



Central Coast Council
Business Paper
Ordinary Council Meeting
23 November 2020





COMMUNITY STRATEGIC PLAN 2018-2028

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

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

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

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

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

RESPONSIBLE

WE'RE A RESPONSIBLE COUNCIL AND COMMUNITY, COMMITTED TO BUILDING STRONG RELATIONSHIPS AND DELIVERING A GREAT CUSTOMER EXPERIENCE IN ALL OUR INTERACTIONS. We value transparent and meaningful

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

 **Good governance and great partnerships**

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

There are 5 themes, 12 focus areas and 48 objectives

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.



Meeting Notice

**The Ordinary Council Meeting
of Central Coast Council
will be held in the Council Chamber,
2 Hely Street, Wyong
on Monday 23 November 2020 at 6.30 pm,
for the transaction of the business listed below:**

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Rik Hart
Acting Chief Executive Officer

Item No: 1.1
Title: Disclosures of Interest
Department: Governance



23 November 2020 Ordinary Council Meeting

Trim Reference: F2020/00039 - D14287840

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

Section 451 of the LG Act states:

- (1) *A councillor or a member of a council committee who has a pecuniary interest in any matter with which the council is concerned and who is present at a meeting of the council or committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.*
- (2) *The councillor or member must not be present at, or in sight of, the meeting of the council or committee:*
 - (a) *at any time during which the matter is being considered or discussed by the council or committee, or*
 - (b) *at any time during which the council or committee is voting on any question in relation to the matter.*
- (3) *For the removal of doubt, a councillor or a member of a council committee is not prevented by this section from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or member has an interest in the matter of a kind referred to in section 448.*
- (4) *Subsections (1) and (2) do not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting, if:*
 - (a) *the matter is a proposal relating to:*
 - (i) *the making of a principal environmental planning instrument applying to the whole or a significant part of the council's area, or*
 - (ii) *the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant part of the council's area, and*
 - (a1) *the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person*

1.1 Disclosures of Interest (contd)

(whose interests are relevant under section 443) in that person's principal place of residence, and

(b) the councillor made a special disclosure under this section in relation to the interest before the commencement of the meeting.

(5) The special disclosure of the pecuniary interest must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and must:

(a) be in the form prescribed by the regulations, and

(b) contain the information required by the regulations.

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

Governance Recommendation

That the Administrator and staff 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: Governance



23 November 2020 Ordinary Council Meeting

Trim Reference: F2020/00039 - D14292127

Summary

Confirmation of minutes of the Extraordinary Meeting of Council on 3 November 2020 and the Ordinary Meeting of Council held on 9 November 2020 and the Extraordinary Meeting of Council on 11 November 2020.

Governance Recommendation

That Council confirm the minutes of the Extraordinary Meeting of Council held on 3 November 2020 and the Ordinary Meeting of Council held on the 9 November 2020 and the Extraordinary Meeting of Council held on 11 November 2020.

Attachments

- | | | |
|----------|----------------------------------------------------|-----------|
| 1 | Minutes - Extraordinary Meeting - 3 November 2020 | D14276668 |
| 2 | Minutes - Ordinary Meeting - 9 November 2020 | D14288788 |
| 3 | Minutes - Extraordinary Meeting - 11 November 2020 | D14293815 |



Central Coast Council

Extraordinary Meeting

Held in the Council Chamber
2 Hely Street, Wyong

3 November 2020

MINUTES

Present

Dick Persson AM Administrator

In Attendance

Rik Hart	Acting Chief Executive Officer
Boris Bolgoff	Director Roads, Transport, Drainage and Waste
Julie Vaughan	Director Connected Communities
Scott Cox	Director Environment and Planning
Jamie Loader	Director Water and Sewer
Natalia Cowley	Chief Financial Officer
Ricardo Martello	Executive Manager Innovation and Futures
Krystie Bryant	Executive Manager People and Culture
Mark Margin	Acting Chief Information Officer
Shane Sullivan	Unit Manager Governance and Business Services

Notes

The Administrator, Dick Persson AM, declared the meeting open at 2.01pm and advised in accordance with the Code of Meeting Practice that the meeting is being recorded.

The Administrator, Dick Persson AM acknowledged the traditional custodians of the land on which the meeting was being held, and paid respect to Elders past, present and emerging.

1.1 Disclosures of Interest

Moved: Mr Persson AM

Resolved

1073/20 That Council receive the report on Disclosure of Interest and the fact that no disclosure was made be noted.

2.1 Appointment of a Temporary Acting General Manager

Moved: Mr Persson AM

Resolved

1074/20 That Council note the following:

- a The current Chief Executive Officer, Mr Gary Murphy is currently on annual leave;
- b The position of Chief Executive Officer is the position of 'General Manager' for the purposes of the Local Government Act 1993;
- c Council is required to appoint a person to the position of 'General Manager', or appoint a person to act in that position, for the period of annual leave;
- d Council may appoint a person to act in the position of General Manager on a temporary basis.

1075/20 That Council temporarily appoint (pursuant to ss.334, 336 and 351 of the Local Government Act 1993) Mr Rik Hart to act in the position of General Manager until Mr Murphy's return to the role or until the date which is 12 months thereafter, whichever occurs first, on the terms of the prescribed "senior staff" contract varied in accordance with minute item 1076/20 (b).

1076/20 That for the term of the temporary appointment referred to in minute item 1075/20 above:

- a Pursuant to s. 377 of the Local Government Act 1993, the Council delegates to Mr Rik Hart all of the Council's functions as currently delegated by the Council to Mr Gary Murphy; and
- b The position of "General Manager" be titled "Acting Chief Executive Officer".

The Meeting closed at 2.07pm.



Central Coast Council

Ordinary Council Meeting

Held in the Council Chamber
2 Hely Street, Wyong

9 November 2020

MINUTES

Present

Dick Persson AM

In Attendance

Rik Hart	Acting Chief Executive Officer
Boris Bolgoff	Director Roads, Transport, Drainage and Waste
Julie Vaughan	Director Connected Communities
Scott Cox	Director Environment and Planning
Jamie Loader	Director Water and Sewer
Natalia Cowley	Chief Financial Officer
Ricardo Martello	Executive Manager Innovation and Futures
Krystie Bryant	Executive Manager People and Culture

Notes

The Administrator, Dick Persson AM, declared the meeting open at 6.30pm.

