, Council must report on progress with respect to its actions and targets against the objectives of the Delivery Program and Operational Plan, at least every six (6) months.

Clause 203 of the 'Local Government (General) Regulation 2021' requires that no later than two (2) months after the end of each quarter (except the June quarter), the Responsible Accounting Officer of Council must prepare and submit to Council a Quarterly Budget Review Statement (QBRS) that shows a revised estimate of the income and expenditure for that year.

This QBRS is presented in the necessary format (Attachments 1 and 2) and meets relevant legislative requirements.

Report

Operational Plan Actions and Indicators

The table below is a summary of the overall progress on the actions and indicators for Q2. The information contained in (Attachment 1) includes specific details of progress.


Theme:	Belonging	Smart	Green	Responsible	Liveable	Total
Completed	0	1	0	2	2	5
On Track	20	8	13	31	18	90
Delayed	0	0	0	7	1	8
Scheduled	0	0	0	0	1	1
On Hold	0	0	0	0	0	0
Closed	0	0	0	1	1	2
Total	20	9	13	41	23	106

Financial Performance

As at the end of Q2 Council has a consolidated net operating surplus of \$19.4M, before capital income, which is favourable to budget by \$15.7M and a net operating surplus including capital income of \$81.9M, which is favourable to budget by \$54.3M. These results reflect the amortisation of annual rates and charges. Variance detail analysis is included in the Monthly Finance Report December 2024 included as a separate report in this business paper.

2.5 December 2024 (Q2) Quarterly Operational Plan and Budget Review (cont'd)

Table 1 - Consolidated Operating Statement December 2024

Consolidated									
Operating Statement									
December 2024									
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)	Proposed Changes	Proposed Budget After
	\$'000	\$'000		\$'000	\$'000	\$'000	%	Q2 \$'000	Q2 \$'000
Operating Income									
Rates and Annual Charges	421,528	460,606	461,704	229,431	228,944	(487)	0%	27	461,731
User Charges and Fees	169,410	170,284	171,739	70,693	74,733	4,041	6%	5,125	176,864
Other Revenue	24,155	15,532	16,696	5,049	6,364	1,315	26%	1,014	17,710
Interest	38,249	26,022	26,790	11,603	14,343	2,740	24%	2,135	28,926
Grants and Contributions	52,810	44,668	51,656	14,001	14,878	877	6%	291	51,947
Gain on Disposal	3,084	-	265	265	590	325	122%	325	590
Other Income	10,306	10,462	10,585	5,318	5,783	465	9%	134	10,719
Internal Revenue	57,120	56,950	56,848	27,010	29,254	2,244	8%	10,094	66,743
Total Income attributable to Operations	776,662	784,524	796,083	363,369	374,890	11,520	3%	19,145	815,229
Operating Expenses									
Employee Costs	194,560	217,710	218,564	104,640	101,066	3,574	3%	217	218,781
Borrowing Costs	12,466	12,010	11,119	3,855	3,859	(4)	0%	1,545	12,664
Materials and Services	229,244	245,138	249,418	109,076	104,692	4,384	4%	(5,094)	244,324
Depreciation and Amortisation	197,293	202,942	204,068	102,685	103,293	(608)	1%	6,157	210,225
Other Expenses	43,096	47,217	46,743	16,288	16,996	(708)	4%	4,283	51,026
Loss on Disposal	11,911	-	-	-	1,176	(1,176)	100%	1,446	1,446
Internal Expenses	49,488	48,807	48,889	23,135	24,416	(1,281)	6%	8,774	57,663
Overheads	(0)	-	-	(0)	0	(0)	100%	-	-
Total Expenses attributable to Operations	738,060	773,823	778,800	359,680	355,499	4,181	1%	17,328	796,128
Operating Result after Overheads and before Capital Amounts	38,602	10,701	17,284	3,690	19,391	15,702	426%	1,817	19,101
Capital Grants	63,325	85,684	80,767	11,253	19,348	8,095	72%	(8,726)	72,042
Capital Contributions	43,842	23,908	24,684	12,587	43,111	30,525	243%	31,048	55,733
Grants and Contributions Capital Received	107,167	109,592	105,452	23,839	62,460	38,620	162%	22,323	127,774
Net Operating Result	145,769	120,293	122,735	27,529	81,851	54,322	197%	24,140	146,875

NB: Figures are subject to rounding.

It is noted that as part of the Q2 Budget review process, the phasing of planned income and expenditure has been reviewed to ensure changes to projections required to reflect Budget trend are captured in a timely manner.

As at Q2, Council's overall performance was better than Budget as financial discipline continues to be applied to all expenditure and trends are monitored. Actual financial performance as at the end of 2023-24 financial year has been considered when revising projections as part of the Q2 quarterly budget review process.

Capital Works

Actual Q2 YTD capital expenditure is \$124.9M against the Q2 YTD budget of \$132.1M and a 2024-25 FY budget of \$316.5M.

Financial Performance Benchmarks

Below is a summary of Council's performance, against the main financial performance benchmarks set by the Office of Local Government.

2.5 December 2024 (Q2) Quarterly Operational Plan and Budget Review (cont'd)

Table 2 – Financial Performance Benchmarks - December 2024

Financial Performance Ratio	Industry Benchmark	Full year Forecast	Ratio – YTD Actuals	
Operating Performance Ratio	> 0%	1.47%	5.6%	✓
Own Source operating Revenue Ratio	> 60%	81.57%	80.9%	✓
Unrestricted Current Ratio	> 1.5x	2.57x	4.6x	✓
Cash Expense Cover Ratio	> 3 months	3.44 months	4.1 months	✓
Buildings and Infrastructure Renewals Ratio	100%	138%	124.9%	
Infrastructure Maintenance Ratio	100%	n/a	46%	

As at the end of the December 2024, on a consolidated basis, Council exceeded the mandated benchmark for the operating performance ratio, achieving 5.6%.

Council has also performed favourably against the unrestricted current ratio, achieving 4.6x against a benchmark of > 1.5x. This ratio considers all current assets and liabilities, including cash.

Council maintained positive performance regarding the cash expense cover. Council is in a strong liquidity position.

The infrastructure ratios are monitored each month and are based on a point in time. The Infrastructure Renewal Ratio is based on the actual renewal expenditure as at the end of the reporting period, compared to the depreciation over the same period. The Asset Maintenance Ratio is calculated based on actual maintenance as at the end of the reporting period compared to the required maintenance estimated over the same reporting period. Annual performance in regard to these ratios is included in the Special Schedules in the annual Financial Statements, noting that the infrastructure section within the Schedules does not form part of the NSW Audit Office audit.

Council is currently renewing its assets at a faster rate than the annual depreciation, therefore exceeding the 100% renewal benchmark. This reflects Council's focus on addressing the backlog of assets in less than satisfactory condition. Further, when assessing the most cost-effective intervention, a renewal approach may be chosen over a maintenance approach. This results in increased renewal and reduces reactive maintenance, and consequently a temporary lower than benchmark asset maintenance ratio.

After the Q2 proposed budget adjustments the Operating Performance Ratio and the Buildings and Infrastructure Renewals Ratio remain above benchmark at 2.6% and 148% respectively.

2.5 December 2024 (Q2) Quarterly Operational Plan and Budget Review (cont'd)

Restricted Funds

A summary of restricted and unrestricted funds is as follows:

Fund	General Fund	Drainage Fund	General Fund Consolidated with Drainage Fund	Domestic Waste Fund	Water and Sewer Fund
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)
External Restricted Cash	227,226	40,012	267,238	124,198	211,198
Internal Restricted Cash	144,437	19	144,456		
Total Restricted Cash	371,663	40,031	411,694	124,198	211,198
Unrestricted Cash	116,119	(35,054)	81,065		
Total Cash	487,782	4,977	492,759	124,198	211,198

Proposed Q2 Review Changes to Operational Plan Actions and Budget

Operational Plan Amendments

The following amendments are proposed for inclusion from Q3 onwards and do not have a financial impact.

Original Action / Indicator	Original Target / Timeline	Amended Action / Indicator	Amended Target / Timeline	Responsible Unit	Reason for Amendment
DP_133 Develop and implement Proactive Public Health Inspection Program (includes hairdressers, skin penetration, public swimming pools and caravan parks)	Minimum of 75% (i.e. 428) high risk of public health inspections completed by 30 June 2025	No change	Minimum of 75% high risk of public health inspections completed by 30 June 2025	Environmental Compliance Services	Following a data cleanse of the business register the number of high risk businesses has decreased slightly and is recommended that the number is removed with the target remaining as 75%.
DP_531 Develop and implement Proactive Food Inspection Program	Minimum of 75% (i.e. 1,132) of high and medium risk food shop inspections completed by 30 June 2025	No change	Minimum of 75% of high and medium risk food shop inspections completed by 30 June 2025	Environmental Compliance Services	Following a review of the Food Authority risk matrix, the number of business types across the Local Government Area that are classified as high and

2.5 December 2024 (Q2) Quarterly Operational Plan and Budget Review (cont'd)

Original Action / Indicator	Original Target / Timeline	Amended Action / Indicator	Amended Target / Timeline	Responsible Unit	Reason for Amendment
					medium risk has changed and is recommended that the number is removed with the target remaining at 75%.
DP_037 Implementation of the Airport Masterplan	Year one actions implemented by 30 June 2025	Report to Council on the proposed Draft Airport Masterplan	Present proposed Draft Airport Masterplan to Council by 30 June 2025	Economic Development and Property	Preparation of the Masterplan continues and is scheduled to be presented at the February Council meeting. The focus will be to achieve exhibition and consideration of its adoption.

The following is proposed for inclusion from Q3 onwards and does not have a financial impact.

New Action / Indicator	New Target / Timeline	Responsible Unit	Reason for Amendment
DP_668 Provide a range of coordinated projects, services and place-making activities to increase activation and improve the visitor experience of The Entrance, Wyong, Gosford, Toukley and other Town Centres	30 coordinated projects, services and place-making activities delivered within Town Centres including The Entrance, Wyong, Gosford, Toukley and other Town Centres	Community and Culture	This addition is to combine the five Town Centre actions DP_048, DP_049, DP_50, DP_051, DP_052 into one consolidated action. While there is town centre work that is specific to the town centres there is also a large amount that is similar. The town centres work will not be reduced and will still be undertaken in accordance with schedules, it is only proposed to combine these actions for ease of monitoring and reporting.

Proposed Budget Adjustments

Council's financial focus continues to be on maintaining expenditure, raising additional income, monitoring incoming cash flow, performing cashflow forecasts and ensuring a more sustainable cash preservation. Details on the proposed budget adjustments are provided in (Attachment 2).

2.5 December 2024 (Q2) Quarterly Operational Plan and Budget Review (cont'd)

Capital Works Program

Actual Q2 YTD capital expenditure is \$124.9M against the Q2 YTD budget of \$132.1M. A reduction of \$12.5M is proposed as part of this Q2 review.

Changes to the published 4-year capital works program are summarised in the Table below with details of all capital works budget changes included in (Attachment 3).

Q2 Change Type	2024-25 Q2 Change \$'000	2025-26 Financial Year \$'000	2026-27 Financial Year \$'000	2027-28 Financial Year \$'000
Change in budget due to scope change	12,148	(482)	411	
Change in budget due to tender / quote / completion	2,045	(2,453)	1,750	1,100
Change in timing of project	(29,360)	19,619	12,167	(2,425)
New Project - Other External Funding Sources	42			
New Project - No External Funding Sources	1,242			
Pending Grant Approved	2,582			
Project cancelled or placed on hold	(1,161)			
Grand Total	(12,463)	16,684	14,328	(1,325)

NB: Figures are subject to rounding.

Stakeholder Engagement

Amendments to the 2024-25 Full Year Budget as outlined in this report, will be referred to the Audit Risk and Improvement Committee for review and feedback. Subject to the feedback of the Committee, this report and Attachments to the report will be forwarded to the Deputy Secretary for Local Government, in line with reporting requirements under the Performance Improvement Order, and for their concurrence.

Financial Considerations

Financial Year (FY) Implications

The proposal has cost and revenue financial implications for the current FY and outer years in the LTFP.

The proposed Q2 adjustments will move the 2024-25 budgeted operating surplus (excluding capital grants and contributions) from \$17.3M (\$10.7M original budget) to a budgeted operating surplus of \$19.1M, on a consolidated basis. Including capital grants and contribution, the budgeted operating surplus will move from \$122.7M (\$120.3M Original budget) to a \$146.9M surplus.

The proposed Q2 capital expenditure budget adjustment is a reduction of \$12.5M, which will result in a revised 2024-25 full year capital works program of \$304.1M.

2.5 December 2024 (Q2) Quarterly Operational Plan and Budget Review (cont'd)

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal and the LTFP includes funding for the ongoing impact.

When the LTFP is updated to reflect the proposed Q2 changes, Council's consolidated operating result deteriorates by in the order of \$5M in 2025-26 and each year thereafter, largely due to increased depreciation. This results in an ongoing reduction in Council's operating result before capital income leading to operating deficits from 2030-31 of \$0.8M to \$1.7M in 2033-34.

In Council's General Fund (including drainage fund from 2026-27), there is an overall improvement in the operating result of \$0.2M in 2025-26, followed by a deterioration in the following 4 years. Overall, for the 10 years in the current LTFP Council's General Fund maintains an operating surplus over \$5.0M per year. Whilst there is an increase in depreciation in the General Fund, this increase is offset by increased income and increased overheads charged to other Funds.

More information is provided in the 'Q2 Business Report' (Attachment 2).

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




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

Critical Dates or Timeframes

Sub-clause 203(1) of the *Local Government (General) Regulation 2021* requires a Council's Responsible Accounting Officer to prepare and submit a Quarterly Budget Review Statement to Council within two months of the end of each quarter (excluding June). For Q2 this is due by 28 February 2025.

**2.5 December 2024 (Q2) Quarterly Operational Plan and Budget Review
(cont'd)**

Attachments

1	2024-25 Q2 Business Report - Operational Plan	Provided Under	D16644594
	Progress	Separate Cover	
2	2024-25 Q2 Budget Review Statement	Provided Under	D16649415
		Separate Cover	
3	2024-25 Q2 updated - Four Year Works	Provided Under	D16647828
	Program 2024-25 to 2027-28	Separate Cover	

Item No: 2.6
Title: Central Coast Airport Master Plan for Adoption
Department: Environment and Planning



25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16645933
Author: Breelle Varman, Senior Property Development Manager
Manager: Bill Ignatiadis, Unit Manager Economic Development and Property
Executive: Jamie Loader, Director Environment and Planning

Recommendation

That Council:

- 1 Notes the resolutions of Council of 565/16; 566/16; 567/16; 35/17; 36/17; 37/17; 38/17; 39/17; 40/17; 41/17; 757/17; 759/17; 760/17; 762/17; 763/17; 1248/18; 1249/18; 837/20; 130/21 in relation to this matter and formally rescind those decisions and now resolve the following;***
- 2 Adopts the Airport Master Plan Strategic Document***
- 3 Authorises the project team to complete implementation actions of the Master Plan from 1 to 14 proceeding to Gateway 1 of the Airport Master Plan Strategic Document and;***
- 4 Seeks a report back to Council at the completion of Gateway 1 for determination of next steps.***

Report purpose

To present the final Central Coast Airport Master Plan for the consideration of Council.

Executive Summary

The Central Coast Airport Master Plan outlines a transformative vision to position the Airport as a leading general aviation hub. By addressing previous challenges and driving meaningful progress, the Master Plan aims to enhance the regional infrastructure and foster economic growth.

Key benefits of the project include:

- **Environmental Protection:** The Central Coast Airport Master Plan ensures the protection of the Porters Creek Wetland and surrounding areas of high ecological value through a Biodiversity Stewardship Agreement (BSA), the highest level of environmental protection available in New South Wales.
- **Improved Emergency Services:** Relocation of emergency services from Arizona Road, Charmhaven, to the Airport site, strategically positioned to better serve the local community and improve accessibility.
- **Aviation Education:** Establishment of a Bachelor of Aviation program, offering up to 90 student placements annually in partnership with the University of Newcastle, contributing to workforce development in the aviation sector.
- **Economic Growth:** Unlocking airside commercial land for ground leases to develop an aviation business park. This initiative will generate new employment opportunities and stimulate the local economy.

The progression of the Master Plan through the 14 implementation actions will provide clear direction for the future of the Central Coast Airport. By following this robust process, the Master Plan ensures accountability and aligns with the recommendations of the Warnervale Airport (Restrictions) Act Repeal, offering Council well-informed options at Gateway 1 to make sound financial decisions regarding the Airport's future.

Background

The Warnervale Airport (Restrictions) Act (WAR Act) commenced 1 June 1997 and on Tuesday 16 February 2021, the NSW Parliament voted to repeal the WAR Act.

As part of the 2020 Independent review, initiated in late 2019 by the Minister for Planning and Public Spaces, in partnership with Central Coast Council which led to the repeal process, the NSW Government accepted the review's 3 (three) recommendations that:

1. The Act be repealed as soon as possible, but if there was a delay, the airport flight restrictions should be removed immediately.
2. Central Coast Council develop and adopt a clear framework to govern the airport's future management.
3. Central Coast Council undertake works to reduce the height of trees to the north of the runway that are causing safety concerns.

The *Review of the Warnervale Airport (Restrictions) Act 1996 Final April 2020* Report by Abigail Goldberg and Peter Fiegehen noted the following review recommendations pertaining to Council as Airport Operator and Owner:

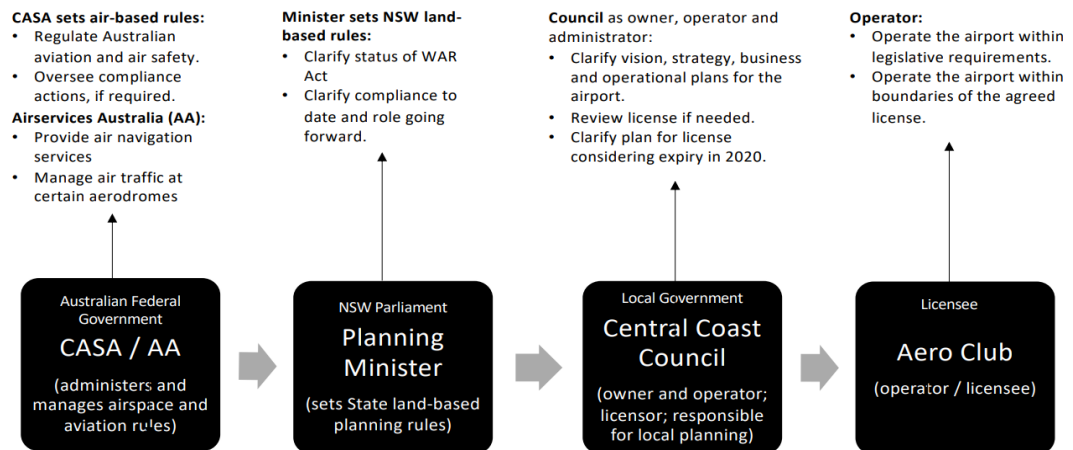
2.0 Ensure community confidence

Steps should be taken to improve community and stakeholder clarity and certainty. Recommendations in this regard are outlined below.

2.1 Clarify governance

The range of agencies who oversee aviation safety and operations as well as planning, amenity and environmental matters should be clarified for the community and other stakeholders as it is potentially confusing, and currently not explained. The Reviewers have identified this hierarchy of governance, and responsibilities of each organisation, to be as illustrated below.

Hierarchy of governance



2.2 Clarify legislative hierarchy of statutory protections

The range of statues that govern aviation safety and operations as well as planning, amenity and environmental matters should be clarified for the community and other stakeholders as it is potentially confusing, and currently not publicly explained in relation to the airport.

2.3 Clarify the process required for any change of use and development application

The process for any change of use and development application should be clarified in relation to the airport and clearly communicated for the community and stakeholders. As Council has not followed this process in the past, they should also be reminded of procedural requirements, noting that these are set out in the EP&A Act 1979, and that thorough assessment of environmental and social factors is an essential prerequisite of any except the most minor of applications. Additionally, there are Aviation Procedural Requirements, informed by the Civil Aviation Safety Authority, in relation to any changes that affect airport governance and flying in the Australian National Airspace System, which would need to be addressed. In this regard, the inherent limitations of the site should be highlighted for all stakeholders, noting that many stakeholders are still of the impression that expansion of the airport is feasible when it is in actuality highly constrained by both its physical characteristics and legislative requirements. The community, stakeholders, and Council should also be updated regarding changes to the Environmental Planning and Assessment Act 1979 requiring

applications to be determined by independent State, Regional or Local Planning Panels (depending on the scale and value of the application).

2.4 Council to clarify its position

The Review Team considers that the root cause of much community uncertainty is historic ideas put forward by Council and individual Councillors. Moreover, the Review Team observes that Council does not have a current, endorsed, publicly stated position with regard to the airport.

Council meetings regarding the repeal of the WAR Act and the resulting Airport Master Plan were first initiated at the Ordinary Meeting of Council on 10 August 2020, following a Notice of Motion – WAR Act Repeal and declassification of airport contract damages. This motion led to the resolutions **836/20** and **837/20**. Subsequently, on 13 April 2021, Council resolved to proceed with the development of the Airport Master Plan (Resolution **103/21**).

Following these initial resolutions, additional resolutions were passed as part of the Master Plan process, including resolutions **144/22**, **225/23**, **95/24**, **96/24**, and **97/24**. These resolutions addressed key components such as the engagement of an appropriate consultant for the Biodiversity Stewardship Agreement (BSA).

Council Resolution **225/23** related to Council endorsing the Draft Master Plan to be placed on public exhibition for no less than 60 days. The outcomes of the exhibition were reported back to Council and can also be viewed on Page 25 of the Master Plan. Resolutions **95/24**, **96/24** and **97/24** resolved to make amendments to the Master Plan based on feedback received during community consultation. Council further instructed the projects team to amend and finalise the draft Central Coast Airport Masterplan and report back to Council for consideration of adoption.

For ease of reference, the details of all relevant resolutions are provided in (Attachment 1).

This report now presents the final version of the Central Coast Airport Master Plan for adoption.

Report

Council initiated the development of the Central Coast Airport Master Plan with the support of professional consultants who possess expertise across various fields. Following the public exhibition period in December 2023, the Draft Central Coast Airport Master Plan was reviewed and, where necessary, revised. The updated version, which is now attached to this report, is presented for Council's consideration.

The Airport Master Plan document directly addresses the recommendations from the repeal of the Warnervale Airport (Restrictions) Act (WAR Act), specifically actions 2.0 to 2.4, through four (4) key components:



Each component of the Master Plan outlines the requirements set forth in the repeal actions:

- **Recommendations 2.1 and 2.2:** These actions seek to clarify governance regarding the oversight of aviation safety, operations, planning, amenity, and environmental matters, along with the legislative hierarchy of statutory protections. These issues are addressed on **pages 22 and 23** of the Master Plan.
- **Recommendation 2.3:** This recommendation pertains to the development approval pathways for works at the Airport. On **page 47**, the Master Plan outlines the approval process in line with State Planning legislation. Specifically, the Airport is proposed to be rezoned to Infrastructure SP2, allowing for the planned upgrades to proceed under a Part 5 Approval Pathway under the *Environmental Planning and Assessment Act 1979*.
- **Recommendation 2.4:** This recommendation asks Council to clarify its position on the future of the Airport. The Master Plan provides this clarification on **page 30**, outlining the vision and strategy that reflects both community feedback and fiscal responsibility. The Master Plan balances community well-being with economic growth in the following ways:
 - **Environmental Protection:** The protection of Porters Creek Wetland is ensured through a Biodiversity Stewardship Agreement (BSA), along with the subdivision and zoning of key ecological areas for conservation purposes, ensuring protection in perpetuity.

- **Community Development:** The Master Plan supports several community-led initiatives, including the establishment of a University and TAFE education pathway, as well as the relocation of the Rural Fire Service and Emergency Operations Control Centre. These initiatives will enhance local services and provide substantial community benefit.
- **Economic Growth:** Ground leases have been structured to minimise financial risk for Council, enabling the development of previously constrained land. This initiative will allow local businesses to create new job opportunities and stimulate economic growth in the region.

The 'Background' section of this report outlines the relevant Council resolutions regarding the Central Coast Airport. Most of these resolutions are addressed through the strategic components of the Airport Master Plan. However, one specific resolution, **Resolution 103/21 (5)**, is not directly addressed in the Master Plan and is explained below for clarity:

That Council authorise the Chief Executive Officer to explore inclusion of 4 and 10 Warren Road, Warnervale and 140 Sparks Road, Warnervale into the draft Airport Masterplan and to suspend the sales of these land parcels until the Airport Masterplan is finalised.

The properties at **4 and 10 Warren Road, Warnervale** have been assessed for inclusion in the Master Plan. These lots have significant ecological value and are proposed to be included in the Biodiversity Stewardship Agreement (BSA). They are recommended for downzoning to **Environmental Conservation (C2)**, ensuring their protection in perpetuity. As such, these properties will not be sold.

Moreover, the WAR Act Repeal recommendations, 2.0 and 2.1, request for Council to ensure community confidence and clarify governance. To further ensure effective and transparent management of the Airport's future, clear governance, and decision-making processes are critical to maintain community confidence and guide the Airport's ongoing development in an accountable manner. This repeal recommendation is addressed in two ways:

1. The Airport Master Plan document provides a clear strategy for the future of the Airport, including detailed implementation actions that align with Commonwealth aviation legislation. This will ensure transparency in operational management and decision-making.
2. To further clarify governance, Council proposes rescinding previous resolutions that are inconsistent, conflicting, or ambiguous in relation to the Master Plan. This will eliminate any uncertainty and prevent future conflicts, thus supporting the intent of the WAR Act repeal recommendations.

The Airport has a long and complicated history – marked by a series of inconsistent and conflicting resolutions. For the avoidance of doubt, the resolutions noted below are proposed to be rescinded:

Date of Council Meeting	Resolution to be Rescinded	Explanation and justification
23 November 2016	<p>565/16 That Council <u>resolve</u> to exercise the option to purchase the land known as Lots 211 and 212 DP 812718, which is currently owned and occupied by the Central Coast Aero Club, based on the terms set out in this report.</p> <p>566/16 That Council <u>authorise</u> the Chief Executive Officer to execute all necessary documentation relevant to the exercising of that option and exchange of contracts for the sale of the land.</p> <p>567/16 That Council <u>affix</u> the common seal to documents if required.</p>	<p>The Central Coast Aero Club (CCAC) and Council entered into a licence agreement into 31 March 2015, prior to this resolution. The agreement includes an option to purchase the freehold site, in clause 6. The licence agreement and the deadline for exercising the option was most recently extended to 30 June 2027.</p> <p>The Airport Masterplan does not propose the purchasing of the CCAC freehold site, as such this resolution is proposed to be rescinded.</p> <p>Additionally, 130/21 by necessary implication superseded 565/16, with an implied rescission. For more abundant caution 565-567/16 should be expressly rescinded.</p> <p>Please note - for more abundant caution notwithstanding the rescission of the above resolutions the Licence Agreement between CCC and CCAC dated 31 March 2015 as varied by Deed of Variation dated 12 June 2024 remains in force.</p>
24 January 2017	<p>35/17 That Council <u>acquire</u> the land known as Lot 8 DP 240709 ("the Land") by compulsory process in accordance with Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>36/17 That Council <u>make</u> an application to the Minister and Governor for approval to acquire the Land by compulsory process pursuant to the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>37/17 That Council <u>authorise</u> the Common Seal of the Council be affixed to the documents necessary to acquire the</p>	<p>Council under the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>, acquires a land parcel for a 'public purpose', under Clause 21; defined under the Act as 'public purpose means any purpose for which land may by law be acquired by compulsory process under this Act.'</p> <p>The Business Case by ACIL Allen evaluates the potential acquisition of</p>

	<p><i>Land (whether by agreement or compulsory acquisition), including but not limited to any transfer, contract and any document required to apply to the Minister and the Governor to proceed with the compulsory acquisition of the Land or part thereof.</i></p> <p>38/17 <i>That Council <u>authorise</u> the Chief Executive Officer to execute all documents necessary to acquire the Land (whether by agreement or compulsory acquisition), including but not limited to any transfer, contract and any document required to apply to the Minister and the Governor to proceed with the compulsory acquisition of the Land or part thereof.</i></p> <p>39/17 <i>That Council <u>resolve</u> that the Land be classified as Operational land for the purposes of the Local Government Act 1993, when that Land is acquired by Council.</i></p> <p>40/17 <i>That Council <u>advertise</u> the land classification proposal in accordance with s. 34 of the Local Government Act 1993.</i></p> <p>41/17 <i>That Council <u>resolve</u>, for the purposes of s. 11(3) of the Local Government Act 1993, that this report is to be treated and remain as confidential because that document contains information that would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposing to conduct) business.</i></p>	<p>lot 8 DP 240709 for investment and re-use as a lease.</p> <p>Therefore, the proposed future use for this particular site, in these circumstances as noted in the Business Case is for future development. The acquisition of the lot therefore is not in keeping with the mechanisms of <i>Land Acquisition (Just Terms Compensation) Act 1991</i>.</p>
27 November 2017	<p>757/17 <i>That Council not approve any development at the Warnervale Airport which is not consistent with the WAR Act (1996).</i></p> <p>759/17 <i>That Council not alter the position, length, width, thickness or strength of the current runway.</i></p>	<p>757/17 – Is no longer relevant, as the WAR Act has been Repealed.</p> <p>759/17 – The Airport runway is an uncoded runway and does not meet future demand or minimum requirements for emergency service operations. It is therefore, in conflict with the proposed Airport Master Plan outcomes with the intent to upgrade the runway to a Code 1B.</p>

	<p>760/17 <i>That Council immediately suspend all works, land acquisitions and expenditure on the Central Coast Airport, except where those works are required by law or the suspension of those works would put Council in breach of existing contractual obligations and/or expose Council to claims for damages or variation under any such contract.</i></p> <p>762/17 <i>That Council maintain the current site zoning, unaltered and not approve rezoning to SP2.</i></p> <p>763/17 <i>That Council permanently protect all of the Porters Creek wetland owned by Council and south of the current runway, from development for biodiversity, emergency drinking water supply and protection of the water quality into the Tuggerah Lakes Estuary.</i></p>	<p>760/17 – The Airport Master Plan provides the development pathways based on a planning proposal rezoning to ensure authorised works occur at the Airport. This resolution does not allow the future works to be undertaken by Council to develop the Airport in accordance with the implementation actions, as such it is no longer relevant.</p> <p>762/17 – The Master Plan proposes a rezoning of the Airport to SP2 Infrastructure to solidify the use of the Airport and provide clarity on development pathways. Therefore, this resolution conflicts with the Airport Master Plan.</p> <p>763/17 – This resolution is ambiguous to the mechanism of environmental protection and is in conflict with the operational management requirements of ensuring the Obstacle Limitation Surface (OLS) is free of tree obstructions in the flight circuit path to the south (runway 02). The Master Plan proposes the permanent protection of Porters Creek Wetland through a Biodiversity Stewardship Agreement (BSA), the highest level of protection currently available in NSW and defines the area to which this protection mechanism applies. Additionally, the southern portion of the runway is proposed to be excluded from the stewardship as a Tree Management area.</p>
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<p>10 December 2018</p>	<p>1248/18 That the Chief Executive Officer initiate a process to reclassify the public land in the Porters Creek Wetland (identified as the SEPP14 Wetland) that is classified as Operational Land to the classification of community land.</p> <p>1249/18 Engage a consultant with expertise in wetlands and their management to;</p> <p>a Initiate a Biodiversity Stewardship Agreement process</p> <p>b investigate a declaration of Porters Creek Wetland as a wetland of international importance (eg. Ramsar wetland)</p> <p>c liaise with NPWS and if appropriate, prepare a submission for declaration of Porters Creek wetland as a protected area under the National Parks and Wildlife Act</p> <p>d provide draft planning text to be included in an LEP and /or DCP to ensure that activities, including development, in the catchment do not negatively impact on the environmental values of Porters Creek - 22 Wetland</p> <p>e Consider any measures that would minimise current impacts from surrounding areas.</p>	<p>1248/18 – Reclassifying Porters Creek Wetlands to community land from operation land will result in a loss of credit generation under a BSA. It is therefore, not in the best interest or outcomes of the BSA to reclassify this land.</p> <p>1249/18 – A consultant was appointed to manage a BSA as per resolution 144/22. As a BSA is the highest form of protection currently available in NSW, this protection mechanism would not need a declaration into Ramsar, nor be protected area under National Parks and Wildlife Act, and other additional more appropriate protection mechanisms, such as the Wetland City accreditation may be explored in the future.</p> <p>Continually, the <i>State Environmental Planning Policy (SEPP), Coastal Resilience and Hazards (2021)</i> deals with development in Porters Creek Wetland. Therefore, an LEP and/or DCP is a duplicate planning process, that may cause confusion. In the event of a conflict the SEPP may prevail in all development circumstances making the DCP / LEP requirements unnecessary.</p>
<p>10 August 2020</p>	<p>837/20 That Council resolves as follows with regards to each of the Final Report's recommendations:</p> <p>a Recommendation 1 - Council notes that the NSW government has accepted this recommendation and implementation is the responsibility of the NSW Government.</p> <p>b Recommendation 2 – That Council clarifies its position as follows:</p>	<p>837/20 – Recommendation 2 states Council's position that the Airport is to remain a ALA. The Review of the WAR Act states; "2.4 Council to clarify its position in relation to the airport and its future use and operations, including by means of robust environmental, social, economic and technical assessments", The Airport Master Plan was resolved to be started in 103/21 (year 2021),</p>

	<p><i>i That Council reaffirms that the airport is classified and operates as an "Aircraft Landing Area (ALA)"</i></p> <p><i>ii That "Central Coast Airport" be officially renamed to "Warnervale Aircraft Landing Area (ALA)" to remove any doubt, with identifying signage and other materials to be amended by the end of October, 2020</i></p> <p><i>iii That the maximum length for any runway (existing or proposed) at the Warnervale ALA is 1200 metres, and no approval is provided by Council for any extension</i></p> <p><i>iv That maintenance works are permitted to continue current operations, however, no works are permitted to expand the operations of the ALA. (Noting that what constitutes 'maintenance' needs to be further defined at a Councillor workshop)</i></p> <p><i>v That Council actively seek to generate employment opportunities on lands adjacent to the landing strip with a focus on the following sectors: health, food, waste, renewable energy and manufacturing</i></p> <p><i>c Recommendation 3;</i></p> <p><i>i That Council note that while the Review recommendation confirms the risk assessed by staff in August 2019, Council is actively seeking to address this issue and is still required to act lawfully in managing the trees.</i></p> <p><i>ii That Council note the progress to date to implement the resolutions around the Obstacle Limitation Surface (OLS) risk as follows:</i></p> <ul style="list-style-type: none"> • <i>Council has completed an up-to-date survey and analysis of the OLS as per resolution 723/19.</i> • <i>The required environmental studies, as per resolution 724/19, were commenced in September 2019 with the environmental consultant now preparing their final report.</i> • <i>Once received, Council will provide a report to Council as per resolution 725/19.</i> 	<p>as such the position declared in this resolution has not been supported as per the recommendations of the Repeal review. A conflicting position is proposed in the Airport Master Plan <i>Role of the Airport</i> section, supported by robust technical assessments.</p> <p>Continually, expanded operations are proposed in the Airport Master Plan supported by a Business Case. <i>IV</i> restricts the future earning potential of the Airport, which is not in keeping with fiscally responsible outcomes.</p> <p>For <i>v</i>, ground leases are proposed in the Master Plan. These uses would need to be supported by a development application and need to be permissible under the zoning, E4. Restricting the future leases to certain outcomes without considering all permissible land uses under the zoning reduces the potential marketability of the Airport.</p> <p>For <i>c Recommendation 3</i>, the northern OLS tree trimming as per the NSW Government accepted repeal recommendations was completed in 2022, with High Voltage Power Pole undergrounding finalised by quarter 1 2025. Future OLS tree management is dealt with under the Master Plan implementation actions under the creation of an "operational management plan".</p>
27 April 2021	<p>130/21</p> <p>1. <i>That Council exercises its option to purchase Lots 211 and 212 DP 812718 at 25 Jack Grant, Warnervale and enters into a contract of sale with Central Coast Aero Club at a purchase</i></p>	<p>The Airport Masterplan does not propose the relocation or purchasing of the CCAC freehold site, as such this resolution is proposed to be rescinded.</p>

	<p><i>price not exceeding the valuation price as contained in Confidential Attachment 2, with a delayed settlement for 12 months.</i></p> <ol style="list-style-type: none"> <i>2. That during the 12-month settlement period the Council seek to negotiate a land swap with the Central Coast Aero Club of an equivalent area of land located between Lots 211 and 212 DP 81271825 Jack Grant, Warnervale and the newly created lot (within Lot 3 DP 1230740, set out in Attachment 1), instead of completing the purchase of the Central Coast Aero Club's land.</i> <i>3. If the negotiations for a land swap are successful that the Council enters into a contract to do all things necessary to effect the land swap including as appropriate by variation of, or mutually agreed termination of, the contract for sale of the Central Coast Aero Club's land.</i> <i>4. That if the negotiations for a land swap are not successful that the Council complete the purchase of the Central Coast Aero Club's land.</i> <i>5. That, conditional upon and commencing upon the land swap being effected, Council enter into a licence agreement with the Central Coast Aero Club to access the Aircraft landing area and taxiways for not less than 45 years from the area to be owned by the Central Coast Aero Club after the land swap has been effected.</i> <i>6. That Council enter into a short term licence agreement with the Central Coast Aero Club to occupy Lots 211 and 212 DP 812718, at 25 Jack Grant Ave Warnervale after the land swap has been effected, and to access the aircraft landing area and taxiways, for a period of 2 years with a 2 year option to allow time for development approvals and construction of a new Central Coast Aero Club facility at the proposed new location (within Lot 3 DP 1230740, refer to Attachment 1).</i> <i>7. That Council provides owners consent for the Central Coast Aero Club to lodge applications for appropriate approvals for development of the land to be transferred to the club as part of the land swap, for the purposes of an aero club.</i> 	<p>Please note - for more abundant caution notwithstanding the rescission of the above resolutions the Licence Agreement between CCC and CCAC dated 31 March 2015 as varied by Deed of Variation dated 12 June 2024 remains in force.</p>
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	<p>8. <i>That Council authorise the Chief Executive Officer to finalise the terms of sale, and any land swap and licences.</i></p> <p>9. <i>That Council resolve, pursuant to section 11(3) of the Local Government Act 1993, that Attachment 2 and 3 remain confidential in accordance with section 10A(2)(d)(i) of the Local Government Act as it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and because consideration of the matter in open Council would on balance be contrary to the public interest as it would affect Council's ability to obtain value for money services for the Central Coast Community.</i></p>	
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Stakeholder Engagement

The Draft Central Coast Airport Master Plan was made available for public exhibition for a period of 40 business days, from December 14, 2023, to February 13, 2024. As part of the Master Plan's development, Council engaged with a wide range of stakeholders, including aviation businesses, government agencies, the neighbouring community, airport tenants, and state agencies.

During the consultation period, a total of 118 written submissions were received. Of these, 76 submissions were supportive of the Master Plan, 33 were opposed, and 9 (nine) were neutral. Additionally, a random telephone survey of 294 Central Coast residents was conducted between March 14 and March 20, 2024. Of those surveyed, 83% indicated that they were at least somewhat supportive of the Master Plan.

Ongoing internal stakeholder engagement from subject matter experts in Commercial leasing, environmental management and flooding, project management have contributed to the outcomes of this Airport Master Plan.

Additionally, aviation sector engagement was undertaken via a confidential market sounding conducted by Colliers Strategic Advisory in April 2024. The findings from this process suggested that the Airport could generate an estimated 184 new aviation-related jobs, with a potential total investment value of \$33.7 million from all respondents. Many of the organisations involved in the market sounding expressed the ability to relocate to the Airport within a short-term timeframe, ranging from 9 months to 3 years.

Financial Considerations

Financial Year (FY) Implications.

The proposal has cost financial implications for the current FY and outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget does not include funding for this proposal and the amount will need to be included in a future Quarterly Budget Review. The LTFP does not include funding for the ongoing impact and will need to be updated in the next review.

Council engaged ACIL Allen to conduct a comprehensive financial analysis of the Airport Master Plan, evaluating various scenarios through four detailed scenario testing options. The Business Case supports the proposed outcomes of the Master Plan by assessing infrastructure upgrades against projected revenues over 20- and 40-year periods. Net Present Value (NPV) and discounting methods were applied to determine the viability of these Airport scenarios as sound investments for Council. The central scenario presented in the business case provides a positive return for Council, based on the information available at this stage from the engaged quantity surveyor and market sounding process.

The financial scenarios were further tested using sensitivity analysis. The sensitivity analysis evaluated the scenarios to determine the impact of a breakeven lease rate, increased cost and scenarios with fewer ground leases. For example, the impact of a potential market return being lower than the fair market rate for ground leases was examined to assess how this could affect the overall financial return for Council. This testing helps identify risks and provides a clearer picture of the fiscal outcomes, ensuring evidence-based decision-making. This draft business case is proposed to be finalised pending the outcomes of Council's direction and the finalisation of gateway 1.

For the implementation actions from 1 to 14 leading to Gateway 1, an operational budget of approximately \$655,000 over two years will be required. Following this de-risking process through the 14 actions will allow Council to make well-informed decisions at Gateway 1, based on a strategically repositioned Airport. Future financial decisions regarding the Airport's long-term development and upgrades will be made at subsequent Council meetings.

Link to Community Strategic Plan

Theme 2: Smart

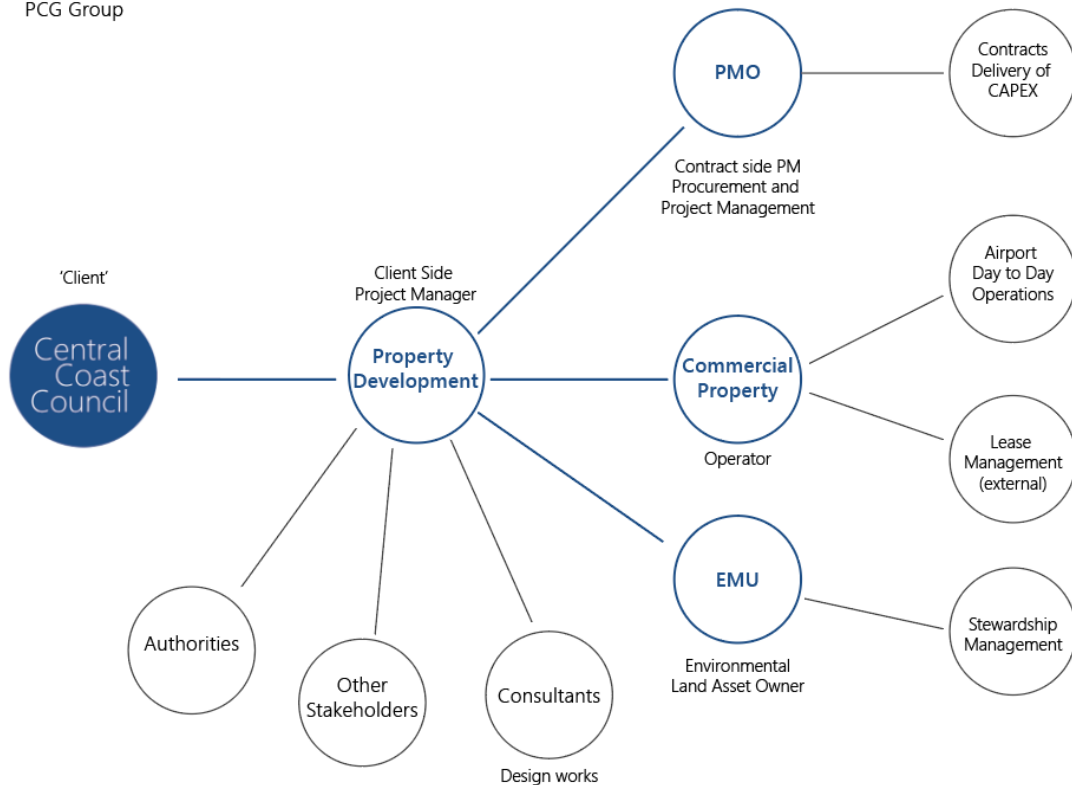
Goal C: A growing and competitive region

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

Risk Management

For implementation actions 1 through to 14, the establishment of a Project Control Group (PCG) will mitigate risk and ensure accountability. The purpose of a PCG in mitigating risk is to provide oversight, guidance, and decision-making to ensure the project stays on track, within scope, and within budget.