The Administrator, Dick Persson AM acknowledged the traditional custodians of the land on which the meeting was being held, and paid respect to Elders past, present and emerging.

The Administrator, Dick Persson AM advised in accordance with the Code of Meeting Practice that the meeting is being recorded

1.1 Disclosures of Interest

Time commenced: 6.31pm

Moved: Mr Persson AM

Resolved

1077/20 That Council receive the report on Disclosure of Interest and the fact that no disclosure was made be noted.

1.2 Confirmation of Minutes of Previous Meeting

Time commenced: 6.31pm

Moved: Mr Persson AM

Resolved

1078/20 That Council confirm the minutes of the Ordinary Meeting of Council held on 26 October 2020.

1.3 Notice of Intention to Deal with Matters in Confidential Session

Time commenced: 6.31pm

Moved: Mr Persson AM

Resolved

1079/20 That Council not go into confidential session for the purpose of considering this item.

1.4 Administrators' Minute - Council Meetings and Conduct of Public and Open Forum prior to Council Meetings

Time commenced: 6.31pm

Moved: Mr Persson AM

Resolved

1080/20 That a Public Forum be conducted prior to every Ordinary Council Meeting from 6pm.

- 1081/20 That an Open Forum be conducted prior to every Ordinary Council Meeting from 5.30pm to 6pm with an appropriate registration form to be created.
- 1082/20 That an Ordinary Council Meeting be conducted on Monday, 23 November 2020 at 6.30pm
- 1083/20 That an Ordinary Council Meeting be conducted on Monday, 25 January 2021 at 6.30pm.

2.1 Business Recovery Plan - Status Report

Time commenced: 6.33pm

Moved: Mr Persson AM

Resolved

- 1084/20 That Council note that the 100 Day Recovery Action Plan is now referred to as the Business Recovery Plan.
- 1085/20 That Council receive and note the report "Business Recovery Plan – Status Report".

2.2 Councillor Expenses and Facilities Policy and Consideration of Submissions

Time commenced: 6.39pm

Moved: Mr Persson AM

Resolved

- 1086/20 That the Councillor Expenses and Facilities Policy be deferred to allow review of the provisions within the Policy and for a further report to be provided to the next Council Meeting.

2.3 Mountain Bike Feasibility Study

Time commenced: 6.42pm

Moved: Mr Persson AM

Resolved

- 1087/20 That Council endorse the Mountain Bike Feasibility Study Discussion Paper for the purpose of community consultation.

- 1088/20 That Council place the Mountain Bike Feasibility Study Discussion Paper on public exhibition for a period of 28 days.
- 1089/20 That a further report come back to Council on the outcomes of the community consultation on the Mountain Bike Feasibility Discussion Paper and that Council note that the proposed expenditure of up to \$15,000 towards the 'Consultation Report' as described in this report is included in Council's adopted 2020/21 Operational Plan.

3.1 Meeting Record of the Employment and Economic Development Committee meeting held 23 September 2020

Time commenced: 6.56pm

Moved: Mr Persson AM

Resolved

- 1090/20 That Council receive the report on Meeting Record of the Employment and Economic Development Committee meeting held 23 September 2020.

5.1 Deferred Item - Code of Conduct Investigation Report - INV25/2019

Time commenced: 6.57pm

Moved: Mr Persson AM

Resolved

- 1091/20 That this matter be deferred until such time as the Council is reinstated.

The Meeting closed at 6.58 pm.



Central Coast Council

Extraordinary Council Meeting

Held remotely - online

11 November 2020

MINUTES

Present

Dick Persson AM

In Attendance

Rik Hart	Acting Chief Executive Officer
Natalia Cowley	Chief Financial Officer
Shane Sullivan	Unit Manager Governance and Business Services

Notes

The Administrator, Dick Persson AM, declared the meeting open at 2.34pm.

The Administrator, Dick Persson AM acknowledged the traditional custodians of the land on which the meeting was being held, and paid respect to Elders past, present and emerging.

The Administrator, Dick Persson AM advised in accordance with the Code of Meeting Practice that the meeting is being recorded.

1.1 Disclosures of Interest

Time commenced: 2.34pm

Moved: Mr Persson AM

Resolved

1092/20 That Council receive the report on Disclosure of Interest and the fact that no disclosure was made be noted.

1.2 Notice of Intention to Deal with Matters in Confidential Session

Time commenced: 2.34pm

Moved: Mr Persson AM

Resolved

1093/20 That Council resolve that the following matters be dealt with in closed session, pursuant to s. 10A(2) of the Local Government Act 1993 for the following reasons:

Item 2.1 – General Fund Loan

Reason for considering in closed session:

- 2(d) commercial information of a confidential nature that would, if disclosed:
- (i) prejudice the commercial position of the person who supplied it.

That Council resolve, pursuant to section 11(3) of the Local Government Act 1993, that this report 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.

Confidential Session

Time commenced: 2.35pm

Moved: Mr Persson AM

Resolved

1094/20 That the meeting move into Confidential Session.

At this stage of the meeting being 2.35pm the meeting moved into Confidential Session with the members of the press and public excluded from the closed session and access to the correspondence and reports relating to the items considered during the course of the closed session being withheld. This action is taken in accordance with Section 10A of the *Local Government Act, 1993*.

Open Session

The meeting resumed in open session at 2.43pm and the Chief Financial Officer reported on proceedings of the Confidential Session of the Extraordinary Meeting as follows:

2.1 General Fund Loan

Moved: Mr Persson AM

Resolved

1095/20 That Council accept the offer of principal and interest loan, as dated on 11 November 2020, for an amount of \$50,000,000 on a fixed 5 year term, amortising over 15 years, from the financial institution.

1096/20 That Council authorise the Administrator and Chief Executive Officer to execute all documents relating to the Facility Agreement between the Central Coast Council and the financial institution.

1097/20 That Council authorise the Common Seal to be affixed to the executed Facility Agreement between the Central Coast Council and the financial institution.

The Meeting closed at 2.45pm.

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



23 November 2020 Ordinary Council Meeting

Trim Reference: F2020/00039 - D14292137

Summary

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

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

Governance Recommendation

That Council receive the report and note that no matters have been tabled to deal with in a closed session.