Proposed Governance Chart for Masterplan Delivery
PCG Group



Critical Dates or Timeframes

The staging of the Master Plan has been strategically structured, with certain actions and projects prioritised to ensure that foundational work is completed before moving on to more complex initiatives. Implementation actions 1 to 14 are immediate priorities focused on de-risking and preparatory works, with a timeline for delivery set within 0 to 2 years.

Upon the completion of actions 1 to 14, a project milestone, referred to as '**Gateway 1**', will be reached. At this stage, a further report will be presented to Council for consideration on how to proceed with the remaining implementation actions 15 to 32 outlined in the Master Plan. Gateway 1 serves as a critical decision point, allowing Council to evaluate the available options at that time, which may include, but are not limited to, decisions on sale, lease, or commitment to upgrading works. Notwithstanding Council's available decisions at Gateway 1, the subdivision of the airport, the rezoning and biodiversity stewardship agreement will be

2.6 Central Coast Airport Master Plan for Adoption (cont'd)

in place. This approach ensures that Council can make informed, strategic decisions based on the progress and results of earlier stages.

Attachments

1	Attachment 1 – History of Council Resolutions pertaining to the Airport Master Plan and Warnervale Airport (Restrictions) Act 1996	Provided Under Separate Cover	D16648551
2	RFS Letter of Support Central Coast Airport Master Plan	Provided Under Separate Cover	D16650782
3	Central Coast Airport Master Plan_February 2025	Provided Under Separate Cover	D16653597
4	DRAFT_Business case_Central Coast Airport_February 2025	Provided Under Separate Cover	D16659460

Item No: 2.7
Title: Proposal to establish Committees of Council
Department: Corporate Services



25 February 2025 Ordinary Council Meeting

Reference: F2018/00220 - D16652990
Executive: Marissa Racomelara, Director Corporate Services
Executive: David Farmer, Chief Executive Officer

Recommendation

That Council:

- 1** ***Establishes a Committee of Council structure comprised of the following:***
 - a) Community and Culture Committee***
 - b) Economic Development Committee as previously established***
 - c) Environment and Planning Committee***
 - d) Governance and Finance Committee***
 - e) Infrastructure and Assets Committee.***
- 2** ***Adopts the attached Terms of Reference for the each of the Committees of Council.***
- 3** ***Delegates to the Environment and Planning Committee authority "To consider and authorise Council's response to State Significant Development Applications where Council is a statutory consultee, and where the meeting cadence of Council meetings doesn't align with the legislated timeframes for Council's submission to the determining authority".***
- 4** ***Notes that the Mayor is automatically granted membership of each Committee of Council.***
- 5** ***Appoints a Chairperson for each Committee of Council.***
- 6** ***Determines the membership of each Committee of Council.***
- 7** ***Appoints a representative to chair the Protection of the Environment Trust Management Committee.***
- 8** ***Appoints a representative to the Flood Risk Management Committee.***
- 9** ***Appoints an alternate representative to the Local Traffic Committee.***
- 10** ***Appoints a Councillor, and a proxy (for when the primary Councillor may be unavailable), to participate in the Central Coast Rural Fire Service District Liaison Committee.***

- 11 Notes that the costs associated with the establishment and management of committees will be assessed and presented to Council as part of the Quarterly Budget review in May 2025, and for inclusion in the 2025-26 Budget.**

Report purpose

To propose a draft Committees of Council Governance Framework to Council for consideration which seeks to establish (or confirm where already established) a suite of Committees of Council, define Terms of Reference, determine a meeting schedule and format. The report also requests Council to determine membership of each proposed committee.

In addition the report seeks nominations to a number of external committees.

Executive Summary

Councils can be involved in various types of committees:

- Committees of Council established and operated under Section 355 of the Local Government Act
- Sub- Committees or Advisory Groups which are a consultive mechanism often on a particular matter or topic (such as an Aboriginal Advisory Committee)
- Legislative Committees established under other sections of the Local Government Act or other legislative instruments (such as the Audit, Risk and Improvement Committee)
- External Committees in which Council is authorised to participate in a representative manner (such as the RFS District Liaison Committee).

This report proposes a suite of 5 Committees of Council with recommended Terms of Reference (attached).

Background

The establishment of Committees of Council is contemplated in the *Local Government Act 1993* at Section 360 (1) "*The regulations may prescribe a model code of meeting practice for the conduct of meetings of councils and committees of councils of which all the members are councillors*" and at S355 which states, *inter alia*, that "*A function of a Council may, subject to this Chapter, be exercised – (b) by a committee of the council*". The Act also covers other related topics:

- Conduct of meetings of Committees is prescribed at Section 360 and detailed in the Model Code of Meeting Practice.
- Attendance of the CEO at Committees is outlined in Section 376
- Delegations to Committees are covered in Sections 377 and 379

Report

Committees of Council

To align with community aspirations as detailed in Council's Community Strategic Plan, Delivery Program and Operational Plan and Budget, it is proposed to establish a committee framework that:

- Covers all aspects of Council strategy, policy and services,
- Focusses on key areas of interest for the community and councillors,
- Operates to align with council operations and legislative and compliance timeframes,
- Provides the foundation for further community and expert involvement.

It is proposed to establish five Committees of Council that will operate for the term of this Council:

1. Community and Culture Committee
2. Economic Development Committee (as previously established)
3. Environment and Planning Committee
4. Governance and Finance Committee
5. Infrastructure and Assets Committee.

The proposed Terms of Reference for each Committee are attached to this report.

Committees of Council will have the following attributes as per the Local Government Act, 1993: :

- Be comprised of nominated Councillors
- Facilitate attendance and participation by all interested Councillors
- Operate under the Code of Meeting Practice
- Be open to the public to enable members of the public to attend meetings
- Be recorded and livestreamed wherever practicable (to enable meetings to be held at other sites where appropriate)

Terms of Reference

The draft Terms of Reference (ToRs) for all Committees of Council are attached. The ToRs are substantially consistent with the exception of the following key areas:

- The Purpose and Scope of each committee reflects the key focus area of each committee. The Scope is not intended to be exhaustive but rather the reflect the key matters that may arise under the relevant purpose statement
- Delegations are consistent with the exception of the Environment and Planning Committee which establishes a delegation to authorise Council's response to State Significant Development Applications (SSDA). This delegation is intended to be used when the deadlines of any SSDA do not permit presentation to Council prior to the submission closing date

Meeting Cadence

The following meeting cadence is proposed and reflected in the ToRs:

Committee	Schedule
Economic Development	Monthly on the first Tuesday at 5pm (with the exception of January)
Environment and Planning	Monthly on the first Tuesday at 7pm (with the exception of January)
Community and Culture	Bi -monthly on the second Tuesday at 5pm (March, May, July, September and November)
Infrastructure and Assets	Bi -monthly on the second Tuesday at 5pm (February, April, June, August, October)
Governance and Finance	In line with Quarterly Reviews (February, May, August, November) on the second Tuesday at 7pm and extraordinary meeting(s) for Financial Statements as required.

The proposed ToRs also leave it open to members to call an extraordinary committee meeting where a specific matter requires consideration outside the scheduled meetings. The process for this is outlined in the Code of Meeting Practice.

This Committee cadence is complemented by Council Meetings being scheduled, for the most part, on the fourth Tuesday of the month leaving the third Tuesday available for briefings, workshops and professional development opportunities.

Advisory Committees

The Committee Framework will also support the ongoing operation of existing, and the potential establishment of future, advisory committees. Advisory Committees may include Council and non-council members and are established to provide advice and information to Council on specific matters.

The Committee framework recommends that Advisory Committees be established:

- By resolution of Council adopting a Terms of Reference (ToR),
- To report to a Committee of Council except in cases where the Terms of Reference determine otherwise,
- Are time-limited to enable a focus on a particular matter with a defined outcome and this clause shall be included in the ToR,
- Will provide their own administrative support unless such resources are resolved by Council as part of the Resourcing Strategy.

Legislative and External Committees

Councillors participate in a range of other committees. Some of these are established by legislation whilst others are formed to enable stakeholder representation on key matters of community concern.

Current Council participation and appointees:

Name	Appointee
Audit, Risk and Improvement Committee	Cr Lamont
Local Traffic Committee	Cr Daniels
CEO Performance Review Panel	Crs McKinna, Eaton and Neal
Regional Planning Panel	Crs Eaton and Stanton, alternates Crs Wright and MacGregor
Central Coast Arts Limited	Cr Mouland

There are a number of vacant positions which require Council to resolve an appointee.

Name	Position
Local Traffic Committee	1 alternate member
Flood Risk Management Committee	1 member
RFS District Liaison Committee	1 member and 1 alternate
Protection of the Environment Trust (POET) Management Committee	1 member as Chairperson

Local Traffic Committee

The Local Traffic Committee (LTC) is a technical review committee that operates as an advisory body to Council on traffic related matters. In October 2024, Council appointed Cr Daniels to the committee however it is recommended that an additional Councillor be appointed as an alternate to attend when Cr Daniels is unable to attend a meeting.

Flood Risk Management Committee

The NSW Flood Prone Land Policy and the [Flood Risk Management Manual](#) both strongly recommend having a committee to oversee the governance and process of Flood Risk Management (FRM). It is expected that this committee will be established in the near future and will operate as a sub-committee of the Environment and Planning Committee of Council.

RFS District Liaison Committee

Council has a Service Level Agreement (SLA) with the Rural Fire Service (RFS) constituted under the Rural Fires Act 1997. The SLA establishes a Liaison Committee and includes 1 Councillor amongst prescribed members.

Protection of the Environment Trust (POET) Management Committee

The POET Management Committee operates under the trust deed to promote the protection and enhancement of the natural environment. The deed formalises the committee and includes the appointment of 1 Councillor to act as chairperson.

Stakeholder Engagement

Councillors have participated in two workshops on the topic of committees. At the workshop of 23 November 2024, Councillors considered the appropriate number of committees and explored options for purpose and focus areas for each committee. Councillors were also invited to consider the appropriate number of members and how meetings may be managed. After consideration of a detailed discussion paper and feedback from Councillors, a second workshop was held on 8 February 2025. This workshop explored options in regard to Terms of Reference, meeting cadence and resourcing. Councillors were also presented with vacancies in external and legislated committees and asked to consider nominations for appointment to these.

Financial Considerations

Financial Year (FY) Implications.

The proposal has cost financial implications for the current FY and outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget does not include funding for this proposal and the amount will need to be included in a future Quarterly Budget Review.

Should the proposed five Committee structure be adopted by Council, consideration will need to be given to resourcing implications and associated costs. Resourcing required will consist of meeting logistics and catering, report generation and collation and minute taking tasks. Without a recent history of committee management it is difficult to accurately determine the level of resourcing required however it is estimated to include staff costs (in Civic Support, Information Technology, Executive Support and subject matter experts), externally provided security, catering and miscellaneous costs. A high level estimate of \$250,000pa is a reasonable indication.

To enable expedient committee establishment, Council staff will assess all resourcing requirements and seek an adjustment in the Quarterly Budget Review in May 2025.

Additional costs will also need to be included in the draft 2025-26 budget and Long Term Financial Plan.

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

No identified risks.

Critical Dates or Timeframes

Nil

Attachments

1	Draft Terms of Reference Community and Culture Committee	Provided Under Separate Cover	D16658681
2	Draft Terms of Reference Economic Development Committee	Provided Under Separate Cover	D16658693
3	Draft Terms of Reference Environment and Planning Committee	Provided Under Separate Cover	D16658697
4	Draft Terms of Reference Governance and Finance Committee	Provided Under Separate Cover	D16658701
5	Draft Terms of Reference Infrastructure and Assets Committee	Provided Under Separate Cover	D16658708



Item No: 2.8
Title: W&S Delivery Plan Biannual Progress Report (Jul-Dec 2024)
Department: Water and Sewer

25 February 2025 Ordinary Council Meeting

Reference: F2004/06782 - D16600661
Author: Jodie Fraser, Water and Sewer Reporting Officer
Manager: Krystie Bryant, Unit Manager Business Strategy and Performance
Executive: Danielle Hargreaves, Director Water and Sewer

Recommendation

That Council notes the Water and Sewer Delivery Plan 2022-2026 (Delivery Plan) Progress Report for the July 2024 – December 2024 period for publication on Council's website.

Report purpose

To provide Council and the community with an update on the progress of the Water and Sewer Delivery Plan 2022-2026 (Delivery Plan) for the period July 2024 – December 2024.

Executive Summary

The Delivery Plan, including progress updates, was a recommendation made by the Independent Pricing and Regulatory Tribunal (IPART) in May 2022 as part of its pricing Determination for Central Coast Council's Water and Sewer services.

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

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

Council has committed to providing the community with six-monthly progress reports on the Delivery Plan, with this report covering the period July 2024 to December 2024. Of the committed actions for the period of July 2024 to December 2024, 3 (three) actions have been completed, 3 actions are in progress and 2 (two) are in progress / delayed and will continue to be a focus for 2024 - 2025.

The Progress Report enhances Council's transparency of the operation of Council's water and sewer services and our promise to listen to our customers and will be placed on Council's website (Attachment 1).

Background

In May 2022, IPART released its Final Determination on the prices that Council can charge customers for water and sewer related services from 1 July 2022 to 30 June 2026.

As part of its Determination, IPART recommended that Council publish an implementation plan by 31 October 2022 for improving its performance, accountability, and transparency. The plan was adopted as Central Coast Council's Water and Sewer Delivery Plan 2022-2026 (Delivery Plan), with progress updates provided to the community bi-annually.

The Delivery Plan sets out Council's Water and Sewer commitments to the community on what will be delivered over the 4 (four) years of its current IPART determination. The plan focuses on:

- 1 Accountability
- 2 Community Engagement
- 3 Asset Management.

The Delivery Plan Progress Report is published for the information of the community on Council's website and outlines the progress of actions that support those focus areas:

Report

This latest report covering the period July 2024 – December 2024, highlights some important actions and milestones that have been completed across the three focus areas:

Accountability

- Council has published a 'customer-defined' Water and Sewer Performance Report in November of 2024 following Council endorsement at the meeting held 26 November 2024. This performance report was re-shaped based on customer feedback and preference. The report itself also included a survey link to further obtain feedback and ensure that the performance reporting is reflective of information that is important to our customers and published in a way that meets their needs.

Community Engagement

- As part of a comprehensive engagement program, we engaged with our customer reference group to test if our community's values have changed.

Through this process community values were re-tested and re-prioritised. Good quality water and reliability remain the top two values for water and good quality treatment and reliability remain the top two values for sewer.

Insights gathered through these engagements are shaping the future of Water and Sewer operations, particularly in:

- long-term planning
 - future engagement approach
 - expenditure forecasts
 - service levels
 - education programs.
- The recent community engagement exercise has provided valuable customer insight and direction to guide the expenditure on our assets for the next IPART pricing proposal. This feedback is now being used to drive expenditure as part of the next pricing submission, with alignment of customer values and preferences to expenditure and associated forecasting underway.

Asset Management

- Community engagement was undertaken in 2024 with the outcomes to be integrated into the upcoming water and sewer masterplan and embed the community's long-term values and expectations into our strategic planning.
- Tenders have been received for the development of the Central Coast Council Water and Sewer masterplan.

Stakeholder Engagement

Nil

Financial Considerations

Financial Year (FY) Implications.

The proposal has cost financial implications for the current FY and outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal and the LTFP includes funding for the ongoing impact.

The Delivery Plan Progress Report July 2024 – December 2024 outlines Council's commitment and accountability to deliver improved water and sewer services for the Central Coast

community, in line with the IPART pricing determination 2022-26. There is no financial impact beyond the existing approved budget.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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


Risk Management

There have been no risks identified in the preparation of the Delivery Plan Progress Report July 2024 – December 2024.

Critical Dates or Timeframes

Nil

Attachments

1	Water and Sewer Delivery Plan Progress Report  July-December 2024_v4	Provided Under Separate Cover	D16638446
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Item No: 2.9
Title: Water and Sewer Backflow Prevention Policy
Department: Water and Sewer

25 February 2025 Ordinary Council Meeting

Reference: F2017/01400 - D16546672
Author: Breannan Clark, Personal Assistant to Unit Manager Headworks and Treatment
Rhys Richards, Manager Headworks and Treatment
Executive: Danielle Hargreaves, Director Water and Sewer

Recommendation

That Council:

- 1 *Endorses the draft revision of the Backflow Prevention Policy 2025 for public exhibition.***

- 2 *Considers a further report on the outcome of the exhibition and adoption of the Backflow Prevention Policy.***

Report purpose

To seek Council to endorse the draft revision of the Backflow Prevention Policy 2025 for public exhibition.

The proposed review of this Policy is to align with Council's updated Policy template. The Backflow Prevention Policy is proposed to be expanded to give a greater level of explanation of stakeholder responsibility, whilst maintaining consistent standards of that set by State and Federal Codes and Standards.

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 Backflow Prevention Policy remains key, with the proposed review of the Policy remaining the same. It demonstrates 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.

Background

Backflow refers to water that is drawn back into Council's water distribution mains after it has already passed through a meter or unmetered fire service of a property. This can occur when there is a sudden drop in water pressure in Council's water main following a break, or if a property owner uses a pump to increase the pressure of water on the property.

Backflow can contaminate the drinking water supply of the community, potentially causing taste, odour, or appearance quality complaints, illness or death for those drinking the water. Contaminated water can enter the drinking water supply if a property has faulty internal plumbing, cross-connection with wastewater pipes, or from water siphoned from hoses left in buckets, tanks, or pools.

The Policy has been adopted to protect the quality of Council's drinking and non-drinking water supply, and the health of our community, by minimising the risk of contaminated water backflow from higher risk connections to the water supply, primarily from commercial and industrial properties. This can be achieved by ensuring that our customers install and maintain backflow prevention devices on their property in accordance with current Codes and Standard.

Note that the Policy does not require backflow prevention devices to be installed for 20 mm or 25 mm connections to low-risk residential properties.

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

- The name of the Policy to be amended to Backflow Prevention Policy, removing the word 'Containment' as this provides greater clarity to the customer on the scope of the Policy.
- Section 5. Condition of Installation (pages 4 and 5) – Modification to collate users as a collective instead of separate, this is due to all property owners being required to comply with the same Code and Standard.
- Section 6. Responsibilities (pages 5, 6 and 7) – Addition of information to align with updated Central Coast Council Policy Template.
- Section 7. Policy Definitions (Pages 7 and 8) – Modification to delineate between drinkable and non-drinkable water sources.

Report

The content held within the Backflow Prevention Policy will remain consistent with current versions, with minor amendments of wording. The statutory obligations and compliances have been amended to remove references to the *Water Management Act* and Regulations, and are articulated in a simplified fashion to benefit Council's customers and the community.

Stakeholder Engagement

It is recommended that the exhibition period be for 28 days for the Backflow Prevention Policy.

Financial Considerations

Financial Year (FY) Implications

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact

The FY adopted budget includes funding for this proposal.

There are no financial considerations relating to the Backflow Prevention 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.

Critical Dates or Timeframes

Nil.

Attachments

1	Backflow Prevention Policy - 2024	Provided Under Separate	D16322973
	Review	Cover	



Item No: 2.10
Title: Rugby World Cup 2027 - Request for Proposal - Base Training Camp
Department: Community and Recreation Services

25 February 2025 Ordinary Council Meeting

Reference: F2024/00769 - D16621391
Author: Brett Sherar, Unit Manager Open Space and Recreation
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council endorses the submission of a formal proposal to host a Base Training Camp, at the Central Coast Regional Sporting and Recreation Complex in Tuggerah, for international teams participating in the Rugby World Cup 2027, noting that Council's financial contribution outlined in Option B of this report (preferred option) would be \$42,000.00 (50% fee reduction) with a \$42,000.00 contribution from Rugby World Cup.

Report purpose

This report seeks to obtain Council's support to attract hosting rights for a Base Training Camp for the Men's Rugby World Cup 2027 taking place in Australia between 1 October 2027 and 13 November 2027.

Executive Summary

This report outlines information contained in the Request for Proposal: Team Base Camp, received for consideration by Central Coast Council (CCC) from Rugby World Cup Australia 2027 (RWCA) (Attachment 1) and the RWCA 2027 Draft Agreement (Attachment 2).

The successful outcome of a similar campaign for the Federation of International Football Association (FIFA Women's World Cup supports our objective to grow the Central Coast Regional Sporting and Recreational Complex to attract national and international events, and progress with the submission.

Having recently welcomed other international teams for the Asian Football Confederation (AFC) Asian Champions League (Japan, Malaysia, China, Thailand) with very positive testimonials received, as well as having hosted training camps for Germany (FIFA), NZ Warriors and Melbourne Rebels, the Central Coast Regional Sporting and Recreation Complex (CCRSRC) is recognised for its pitch integrity and service excellence for visiting international and elite teams.

2.10 Rugby World Cup 2027 - Request for Proposal - Base Training Camp (cont'd)

These training camps contribute meaningfully to our Community Strategic Plan and meets our objectives to attract significant sporting events to our region and increase international tourism.

Background

In June 2024, Central Coast Council submitted an Expression of Interest for Base Camp hosting rights to Rugby World Cup Australia Pty Ltd. In December 2024, Council received a Request for Proposal (RFP) from RWCA. In January 2025, Council submitted a confirmation of the intent to submit a proposal pending the outcome from Council's meeting on 25 February 2025.

Council tendered for Base Camp hosting rights for the FIFA Women's World Cup 2023 which resulted, successfully, in the Central Coast region hosting two (2) of the top five (5) international teams being Team Germany at the CCRSRC in Tuggerah and Team England at the Central Coast Stadium (Industree Group Stadium) in Gosford.

Australia's hosting of the Men's Rugby World Cup in 2027 presents an exciting growth opportunity for Rugby in Australia and, more specifically, international tourism for our region. The Men's Rugby World Cup 2027 will be an international celebration of the sport, engaging new audiences and inspiring a new generation of fans and players, as well as providing a positive economic return to the region.

The tournament is expected to generate \$860m in direct visitor expenditure across Australia from more than 200,000 international visitors.

Efficiencies between the 2027 and 2029 Tournaments

Whilst the scope of this RFP strictly relates to the Men's Rugby World Cup 2027, Rugby World Cup Australia have expressed a possible need for similar services for the Women's Rugby World Cup 2029. Rugby World Cup is motivated to foster long-term relationships with preferred applicants who are willing and able to provide services across both tournaments (where appropriate) to ensure operational and commercial efficiencies.

As such, preferred applicants may be approached during the term of their 2027 engagement for the purpose of extending that engagement to include the Women's World Cup 2029.

Report

Open Space and Recreation recommend the use of the CCRSRC situated at 20 Lake Road, Tuggerah, as the preferred venue proposed for hosting a Rugby World Cup 2027 Base Camp. The complex meets most of the requirements for an Open Training Venue as described by RWCA:

- Primary pitch requirements (field # 5 proposed) are for a natural or hybrid grass (compliant with World Rugby regulations) with optimal (and maximum) dimensions of 100m x 70m and 10m in-goal areas and 5m run-offs. Additional pitch requirements are for scrum and lineout training (field # 2 proposed). Goal posts to comply with World Rugby regulations.

The CCRSRC can meet these obligations.

- Exclusive use of the venue is required from 20 September 2025, ten days prior to the commencement of the tournament on 1 October 2025 and up to two days after the conclusion of the tournament being 15 November 2027.

To ensure the best possible conditions for the Teams, allocated fields may not be used for matches/training for up to four (4) weeks prior for a team taking occupancy on 20 September 2027.

Team Base Camps will be contracted as per the date parameters listed below depending on the draw and location of games:

- End of Pool Stage: 20 September 2027 to 19 October 2027 (inclusive)
- End of Round 16 Stage: 20 September 2027 to 26 October 2027 (inclusive)
- End of Quarter Finals Stage: 20 September 2027 to 1 November 2027 (inclusive)
- End of Semi Finals Stage: 20 September 2027 to 8 November 2027 (inclusive)
- End of Tournament: 20 September 2027 to 15 November 2027 (inclusive)

The CCRSRC can meet these obligations.

- All Team Base Camps must be provided free from commercial branding, also known as a commercially 'clean venue'. Existing branding is required to be removed or covered up and will be done so at the cost of the applicant.

The CCRSRC can meet these obligations.

- The CCRSRC does not have all of the ancillary infrastructure required as outlined in the RFP but we were awarded the FIFA contract on terms that provided for the Hirer to procure, and install, temporary infrastructure to provide for additional facilities and services including, but not limited to, medical rooms, doping control stations, media

2.10 Rugby World Cup 2027 - Request for Proposal - Base Training Camp (cont'd)

hospitality, security, Wi-Fi, etc. Our proposal in this regard intends to provide for similar terms with these costs to be borne by Rugby World Cup Australia.

Stakeholder Engagement

Preliminary consultation to determine levels of support and capacity were undertaken with the following key stakeholders. The outcome was positive with a high level of support, and recognition of the benefits for hosting an international team/s, for the region.

Internal:

- Director: Community and Recreation Services
- Director: Environment and Planning
- Unit Manager: Open Space and Recreation
- Unit Manager: Communications, Marketing and Customer Engagement
- Unit Manager: Economic Development and Property
- Legal (request to review Team Base Agreement)
- Insurance (request to review Insurance requirements)

As well as various Sections in Economic Development and Planning, Destination Marketing and Visitor Services, Sports Facilities.

External:

- NSW Office of Sport, Lucinda Jenkins (Principal Advisor)
- Industree Group Stadium, Kath Casey (Venue Manager)
- Central Coast Rugby Union (Chairperson and Administrator)
- Kooindah Waters Resort (General Manager)
- Prestige Hire (Owner / Director)

Council's Legal Unit have reviewed the Request for Proposal (Attachment 1) and the Team Base Draft Agreement (Attachment 2) and agreed, in principle, with the terms and conditions outlined in these documents.

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year but impacts outer years in the LTFP. The LTFP does not allow for the ongoing impact and will need to be updated in the next review.

2.10 Rugby World Cup 2027 - Request for Proposal - Base Training Camp (cont'd)

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes the impact of this proposal but the LTFP does not allow for the ongoing impact and will need to be updated in the next review.

The determination of support to any of the options outlined below, would apply to the 2027-28 Financial Year.

Rugby World Cup Australia may appoint the successful bidder for a period of four (4), five (5), six (6), seven (7) or eight (8) weeks based on Table 1 below. A minimum four-week hire term is likely to apply. Teams will be rotated between approved Base Camps throughout the Tournament as they follow their match schedules. Therefore, it is possible that an approved Base Camp could host more than one team across the course of the Tournament (but never at the same time) and for varying lengths of stay.

Fees and Charges have been calculated on the current adopted Fees and Charges for 2024-25 plus a projected year-on-year increase of 5% per annum.

Table 1: Projected Fees and Charges to RWCA for the hire of the Central Coast Regional Sporting and Recreation Complex (CCRSRC) in Tuggerah.

2027 Hire period as quoted in RFP	Weeks (rounded)	Total to be charged to RWCA for the duration of Hire (incl GST)	Equates to weekly hire charge of:
20 Sept – 19 Oct <i>End of Pool stage</i>	4	\$ 45,107.06	\$ 11,276.77
20 Sept – 26 Oct <i>End of R16 stage</i>	5	\$ 54,731.45	\$ 10,946.29
20 Sept – 1 Nov <i>End of QF stage</i>	6	\$ 64,470.16	\$ 10,745.03
20 Sept – 8 Nov <i>End of SF stage</i>	7	\$ 74,208.86	\$ 10,601.27
20 Sept – 15 Nov <i>End of Tournament</i>	8	\$ 83,947.57	\$ 10,493.45

Inclusions:

- Field Hire: premier field # 5 and secondary field # 2
- Floodlighting: to both / either field estimated twice per week
- Line Marking: to both fields undertaken once a week
- Installation of posts and supply of post pads (unbranded) to both fields
- Field preparation and maintenance costs (amortisation applied per period)
- Central Park (for installation of temporary infrastructure)
- Hard surface courts (for coach drop off/pick up and officials parking)

2.10 Rugby World Cup 2027 - Request for Proposal - Base Training Camp (cont'd)

- Built amenities environment including changerooms
- External amenities – 28 additional toilets
- Events office – excluding personal fitout
- Kiosk – excluding personal fitout
- Storage (4m x 6m)
- P1 and P2 parking areas (for media, suppliers, other)
- Existing support equipment (limited – tables, chairs, whiteboards, scoreboard, etc)
- Council's administration fee
- Amenities cleaning and consumables
- Ground staff overtime – up to 24 hours per week
- Waste removal services

Exclusions:

- Temporary Infrastructure
- Ancillary Services

Options for Financial Consideration from Council

- Option A RWCA is invoiced 100% for the Fees and Charges as outlined in the table.
- Option B RWCA is invoiced at 50% for the Fees and Charges as outlined in the table. Council agrees to offset 50% of the Fees and Charges as value-in-kind with a maximum exposure of contribution from Council in the sum of \$42,000.00 and \$42,000.00 value in kind for an eight week hire term. **This is the preferred option.**
- Option C RWCA is invoiced at 20% for the Fees and Charges as outlined in the table. Council agrees to offset 80% of the Fees and Charges as value-in-kind with a maximum exposure of \$ 67,158.06 for an eight week hire term.

To increase our likelihood of attracting RWC participating teams to our region, staff's recommendation is for Council to endorse a 50% reduction in Fees and Charges as value-in-kind (Option B).

Our proposal will seek to negotiate certain Rights in exchange for the value-in-kind. Such Rights may include marketing and promotional opportunities such as Open-to-Public training session/s, Meet and Greets, Branded Collateral, Match Tickets, etc.

The 2023 FIFA contract, specifically with reference to Team Germany's attendance at the CCRSRC from 12 July to 2 August 2023 (3 weeks) generated an estimated economic return of \$366,984.00 to our region. This excludes the economic value generated by the appointment of the Industree Group Stadium, in Gosford, to Team England.

Link to Community Strategic Plan

Theme 1: Belonging

Choose Focus Area

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

Risk Management

- Legal

The Request for Proposal (RFP) and the proposed Base Team Agreement (Agreement) have been reviewed by Central Coast Council's Legal team. It is noted that the documents are drafted in favour of RWCA. Legal have identified the broad risks for Council and Council has an opportunity to make submissions about proposed changes to the Agreement in Council's tender proposal to be submitted in March 2025.

Low risks identified in the proposed Agreement by the Legal Unit were:

- that the venue should be commercially free of branding
- if the tournament is cancelled then RWCA has no liability to Council
- that the venue should be made available for exclusive use for the duration of the hire term

Council will provide proposed amendments to the Request for Proposal to mitigate the above risks.

If RWCA does not accept all of Council's proposed amendments, then Council will need to make a commercial decision about whether to proceed.

- Insurance

The Request for Proposal (RFP) and the proposed Base Team Agreement (Agreement) have been reviewed by both Central Coast Council's Insurance and Legal teams.

Council's proposed amendments to the Request for Proposal will include amendments to the insurance requirements of RWCA within this document to allow Council mitigate risks to Council outlined under Risk Management above.

Council has an opportunity to make submissions about proposed changes to the Agreement in Council's tender proposal to be submitted in March 2025.

2.10 Rugby World Cup 2027 - Request for Proposal - Base Training Camp (cont'd)

Critical Dates or Timeframes

The deadline for the submission of a Proposal is Wednesday, 12 March 2025.

The evaluation period, including site inspection, is 13 March 2025 to 27 March 2025.

Preferred candidates will be nominated, and unsuccessful providers notified, by 4 April 2025.



The proposed Contract start date is 1 July 2025.

Options

RWCA is invoiced 100% for the Fees and Charges as outlined in the table.

- Option A RWCA is invoiced 100% for the Fees and Charges as outlined in the table.
Not recommended.
- Option B RWCA is invoiced at 50% for the Fees and Charges as outlined in the table. Council agrees to offset 50% of the Fees and Charges as value-in-kind with a maximum exposure of contribution from Council in the sum of \$42,000.00 and \$42,000.00 value in kind for an eight week hire term. **This is the preferred option.**
- Option C RWCA is invoiced at 20% for the Fees and Charges as outlined in the table. Council agrees to offset 80% of the Fees and Charges as value-in-kind with a maximum exposure of \$ 67,158.06 for an eight week hire term.
Not recommended.

Attachments

- | | | | |
|---|---|-------------------------|-----------|
| 1 | Rugby World Cup 2027 - Request for Proposal | Provided Under Separate | D16621643 |
|  | - Team Bases | Cover | |
| 2 | Rugby World Cup 2027 - Team Base Draft | Provided Under Separate | D16621636 |
|  | Agreement | Cover | |



Item No: 2.11
Title: Australian Local Government Association (ALGA) National General Assembly 2025 - attendance and voting and Expression of Interest to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference

Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16649491
Author: Stephanie Prouse, Section Manager Councillor and Democratic Services
Executive: Marissa Racomelara, Director Corporate Services
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council:

- 1 Appoints one (1) Council voting delegate to attend the Australian Local Government Association (ALGA) National General Assembly and Regional Cooperation and Development Forum from 24 to 27 June 2025 and to also appoint a representative to attend the Australian Local Government Women's Association (ALGWA) NSW Annual Conference from 1 to 3 May 2025.***
- 2 Notes that other interested councillors may make a written request to attend the ALGA National General Assembly and Regional Cooperation and Development Forum, in accordance with the Councillor Expenses and Facilities Policy.***
- 3 Determines to vary the Ordinary Council Meeting Schedule resolved on 29 October 2024 by replacing "24 June 2025" with "23 June 2025".***
- 4 Endorses a submission for an Expression of Interest (EOI) to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference.***
- 5 Allocates the necessary funding of approximately \$85,500 in the applicable financial year within the Long Term Financial Plan.***
- 6 Appoints one (1) councillor to attend the 2025 ALGWA NSW Conference who will promote the Central Coast as a suitable future host for the 2027 ALGWA NSW Annual Conference.***
- 7 Notes that other interested councillors may make a written request to attend the 2025 ALGWA NSW Conference in Griffith from 1-3 May 2025.***

2.11 Australian Local Government Association (ALGA) National General Assembly 2025 - attendance and voting and Expression of Interest to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference (cont'd)

Report purpose

The purpose of this report is to determine the Council voting delegate for the 2025 Australian Local Government Association (ALGA) National General Assembly of Local Government to be held in Canberra in from 24 to 27 June 2025, and to vary the Ordinary Council Meeting Schedule for June to allow the appointed delegate and any interested Councillors to attend the ALGA National General Assembly. In addition, the report seeks to obtain endorsement to submit an Expression of Interest to host the Australian Local Government Women's Association (ALGWA) NSW Annual Conference in 2027.

Executive Summary

The 31st Australian Local Government Association National General Assembly, incorporating the Regional Cooperation and Development Forum, will be held from 24 to 27 June 2025 at the National Convention Centre in Canberra. Details regarding the National General Assembly are available on the [ALGA website](#). While more than one Council representative may attend, Council is only permitted one voting delegate.

This report also recommends the submission of an Expression of Interest (EOI) to host the 2027 Australian Local Government Women's Association (ALGWA) conference. The conference presents a valuable opportunity for our Council to engage with national leaders and stakeholders in local government, focusing on advancing gender equality and leadership opportunities for women in the industry. The report seeks approval for the submission of the EOI, emphasising the alignment with our strategic goals of promoting diversity and professional development within Council.

Background

The ALGWA NSW State Conference is held in different areas within New South Wales each year. This year's conference will be held in Griffith from 1 May to the 3 May and the 2026 conference will be hosted by Blacktown City Council.

One of the requirements to host the conference is that the venue proposed adequately provides facilities for up to 120 delegates as well as break-out spaces for workshops, evening venues and childcare facilities. Council could adequately provide the facilities needed to accommodate delegates in the region. This is an exciting opportunity to show case our region and celebrate its stunning coastline, vibrant community, and commitment to inclusive governance.

ALGWA also requests that the host Council must be prepared to allocate staff time, resources, and funds for delivery and promotion.

2.11 Australian Local Government Association (ALGA) National General Assembly 2025 - attendance and voting and Expression of Interest to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference (cont'd)

Report

Australian Local Government Women's Association (ALGWA) NSW Annual Conference

The Central Coast boasts a rich tapestry of natural beauty, connectivity, and cultural diversity, making it an ideal location for the ALGWA Annual Conference. Our region provides the necessary infrastructure and hospitality expertise to ensure a seamless and memorable conference experience. We are committed to aligning with ALGWA's vision and provide an environment conducive to fruitful discussions and networking.

Central Coast Council would be supported by Destination Central Coast who is responsible for the regions destination marketing activities, and industry engagement, a syndicate of town centre managers, Local Chamber of Commerce's, and individual tourism operators to support the conference's success. Council has strong existing partnerships with many diverse stakeholders.

The Central Coast has the capacity to host ALGWA 2027 Conference in terms of scale and it is arguably one of the most convenient and accessible regional destinations. There are many options for social programming and demonstration of the variety of local tourism experiences available. The excellent offerings available by local venues, establishments, products, and leading hotel chains which are located on the Central Coast assure a quality experience for best value.

Central Coast Council will allocate an officer to liaise with ALGWA to coordinate the event and will be able to fulfil the items listed as the responsibility of the ALGWA Guidelines for the hosting Council.

As the host, Council would have the following responsibilities to ensure the conference was successful, including:

- Determining the program in conjunction with the ALGWA Committee
- Organise and deliver the Mayoral Civic Reception, Informal Dinner and Networking Event and Formal Conference Dinner
- Organise and deliver the 3-day conference hosted at a venue within the Central Coast
- Securing business sessions and social programs and venues
- Securing accommodation and arranging bookings
- Arranging conference sessions and inviting speakers in collaboration with ALGWA Conference Committee

2.11 Australian Local Government Association (ALGA) National General Assembly 2025 - attendance and voting and Expression of Interest to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference (cont'd)

- Designing and distributing registration forms, collating responses, fielding enquiries, collecting fees remitting share of fees (as agreed) to ALGWA NSW
- Arranging audio-visual equipment for business sessions as per ALGWA's requirements
- Providing 2 wireless microphones for delegates questions
- Staffing enquiry desk during conference
- Provision of polling place, staffing, and returning officer for AGM & Conference Venue election on the Saturday of the Conference
- Arranging trade displays, and sponsorships with support from, and in coordination with, the ALGWA Conference Committee

The closing date for expressions for interest is 28 February 2025. Announcement for the 2027 Conference Host Council will be made at the ALGWA NSW Annual Conference being held in Griffith from 1 to 3 May 2025.

Details about the 2025 Conference in Griffith can be found [here](#). The table below indicates the approximate cost of attending the event:

ALGWA NSW 2025	Cost per Councillor
Registration for ALGWA (early bird – until 28 March)	\$ 1100.00
Accommodation (4 nights)	~\$1000.00
Meal expenses	~\$400.00
Travel (CCC Wyong Administration Building to Griffith Ex-Servicemen's Club in Griffith) = 6 hours 58 minutes, 654.4kms @ \$0.83 per km = \$543.15 each way)	~\$1086.30
Total (estimate)	\$ 3,590

Australian Local Government Association (ALGA) National General Assembly (NGA)

The theme for the 2025 NGA, held from 25 to 27 June 2025, is 'National Priorities Need Local Solutions'.

The ALGA Board invites all councils to send representatives to the 2025 National General Assembly and submit any motions for debate, as detailed in the [National General Assembly Discussion Paper](#). Motions must be lodged using the online form available on the [NGA website](#) by 11:59pm AEST on 31 March 2025.

2.11 Australian Local Government Association (ALGA) National General Assembly 2025 - attendance and voting and Expression of Interest to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference (cont'd)

This year's call for motions focusses on twelve priority areas:

- Intergovernmental relations;
- Financial sustainability;
- Roads and infrastructure;
- Emergency management;
- Housing and homelessness;
- Jobs and skills;
- Community services;
- Closing the Gap and Aboriginal and Torres Strait Islander Reconciliation;
- Data, digital technology and cyber security;
- Climate change and renewable energy;
- Environment;
- Circular economy.

The ALGA have advised that its rules on motions stipulate one vote per Council. Councillor attendance at conferences and seminars is addressed in clause 43 of Council's [Councillor Expenses and Facilities Policy](#), which states that Council will set aside a total of \$30,000 annually to facilitate Councillor attendance at conferences and seminars.

As per clause 45 of the Policy, reimbursement for accommodation and meals not included in conferences fees will be considered in accordance clause 32 and 33 of Council's [Councillor Expenses and Facilities Policy](#).

The table below indicates the approximate cost of attending the event:

ALGA NGA and Regional Cooperation and Development Forum	Cost per Councillor
Registration for NGA (early bird – until 23 May)	\$979.00
Registration for Regional Forum	\$279.00
Accommodation (4 nights)	~\$1200.00
Meal expenses	~\$400.00
Travel (CCC Wyong Administration Building to National Convention Centre, ACT = 3 hours and 58 minutes, 369kms @ \$0.83 per km = \$306.27 each way)	~\$612.00
Total (estimate)	\$ 3,470

There is a conflict between the dates of the NGA and the current Ordinary Council Meeting scheduled for 24 June 2025 (resolution 428/24, 29 October 2024). Clause 5.2 of the Code of

2.11 Australian Local Government Association (ALGA) National General Assembly 2025 - attendance and voting and Expression of Interest to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference (cont'd)

Meeting Practice allows the date of Ordinary Meetings to be varied by resolution. In order to allow interested councillors to attend the NGA, it is proposed to vary the Ordinary Council Meeting Schedule so that the June meeting is held on Monday 23 June 2025.

Stakeholder Engagement

As at the date of this report, engagement has not been undertaken in relation to appetite for Central Coast Council to host the 2027 ALGWA Annual Conference.

In relation to the ALGA National General Assembly, councillors were informed of this and the call for the submission of motions via the Councillor e-newsletter *My Councillor News issue 9* which was distributed on Thursday 13 February 2025.

Financial Considerations – ALGWA expression of interest to host the 2027 Annual Conference

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year but impacts outer years in the LTFP. The LTFP does not allow for the ongoing impact and will need to be updated in the next review.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal but the LTFP does not include funding for the ongoing impact and will need to be updated in the next review.

It is noted that Community and Recreation Services do not currently have a budget line or a resource for delivery of the conference which would need to be allocated should Central Coast Council be successful in securing the conference for 2027.

The delegate registration fee should cover all expenses associated with conducting the Conference as well as providing a surplus which then becomes income for ALGWA. The Association is managed by volunteers and the annual conference is one of the primary mechanisms by which the Association funds its ongoing operations. It is envisaged that hosting the ALGWA conference will result in a break-even position for the host Council. The Association is not responsible for any deficit.

The ALGWA Conference Committee will work closely with the host Council to achieve a successful conference. Host Councils and the local community experience many advantages both financially and socially from hosting these events. It is expected that the host Council will provide facilities and staff free-of-charge and arrange the best possible venues at reasonable prices.