Context

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

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

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

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

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

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

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

Attachments

Nil

Item No: 2.1
Title: Business Recovery Plan - Status Report
Department: Chief Financial Officer



23 November 2020 Ordinary Council Meeting

Reference: F2020/00039 - D14296732
Author: Michael Ross, Unit Manager, Procurement and Projects
Executive: Natalia Cowley, Chief Financial Officer

Report Purpose

At its Ordinary meeting held 26 October 2020, the Council resolved as follows:

- 1081/20 Each (fortnightly) Council meeting during the next 12 months will receive a report that details;*
- i. the financial position of council at that time*
 - ii. progress against the 100 day action plan*
 - iii. progress of the Forensic Audit, until completed*
 - iv. an outline of any other relevant strategy in response to the Financial Crisis and progress against those strategies*
 - iv. progress against any Performance Improvement Order that is in place.*

Summary

Due notice is given of this matter in accordance with Council's Code of Meeting Practice. The report and any relevant attachments will be provided prior to the Ordinary Meeting of 23 November 2020. The reason for providing this report as a late item is so that it can reflect as far as practicable the current situation with regard to Council's actions and response.



Item No: 3.1
Title: Meeting Record of the Tourism Advisory Committee Meeting held 9 September 2020
Department: Connected Communities

23 November 2020 Ordinary Council Meeting

Reference: F2018/01648 - D14208301
Manager: Sue Ledingham, Unit Manager Community Engagement
Executive: Julie Vaughan, Director Connected Communities

Report purpose

To receive the Meeting Record of the Tourism Advisory Committee Meeting held 9 September 2020.

Executive Summary

The Tourism Advisory Committee held a meeting on 9 September 2020. The Meeting Record of that meeting is attached for the information of Council. There are no recommendations for Council.

Connected Communities Recommendation

That Council receive the report on Meeting Record of the Tourism Advisory Committee Meeting held 9 September 2020.

Background

The Tourism Advisory Committee held a meeting on 9 September 2020. The Meeting Record of that meeting is Attachment 1 to this report.

There are no recommendations for Council. The Meeting Record is being reported for information only in accordance with the Terms of Reference.

Financial Considerations

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

1036/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.

3.1 Meeting Record of the Tourism Advisory Committee Meeting held 9 September 2020 (contd)

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

No financial implications associated with the meeting record.

It is proposed that any activities identified from the Canoe, Kayak and Paddle Sport Consultation Report feedback be a consideration for a further Council report with additional costs and funding sources identified.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

- 1** Tourism Advisory Committee Meeting Record - 9 September 2020 D14208264

Tourism Advisory Committee Meeting Record 9 September 2020



Location:	Zoom Meeting	
Date:	9 September 2020	
Time	Started at: 3.01pm	Closed at: 5.22pm
Chair	Councillor Chris Holstein	
File Ref	F2018/01648	

Present:

Councillor Chris Holstein, Councillor Jilly Pilon, Councillor Jane Smith (left 4.45pm), Councillor Jeff Sundstrom (left 3.58pm), Bob Diaz (joined 3.38pm), Bill Jackson, Nadia O'Connell (joined 3.05pm), Emma Perham, Catharine Retter, Glenn Caldwell – Destination Sydney Surrounds North, David Jewell – Central Coast Tourism Inc, Russell Mills – Tourism Central Coast

External representatives present:

Rod Hillman – Eco Tourism Australia (joined 3:30pm, left 4.01pm)

Council Staff present:

Phil Cantillon – Acting Director Connected Communities (joined 3.15pm), Sue Ledingham – Unit Manager Community Engagement, Luke Sulkowski – Unit Manager Environmental Management (joined 3.20pm, left 3.30pm), Larry Melican – Section Manager Natural Assets and Biodiversity (left 3.30pm), Gemma Axford – Team Leader Marketing and Tourism, Brent Evans – Project Officer Natural Assets and Biodiversity (left 3.30pm), Myra Pettinger – Marketing Officer, Zoie Magann – Advisory Group Support Officer,

Item 1 Welcome, Acknowledgement of Country and Apologies

Apologies received: Tim Faulkner

Councillor Chris Holstein welcomed the Advisory Group and completed an Acknowledgement of Country.

Item 2 Disclosures of Interest

Councillor Jane Smith declared a less than significant non-pecuniary interest as she had done so previously, as a member of the Marine Discovery Centre Trust Committee.

Councillor Jane Smith declared a less than significant non-pecuniary interest for Item 5 with regard to the Eco Destination Program, as the Marine Discovery Centre is a registered Eco Tourism destination.

Tourism Advisory Committee Meeting Record
9 September 2020



Item 3 Confirmation of Previous Meeting Record

The Advisory Group confirmed the Meeting Records from 3 June 2020.

The Advisory Group discussed the Action Log, noting most actions were listed to be addressed at this meeting or the next.

Item 4 Presentation on Winney Bay Designs

Brent Evans (Project Officer Natural Assets and Biodiversity) provided a presentation on the draft Concept Plans for the Winney Bay Cliff Top Walk and Captain Cook Lookout.

The following key points were noted:

- Archaeological assessments have been completed and nothing was identified.
- Environmental assessments have been completed and no significant vegetation was identified. Majority of vegetation in area is Bitou Bush and Boneseed.
- Existing carpark infrastructure doesn't meet standards and requires improvements for safety and accessibility.
- Three concept plans (A, B and C) developed in accordance with Council Resolutions and will be placed on public exhibition at www.yourvoiceourcoast.com for feedback (expected late September/early October).
- Upgrades to Captain Cook Lookout included in Concept Plan C. There are four options for consideration which vary in key design elements.
- Noted that project has been in development for 5-6 years and funding is a constraint.
- Concerns raised about orange plastic webbing in area. Staff noted webbing will be removed and was previously put in place for safety from cliff edge.

Item 5 Eco Destination Program

Rod Hillman (CEO, Eco Tourism Australia) provided a presentation on the Eco Destination Program.

The following key points were noted:

- Ecotourism Australia (EA) is a not for profit organisation focused on inspiring environmentally sustainable and culturally responsible tourism in Australia, New Zealand and the South Pacific.
- EA owns and operates a range of ecotourism certification programs which provide official recognition following completion (1-2 years). Awards for high performing organisations are provided at ITB Berlin.
- Douglas Shire Council (QLD) is a noteworthy example – received 'Best of Communities and Culture' at 2020 Sustainable Destination Awards in ITB Berlin.
- WWF and EA have partnered to provide funding and support for 8 bushfire affected destinations – Central Coast was selected via EOI process. Funding covers financial cost for 2 years of ecotourism certification program.
- Central Coast was selected due to high number of existing ecotourism operators (Tree Tops, Noonaweena, Aquafun, Marine Discovery Centre and Peak Potential Adventures), high proportion of area that is National Park or other protected areas, and bushfire recovery funding already received.
- Noted that ecotourism is valuable for economy as ecotourists tend to stay in areas longer, generate more revenue for businesses and are genuinely interested in the local community, nature and culture.