2.11 Australian Local Government Association (ALGA) National General Assembly 2025 - attendance and voting and Expression of Interest to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference (cont'd)

Meals and other services will all be included in the fee as will the guest speaker expenses. Commercial sponsorship provides a means of either reducing the registration fee or providing additional income to ALGWA. It is expected from the ALGWA that as the host, Council utilises their best efforts to secure sponsors to offset costs.

Council will be required to enter into a written agreement between itself and ALGWA in relation to all costs and outcomes associated with hosting the Annual Conference, considering all guidelines.

A high-level budget allocation is outlined below based on current 2025 costing and rates.

Service Description	CCC In-Kind – resource required	Host Council Budget
Entertainment – guest speakers		\$20,000
Conference venue and Accommodation		\$20,000
Formal Conference Dinner		\$15,000
Conference logistic items		\$5,000
Mayoral Civic Reception		\$10,000
Merchandise (conference gifts)		\$5,000
Bus Hire		\$4,000
Marketing (printing, posters, flyers, advertising)		\$6,000
Conference fee for CCC staff to attend 2026 conference		\$500
CCC tours and staff – addition to program should CCC be successful	\$12,000	
CCC staff for childcare services	\$5000	
Event Planning and Staff	500 hours minimum	
TOTAL Estimate	\$17,000	\$85,500

Financial Considerations – ALGA National General Assembly 2025

Financial Year (FY) Implications.

The proposal has cost financial implications for the current FY and outer years in the LTFP.

2.11 Australian Local Government Association (ALGA) National General Assembly 2025 - attendance and voting and Expression of Interest to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference (cont'd)

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal.

Funding for conferences and seminars is included in the budget adopted as part of the Operational Plan for the 2024-2025 financial year.

As noted above, the total annual budget for Councillor attendance at conferences and seminars is \$30,000 for all councillors. This \$30,000 allowance does not include the cost of attending the Local Government NSW Annual Conference, which the Policy provides for separately in clauses 46 and 47.

Link to Community Strategic Plan

Theme 4: Responsible

Goal E: Environmental resources for the future

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

Risk Management

In relation to ALGA National General Assembly 2025 – Nil. In relation to the potential to host the ALGWA NSW Annual Conference in 2027, it is noted that this report provides background and requirements of hosting the conference, addressing potential challenges such as resource allocation, logistical demands, and financial implications. However, by hosting this event, our Council has the opportunity to showcase our commitment to promoting gender equality and leadership in local government, while also enhancing our community's profile on a national stage.

Critical Dates or Timeframes

The closing date for Expressions of Interest submissions to host the 2027 ALGWA NSW Annual Conference close on 28 February 2025.

2.11 Australian Local Government Association (ALGA) National General Assembly 2025 - attendance and voting and Expression of Interest to host the 2027 Australian Local Government Women's Association (ALGWA) NSW Annual Conference (cont'd)

In relation to the ALGA National General Assembly for 2025, the following dates are noted below:

Deadline	Action
Monday 31 March 2025	Closing date for motion submission for debate at the 2025 National General Assembly
Tuesday 24 June 2025	Regional Cooperation and Development Forum
Wednesday 25 June 2025	National General Assembly starts
Friday 27 June 2025	National General Assembly concludes

Attachments

Nil.



Item No: 2.12
Title: Unlawful Camping in Parks and Reserves
Department: Environment and Planning

25 February 2025 Ordinary Council Meeting

Reference: F2004/06676 - D16606098
Author: Andrew Littlefield, Section Manager Land Regulation and Ranger Services
Manager: Shann Mitchell, Unit Manager Environmental Compliance Services
Executive: Jamie Loader, Director Environment and Planning

Recommendation

That Council notes the current work being undertaken to install signage and regulate public spaces in response to an increase in illegal camping and homelessness issues throughout the Local Government Area (LGA).

Report purpose

To inform Council on the progress in response to Central Coast Council's Notice of Motion - Unlawful Camping in Parks and Reserves as resolved at the Ordinary Council Meeting of 10 December 2024.

Executive Summary

Illegal camping and homelessness have increased dramatically throughout the Nation, including the Central Coast LGA and has resulted in the use of Council's Parks, reserves and carparks by overnight travellers, illegal campers, and homeless camps, which has created social, environmental, and amenity issues for the surrounding residents. In response to these issue Council has undertaken the following initiatives;

- Review of current signage and installation of new signage to prevent parking between the hours of 10pm and 5am in local parks and reserves.
- Council Rangers have undertaken and continue to undertake inspections of known illegal camping hotspots to move people on who are, or are preparing to, illegally camp.
- Where people are identified to be homeless, Council Rangers refer the individuals to the Central Coast Assertive Outreach Team, who offer services to find suitable accommodation.

Background

At the Ordinary Council meeting of 10 December 2024, Council considered the Notice of Motion – Unlawful Camping in Parks and Reserves, in response to the increase in unlawful camping within the LGA.

The following recommendations were endorsed by Council.

- 530/24 *That Council notes with concern the increasing proliferation of free campers in Council's reserves and carparks, and that such unlawful use is likely to dramatically increase over the Christmas period.*
- 531/24 *That Council directs the Chief Executive Officer to urgently review and install signage to prohibit free parking at Council reserves and carparks by prohibiting carparking overnight between 10:00pm and 5:00am, and by prohibiting camping.*
- 532/24 *That the costs of additional signage be adjusted in the Q2 review to the extent they exceed current allowances.*
- 533/24 *That Council directs the Chief Executive Officer to require Council's rangers to enforce the above restrictions immediately.*
- 534/24 *That in cases of genuine homelessness that Council rangers offer referral to appropriate support services.*
- 535/24 *That staff negotiate with NRMA as the operators of council caravan parks to offer temporary free or subsidized accommodation to the genuine homeless for a short period and that staff investigate other appropriate site options to accommodate these persons.*
- 536/24 *That the CEO report back to Council in February 2025 on the implementation and effectiveness of these measures and other relevant issues.*

Report

The following actions have been undertaken in response to each of the relevant resolutions of Council.

In response to recommendation 531/24 *"That Council directs the Chief Executive Officer to urgently review and install signage to prohibit free parking at Council reserves and carparks by prohibiting carparking overnight between 10:00pm and 5:00am, and by prohibiting camping"*.

2.12 Unlawful Camping in Parks and Reserves (cont'd)

A review of signage has been completed throughout the Parks, Reserves and Carparks. There are 32 sites which are identified hotspots that require signage. Council reserves have existing signage which identify the activities which are prohibited within the public reserve under the *Local Government Act 1993*, this includes camping and staying overnight. However, there is no timed parking or parking restrictions in the majority of these carpark locations.

Staff have commenced the purchase and installation of signage for the identified hotspots. Additional signage will be installed at all 32 locations during Q3. This signage will prohibit carparking overnight between 10:00pm and 5:00am, and therefore prohibit camping. Priority will be given to the installation of signage in locations noted to have the highest rates of illegal camping. All signage is proposed to be completed by 30 March 2025.

In response to recommendation 532/24, *"That the costs of additional signage be adjusted in the Q2 review to the extent they exceed current allowances"*.

Initial purchase of signage and installation has been commenced within the existing operational budget. Additional budget will be sought in Q3 to complete signage installation throughout all carparks and reserves as resolved by Council. It is expected that the installation of the no-parking between 10pm-5am signage will be completed by 30 March 2025.

In response to recommendation 533/24, *"That Council directs the Chief Executive Officer to require Council's rangers to enforce the above restrictions immediately"*.

Council Rangers regularly conducted inspections of known illegal camping hotspots throughout December 2024 and January 2025. These key locations across the Central Coast were determined based on customer requests received and surveillance carried out by Council staff of our parks, reserves and beach carparks.

Rangers spoke with people who were camping in these locations to determine their reason for being there and moved people on where possible. In some instances, Rangers issued penalty infringement notices when illegal camping activities were identified, and the people were not genuinely homeless.

During this period Rangers completed more than 75 targeted inspections. Rangers requested 50 individuals to move on, who were alleged to be illegally camping or preparing to stay overnight in prohibited locations. On three (3) occasions individuals who refused to move on and were not homeless, were fined by Rangers. Following these targeted inspections and the ongoing presence of Rangers patrolling these locations, a reduction in illegal campers was observed and the proliferation of free campers during the holiday period was reduced. Individuals who remain camped in hotspot locations were assessed to be genuinely homeless.

Where people were identified to be homeless, Council Rangers referred the individuals to the Central Coast Assertive Outreach Team, who offer services to find suitable accommodation.

2.12 Unlawful Camping in Parks and Reserves (cont'd)

Unfortunately, Council Rangers were often subjected to threats and abuse when undertaking these inspections and were required to withdraw from some locations, due to the safety concerns. It was also noted by Council Rangers that on many occasions it was extremely difficult, based on the information provided by individuals, to determine if someone was genuinely homeless and in need of assistance or camping in a public space to avoid paying fees at a caravan park.

In response to recommendation 534/24 *"That in cases of genuine homelessness that Council rangers offer referral to appropriate support services"*.

During December 2024 and January 2025 over 120 referrals were made by Rangers to the Central Coast Assertive Outreach Team in relation to individuals who were experiencing homelessness.

Central Coast Council has a partnership with State Government Funded Specialist Homelessness Services to offer support to people who are homeless. This partnership has been established in reference to the NSW Governments Protocol for Homeless People in Public Places, which is a guide to ensure that people who are experiencing homelessness are treated respectfully, appropriately and are not discriminated against on the basis of their homeless status.

Homelessness has increased by 60% in the past calendar year, and it is estimated that there will be over 6000 people who will become homeless on the Central Coast this coming year. The most vulnerable of these are rough sleepers who are utilising cars, vans and tents as a form of shelter. Sleeping rough is the most visible form of homelessness, and this cohort tend to occupy reserves, beaches and public assets close to town centres for a number of reasons including personal safety.

In response to recommendation 535/24 *"That staff negotiate with NRMA as the operators of council caravan parks to offer temporary free or subsidized accommodation to the genuine homeless for a short period and that staff investigate other appropriate site options to accommodate these persons"*.

Council is working with NRMA, the leaseholder of Council's holiday parks, in accommodating families and individuals of genuine homelessness. NRMA Parks and Resorts staff do not have the ability to ascertain genuine homelessness or provide access to outreach services required during a particular stay. Where a person has been identified to be homeless, Council's assertive outreach team have assessed the persons status and then worked with the Holiday Parks Team to find a suitable booking at a park based on availability. Bookings are being paid for by Council and the available discount at the time of booking which is in line with Council Fees and Charges.

NRMA Parks and Resorts review each booking, as in some instances individuals may already have historical stays at Councils holiday parks and have been placed on an exclusion list due to varying incidents. NRMA Parks and Resorts have a right to refuse bookings for individuals

2.12 Unlawful Camping in Parks and Reserves (cont'd)

in these instances. Where this occurs Council's outreach team provide alternative options for individuals for short term accommodation.

NRMA Parks and Resorts and Council's Holiday Parks team do not have delegation to offer free bookings. NRMA Parks and Resorts has been forthcoming and supportive in working with Council on this issue.

Council staff have contacted several other LGA's to discuss the issue and review solutions. Some LGA's offer free 12-24-hour overnight camping in showgrounds or designated carparks to contain campers/travellers who are moving through an area, in suitable locations away from residential properties.

In relation to homelessness concerns other LGA's also refer individuals to outreach providers who attempt to find suitable alternative accommodation. Council will continue to consult with other LGA's and relevant stakeholders to investigate potential alternative accommodation options for homelessness and illegal camping solutions.

In response to recommendation 536/24 *"That the CEO report back to Council in February 2025 on the implementation and effectiveness of these measures and other relevant issues"*.

This report is provided in response to this resolution.

Stakeholder Engagement

Council staff have held meetings and have on-going meetings scheduled with the NSW Police Force, Department of Communities and Justice and local outreach service providers to determine what other options are available in resolving local homelessness concerns. Staff have also engaged with the Holiday Park leaseholder NRMA Parks and Resorts to review accommodation options for homeless individuals.

Financial Considerations

Financial Year (FY) Implications.

The proposal has cost financial implications for the current FY and outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget does not include funding for this proposal and the amount will need to be included in a future Quarterly Budget Review.

Link to Community Strategic Plan

Choose Themes

Goal G: Good governance and great partnerships

B-A3: Work together to solve a range of social and health issues that may impact community wellbeing and vulnerable people.

Risk Management

Reputational Risk

Many people have genuine reasons to park in the reserves and carpark between 10pm-5am. This can include fisherman, people attending social events in the area, people inebriated and unable to drive and people undertaking night-time construction or repair works. Council Rangers and Parking officers may show discretion in these situations; however, it is likely that there will be opposition to limiting the use of these public spaces overnight.

Safety Risk

Rangers and Parking officers are often abused, insulted, and threatened while undertaking their duties during the day. This has included officers being verbally abused, physically assaulted, and spat on during the previous 6-month period. Having Rangers and Parking Officers attending remote locations between 10pm and 5am is likely to present dangers exceeding what is currently faced daily.

Critical Dates or Timeframes

Project has commenced and signage will be completed by 31 March 2025.

Attachments

Nil.



Item No: 2.13
Title: Submission - Cultural State Environmental Planning Policy: Explanation of Intended Effects exhibition
Department: Environment and Planning

25 February 2025 Ordinary Council Meeting

Reference: F2020/01596 - D16643399
Author: Sam Hardie, Economic Development Specialist
Manager: Bill Ignatiadis, Unit Manager Economic Development and Property
Executive: Jamie Loader, Director Environment and Planning

Recommendation

That Council:

- 1 Notes that a submission has been prepared in relation to the Explanation of Intended Effect: Cultural State Environmental Planning Policy (SEPP), and***
- 2 Endorses the submission and authorises the submission to be lodged with the Department of Planning, Housing and Infrastructure.***

Report purpose

To authorise a response on behalf of Council to the Department of Planning, Housing and Infrastructure in relation to the Explanation of Intended Effect: Cultural State Environmental Planning Policy (SEPP).

Executive Summary

On 15 November 2024 the Department of Planning, Housing and Infrastructure placed an Explanation of Intended Effect (EIE) for the Cultural SEPP on public exhibition. The exhibition period closed on 7 February 2025.

Council staff from Environment and Planning and Community and Recreation Services Directorates have reviewed the EIE and prepared the submission included in (Attachment 1).

As the exhibition period closed prior to the first available Council meeting, the submission was provided on a provisional basis to the Department of Planning, Housing and Infrastructure (DPHI). It was noted that the submission would be presented to Council at this meeting for endorsement.

2.13 Submission - Cultural State Environmental Planning Policy: Explanation of Intended Effects exhibition (cont'd)

Current Status

The submission included in (Attachment 1) has been prepared for the consideration of Council at the 25 February Council meeting.

Report

The changes to the Cultural SEPP prescribed in the EIE seeks to support more creative, hospitality and cultural uses that contribute to a 24-hour economy.

The EIE provides an explanation of proposed changes and seeks feedback from Councils on specific questions relating to the outcomes that the State government is seeking.

The EIE notes proposed changes to the following:

- Policy proposals – current planning pathways
 - Non-refusal standards for entertainment
 - Conditions of consent for entertainment
- Policy proposals – events
 - Temporary structures for community events
 - Supporting events at major precincts
 - Vivid Sydney
 - Temporary extended trading hours for unlicensed venues during special events
 - Cultural activation of town halls
- Policy proposals – outdoor dining and food trucks
 - Providing outdoor music and outdoor dining using exempt development
 - Outdoor dining at farm gate premises
 - Updated provisions for food trucks in residential and conservation zones
- Policy proposals – updates to the Business and Industrial Codes
 - Allowing change of use in SP4 Enterprise zones
 - Bicycle rails and lockers
- Guidelines
 - Guideline for Late Night Hours of Operation for Food and Drink Premises
 - Guide to Planning Pathways for Community Events

Some of the proposed changes are generally desirable and will have a positive impact on businesses and the community. For the holding of events, a particularly useful change is the increased size of stages and marquees for events that are to be considered as exempt development. This issue has been raised with Council staff by event operators and community groups as a barrier to undertaking community events and markets. By increasing

2.13 Submission - Cultural State Environmental Planning Policy: Explanation of Intended Effects exhibition (cont'd)

the size, the approval timeframe and costs can be reduced, making it easier and more attractive to host more community events on the Central Coast.

On the other hand, the changes to the SEPP may lead to additional conditions of consent for DA's. Additional conditions may become a barrier for businesses, particularly hospitality and entertainment businesses. Instead of additional development consent conditions, these conditions should be considered as part of any liquor licence conditions. As the Department of Liquor and Gaming is the agency responsible for sound complaints for licensed venues, which encompasses most hospitality and entertainment venues, this would also help have a centralised source of conditions for Police and regulators to refer to.

The submission in (Attachment 1) addresses items that are relevant to the Central Coast and provides context as to how the proposed changes may impact Council and the Central Coast businesses and community.

Stakeholder Engagement

Internal consultation has been undertaken across multiple business units including:

- Strategic Planning Projects and Local Planning & Policy
- Development Assessment
- Business Economic Development
- Community and Culture
- Environmental Compliance Services
- Community Development
- Communications Marketing and Customer Engagement

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The proposal does not have financial implications for the current year but impacts outer years in the LTFP. The LTFP includes an allowance for the ongoing impact.

There is no direct financial impact on the operational budget of Council in the preparation of the submission letter to the Minister of Planning, Housing and Infrastructure. The submission has been prepared using existing staff resources.

2.13 Submission - Cultural State Environmental Planning Policy: Explanation of Intended Effects exhibition (cont'd)

Link to Community Strategic Plan

Theme 5: Liveable

Goal B: Creativity, connection and local identity

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

Risk Management

No risks have been identified

Critical Dates or Timeframes

If the submission is endorsed, the Department of Planning, Housing and Infrastructure will be notified by Friday 28 February 2025.

Attachments

1	Draft Cultural State Environmental Planning Policy (SEPP) Explanation of Intended Effect (EIE) Submission	Provided Under Separate Cover	D16634682
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Item No: 2.14
Title: Voluntary Planning Agreement - Tuggerah Gateway Site
Department: Environment and Planning

25 February 2025 Ordinary Council Meeting

Reference: RZ/2/2021 - D16646583
Author: Lynda Hirst, Principal Strategic Planner Local Planning and Policy
Manager: Shannon Turkington, Unit Manager Strategic Planning
Executive: Jamie Loader, Director Environment and Planning

Recommendation

That Council:

- 1 Authorises the Chief Executive Officer to undertake all actions necessary to finalise and execute the Local Planning Agreement for the Tuggerah Gateway Site prior to the finalisation of the Local Environmental Plan to rezone the Tuggerah Gateway Site for residential uses, as included in Attachment 1.***
- 2 Notes the Planning Agreement has not been amended to include the construction of the shared pedestrian pathway to Tuggerah Railway station by way of pedestrian bridge over Pacific Highway as requested in Resolution 518/24.***

Report purpose

This report seeks to finalise the draft Planning Agreement (Attachment 1) to allow for its execution prior to the finalisation of the Planning Proposal for the Tuggerah Gateway Site.

Executive Summary

At its Ordinary Council Meeting of 10 December 2024, Council resolved to finalise the draft DCP and Planning Agreement relating to the Tuggerah Gateway site. The resolution included a requirement to amend the draft VPA to include the construction of the shared pedestrian pathway to Tuggerah Railway station by way of a pedestrian bridge over the Pacific Highway.

Consultation has been undertaken with the Proponent who has advised that the inclusion of the additional works would render the development economically unviable and prevent the development from proceeding.

2.14 Voluntary Planning Agreement - Tuggerah Gateway Site (cont'd)

It is recommended that the Planning Agreement is executed as provided in (Attachment 1) (excluding the pedestrian bridge) to allow for finalisation of the Planning Proposal by the Department of Planning, Housing and Infrastructure.

Background

At the Ordinary Council Meeting of 10 December 2024, Council resolved to:

- 513/24 *Notes the Tuggerah Gateway Planning Proposal has been determined as a State Significant Rezoning under the NSW State Significant Rezoning Policy and the Department of Planning Housing and Infrastructure has been appointed as the Planning Proposal Authority.*
- 514/24 *Adopts the following amendments to the Central Coast Development Control Plan 2022:*
- a) *Remove the Tuggerah Gateway site from Chapter 5.34 Tuggerah Precinct,*
 - b) *Include the Tuggerah Gateway site in a new site-specific Chapter 4.7 Tuggerah Regional City, to come into effect upon notification of the Local Environmental Plan, included as Attachment 1, and*
 - c) *Endorse the Chief Executive Officer to make other minor post exhibition amendments to Chapter 4.7 Tuggerah Regional City subject to advice from the Department of Planning, Housing and Infrastructure as deemed necessary to finalise the Plan.*
- 515/24 *Authorises the Chief Executive Officer to undertake all actions necessary to finalise and execute the local Planning Agreement for the Tuggerah Gateway site prior to the finalisation of the Local Environmental Plan to rezone the subject site for residential uses, included as Attachment 2.*
- 516/24 *Notifies all those who made submissions during public exhibition of the Tuggerah Gateway Planning Proposal:*
- a) *That the Department of Planning, Housing and Infrastructure (DPHI) is the Planning Proposal Authority (PPA) for this Planning Proposal under the NSW State Significant Rezoning Policy and will finalise the assessment of the rezoning; and*
 - b) *Provide advice as to Council's decision to adopt the amendments to CCDCP 2022 and finalise the local Planning Agreement.*
- 517/24 *That in the event that the Department of Planning, Housing and Infrastructure (DPHI) puts the planning proposal on public exhibition then Council staff prepare a submission for endorsement by council at a council meeting.*

2.14 Voluntary Planning Agreement - Tuggerah Gateway Site (cont'd)

518/24 That draft VPA Item 4.1 be amended to include the construction of the shared pedestrian pathway to Tuggerah Railway station by way of pedestrian bridge over Pacific Highway.