Tourism Advisory Committee Meeting Record
9 September 2020



- Current COVID stats show communities within 3-4 hours of capital cities are faring quite well as people are looking to connect with family/friends in nature following a period of isolation. Nature based providers are doing extraordinary well considering this.
- Lack of international visitors means activity market is struggling – domestic tourists typically don't do as many activities.
- Current trends are expected to continue for some time yet, meaning it's a good opportunity to focus on ecotourism values and outcomes.
- Expected timeframe for Central Coast to commence ecotourism certification is around November 2020. Limited by COVID as Rod is based in QLD and border restrictions mean cannot travel to area. Noted there is 2 year timeframe to work in though.

Action: Advisory Group Support Officer to circulate Rod's presentation to members.

Item 6 Tourism Opportunity Plan Update (Standing Item)

Sue Ledingham (Unit Manager Community Engagement) provided the Advisory Group with an update on the Tourism Opportunity Plan (TOP) with regard to the top ten priority actions and their status – all are either complete or in progress.

The following key points were noted:

- Other areas in Council have works planned that will benefit tourism. Natural Assets are looking to complete some natural restorative works in 2020/21. Open Space have funds for virtual sports channel in partnership with Sports Central Coast – have requested that some water-based activities be included.
- Members asked for stats about business impacted by COVID. Noted that national visitor survey stats for January – May only show state level not regional (LGA).
- July was profitable for local accommodation providers and August was comparable to last year. However, many businesses are suffering from no conferences/business events midweek.
- Concerns raised about when arts and entertainment sector will open back up. Noted that theatres due to reopen in November but will operate on restricted capacity. Regional Gallery is open and functioning, but no special events are being held.
- Lighting in Terrigal commended for aesthetics (welcoming, feels safe, festive) – would be great to see similar in other town centres.
- Noted that State Government recently announced entertainment industry would be running number of events and Central Coast was earmarked as possible concert location. Staff will follow this up.

Gemma Axford (Team Leader Marketing and Tourism) noted that Council recently received \$30,000 for Central Coast Create event to help activate town centres and showcase local arts and culture. Event planned for early 2021 but COVID pending. It was also noted that the out of home campaign for Destination Brand is running end of the month.

Myra Pettinger (Marketing Officer) provided a presentation on the recent tourism studies completed and opportunities for exploration.

The following key points were noted:

- The Eco and Rural Tourism and RV Feasibility Studies were recently completed, and staff are now considering suggested actions for prioritising. Advisory Group members were invited to comment on proposed suggestions – no objections were made.

Tourism Advisory Committee Meeting Record
9 September 2020



- Members noted importance of small wins that can be used to elevate region and improve existing infrastructure (i.e. provision of parking at headlands, water fountains).
- Staff invited suggestions on approach for eco certification and Rod's program. Comments noted:
 - Suggest holistic approach with all areas of Council (ensure sustainable practises).
 - Make clear outcomes that are practical and measurable, not just token.
 - Consider liaising with Port Douglas Shire Council given success with ecotourism.
- Staff looking at options with upcoming Lakes Festival, but note that many events stifled due to covid

Action: Sue Ledingham/Russell Mills to share stats regarding businesses affected by COVID in region.

Action: Representative from Economic Taskforce to be invited to next meeting to discuss current situation with COVID. Any info to be circulated prior to meeting if available.

Action: Updates on ecotourism certification program to be provided as available.

Action: Advisory Group members to provide feedback on Canoe, Kayak and Paddle Sport Consultation Report (circulated via email Friday 4 September) by Wednesday 30 September for staff consideration.

Item 7 Green Grid Project

Item deferred to future meeting as staff required more time to prepare information.

Item 8 General Business and Close

- a) Advisory Group members were invited to share comments on how COVID has affected them/their organisation. The following points were noted:
- Publication businesses impacted as no advertising being undertaken.
 - Accommodation and hospitality providers amongst the largest impacted.
 - Noted significant amount of uncertainty created, for both businesses and the community. Would be good to provide roadmaps that indicate what is happening in response and way forward.
 - Many businesses operating in fear that they may be closed again if case numbers rise.
 - Optimistic for regional NSW as Sydney hotels are running at 5-10 occupancy – Central Coast is doing comparatively well. Good opportunity to capitalise on pending warmer weather and upcoming school holidays.
 - Supply chains affected – sales continue but unable to get supplies from stockist given restrictions.
 - Noted important of Council displaying positive leadership in community and making commitment to uplifting region.

The meeting closed at 5.22pm

Next Meetings: Wednesday 11 November 2020
3pm – 5pm
Location TBC



Item No: 3.2
Title: Meeting Record of the Status of Women Advisory Group meeting held 8 September 2020
Department: Connected Communities

23 November 2020 Ordinary Council Meeting

Reference: F2017/00176 - D14217893
Manager: Glenn Cannard, Unit Manager, Community Partnerships
Executive: Julie Vaughan, Director Connected Communities

Report purpose

To receive the Meeting Record of the Status of Women Advisory Group meeting held 8 September 2020.

Executive Summary

The Status of Women Advisory Group held a meeting on 8 September 2020. The Meeting Record of that meeting is attached for the information of Council. There are no recommendations for Council.

Connected Communities Recommendation

That Council receive the report on Meeting Record of the Status of Women Advisory Group meeting held 8 September 2020.

Background

The Status of Women Advisory Group held a meeting on 8 August 2020. The Meeting Record of that meeting is Attachment 1 to this report.

There are no recommendations for Council. The Meeting Record is being reported for information only in accordance with the Terms of Reference.

Financial Considerations

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

1036/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.

3.2 Meeting Record of the Status of Women Advisory Group meeting held 8 September 2020 (contd)

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

There are no financial implications associated with any discussions or actions resulting from this meeting.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

- 1 SOWAG Meeting Record - 8 September 2020 D14217875

Status of Women Advisory Group Meeting Record 8 September 2020



Location:	Zoom Meeting
Date:	8 September 2020
Time	Started at: 3.07pm Closed at: 4.11pm
Chair	Mayor Lisa Matthews
File Ref	F2017/00176

Present

Mayor Lisa Matthews, Councillor Chris Holstein (left 4.03pm), Councillor Kyle MacGregor (left 3.56pm), Councillor Doug Vincent, Sharryn Brownlee, Danielle Habib (left 3.59pm), Sally Jope, Sharon Walsh, Phil Cantillon – Acting Director Connected Communities (on behalf of Julie Vaughan)

Council Staff present:

Glenn Cannard – Unit Manager Community Partnerships, Aliesha Carreno – Community Development Worker, Zoie Magann – Advisory Group Support Officer

Item 1 Welcome, Acknowledgement of Country, Apologies

Apologies received: Margot Castles, Belinda Kimpton, Monique Tovo, Julie Vaughan – Director Connected Communities

Mayor Lisa Matthews welcomed the Advisory Group and completed an Acknowledgement of Country.

Item 2 Disclosures of Interest

Councillor Doug Vincent declared a less than significant non-pecuniary interest for Item 4 with regard to discussions about working with the Department of Education (DOE), as his children are enrolled in the public school system and his wife works in the sector.

Item 3 Confirmation of Previous Meeting Record

The Advisory Group confirmed the Meeting Record from 2 June 2020.

The Advisory Group reviewed the Action Log, noting most actions are in hand but have been delayed due to restrictions in place from COVID. Mayor Lisa Matthews confirmed she is meeting with the ALGWA Executive shortly and will follow up on related actions, as well as meeting with the Department of Education Directors.

Status of Women Advisory Group Meeting Record
8 September 2020



Item 4 Revisit Priorities and Action Plan for 2020/21

The Advisory Group revisited the priorities discussed at the last meeting, with a view to develop a plan of action for identified areas.

The below key points were noted:

- Partnership with local schools to be refined following meeting with DOE Directors. Keen to focus on supporting young women in leadership.
- Also waiting on ALGWA meeting to determine scope of SOWAG involvement in events such as online forum.
- Members support establishment of a Rewards and Recognition Program, which would involve an award being sent from Mayor's office to local students for displaying strong leadership qualities and/or civic mindedness. Certificate has significant value as can be used in resume or for applications to other programs. Discussions held regarding scope of award and limitations (i.e. primary school/high school, public/private sector, female/male students). Noted there are 55 public primary schools in LGA.
- Suggestion about developing a formal Women's Strategy – would likely be workshopped by current Council and put forward to new Council following Local Government elections next year. Related discussion about current HR policies and concept of 50/50 representation in internal leadership roles. Noted an interesting presentation was provided to the recent Social Inclusion Advisory Committee regarding this matter.

Action: Advisory Group Support Officer to liaise with Megan Rowe about presentation provided to Social Inclusion Advisory Committee on HR policies and women in leadership, for sharing with the group.

Item 5 Global Sisters Project – Launch held 21 August 2020

The Advisory Group discussed the Global Sisters Project. A launch event was held 21 August 2020 which members were invited to attend. Sharon Walsh attended the event and was very impressed with the program.

Action: Representative from Global Sisters to be invited to a future meeting to discuss organisation and explore opportunities for collaboration.

Item 6 Updates from Advisory Group Members

Each Advisory Group member was given the opportunity to share any updates or thoughts they have with the group.

The below key points were noted:

- There has been some violent and challenging behaviour witnessed in schools recently, particularly with children from DV backgrounds. Organisations are looking at offering programs for supporting young men and discouraging violent behaviours.
- Noted there continues to be challenges with hosting events and catering for groups with regard to COVID restrictions. Staff continue to modify services and functions to meet demand.
- There appears to be common themes across some Advisory Groups with regards to concerns raised (challenges faced by youth, cultural diversity, service providers struggling to meet needs) – it was suggested a letter be sent to Department of Community Justice to request ongoing community

Status of Women Advisory Group Meeting Record
8 September 2020



support. Staff noted Council has a Working Together Staying Stronger Grant Program aimed at supporting local community groups and organisations.

Action: Update on Love Bites program to be provided at a future meeting.

Action: Mayor Lisa Matthews to explore option for sending letter to Department of Community Justice about funding opportunities available for community support.

Action: Staff to circulate information on Working Together Staying Stronger Grant Program for members to share with networks.

Item 7 General Business and Close

No general business was discussed.

The meeting closed at 4.11pm.

Next Meeting: Tuesday 3 November 2020
3pm – 5pm
Location TBC



Item No: 3.3
Title: Progress of Actions of the Destination Management Plan
Department: Connected Communities

23 November 2020 Ordinary Council Meeting

Reference: F2020/00039 - D13775191
Author: Sue Ledingham, Unit Manager Community Engagement
Executive: Julie Vaughan, Director Connected Communities

Report purpose

To provide an information report on the progress of Council's actions in 2020 in relation to the Destination Management Plan 2018-2021.

Executive Summary

2020 has been a challenging year for the Central Coast tourism industry, with bushfires and floods, and the global COVID-19 pandemic, the impacts on visitation and visitor expenditure has been a concern for much of the year.

There are positive signs on the horizon with preliminary data showing increases in spend and overnight accommodation in the region in comparison to last year from July through to October 2020. Our growth in visitation to the region has been welcomed and it will continue to evolve with border restrictions easing and the growing trend in domestic and regional travel.

The Central Coast is in a good position to capitalise and our continued focus on the Destination Management Plan's (The Plan) strategic priorities of driving visitor expenditure through targeted campaigns, encouraging visitor dispersal and product development, and driving tourism employment post COVID-19 will be a continuing priority into 2021.

Connected Communities Recommendation

That Council receive the report and Attachment 1 on the progress of actions of the Central Coast Destination Management Plan 2018-2021.

Background

The Central Coast Destination Management Plan 2018-2021 (The Plan) guides tourism development and destination management for the four years for all stakeholder groups including the Central Coast community and tourism operators; Central Coast Council

3.3 Progress of Actions of the Destination Management Plan (contd)

business units; and industry bodies, to help ensure long-term viability and sustainability of this vital sector for the Central Coast economy. The Plan outlines the vision and goals for the destination and provides a clearly evidenced business case for investments, strategies and actions.

Any Destination New South Wales (DNSW) funding application by an organisation, inclusive of commercial operators, must be supported by goals and actions within the Plan, including funding for marketing activities, tourism product and experiences development.