All the above actions have been addressed with the exception of 518/24.

Report

Following the Ordinary Council Meeting of 10 December 2024, Council staff consulted with the Proponent on resolution 518/24. The proponent advised the additional requirement to construct the pedestrian pathway and bridge to the Tuggerah Railway station will render the development economically unviable and prevent it from proceeding.

To ensure that the Planning Agreement can be executed, and all other benefits committed within are delivered to support the development of housing on the site, it is recommended that the requirement of resolution 518/24 is not included in the Planning Agreement.

Planning Agreements are voluntary agreements between a Planning Authority and Developer and used as a tool to deliver public benefits in connection with planning proposals and development applications.

The Planning Agreement provided in (Attachment 1) formalises the requirement for the proponent to:

1. Construct and dedicate a District Level Park to Council. The developer is required to maintain the park for 5 (five) years from practical completion.
2. Deliver a ground floor youth centre valued at a minimum of \$1 million dollars either as part of future development of the Gateway site or within the adjoining Westfield Tuggerah Shopping Centre. Upon completion of the Youth Centre, Council will be granted a lease for nil rent.
3. Construct a 3m wide regional dedicated shared pathway within the road reserve connecting the site to the overhead pedestrian bridge on Wyong Road. The shared pathway is to be designed in consultation with Council and Transport for NSW (TfNSW). It is anticipated that upon completion, the shared pathway will be maintained by TfNSW as it will form part of the Wyong Road reserve which is a State Road. This will be subject to further negotiation between the developer and TfNSW during the design of the pathway.

Stakeholder Engagement

Consultation has been undertaken with between Council staff and the Proponent. The Department of Planning Housing and Infrastructure has also been informed of the status of the Planning Agreement as they are the Planning Proposal Authority for the Planning Proposal.

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year but impacts outer years in the LTFP. The LTFP does not allow for the ongoing impact and will need to be updated in the next review.

Budget and Long-Term Financial Plan (LTFP) Impact.

The proposal does not have financial implications for the current year but impacts outer years in the LTFP. The LTFP includes an allowance for the ongoing impact.

Adoption of the staff recommendation has no direct bottom line budget implication for the Council. The Planning Agreement includes a process to ensure Council and TfNSW are involved in the detailed design of required infrastructure. This ensures infrastructure will be designed and delivered to relevant Australian and Council standards and is fit for purpose for the community.

Link to Community Strategic Plan

Theme 4: Responsible

Goal 1: Balanced and sustainable development

R-12: 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 are no risks to Council in not including the requirement to deliver the proposed pedestrian bridge. The Planning Agreement has been reviewed by Council's Legal Services Team and includes appropriate checks and balances to ensure successful delivery of infrastructure for Council and the community.

Critical Dates or Timeframes

The Planning Agreement is required to be executed by Council and the Proponent prior to the finalisation of the Planning Proposal by the Department of Planning Housing and Infrastructure. The Department have indicated this is likely to occur in March 2025.

Attachments

1	Draft VPA - Tuggerah Gateway - Exhibition	Provided Under	D16215792
	Version - April 2024	Separate Cover	

Item No: 2.14
Title: Fraud and Corruption Prevention Policy
Department: Corporate Services



25 February 2025 Ordinary Council Meeting

Reference: F2009/00055 - D16642336
Author: Jade Maskiewicz, Disclosures and Investigations Coordinator
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council adopts the Central Coast Council Fraud and Corruption Prevention Policy as set out in Attachment 1 to this report.

Report purpose

The purpose of this report is to present an updated Fraud and Corruption Prevention Policy ('the Policy') to Council for adoption.

Executive Summary

Council's current Fraud and Corruption Control Framework has been revised to mature and refresh Council's existing fraud and corruption prevention practices. The Policy is a key mitigation tool to prevent, as far as practicable, the occurrence of fraud and corruption across the organisation.

Report

Council has an existing Fraud and Corruption Control Framework, which was adopted in 2019. The framework has been revised and refreshed, and the Fraud and Corruption Prevention Policy is now presented as a key element of ensuring and promoting an ethical culture at Central Coast Council.

The Policy sets out the high-level commitment by Council to the implementation of strategies and actions that support fraud and corruption control. It also sets out the responsibilities of all Council Officials for implementing and monitoring actions.

The Policy is structured around the principles of:

1. Prevention
2. Detection
3. Response

The three principles are further supported within the Policy by reference to the ten attributes identified by the NSW Audit Office being:

1. Leadership
2. Ethical Strategy and Plan
3. Responsibility Structures
4. Fraud Control Policy
5. Prevention Systems
6. Fraud Awareness
7. Third Party Management Systems
8. Notification Systems
9. Detection Systems
10. Investigation Systems

Upon adoption of the Policy by Council, a supporting Action Plan will be developed in consultation with accountable staff and then managed and monitored for delivery. This would also include regular review by Council's Audit, Risk and Improvement Committee.

Stakeholder Engagement

Consultation has been undertaken with the following stakeholders:

- Chief Financial Officer and the Executive Leadership Team
- Unit Manager Governance Risk and Legal
- Section Manager Governance
- Unit Manager Procurement and Projects
- Unit Manager Enterprise Risk Project, and
- Audit Risk and Improvement Committee members.

Public exhibition is not required for this Policy.

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year or outer years in the LTFF.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal.

There are no additional financial implications required for the implementation of this policy. Fraud and corruption prevention training will be included as part of Council's annual Code of Conduct training that is currently developed and delivered by existing staff.

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

Fraud and corruption can cause significant financial and reputational damage. Having an up-to-date Fraud and Corruption Policy in place helps mitigate Council's risk of fraud and corruption occurrences.

Critical Dates or Timeframes

Nil.

Attachments

1	DRAFT - Fraud and Corruption Prevention Policy	Provided Under Separate Cover	D16539157
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Item No: 2.16
Title: Proposal to seek OLG Exemption to extend term of Audit, Risk and Improvement Chair
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2021/00030 - D16634230
Author: Edward Hock, Unit Manager Enterprise Risk Project
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1 Directs the CEO to seek an exemption from the Office of Local Government, pursuant to cl216G(4) of the Local Government (General) Regulation 2021, to extend the term of the Chair of the Audit, Risk and Improvement Committee for 12 months, to 26 April 2026.***
- 2 If granted the exemption, extends the term of the Chair for 12 months to 26 April 2026.***

Report purpose

To recommend Council seek an exemption from the Office of Local Government, pursuant to clause 216G(4) of the *Local Government (General) Regulation 2021* to extend the term of the Chair of the Audit, Risk and Improvement Committee for 12 months, to April 2026.

Executive Summary

The term of the Chair of the Audit Risk and Improvement Committee (ARIC) expires on 26 April 2025. In order to maintain organisational experience, and consistent oversight of organisational effectiveness and efficiency, it is recommended an exemption be sought from the Office of Local Government to extend the Chair's term for 12 months to April 2026.

The exemption is required as the Local Government (General) Regulation 2021 (The Regulation) mandates an independent member serve no more than 8 (eight) years in a 10-year period (clause 216G(3)).

2.16 Proposal to seek OLG Exemption to extend term of Audit, Risk and Improvement Chair (cont'd)

Background

Mr Carl Millington has served as the Chair of Central Coast Council's Audit, Risk and Improvement Committee (ARIC) since April 2021. This tenure is in addition to Mr Millington's previous appointment as an inaugural independent member since April 2017. Accordingly, Mr Millington has served a total of 8 years on Council's ARIC.

Pursuant to the Regulation, and the Office of Local Government's Guidelines for Risk Management and Internal Audit (the Guidelines), an independent member should only serve a maximum term of 8 years on any ARIC over a 10-year period. On the basis of Mr Millington's tenure, he is ineligible for reappointment pursuant to cl 216G(3) of the Regulation.

Accordingly, if it wanted to extend Mr Millington's appointment for a further 12 months, as recommended by this report, Council would need to seek an exemption from the Departmental Chief Executive of the Office of Local Government, pursuant to cl216G(4) of the Regulation (the 216G Exemption).

Report

In order to be eligible for the 216G Exemption, Council must demonstrate to the Office of Local Government that it:

- (a) took reasonable steps to find another person to take the place of [Mr Millington]; and
- (b) has been unable to find a suitable person.

Reasonable Steps Taken

In March 2022, Mr John Gordon resigned at the completion of his term as an independent member of ARIC. Since that time, Council has sought to implement an improved transitional arrangement to facilitate the skills needed on its ARIC and identify suitable and willing independent members.

Mr Gordon's vacancy was filled (after an initial Expression of Interest campaign did not identify any suitable candidates) by Mr Peter McLean. Mr McLean was initially appointed for a 3-year term commencing on 14 September 2022, and concluding on 13 September 2025. It was anticipated that, in time, Mr McLean would have capacity to transition into the role of Chair of ARIC. However, when the Guidelines came into effect on 1 July 2024, Mr McLean, being (then) a Councillor of another Council, became ineligible to serve as an independent member of ARIC.

Accordingly, the reasonable steps taken by Council to identify a suitable person to take the place of Mr Millington were frustrated.

2.16 Proposal to seek OLG Exemption to extend term of Audit, Risk and Improvement Chair (cont'd)

The remaining independent members of ARIC are Mr Arthur Butler and Ms Michelle Lawson. Mr Butler's term expires on 26 April 2025, and he has expressed a desire to retire from ARIC service. Ms Lawson's term runs to 22 July 2027 and she will play an important role in the ongoing transitional arrangements.

Given Mr Butler's impending retirement, Council will shortly conduct an Expression of Interest campaign to identify a suitable replacement. Given that the Guidelines provide that a Council should seek to only make a single replacement of an independent member (including a Chair) in any year, it is considered that the approach favoured by this report, and the transitional arrangements already undertaken, amount to reasonable steps taken by the Council to satisfy the requirement of cl216G(4)(a) of the Regulation.

Unable to Find a Suitable Person

Since June 2022, Council has needed to fill two (2) vacancies in the independent membership of ARIC. In seeking to fill those vacancies, it has conducted two Expression of Interest campaigns.

In 2022, Council received 20 expressions of interest, shortlisted 4 (four) candidates for interview, and the interview panel did not make a recommendation as to a preferred candidate of those interviewed. Subsequently, Council determined to directly appoint Mr McLean to fill the role.

In 2024, Council received 17 expressions of interest, shortlisted 3 candidates for interview, and the interview panel recommended Ms Lawson for appointment, which recommendation was resolved by Council.

From the Expression of Interest campaigns undertaken, it is apparent that Council has a limited pool of suitable candidates from which to identify independent ARIC members. In circumstances where a casual vacancy is shortly to be filled, it would appear from recent experience that a single vacancy will be challenging to fill, whereas two such vacancies will amount to a near-impossibility.

Accordingly, it is considered that Council has reasonable grounds on which to assert it would be unable to find a suitable person to replace Mr Millington, per cl216G(4)(b) of the Regulation.

Matters in favour of Mr Millington's reappointment

There are several reasons that Council ought to seek the 2016G Exemption to reappoint Mr Millington for a further 12 months, including but not limited to:

2.16 Proposal to seek OLG Exemption to extend term of Audit, Risk and Improvement Chair (cont'd)

Performance Improvement Order

As Council is subject to a Performance Improvement Order, which imposes greater than usual oversight obligations on ARIC and the Chair. It is considered that Mr Millington's experience on ARICs generally, and with Central Coast Council specifically, places him as the best option to meet those oversight obligations for the remainder of the PIO's enforcement period.

Consistency and competence

Mr Millington's tenure on ARIC has been marked by significant change, risk events, key staff turnover, and financial mismanagement, leading ultimately to the appointment of Administrator Rik Hart from 2021 to the election in September 2024. Mr Millington's knowledge and experience in identifying financial and operational risks in the local government sector can provide Council with a level of assurance that is hugely beneficial. Further, Mr Millington's tenure can provide the Councillors with a level of comfort and assurance that comes with his experience in the precise issues that confront Central Coast Council's financial sustainability and delivery of services.

Other departures

As detailed above, Mr Arthur Butler, will depart ARIC when his term expires in April 2025. Given this, it would be most disruptive to Council, and ARIC, to identify and onboard 2 new independent members, even if 2 such suitable candidates were able to be identified.

Transitional Arrangements

Subject to all necessary approvals, Mr Millington has agreed to extend his term by 12 months to April 2026. This would allow for Council to stagger the remaining terms of its independent members to align with the Guidelines' recommendation that only one independent member should be replaced in any calendar year. Further, this approach would provide time for Mr Millington to contribute to the development of an existing independent member to ascend to the role of Chair should that person be identified from current, or soon to be appointed, independent members.

Stakeholder Engagement

Council staff have consulted with the Office of Local Government in relation to the interpretation and application of the relevant provisions of the Regulation.

Mr Millington has also been consulted and is willing to extend his term on the basis of this report.

Cr Lamont, as Council's representative on ARIC, has been consulted and endorses this proposal.

2.16 Proposal to seek OLG Exemption to extend term of Audit, Risk and Improvement Chair (cont'd)

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal.

The fees payable to an ARIC Chair are paid in accordance with resolution of Council, and are set at the discretion of Council. All fees have been appropriately budgeted and phased.

Link to Community Strategic Plan

Choose Themes

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

This proposal manages several key risks for Council.

Key Person Dependency

This proposal allows for a more orderly transition to a new Chair, with an opportunity to continue building an ARIC with an independent membership whose skills complement each other's and meet the requirements of the Regulation and the Guidelines.

Financial Sustainability

Ongoing oversight of Council's financial performance and strategies is essential to ensure prudent financial management, and best value services for the community. Mr Millington's experience as an audit professional of many years' standing provides robust oversight and insight.

2.16 Proposal to seek OLG Exemption to extend term of Audit, Risk and Improvement Chair (cont'd)

Regulatory Compliance

It is considered that this proposal assists Council in meeting its obligations under the current Performance Improvement Order, by maintaining continuity of oversight, and ongoing expertise in financial management.

Further, although contravention of the provisions of the Regulation is contemplated pursuant to cl216U, the reputational harm to Council in willfully contravening Regulation would outweigh the burden of seeking the exemption under cl216A(4).

Critical Dates or Timeframes

Given the concurrent departure of independent member Arthur Butler, Council would not be capable of forming a quorum of its ARIC. Accordingly, this decision cannot be deferred.

Attachments

Nil.



Item No: 2.17
Title: Classification of land acquired by Council - Behind Main Road Toukley & Adjoining Virginia Road Warnervale
Department: Environment and Planning

25 February 2025 Ordinary Council Meeting

Reference: F2025/00146 - D16629076
Author: Chris Barrett, Commercial Property Manager Commercial Property
Manager: Bill Ignatiadis, Unit Manager Economic Development and Property
Executive: Jamie Loader, Director Environment and Planning

Recommendation

That Council:

- 1 Notes that, in accordance with the provisions of section 34 of the Local Government Act 1993 (the LG Act), public notice has been duly given of the intention to classify land being Lot 74 in DP 1305571 (otherwise known as land to the rear of 360 Main Road, Toukley 2263) and that no submissions have been received in relation to the public notice.***
- 2 Resolves that the land to the rear of 360 Main Road, Toukley 2263 is to be classified as Operational Land, in accordance with the provisions of section 34 of the LG Act.***
- 3 Notes that, in accordance with the provisions of section 34 of the LG Act, public notice has been duly given of the intention to classify land being Lot 711 in DP 1305034 (also known as 93 Virginia Road, Warnervale 2259) and that no submissions have been received in relation to the public notice.***
- 4 Resolves that the land at 93 Virginia Road, Warnervale 2259 is to be classified as Operational Land, in accordance with the provisions of Section 34 of the Local Government Act 1993 (LG Act).***

Report purpose

The purpose of this report is to finalise the classification process for two (2) lots of land that have recently been acquired by Council. The classification process is required under the *Local Government Act 1993* (the LG Act). The two lots are located in Toukley and in Warnervale. Both lots are proposed to be classified as Operational.

2.17 Classification of land acquired by Council - Behind Main Road Toukley & Adjoining Virginia Road Warnervale (cont'd)

Executive Summary

The classification of land acquired by Council must be completed within three (3) months of the date of acquisition. The process involves public notification of a proposed resolution to acquire the land. The two (2) lots (one in Toukley and one in Warnervale) are proposed to be classified as Operational.

Background

Under the *Local Government Act*, (LG Act) land owned by Council must be classified as Operational Land or as Community Land.

Section 34 of the LG Act states that public notice must be given about the proposed classification of land:

- (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.*

Section 31 of the LG Act sets out when the classification of public land must be completed:

- (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*

Report

Land at Toukley: The land to the rear of 360 Main Street, Toukley is being acquired as a consequence of a development consent being DA/771/2016. A condition of the development consent is the creation and dedication of the specified land to Council for the purpose of a future public laneway. The land was created via subdivision of an existing lot pursuant to a subdivision consent being SC/57/2024.

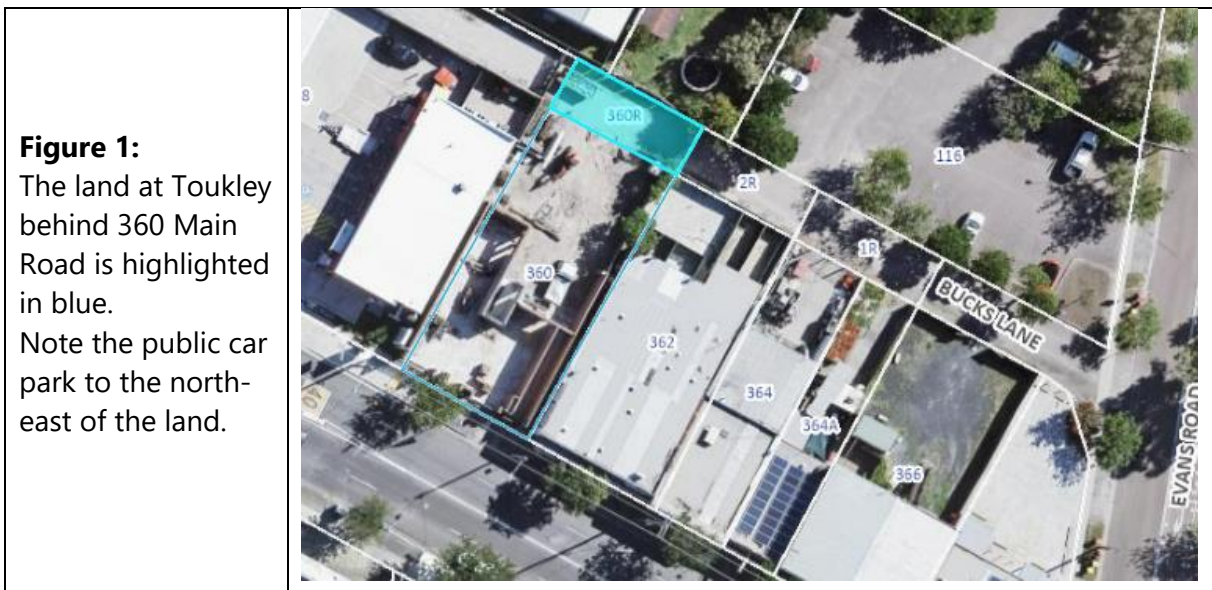
The Toukley Development Control Plan includes provisions to the effect that a public laneway should be created behind properties fronting the north side of Main Road to the immediate west of Evans Road. A number of the lots affected by this provision of the Toukley DCP have already been acquired by Council.

2.17 Classification of land acquired by Council - Behind Main Road Toukley & Adjoining Virginia Road Warnervale (cont'd)

To facilitate creation of the future laneway, it is necessary that the land must be classified as Operational Land, because Community Land cannot generally be dedicated as public road reserve (which includes public laneways).

In accordance with section 34 of the Local Government Act 1993, a duly worded public notice was published by Council and displayed on the Council website between Wednesday 20 November 2024 and Wednesday 18 December 2024. Written submissions were invited in relation to the proposed classification of the land.

No submissions were received during the public notification period.



Land at Warnervale: Land at 93 Virginia Road, Warnervale 2259 has been acquired by Council in accordance with the provisions of a long-standing deed of agreement with the owner of the adjoining land.

The agreement was entered into in order to better manage local stormwater drainage associated with neighbouring residential development and also to ensure that certain flood-affected land would be placed in public ownership. Classification of the land as Operational Land will facilitate orderly management of the land to manage drainage issues.

In accordance with section 34 of the Local Government Act 1993, a duly worded public notice was published by Council and displayed on the Council website between 17 December 2024 and 30 January 2025. Written submissions were invited in relation to the proposed classification of the land.

No submissions were received during the public notification period.

Figure 2:
Land at Warnervale adjoining Virginia Road highlighted in blue. To be used to facilitate management of local drainage issues.



Next steps: The formal public notification process having been completed and no submissions having been received, Council may now proceed to classify both of these lots as Operational Land.

Stakeholder Engagement

A process of internal consultation with affected stakeholders occurred prior to the nomination of the preferred classification for the two lots of land.

A process of external notification is required in accordance with the provisions of the LG Act before the classification of the land can be adopted. As outlined above, this consultation process has now been completed.

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes the impact for this proposal.

There would be an adverse indirect financial impact if Council were not to classify the two lots of land as Operational Land.

That is because the value of the land in the Council asset register would be diminished if the land were to be classified as Community Land.

2.17 Classification of land acquired by Council - Behind Main Road Toukley & Adjoining Virginia Road Warnervale (cont'd)

Also, the classification of the Toukley lot as Community Land would result in the requirement at a future time to go through the costly and time-consuming exercise of reclassifying the land as Operational Land. That is because in general Community Land cannot be dedicated as public road reserve.

The designation of the Warnervale lot as as Community Land could impair the utility of the land in managing local drainage issues as there are significant restrictions on the ability of Council to enter into long-term agreements or offer relevant interests in land such as drainage easements for land which is classified as Community Land.