The Plan is supported by the regional Destination Network's Destination Management Plan that facilitates priority actions and funding for the Sydney Surrounds North region including Blue Mountains, Central Coast, Hawkesbury, Hunter Valley, Lake Macquarie, Newcastle, Penrith and Port Stephens.

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

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

Council facilitates the delivery of tourism marketing and management in the region through planning and co-ordinated actions in collaboration with the tourism industry, tourism funding bodies and other regional stakeholders. It is important to note that not all of the actions within The Plan are the responsibility of the Council to carry out. The implementation of the Plan actions are shared, and activities are undertaken in alignment with the region's local tourism industry and stakeholders, including DNSW, Destination Sydney Surrounds North network (DSSN), the Central Coast Tourism Advisory Committee and local tourism organisations.

The Central Coast Council Tourism Advisory Committee continued to meet regularly throughout 2020 to advise Council on matters relating to tourism destination management and tourism opportunities for the Central Coast Council local government area.

Current Status

The Central Coast tourism industry experienced a challenging start to 2020, as the region was significantly affected by bushfires, floods and COVID-19. A much stronger second half followed with COVID-19 restrictions easing, with visitation increasing significantly from the July school holidays onwards.

According to Tourism Research Australia (TRA), "overnight spend in Domestic travel in Australia started to feel the effects of COVID-19 in March 2020. Overnight spend fell by 41% or \$2.6 billion for the month. April saw domestic overnight spend plummet to just \$666

3.3 Progress of Actions of the Destination Management Plan (contd)

million. This was 91% or \$7 billion less than in April 2019. Easing of lockdown measures saw May improve slightly. However, overnight spend fell 82% to \$1.1 billion. This was a loss of \$4.8 billion compared with May 2019”.

TRA has released the following Central Coast specific data for year ending June 2020:

- 16.8% decline in domestic overnight visitors to 1.445m visitors
- 13% decline in domestic visitor nights to 3.880m
- 21.8% decline in domestic visitor expenditure to \$516m
- 35.2% decline in international overnight visitors to 44m visitors
- 43% decline in international visitor nights to 537,000
- 58% decline in international visitor expenditure to \$26m
- 8% decline in domestic day visitors to 4.166m visitors
- 3.7% decline in domestic day visitor expenditure to \$338m

In terms of spend overall on the Central Coast, it has continued to increase significantly year on year, with recent months (since April 2020) experiencing a 20% or more increase. In the restaurant sector specifically, spend is up (year on year) over 100% in The Entrance, over 30% in Terrigal and Umina, and 20% in Woy Woy. By comparison, restaurant spend in Sydney is down almost 50% year on year.

The Plan sets out three key strategic priorities, supporting priority projects and underlying actions to assist Council to take a proactive facilitative role in delivering economic and community benefits for tourism across the Central Coast region. See Attachment 1 – Destination Management Plan 2018-2021 Progress of Actions

Report

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

COVID-19 restrictions have impacted 2020 planned tourism activities, however as a regional area within a one hour drive radius to Sydney the visitor economy has benefited from a general increase in self-drive travel which, according to Tourism Research Australia, has accounted for 90% of all domestic overnight trips in the June 2020 quarter. Since April 2020 the Central Coast has experienced significant year-on-year growth of 20 percent or higher across key tourism indicators including restaurant spend and AirBnB occupancy rates*.

*Airbnb: AllTheRooms, Inc.

Council proposes to continue to focus on the Plan’s strategic priorities of driving visitor expenditure through targeted campaigns, encouraging visitor dispersal and product development, and driving tourism employment post COVID-19.

3.3 Progress of Actions of the Destination Management Plan (contd)

The success of The Plan will be supported through the direction from the Tourism Advisory Committee, as well as continue to be measured through growing the value of the Central Coast visitor economy; increased community pride and public perception of the Central Coast; and the value of new private sector tourism investment and continued public sector investment maintained over the course of the Plan.

Consultation

Consultation was undertaken in the development of The Plan in 2017. Consultation for the activities completed in 2020 included:

RV Feasibility and the Eco and Agri Tourism Opportunities Studies

Virtual Zoom meetings, site visits, community surveys with 56 responses, industry presentations and one on one consultation with 12 internal and 27 external stakeholders. These included: Tourism Advisory Committee, Green Grid Working Group, Tourism Industry Members, Central Coast Council Staff from Roads Assets Planning and Design, Environmental Education, Environmental Management, Holiday Parks, Strategic Planning, Community Partnerships, Economic Development.

Destination Brand strategy, logo and campaign development

Virtual Zoom meetings, face to face meetings, industry presentations, Councillor briefings and one on one consultation with 72 internal and 47 external stakeholders. These included: Employment and Economic Development Committee, Tourism Advisory Committee, Town Centre Advisory Committee, Destination NSW, Tourism Central Coast and Visitor Economy Working Group including external representations from Destination Sydney Surrounds Network, Darkinjung Land Council, Central Coast Industry Connect, Business Australia, See Change, Central Coast Food Alliance, Tourism Accommodation and Destination

Wayfinding Strategy and Signage Guidelines,

Virtual Zoom meetings and one-on-one conversations with an internal working team of 32 internal stakeholders across Council including the: Roads Assets Planning and Design, Environmental Assets, Strategic Planning, Community Partnerships, Economic Development, Landscape Design Team and the Gosford CBD project team.

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

- Central Coast Council Economic Development Team
- Central Coast Council Events and Place Activation Team
- Central Coast Council Sports Activation Team
- Central Coast Council Digital Team
- Destination Sydney Surrounds North

3.3 Progress of Actions of the Destination Management Plan (contd)

- Surfer Rosa Communications (Industry Services)
- Affinity (Have A Little Adventure campaign)
- Scout PR.

Social Impacts

Tourism sits across all objectives of the Community Strategic Plan (CSP) 2030, and results of the recent CSP survey findings indicate a strong support for tourism, with 79% of respondents identifying that the Central Coast has the potential to grow and develop as a tourist destination. Tourism development brings improvement to services and facilities in a region, in turn improving the quality of life of its residents through enhanced lifestyle and leisure opportunities as well as an increase in local employment and business opportunities.

Environmental Considerations

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

Financial Considerations

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

1036/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.

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

There are currently three actions from The Plan with a budget allocation due for completion in 2020/21, these actions are:

Action	Funding Source
Marketing campaigns with DNSW	Tourism Special Rate Levy
'Always On' social marketing campaign	Tourism Special Rate Levy and General Fund
Upgrade to Love Central Coast website	Grant Funding

Council's Tourism Team are also currently investigating grant opportunities to enable completion of additional actions, such as:

- Further investigate the opportunity for the Central Coast to be recognised as a National Surfing Reserve
- Create an investment platform for new nature-based tourism projects.

3.3 Progress of Actions of the Destination Management Plan (contd)

The tourism sector has been identified by the Australian Government in the Federal Budget 2020 as a significant future employment driver for regional Australia's Economic Recovery Plan from COVID-19. Regional areas such as the Central Coast are being encouraged and incentivised by the Federal Government through a Regional Tourism Recovery initiative to support domestic tourism marketing and infrastructure activities in order to be well positioned to attract future visitation to enable early economic recovery for our community.

Council's Tourism Team have successfully received a total \$125,000 in grant funding and partnerships to date in 2020 for Tourism activities to support deliverables of The Plan and TOP.

There are no motions for this report that have any additional financial implications.

Link to Community Strategic Plan

Theme 2: Smart

Goal C: A growing and competitive region

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

Attachments

- 1 Destination Management Plan 2018-2021- Progress of actions D14290511

Destination Management Plan 2018-2021: Progress of Actions

1. Progress on strategic priorities

The Destination Management Plan sets out three key strategic priorities, supporting priority projects and underlying actions to assist Council to take a proactive facilitative role in delivering economic and community benefits for tourism across the Central Coast region.

Tables 1-3 summarises the progress of Council actions in Year 3 to support the strategic priorities for the Destination Management Plan.

1.1 Strategic Priority 1: Drive visitor expenditure through targeted campaigns

Priority Project 1: Develop and implement a new Destination Brand and targeted campaign activity, in partnership with Central Coast Council (CCC), to deliver a clear single message for the destination.

Council and the Central Coast Tourism industry have achieved an overall shift in the visitor economy in the past year, with \$880m in visitor expenditure achieved as at June 2020 from domestic day, domestic overnight and international overnight visitors.

Council's Tourism Team have rolled out several large scale, high impact marketing and tourism campaigns and initiatives during 2020 to harness the opportunity at hand for the Central Coast, particularly focused on perception change and targeting leisure travellers out of Sydney. These include:

- **Destination Brand development:** A Destination Strategy and Brand Book have been developed, which provide a clear single message for the Central Coast to position the region as an ideal place to live, work and play.
- **Destination Brand campaign:** The Central Coast's new Destination Brand is now in market, with Phase 1 of the national rollout launched in July 2020 via a paid content campaign across a range of national publications including Sitchu, Hunter Hunter, Concrete Playground and TimeOut. The out of home advertising campaign launched across the Central Coast region on 14 September 2020 and will run until 18 January 2021, to drive brand ownership amongst residents and leverage the high volume of visitors in region during this time. Phase 2 of the national rollout will commence from March 2021 with a paid content and influencer campaign, developed in conjunction with DNSW.
- **Tourism campaign:** The 'Have A Little Adventure' campaign, developed and executed by The Affinity Partnership, has run since 2018, and was in market in from 15 August to 16 October 2020 in Sydney and surrounding areas. The 2020 campaign's total media value was \$1.5M and total estimated reach was 4+ million (Out of Home advertising on billboards 3+ million, TV 600,000 estimated views and Digital Advertising reach 250,000).

This campaign was the final deliverable action by The Affinity Partnership and was rescheduled from March 2020., with matched investment by the local Tourism industry of \$140,000.

- **Love Local campaign:** The Tourism team pivoted marketing efforts during COVID-19 lockdown (March to May 2020) to the Love Local campaign, a content campaign driven through digital and social channels to drive spend across local businesses and tourism operators amongst Central Coast residents. 8 guides were developed showcasing over 184 local businesses. The organic social media posts on the Love Central Coast channels alone drove over 2000 likes and 800 shares, with the #LoveCentralCoast hashtag being virally adopted and used over 10,000 times.
- **Love Central Coast Website:** The official Central Coast destination website, launched in May 2018, was handed back to Council's Tourism Team to manage in June 2020 at the conclusion of the three-year contract with The Affinity Partnership. A 56% increase in visits to the site, a 54% increase in new visitors, and a 25% increase in traffic to local business listings were achieved in 2020, despite COVID-19 travel restrictions in place for most of the year. Council was successful in receiving \$50,000 in funding from the Austrade Bush Fire Recovery Fund to showcase local operators in line with the new Destination Brand positioning, including a new listing section showcasing local makers and creators. A local digital and web agency were engaged to execute the development and design work, with all new web content being developed by Council's internal Tourism Team, including Town Centre Guides, Neighbourhood Guides, Insider Guides and Campaign pages.
- **Social Media:** Management of the Love Central Coast Instagram, Facebook and YouTube channels by the Council Tourism Team continued as an 'always on' activity across 2020. Followers across these channels have increased by 100% since end 2019 to over 35,000 followers, which demonstrates the significance of these channels in driving marketing and economic outcomes for tourism operators and the destination as a key tourism choice for visitors. Instagram TV and Stories were launched in 2020, with Instagram Guides set to launch by the end of the year. Due to the increased success of these channels in terms of driving social, economic and marketing outcomes for the region and operators, as well as the significant level of resource involved in strategy development and day to day management, a dedicated consultant has been engaged to manage these channels from November 2020.
- **Co-operative Marketing Activities:** To drive visitation beyond 2020 Council is undertaking a range of co-operative marketing initiatives with the local tourism industry and government bodies. These include:
 - The Meet the Makers Trail which encourages visitors to undertake a bespoke bookable 'Meet the Maker' experience with four local makers and creators (Pearls of Australia, Firescreek Winery, Gosford Chocolate Factory and Little Creek Cheese). This initiative aligns with the destination brand strategy in that it showcases an array of our region's makers and creators, as well as leverages bookable experiences to promote visitor dispersal across the region.