Link to Community Strategic Plan

Theme 4: Responsible

Goal I: Balanced and sustainable development

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

Risk Management

No risks have been identified in relation to this matter, other than the risk of not completing the classification process within the statutory time limit. If the recommendation is adopted at the Council meeting on 25 February 2025, that risk will be obviated.

Critical Dates or Timeframes

The process of classification as Operational Land or Community Land must be completed within 3 months of the date on which the acquisition of the land is finalised.

The acquisition of the land at Toukley was completed on 27 November 2024 and the acquisition of the land at Warnervale was completed on 13 December 2024. Accordingly, if the classification of the land is finalised at the Council meeting on 25 February 2025, the statutory deadline for classification of the land will have been met.

Attachments

Nil.



Item No: 2.18
Title: Consultation on Reforms to Council Meeting Practices
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16603832
Author: Alysha Coussos, Section Manager Governance
Warwick Lawrence, Governance Consultant
Manager: Louise Rampling, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council endorses the submission to the Office of Local Government on the proposed amendments to the Model Code of Meeting Practice set out in Attachment 1.

Report purpose

To present Council's draft submission on the Office of Local Government's (OLG) consultation draft of the new Model Code of Meeting Practice for Local Councils in NSW.

Executive Summary

The Office of Local Government is inviting feedback from the local government sector and others on proposed amendments to the Model Code of Meeting Practice for Local Councils in NSW (Model Meeting Code). A draft submission has been prepared providing feedback on the proposed amendments, which must be submitted to the OLG by close of business on 28 February 2025.

Background

As reported to Council on 29 October 2024, the NSW government is undertaking a review of the councillor behavioural framework to ensure that councillors are visibly in control of their councils and demonstrate to the community that decision-making is genuinely local. As resolved on 26 November 2024, Council made a submission to the OLG providing feedback on the discussion paper of the Councillor Conduct Framework Review.

The OLG has now issued proposed amendments to the Model Meeting Code, which form the first tranche of reforms to the regulation of meetings. The second tranche will be legislated in 2025 as part of the measures implemented to reform the regulation of councillor conduct and will have a particular focus on behaviour at meetings.

Report

The proposed amendments to the Model Meeting Code include:

- Removing pre-meeting councillor briefings.
- Requiring information considered at closed meetings to be made public after it ceases to be confidential.
- Enhancing the authority of the mayor. The mayor will be permitted to call extraordinary meetings without request and the restrictions on mayoral minutes will be removed.
- Providing as a default that councillors are to attend meetings in person. Councillors will only be permitted to attend meetings by audio-visual link where they are prevented from attending a meeting in person because of ill health or another medical reason or unforeseen caring responsibilities. Councillors will not be permitted to participate in meetings at which a mayoral election is being held by audio-visual link.
- Removing the option for staff to attend meetings by audio-visual link.
- General Managers will no longer be required to prepare reports on notices of motion with financial implications or to identify sources of funding where a notice of motion proposes expenditure that has not been budgeted for. These will be matters for the council to determine.

The draft submission at (Attachment 1) outlines Council's position on each of these points, as well as additional proposed reforms raised in the Consultation Draft.

Stakeholder Engagement

Councillors were provided with an overview of the proposed changes and invited to provide comments and feedback to Governance in mid-January. A councillor consultation session regarding the proposed changes was held on 18 February 2025. Feedback from councillors was incorporated into the draft submission.

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget does not include funding for this proposal and the amount will need to be included in a future Quarterly Budget Review.

[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

Nil

Critical Dates or Timeframes

Submissions on the proposed changes to the Model Meeting Code must be made by close of business 28 February 2025.

Attachments

- | | | | |
|---|---|-------------------------|-----------|
| 1 | DRAFT - Model Meeting Code Amendments - | Provided Under Separate | D16661500 |
|  | Submission | Cover | |

Item No: 2.19
Title: Disclosure of Interest Returns – Councillors
Department: Corporate Services



25 February 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16569811
Author: Alysha Coussos, Section Manager Governance
Manager: Louise Rampling, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council notes the tabling of 'Disclosure of Interest' returns made by councillors as required by Council's Code of Conduct and the Local Government Act 1993.

Report purpose

To table the 'Disclosure of Interests' forms received from councillors since the December 2024 Council meeting.

Executive Summary

Newly elected councillors are required to lodge a completed 'Disclosures of Interests and Other Matters' return within three (3) months of becoming a Councillor (i.e. by 1 January 2025). A number of councillor returns were tabled at the Council meeting in December 2024, and the balance are tabled in this report.

Background

Clause 4.21 of Council's Code of Conduct (Code) requires councillors to lodge a written return in the form set out in Schedule 2 of the Code within three (3) months after becoming a Councillor.

The office of councillor commences on the day the person elected to office is declared so elected (section 233(2)(a) of the Act). The Central Coast Council poll was declared on 1 October 2024 and as such, all returns were required to be lodged by close of business 1 January 2025.

The Code requires the CEO to keep a register of returns required to be made and lodged. Clause 4.25 provides that returns are to be tabled at the next Council meeting after the due date.

Report

A number of councillor returns were tabled at the Ordinary Council Meeting on 10 December 2024. This report tables the remaining returns received from councillors.

For convenience, the following table sets out the dates on which all returns were lodged by councillors:

Councillor	Date return lodged
Clr Margot Castles	03 December 2024
Clr Helen Crowley	12 December 2024
Clr Kyla Daniels	01 December 2024
Clr Doug Eaton OAM	16 November 2024
Clr Corinne Lamont	08 October 2024
Clr Kyle MacGregor	10 December 2024
Clr Lawrie McKinna	29 November 2024
Clr John McNamara	27 November 2024
Clr Trent McWaide	14 January 2025
Clr John Moulard	28 November 2024
Clr Belinda Neal	04 December 2024
Clr Jane Smith	06 January 2025
Clr Rachel Stanton	11 February 2025
Clr Sharon Walsh	10 December 2024
Clr Jared Wright	21 November 2024

Information contained in the returns is publicly available [on Council's website](#) in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

The unredacted returns will subsequently be available for view only inspection by application, as per Council's current practice.

Stakeholder Engagement

Nil

Financial Considerations

Financial Year (FY) Implications

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact

The FY adopted budget includes funding for this proposal.

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

This report ensures adherence to the relevant requirements of both the Code and the *Government Information (Public Access) Act 2009*. Disclosure of the returns promotes openness and transparency in Council, and local government more broadly. Failure by a Councillor or designated person to lodge a return may constitute a breach of the Code and the Act.

Critical Dates or Timeframes

In accordance with the Code, disclosures of Councillors must be tabled at the first Council meeting held after the last date of lodgement. As the returns fell due on 1 January 2025, this is the first meeting after that date.

Attachments

Nil.

Item No: 2.20
Title: Status Update on Active Council Resolutions
Department: Corporate Services



25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16618368
Author: Briony Stiles, Team Leader Civic Support
Manager: Louise Rampling, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council notes the 'Status Update on Active Council Resolutions' report for active resolutions at Attachment 1.

Report purpose

To provide Council and the community with a status update on actions arising from resolutions made at Council meetings.

Executive Summary

This report provides a quarterly update on the implementation of Council resolutions during the period from 1 October to 31 December 2024.

Background

It is a requirement under the *Local Government Act 1993* that lawful decisions of Council are implemented without undue delay. Quarterly reporting on active Council resolutions provides transparency and accountability.

Report

The Status Update on Active Council Resolutions at (Attachment 1) provides an overview of the implementation of resolutions during the period from 1 October to 31 December 2024.

There are currently a total of 30 active Council resolutions. Since the last quarterly status update on 29 October 2024, a total of 47 actions have been completed.

Financial Considerations

Financial Year (FY) Implications

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes the impact for this proposal.

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

Proactively tracking and reporting on the status of Council resolutions and their actions reduces the risk of not meeting the community's expectations or not delivering on Council resolutions in a timely manner.

Critical Dates or Timeframes

See (Attachment 1) for specific deadlines for each action. The next quarterly report will be presented to the April 2025 Ordinary Council Meeting.

Attachments

1	Status update on active Council resolutions	Provided Under Separate	D16650822
	13.2.25	Cover	



Item No: 2.21
Title: Minutes and Recommendations of the Review Committee - Current Library Building - January and February 2025
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16651689
Author: Briony Stiles, Team Leader Civic Support
Manager: Louise Rampling, Unit Manager Governance Risk and Legal
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

- 1 That Council receives and notes the minutes of meetings held by the 'Review Committee – Current Library Building' on 21 January and 12 February 2025, and considers the recommendations made by the committee.***
- 2 That the next meeting of the "Review Committee – Current Library Building" to be held at 6pm on 27 February, at Council Chambers, Wyong to enable greater community participation.***

Report purpose

To provide minutes of meetings held to date by the 'Review Committee – Current Library Building'.

Executive Summary

The 'Review Committee – Current Library Building' met on 21 January 2025 and 12 February 2025. Minutes of these meetings are provided for Council's consideration.

2.21 Minutes and Recommendations of the Review Committee - Current Library Building - January and February 2025 (cont'd)

Report

Minutes of the Review Committee meetings held in January and February 2025 are reported for the information of Council. The following minutes have been approved by the Committee Coordinator and will be reported to the Committee for confirmation at the next scheduled meeting:

- [Review Committee - Current Library Building - Tuesday, 21 January 2025](#)
- [Review Committee - Current Library Building - Wednesday, 12 February 2025](#)

At the Committee meeting on 12 February 2025, it was resolved that the meeting on 27 February 2025 and all future meetings be held at the Central Coast Council Chambers in Wyong and be livestreamed. This recommendation is presented to Council for consideration, noting that the following was resolved at the Council meeting of 10 December 2024:

528/24 That the meetings of the Review Panel take place at the existing Library building if there is space available.

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal.

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.

Critical Dates or Timeframes

Nil.

**2.21 Minutes and Recommendations of the Review Committee - Current
Library Building - January and February 2025 (cont'd)**

Attachments

Nil.



Item No: 2.22
Title: Minutes of the Economic Development Committee
- February 2025
Department: Corporate Services

25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16651730
Author: Briony Stiles, Team Leader Civic Support
Manager: Louise Rampling, Unit Manager Governance Risk and Legal
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council receives and notes the minutes of the Economic Development Committee meeting held in February 2025.

Report purpose

To provide minutes of the Economic Development Committee meeting.

Executive Summary

The Economic Development Committee met on 4 February 2025. Minutes of the meeting are provided for the information of Council.

Report

Minutes of the Committee meeting held on 4 February 2025 are reported for the information of Council. The following minutes have been approved by the Committee Coordinator and will be reported to the Committee for confirmation at the next scheduled meeting:

- [Economic Development Committee - Tuesday, 4 February 2025](#)

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal.

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

Critical Dates or Timeframes

Nil

Attachments

Nil



Item No: 2.23
Title: Fire Safety Inspection Report - 11-29 The Entrance Road, The Entrance
Department: Environment and Planning

25 February 2025 Ordinary Council Meeting

Reference: CESS/77/1995 - D16647113
Author: Gary Evans, Principal Health and Building Surveyor
Wayne Herd, Section Manager Building Assessment and Certification
Manager: Andrew Roach, Unit Manager Development Assessment
Executive: Jamie Loader, Director Environment and Planning

Recommendation

That Council:

- 1** ***Notes the result of the site inspection at 11-29 The Entrance Rd, The Entrance conducted by Council staff on 6 November 2024.***
- 2** ***Resolves to not issue an Order (Order 1 under Part 2 of Schedule 5 of the Environmental Planning and Assessment Act 1979) with respect to the matters as raised within the Fire Safety Inspection Report received from Fire and Rescue NSW.***
- 3** ***Resolves that notice of Council's decision be provided to the Commissioner of Fire and Rescue NSW.***

Report purpose

To provide an update to Council on the fire safety matters and to seek a Council resolution to not issue an Order under the provisions of Part 2 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*, in relation to a Fire Safety Inspection Report received from Fire and Rescue NSW for property located at 11-29 The Entrance Rd, The Entrance.

Executive Summary

Council has received a 'Fire Safety Inspection Report' from Fire and Rescue NSW in relation to fire safety concerns regarding a property at 11-29 The Entrance Rd, The Entrance. This matter was previously tabled at an Ordinary Meeting of the Council on 29 October 2024. Council Officers have since carried out inspection of the property, inclusive of review of current action being undertaken with respect to the premises by Council's Compliance Unit.

2.23 Fire Safety Inspection Report - 11-29 The Entrance Road, The Entrance (cont'd)

This report includes the outcomes of the actions and is required to be tabled at an Ordinary Meeting of the Council in accordance with Section 17(2)(b) of Part 8 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*.

Background

The subject land (Lots 1, 2 & 3 in Deposited Plan 571197, 11-29 The Entrance Rd, The Entrance) is known as 'El Lago Resort' and is situated on the southern side of The Entrance Road to the west of Oakland Avenue, The Entrance. The land contains various residential accommodation buildings (primarily single storey) and a caravan park with associated facilities.

Council routinely receives 'Fire Safety Inspection Reports' from Fire and Rescue NSW in relation to complaints directed to them by members of the public relating to fire safety concerns. The *Environmental Planning & Assessment Act 1979* requires that these inspection reports are tabled at an Ordinary Meeting of the Council on two (2) occasions:

- Firstly, for Council to note the receipt of the 'Fire Safety Inspection Report' from Fire and Rescue NSW, and
- Secondly, for Council to then resolve as to whether a Fire Safety Order is to be issued, in accordance with the *Environmental Planning & Assessment Act 1979*, to rectify any outstanding fire safety matters raised within the inspection report.

In this case, the 'Fire Safety Inspection Report' received from Fire and Rescue NSW was tabled at the Council meeting of 29 October 2024, as required under Section 17(2) of Part 8 of Schedule 5 of the *Environmental Planning & Assessment Act 1979*. At that meeting it was resolved to:

- 1 Note the content of the Fire Safety Report from Fire and Rescue NSW (Attachment 1), in accordance with Section 17(2)(a) of Part 8 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*.
- 2 Receive a further report in accordance with Section 17(2)(b) of Part 8 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*, following staff review of Attachment 1."

Following tabling of the 'Fire Safety Inspection Report' at an Ordinary Meeting, Council is required to determine whether or not to exercise its power to issue a Fire Safety Order requiring works/actions to resolve outstanding fire safety matters (Order 1, under Part 2 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*).

2.23 Fire Safety Inspection Report - 11-29 The Entrance Road, The Entrance (cont'd)

To allow Council to make an informed decision as to this issue, senior Council officers have conducted an inspection of the premises in relation to the matters raised by Fire and Rescue NSW.

This further report on the matter is provided in accordance with Section 17(2)(b) of Part 8 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*.

Report

Current Status

The subject site was inspected by Council's Principal Building Surveyor on 6 November 2024. The purpose of the inspection was to specifically review the issues raised by Fire and Rescue NSW within their 'Fire Safety Inspection Report'.

The issues of concern identified in the report relate to matters that potentially compromise the safety of occupants of the site and include:

- 1 Certification
 - a) The fire safety certificate does not list all fire safety measures installed in the building.
- 2 Essential Fire Safety Measures
 - a) Smoke Detection and Alarm System (SDAS)
 - i. Numerous Sole Occupancy Units (SOU) did not have a working smoke alarm installed contrary to the requirements of Section 96 of the EPAR2021
 - ii. Smoke detection was not sighted in the laundry part of the premises contrary to the requirements of Specification 20 of the National Construction Code 2022, Volume 1 Building Code of Australia (NCC). The laundry was located under the caretaker's unit which is now an SOU.
 - b) Fire Hose Reels
 - i. The nozzle was not secured in the interlocking device of the hose reel, making the hose reel ready for deployment contrary to the requirements of Clause 2.2.7.2 of Australian Standard (AS) 1221:1997.

- c) Fire Extinguishers
 - i. Multiple fire extinguisher signs were not installed a minimum of 2 metres from the finished floor level contrary to the requirements of Clause 3.3.4 of AS2444-2001.

3 Generally

- i. The stairway leading to the caretaker's residence has treads that are not attached to the strings. The landing at the top of the stairs is damaged and both may lead to occupants falling through the rotten or loose timber.
- ii. The bearers and joist supporting the level 1 verandah, on the northern side of the caretaker's residence, have rotted due to exposure to moisture and provides little structural support to the decking material. FRNSW advised the occupant of the residence to avoid using the verandah.
- iii. Numerous windows are damaged exposing occupants to shards of glass.
- iv. Long grass is present around the caravans and parked vehicles at the premises.
- v. Multiple piles of rubbish are located on the eastern side of the park.
- vi. Water is leaking, from open copper piping, into the electrical switchboard on the eastern side of the shower block.

Prior to inspection of the premises, consultation was undertaken with Councils Compliance Section staff as the site has been the subject of multiple complaints in relation to numerous matters, including the dilapidated state of site buildings and individual caravans, refuse (rubbish) not being adequately stored and disposed of, electrical wiring safety concerns and additionally, the overgrown and unsightly condition of the site in general.

In addition, it is to be noted that the site operates as a caravan park, with the site also containing assorted residential accommodation buildings. As such, governance, and enforcement of some areas of the site is undertaken under the provisions of the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021*.

The provisions of this Regulation, among other things, requires the provision of firefighting equipment, including fire hose reels, to be provided within the caravan park at regulated intervals. In this case, the fire hose reels for example, are not a statutory building fire safety measure and accordingly, are not the subject of typical requirements that would occur should they be provided within a building.

2.23 Fire Safety Inspection Report - 11-29 The Entrance Road, The Entrance (cont'd)

In terms of the concerns raised by Fire and Rescue NSW within the 'Fire Safety Inspection Report', the required statutory fire safety measures applying to the accommodation buildings on the allotment are therefore limited to the provision of portable fire extinguishers and individual unit smoke alarms.

As part of the NSW Fire and Rescue inspection, it is noted that an Emergency Order with respect to the provision of portable fire extinguishers and replacement of missing smoke alarms was issued by the Inspecting Officer as a result of the fire safety issues evident during the NSW Fire & Rescue inspection of the accommodation buildings on the site.

At the time of the NSW Fire and Rescue inspection of the premises, detailed inspection and enforcement action had also been instigated by Council's Compliance Section. The action by Council's Compliance Section included the issuing of an order under the provisions of the *Local Government Act 1993*. This order contained 17 specific issues to be complied with and included, at items 13 and 14, the following requirements:

13. *Engage an independent and suitably qualified fire safety expert to review the adequacy of fire safety equipment and services at the park and provide the details of this fire safety expert to Council for review.*
14. *Have the fire safety expert required by point 13 provide a report confirming compliance (or otherwise) with Clauses 127 and 128 of the Regulation and including details of whether there is compliance with relevant Australian Standards, and the BCA where relevant.*

In response to the Order issued by Council's Compliance Section and the Emergency Order issued by Fire and Rescue NSW, the property owner engaged a Competent Fire Safety Practitioner to carry out required works to comply with both orders. This was confirmed via reinspection of the premises by Fire and Rescue NSW officers. Compliance with the issued orders has since also been confirmed, via the submission to Council of an Annual Fire Safety Statement for the accommodation buildings on the site.

The fire safety issues as raised by Fire and Rescue NSW within their inspection report have now been complied with.

Other non-fire safety issues listed within the fire safety inspection report are the subject of enforcement action by Council's Compliance Section and contained within the Order issued under the *Local Government Act 1993*.

Given the existing recently issued Orders (by both Council and Fire & Rescue NSW), and works undertaken to rectify fire safety issues, the issuing of a further Order by Council in relation to fire safety compliance is not required nor recommended in this instance.

Stakeholder Engagement

It is a requirement that the outcome of Council's investigation of the fire safety issues raised by Fire and Rescue NSW within their 'Fire Safety Inspection Report', be reported to the Commissioner of Fire and Rescue NSW.

Financial Considerations

Financial Year (FY) Implications.

The proposal does not have financial implications for the current year or outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes the impact for this proposal.

Link to Community Strategic Plan

Theme 4: Responsible

Goal E: Environmental resources for the future

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


Risk Management

The review of Fire and Rescue NSW recommendations regarding fire safety of property is a routine, although irregular, activity of Council, and as such does not present additional organisational risk.

Critical Dates or Timeframes

Nil.

Attachments

1	Inspection Report - El Lago Resort and Tourist Park	Provided Under	D16647871
	11-29 The Entrance Road The Entrance - Central Coast Council	Separate Cover	



Item No: 2.24
Title: Fire Safety Inspection Report - 6 Pine Tree Lane, Terrigal
Department: Environment and Planning

25 February 2025 Ordinary Council Meeting

Reference: CESS/2098/2018 - D16647156
Author: Gary Evans, Principal Health and Building Surveyor
Wayne Herd, Section Manager Building Assessment and Certification
Manager: Andrew Roach, Unit Manager Development Assessment
Executive: Jamie Loader, Director Environment and Planning

Recommendation

That Council:

- 1 Notes the Fire Safety Inspection Report received from Fire and Rescue NSW, enclosed as Attachment 1, in accordance with Section 17(2)(a) of Part 8 of Schedule 5 of the Environmental Planning and Assessment Act 1979.***
- 2 Resolves to receive a further report on the matter in accordance with Section 17(2)(b) of Part 8 of Schedule 5 of the Environmental Planning and Assessment Act 1979, following staff review of the Fire Safety Inspection Report.***

Report purpose

To table a Fire Safety Inspection Report from Fire and Rescue NSW regarding a property at 6 Pine Tree Lane, Terrigal.

Executive Summary

As part of the NSW Government effort to replace high risk combustible cladding from residential flat buildings, officers from Fire and Rescue NSW have undertaken an inspection of a property identified as Strata Plan 95145, known as 6 Pine Tree Lane, Terrigal. Fire & Rescue NSW have since provided a Fire Safety Inspection Report to Council (Attachment 1). In accordance with Section 17(2)(a) of Part 8 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*, Fire and Rescue NSW inspection reports received by Council are required to be tabled at the next available Council meeting.

Background

The subject land (Strata Plan 95145, 6 Pine Tree Lane, Terrigal) is situated on the southern side of Pine Tree Lane and is located opposite the Crowne Plaza building at Terrigal. The land contains a multi storey, mixed use commercial and residential building, inclusive of a basement level carpark.



After the recent completion of external combustible cladding works, an inspection of the property was undertaken by Fire & Rescue NSW. A Fire Safety Inspection Report was subsequently submitted to Council (dated 13 December 2024) identifying a number of fire safety issues. The Fire Safety Inspection Report is included as (Attachment 1).

Report

As required under the *Environmental Planning & Assessment Act 1979*, Fire and Rescue NSW has provided to Council a Fire Safety Inspection Report for the premises at 6 Pine Tree Lane, Terrigal.

The *Environmental Planning & Assessment Act 1979* requires that these inspection reports are tabled at an Ordinary Meeting of the Council on two occasions:

- Firstly, for Council to note the receipt of the Fire Safety Inspection Report from Fire and Rescue NSW (this is the purpose of this agenda item), and
- Secondly, for Council to then resolve as to whether a Fire Safety Order is to be issued, in accordance with the *Environmental Planning & Assessment Act 1979*, to rectify any outstanding fire safety matters raised within the inspection report.

Council officers are now required to review the report and determine whether or not to recommend exercising Council's powers to issue Orders under Schedule 5 of the *Environmental Planning and Assessment Act 1979*.

Council officers will proceed to undertake an inspection of the premises and determine whether the use of Orders or other regulatory powers is appropriate. At the time of writing this report, Council officers had taken the initial step of providing correspondence to the owner of the building to gain access for such an inspection.

Stakeholder Engagement

Consultation has been undertaken with the owner of the affected property, with respect to access for inspection of the property by Council staff.

Following a review and further report to Council, advice on the outcome is required to be provided to the property owner and Fire and Rescue NSW.

Financial Considerations

Financial Year (FY) Implications.

The proposal has cost financial implications for the current FY and outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes the impact for this proposal.

Link to Community Strategic Plan

Theme 4: Responsible

Goal E: Environmental resources for the future

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

Risk Management

The review of Fire and Safety NSW recommendations regarding fire safety of property is a routine, although irregular, activity of Council, and as such does not present additional organisational risk.

The operation of essential fire safety measures assists in minimising risk to building occupants, and the effective management is an important public safety matter.

Options

There are no viable options available to Council at this stage, as Council is legislatively obliged to review the advice provided by Fire and Rescue NSW. Council does have options, as the appropriate regulatory authority, with respect to the regulatory action it takes in responding to the Fire and Rescue NSW report. These options will be considered as part of Council officers' investigation and subsequent report to Council.

Critical Dates or Timeframes

Council is obliged to table Fire and Rescue NSW's report at the first available Council meeting after it is received and to consider its findings at the next available Council meeting after the report is tabled and the matter has been investigated.

Attachments

1	Fire Safety Inspection Report - 6 Pine Tree Lane, Terrigal	Provided Under Separate Cover	D16647152
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Item No: 2.25
Title: Community Support Grant Program November and December 2024
Department: Community and Recreation Services



25 February 2025 Ordinary Council Meeting

Reference: F2017/02117-002 - D16596329
Author: Belinda McRobie, Manager Community Development
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council:

- 1 Allocates \$22,341.05 (inclusive of GST where applicable) from the 2024-25 grants budget to the Community Support Grant program for the months of November and December as outlined below and in (Attachment 1).**
 - a) Pearl Beach Progress Association Incorporated - Rates Subsidy - \$4,099.05***
 - b) Gosford Pre-School Incorporated - Establishment of Yarning Circle - \$3,500.00***
 - c) Woy Woy Rugby Club Incorporated - Woy Woy Rugby Heritage Festival - \$2,950.00***
 - d) Youth In Performing Arts YIPA - Central Coast Incorporated - Youth in Performing Arts 2025 venue hire - \$5,000.00.***
 - e) Crommelin Native Arboretum Incorporated Proprietary Limited - Pearl Beach Arboretum Environmental Art Trail - \$1,432.00***
 - f) Crestani Scholarships Limited - Music in the Garden - \$360.00***
 - g) Toukley Neighbourhood Centre Incorporated – TNC Community Centre - \$5,000.00.***

- 2 Declines the following applications, for the reasons indicated in Attachment 1:**
 - a) Lady Bumble Bee Art Pty Ltd -Comedy for a cause – project is ineligible.***
 - b) Copacabana Public School P&C -Water Filtration Station - project is ineligible.***
 - c) Gosford City Seagulls AUSSI Masters Swimming Club Incorporated - Monday nights swimming training - Insufficient information provided to make an accurate assessment.***
 - d) Toukley Neighbourhood Centre Incorporated - Upgrade of Laptops for Community Support Staff - project is ineligible.***
 - e) Curtain Bounce Incorporated - Heathers the Musical - applicant has received funding through the 24/25 Community Events and Place Activation grant program for their 2025 season.***

3 *Advises the unsuccessful applicants in point 2 (above) and direct them to alternate funding sources if relevant.*

Report purpose

To seek endorsement of the recommendations for the Community Support Grant Program for the months of November and December 2024.

Executive Summary

This report considers the applications and recommendations for the Community Support Grant Program. The Community Support Grant Program remains open throughout the year to provide assistance for community activities that require in-kind support through the provision of subsidised access to Council services and financial assistance for community activities that require a small 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 Program provides assistance for community activities that require:

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

**2.25 Community Support Grant Program November and December 2024
(cont'd)**

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	\$127,963.96	\$22,341.05	\$150,305.01
TOTAL			\$127,963.96	\$22,341.05	\$150,305.01

Current Status

Applications submitted from 1 November – 31 December 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 twelve (12) applications were received and assessed by 20 January 2025, with seven (7) applications recommended for funding in this Council report. Five (5) applications are not recommended for funding.

Of the five (5) applications not recommended for funding, three (3) are ineligible, one (1) does not contain sufficient information to make an accurate assessment and one (1) has been funded through 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 Section Manager Community Development and the Community Grants Team assessed the Community Support Grant program applications, against the Community Support Grant Program guidelines.

Stakeholder Engagement

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 thirty-seven attendees and four (4) grant information sessions with sixty-six attendees.

2.25 Community Support Grant Program November and December 2024 (cont'd)

Additionally, Council staff also undertook two (2) drop-in support sessions with twelve attendees to assist applicants with their submissions where required.

Financial Considerations

Financial Year (FY) Implications

The proposal has cost financial implications for the current FY and outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal and the LTFP includes funding for the ongoing impact.

Council's 2024-25 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. Budget funds will expire at the end of each financial year.

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

Link to Community Strategic Plan

Theme 1: Belonging

Goal B: Creativity, connection and local identity

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

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.

**2.25 Community Support Grant Program November and December 2024
(cont'd)**

Critical Dates or Timeframes

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

Attachments

1	Community Support Grant Program - November and December 2024 - Recommended and Not Recommended	Provided Under Separate Cover	D16613412
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Item No: 3.1
Title: Notice of Motion - Establishment of a Catchment to Coast Advisory Committee (CCAC)
Department: Councillor

25 February 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16585915
Author: Councillor Corinne Lamont,

Councillor Corinne Lamont has given notice that at the Ordinary Council Meeting to be held on 25 February 2025 she will move the following motion:

That Council:

- 1 Establishes the Catchment to Coast Advisory Committee (CCAC).***
- 2 Adopts the existing CCAC ToR with amendments reflecting the adopted motion.***
- 3 Commits Resources to provide administrative and logistical support.***

Chief Executive Officer Response

The report titled "Proposal to establish Committees of Council" on this business paper seeks to appoint a Councillor to the Flood Risk Management Committee. The NSW Flood Prone Land Policy and the Flood Risk Management Manual both strongly recommend having a committee to oversee the governance and process of Flood Risk Management (FRM). Both the proposed Flood Risk Management Committee and the proposal within this Notice of Motion would fulfill that requirement, therefore only a single committee is required to be established.

In relation to the Terms of Reference and provision of administrative support, it is noted that a new committee framework is currently being considered. This framework contemplates the establishment of a number of Standing Committees, with advisory committees (also known as working groups, panels, advisory groups or similar) operating as sub-committees and reporting back to a parent Standing Committee. The framework contemplates standardised Terms of Reference for consistency.

If the Catchments to Coast Advisory Committee is characterised as a sub-committee, it would report directly to the relevant Standing Committee and, under the proposed framework, would not be provided with administrative support.

3.1 Notice of Motion - Establishment of a Catchment to Coast Advisory Committee (CCAC) (cont'd)

Alternatively, if the Catchments to Coast Committee is a special purpose committee reporting directly to Council, it could be resolved that the Committee be provided with administrative and logistical support (noting that this would, in turn, have financial implications). Any allocation of resources (including staff time) would need to be considered as part of a quarterly budget review or in the draft 2025-26 Budget.

Councillors Note

1. Establish the Catchment to Coast Advisory Committee (CCAC):

- **Purpose:** Advise on the management, preservation, and sustainability of coastal and catchment areas, aligning with the Coastal Management Act 2016 and other relevant legislation pertaining to the coastline and catchments of the Central Coast. The Committee will also fulfill part of the Coastal Management Program (CMP) community engagement requirement under the CMA legislation.
- **Objectives -**
 - Promote integrated planning and management of coastal environments and associated catchment areas.
 - Identify and assess risks to environmental, social, and economic values in the catchment-to-coast areas.
 - Provide recommendations on best practices, strategies, and actions to enhance resilience to coastal hazards, protect biodiversity, and support sustainable economic development.
 - Align Committee contributions with the preparation, implementation, and review of the Coastal Management Program (CMP) for the Central Coast.

2. Adopt Terms of Reference (ToR):

That Council adopts the existing CCAC ToR with amendments reflecting the adopted motion -

- Membership
 - a) Five Councillors including, Cr Corinne Lamont as Chair, Cr Jane Smith as Deputy Chair, Cr Margot Castle, Cr Stanton and one other interested Councillor
 - b) Six community representatives Six community representatives with expertise in environmental conservation and coastal management, appointed by resolution of Council following advertisement for

3.1 Notice of Motion - Establishment of a Catchment to Coast Advisory Committee (CCAC) (cont'd)

expressions of interest. Nominations are to be in writing and will be circulated in full to Councillors for evaluation and consideration.

- c) One NSW DPIE representative (non-voting)
- d) Two staff members from relevant departments as determined by the CEO (non-voting), with one staff member designated as the coordinator.
- e) Quorum- Five members (minimum two Councillors and two community representatives).

3. Commit Resources:

- Provide administrative and logistical support.

Background

The Catchment to Coast Advisory Committee (CCAC) continued to operate post-amalgamation of the Wyong and Gosford Councils and throughout the last four years of Administration. During this time, it successfully fulfilled its intended purpose and objectives as stated in its existing Terms of Reference (ToR). The committee has consistently contributed to the integrated planning and management of coastal and catchment areas, in alignment with its objectives and the Coastal Management Act 2016. This motion seeks to re-establish the committee to continue its vital role.

Conclusion

The CCAC will enhance collaboration, harness expertise, and ensure resilience and sustainability in line with state-wide coastal management priorities. Re-establishing the committee will build on its proven track record and further strengthen the Central Coast's approach to managing its valuable coastal and catchment areas, ensuring compliance with the Coastal Management Act 2016 and related legislative frameworks.

Attachments

Nil.



Item No: 3.2
Title: Notice of Motion - Establishment of Advisory Committee re Mangrove Mountain Landfill
Department: Councillor

25 February 2025 Ordinary Council Meeting

Reference: F2004/07718 - D16632602
Author: Councillor Jane Smith,

Cr J Smith with the support of Cr C Lamont, has given notice that at the Ordinary Council Meeting to be held on 25 February 2025 she will move the following motion:

- 1 Council establishes a Mangrove Mountain Advisory Committee for an initial period of 2 years.**
- 2 The committee includes the following members and representation:**
 - a) Cr Jane Smith (Committee Chair)**
 - b) Interested Councillors from Gosford West Ward**
 - c) Council CEO**
 - d) Council's Legal Counsel**
 - e) Up to 5 community/stakeholder representatives**
 - f) Other relevant Council staff; and**
 - g) Relevant NSW Agency representatives**
- 3 The Advisory Committee considers, monitors and advises on matters relating to the Mangrove Mountain landfill and its catchment including, but not limited to:**
 - h) Short, medium and long term management of the site**
 - i) Issues related to pollution risks from the site**
 - j) Issues related to the health of the drinking water catchment**
- 4 At the end of the initial 2 year period, Council receives a report to consider whether to extend the term of the Advisory Committee**

Chief Executive Officer Response

The report titled "Proposal to establish Committees of Council" on this business paper seeks to establish a framework for Committees of Council. This framework contemplates the establishment of a number of Committees of Council, with advisory committees (also known as working groups, panels, advisory groups or similar) operating as sub-committees and reporting back to a parent Committee. The framework contemplates standardised Terms of Reference for consistency.

3.2 Notice of Motion - Establishment of Advisory Committee re Mangrove Mountain Landfill (cont'd)

If the Mangrove Mountain Advisory Committee is characterised as a sub-committee, it would report directly to the relevant Committee of Council and, under the proposed framework, would not be provided with administrative support.

It is noted that an advisory committee was previously formed in 2017 to oversee issues relating to the Mangrove Mountain Gold Course/Landfill and Spencer dumping. At the time that committee was formed, there were legal proceedings on foot between Council and the owner/operator of the Mangrove Mountain site. Those proceedings were finalised in late 2023. The Environment Protection Licence which currently applies to activities on the site is regulated by the NSW EPA.

Attachments

Nil.

Item No: 3.3
Title: Notice of Motion - Council's Income Generating Assets
Department: Councillor



25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16650313
Author: Councillor Jared Wright

Councillor Jared Wright has given notice that at the Ordinary Council Meeting to be held on 25 February 2025 he will move the following motion:

That Council:

- 1 *Schedule a Councillor briefing session to outline and analyse all of Council's income generating assets including Lake Haven Cinema, Peninsula Leisure Centre, Gosford Swimming Pool and Central Coast Stadium, within the next three months.***
- 2 *Provide the following information be in the briefing session for the corresponding assets:***
 - a) Financial performance (including any recent reports and assessments) over a 10-year period (or as long as practical)***
 - b) Cost analysis and viability assessment***
 - c) Community and strategic benefits***
 - d) Relationships with external stakeholders to help run the asset (such as Venues Live)***
 - e) Any recent undertakings to improve asset performance and draw in additional revenue***
 - f) Details of any confidential agreements (if any)***

Chief Executive Officer Response

To ensure that Council can be provided with all the relevant information to guide the discussion on Council's income generating assets it is suggested that two briefings sessions are scheduled over the coming months.

It is suggested that the first session is scheduled for April 2025 to provide a high-level overview of the financial performance of these assets over a period, the main drivers of this performance, and the investment in these assets over the same period. In this session the various management models, partnerships and any relevant governance aspects will also be covered. At this session the Council may wish to identify specific details it wants to obtain,

3.3 Notice of Motion - Council's Income Generating Assets (cont'd)

including the high-level aspects of viability, including any scenarios that Council may wish to explore.

The second session in June 2025 would be focused on delving deeper into the drivers of performance, community and strategic benefits, and the outcome of the scenarios identified during the April session.

Councillors Note

Understanding and seeking to improve Council's income generating assets

Background:

Central Coast Council has emerged from administration, significantly improving its financial platform. However, it remains in the Council's interest to further enhance its financial position to support infrastructure growth, key projects, and ongoing operations.

Council owns and operates (or has a stake in) a number of income generating assets, including Metro Cinema Lake Haven, Gosford Swimming Pool, Peninsula Leisure Centre, and Central Coast Stadium. Each of these assets presents various opportunities and challenges from a cost-benefit perspective. As the Council transitions out of administration, it is crucial to continue evaluating these assets' operational efficiency to secure a robust financial future.

A key example is Metro Cinema Lake Haven. The cinema industry faces ongoing challenges, such as competition from digital entertainment platforms and evolving consumer preferences. Following a recent investment in upgrading the cinema, it is imperative to assess its value to ratepayers across multiple metrics, including financial performance and community benefit.

Reason:

Ratepayers deserve transparency regarding the use of their funds and assurance that the Council operates effectively with a solid financial foundation. A comprehensive review of income generating assets will highlight opportunities for revenue growth and evaluate the feasibility and practicality of retaining these assets and enable well informed decision making going forward.

Attachments

Nil.



Item No: 3.4
Title: Notice of Motion - Simplified Development Approval Pathway for Events
Department: Councillor

25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16654583
Author: Councillor Trent McWaide,

Councillor T McWaide has given notice that at the Ordinary Council Meeting to be held on 25 February 2025 he will move the following motion:

In recognising the importance of events to the Central Coast region, in both economic and social terms, I propose that Council resolves:

That Council:

- 1 Requests that the CEO draft and present to Council an Event Strategy, for the purpose of increasing events for the Central Coast and establishing a range of actions to work towards that purpose; and***
- 2 Requests that the CEO investigate the opportunity to amend the Central Coast Local Environmental Plan 2022 to include provisions which would exempt temporary events on Council owned or controlled land from the requirement for development consent under the Environmental Planning & Assessment Act 1979. Noting that similar provisions were previously included in the Gosford Local Environmental Plan 2014 (but removed from the Central Coast Local Environment Plan 2022 upon its adoption) and also noting that such events would be controlled under the existing requirement for operators to gain approval for use of Council land under the provisions of the Local Government Act 1993.***

Attachments

Nil.



Item No: 3.5
Title: Notice of Motion - Removal of the limit on Notice of Motions at each Council meeting
Department: Councillor

25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16654682
Author: Councillor Belinda Neal,

Cr B Neal has given notice that at the Ordinary Council Meeting to be held on 25 February 2025 she will move the following motion:

That Council:

- 1 Amend its Code of Meeting Practice to remove the restriction limiting Councillors to one Notice of Motion (NoM) per Ordinary Council Meeting.***
- 2 Allow Councillors to submit multiple NoMs per meeting, provided they comply with the established rules and procedures for submitting NoMs, including deadlines and content requirements.***
- 3 Ensure that meeting agendas continue to be managed effectively to maintain meeting efficiency and ensure that all Councilors' motions are given adequate time for discussion.***

Chief Executive Officer Response

A limit on the number of NoMs places strategic planning into focus and also enables suitable allocation of time to respond to a small number of otherwise unavoidable motions.

Section 223 of the *Local Government Act 1993* defines the role of the governing body with a focus on strategy, policy and financial sustainability. Council substantially undertakes this role through the Integrated Planning and Reporting suite of documents. These set the long (Community Strategic Plan), medium (Delivery Program) and short term (Operational Plan and Budget) focus of Council. These plans are supported by the Resourcing Strategy which allocates assets, staff and budget to specific work programs. Specifically Section 8A(c) of the Act states (c) *Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.*

3.5 Notice of Motion - Removal of the limit on Notice of Motions at each Council meeting (cont'd)

Notices of Motion (NoMs) can be valuable opportunities to add items to the agenda of a council meeting and are often requests for action. A NoM must be moved, seconded and adopted in the same way a Motion is put up to Council to resolve.

As per the Code of Meeting Practice at clause 5.17 A Notice of Motion for the expenditure of funds or redirection of resources on works and/or services other than those already provided for in Council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the Notice of Motion. Further, as per clause 5.18, Councillors are to liaise with the Chief Executive Officer (or their nominee) for assistance in costing Notices of Motion and identifying potential funding sources. The most efficient way to allocate funds or resources to a particular activity is through the Operational Plan and budget.

Almost all NoMs result in resource reallocation if not additional allocation. For this reason, it is important that Council has the opportunity to consider the implications of any NoM. To enable that information to be gathered for inclusion in the business paper, sufficient time must be allocated. In high performing councils, the use of NoMs to allocate resources to activities is minimised through effective forward planning and prioritisation. In addition to the community, Councillors have been active in guiding the development of the draft Community Strategic Plan, Delivery Program and Operational Plan which is the appropriate mechanism to reprioritise particular activities and services.

Attachments

Nil.

Item No: 4.1
Title: IPART Water Utility Satisfaction Survey Results
Department: Councillor



25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16653604
Author: Councillor Kyle MacGregor
Manager: Emily Gatt, Executive Assistant to Water & Sewer Director
Executive: Danielle Hargreaves, Director Water and Sewer

4.1 IPART Water Utility Satisfaction Survey Results

The following question was submitted by Councillor Kyle MacGregor.

In October 2024 IPART conducted a water utility customer satisfaction survey comparing Central Coast Council water and sewerage with regional water utilities in Victoria. Can Council please provide a response to how we performed in the survey, in particular overall customer service, value for money and reputation and how if at all the results of the survey inform the current or future operations of Central Coast Council water and sewerage?

Attachments

Nil.

Item No: 4.2
Title: Question with Notice - Update on Existing Gosford Library Building
Department: Community and Recreation Services



25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16654422
Author: Councillor Belinda Neal

4.2 Question with Notice - Update on Existing Gosford Library Building

The following question was submitted by Councillor:

In relation to the existing Gosford Library building can you please advise as follows.

1. A list of all work on the building done in the last 10 years and the cost of each project
2. The feedback provided by the community in relation to the reuse of the building
3. Any report prepared by council or received by council on the heritage value of the building
4. Copies of each Kibble park place plan and each variation since 2010 with particular focus on the design principles with an explanation for each change made.

Attachments

Nil.

Item No: 4.3
Title: The Azzuro Blu Building at The Entrance
Department: Councillor



25 February 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16657078
Author: Councillor Margot Castles
Manager: Bill Ignatiadis, Unit Manager Economic Development and Property
Executive: Jamie Loader, Director Environment and Planning

4.3 The Azzuro Blu Building at The Entrance

The following question was submitted by Councillor Castles:

The Azzuro Blu Building at The Entrance is owned by Council - it has been to all intents and purposes not been used to its full potential under the current lease agreement.

- * What is happening with this complex including the boarding off of the walkway
- * When would we expect a resolution to the current situation
- * What are the plans going forward for this potentially iconic site?

Attachments

Nil.