- Australian Traveller 'Reclaim Summer' paid content series, in market from November 2020 to March 2021, will drive visitation across national markets and bolster Destination Brand positioning as well Council's positioning as one of the country's most sustainable destinations by showcasing over one hundred operators through two print features and a targeted digital campaign.
- The DNSW 'Now's The Time To Love NSW' Media and Editorial Partnership (\$150k investment by Council from the Tourism budget, estimated 5million+ reach, Australia-wide markets) will roll out from late Summer to drive visitation across the traditionally slower Autumn and Winter seasons.
- **Public Relations and Media:** A strategic destination Media and PR program was carried out as an 'always on' initiative throughout 2020, targeting media outlets across newspapers, magazines, TV, radio, digital outlets, bloggers and influencers to further the Central Coast destination storytelling both locally, nationally, to a Sydney metro and broader regional NSW audience. From March to May 2020, much of this paid media and PR approach was disrupted by COVID-19 activity, so PR messaging took on a 'buy local, support local, love local' messaging across local media and social media. From June 2020, the PR strategy campaign re-commenced, though had to change its positioning from a tactical approach to a 'planning ahead' approach with a focus on Central Coast iconic destination experiences including nature based experiences, food and drink highlights, road trip highlights off the beaten track, 'best of' Central Coast content pieces and character-led stories, while the tourism industry grappled with the current status quo under rapidly changing COVID-19 restrictions affecting many tourism and hospitality businesses. 2020 PR highlights include:
 - 146 pieces of media coverage and 21 media visits coordinated in collaboration with Central Coast Council's PR agency, Scout PR, achieving a total publicity value of \$1,835,500 (a 64% increase on 2019 results)
 - Central Coast coverage featured in premium media outlets including Vogue, Vogue Living, AWOL, Sitchu, Concrete Playground, Hunter Hunter, Australian Traveller, Time Out, Mazerati Magazine, Delicious Magazine and a number of NewsCorp publications including Stellar.
 - Dedicated Central Coast episodes featured on Landline, Sydney Weekender, Better Homes and Gardens and The Today Show with a total national viewership of 1,281,000, valued up to \$357,000.
- **Industry Services:** In response to the COVID-19 restrictions, Tourism Central Coast reviewed strategies and activities to meet contracted Key Result Area (KRA) for industry services. The overarching strategy was to amplify Tourism Central Coast's role as a lead organiser among the Central Coast's tourism business community, provide leadership and create connectivity and solidarity through services, events and communications that are timely, relevant, helpful and valuable. Industry services activities in 2020 included:

- **Industry Events:** Throughout 2019-20, Tourism Central Coast's industry networking events have been consistently well-attended with an average of 90 registrations per event. In March 2020, recognising the need to galvanise industry, Tourism Central Coast adapted to COVID-19 lockdown conditions by moving its event series on-line. Tourism Central Coast drew on industry networks to secure subject matter expert guest presenters from Newcastle Airport, Destination NSW, MyTravelResearch.com, Mayvin Global, Missing Link Social Media, Australian Traveller and Trip Tech. Attendance numbers remained high throughout COVID-19.
- **Industry Communications:** Informative, minimum monthly industry eDM (electronic direct mail) newsletters were sent to an actively subscribed tourism business community of 1252 contacts across the Central Coast, which represents an increase of 38.4% from December 2018. The industry eDM newsletters are averaging an open rate of 31.8%, well above an industry average of 16.7% and a click through rate of 6.69%, exceeding an industry average of 2.7%. The growth in both volume and interaction with an engaged tourism business community in 2020 has been a significant outcome for Industry Services given the impact of COVID, bushfires and floods. EDM's had an added focus on providing official advice and factual updates from news media and government sources during the crisis period.
- **Industry Engagement:** Throughout 2019-20, the Industry Services team conducted weekly 'rounds', checking in via phone and email with members and industry sectors providing access to information and updates on funding, as well as updating the membership database with data on businesses whose circumstances may have changed (temporary or permanent closure, diversification, postponement, cancellation).
- **Partnerships:** Aligned and collaborated with Tourism Australia, Destination NSW, ATEC, NSW Business Chamber and Destination Sydney Surrounds North to deepen penetration of essential information and support services that galvanised the Central Coast tourism business community.
- **Membership:** For the financial year 2019-20, Tourism Central Coast was able to retain 110 paid members as part of a subscribed tourism business community of 1275 members. This membership services program generated \$13,500 in Membership fees and \$143,500 in cooperative investment in the Have A Little Adventure campaign. With the impacts of COVID19, financial relief to the tourism business community was provided with membership fee waivers until 30 June 2020 and until further notice.
- **Industry Insights:** An annual survey was undertaken with the Tourism Industry to measure satisfaction with Tourism Central Coast for 2019-20, results identified that a mean score of 7.0 up from 6.8 in 2018 was achieved (the base score prior to Tourism Central Coast commencing in 2017 was 5.2, indicating progressive and sustained improvement in satisfaction with Tourism Central Coast marketing and industry services.

Table 1: Supporting Actions and Opportunities Summary:

Action	Partners (Bold to lead)	Timing	Progress
1.1 Work with the Destination Network and DNSW to scope and deliver a targeted campaign for the Sydney long-stay (4+) market seeking a beach and nature-based escape.	CCC, DSSN, DNSW, Industry	Ongoing	<p>Activities ongoing (Also driving national visitation)</p> <ul style="list-style-type: none"> -Have a Little Adventure Campaign – Major campaign first launched September 2018, Major Campaign re-launched August 2020 -Destination Brand Campaign – Launched September 2020 -Newcastle Airport and surrounding regions co-operative marketing campaign, in partnership with DNSW - Launching Q2 2020/21 -Destination NSW editorial and media partnership – Launching Q2 2020/21
1.2 A revamped Council website, linked to the destination website, to drive local and VFR awareness.	CCC	Ongoing	<p>Ongoing development has been occurring from 2018 and will continue</p> <ul style="list-style-type: none"> -Visitor Website Phase one completes with new visitor website in market since May 2018 -Visitor Website Phase two underway development updates occurring to broaden website to encompass in region and destination brand content and due for completed at end of November 2020 -Place Marketing Website in market for 3-year duration of This is the Central Coast place pride campaign
1.3 Implement a Regional Signage Strategy following the place strategy and branding of each village and town centre identity	CCC	2019	<p>Commenced.</p> <ul style="list-style-type: none"> -Wayfinding strategy completed -Town Centre Identity Packages currently in development
1.4 A year-round 'always on' social media campaign	CCC, Industry	Ongoing	Content ongoing and featuring diverse experiences from local businesses.

Action	Partners (Bold to lead)	Timing	Progress
focused on the region's strong attributes and unexpected experiences			-Always on paid social campaign has run since 2018 and will continue to run until 2021 -Always on organic social strategy has run since 2018 and will continue to run until 2021. Instagram TV launched Q4 2019/20To date, the social media campaign has focussed on the themes of adventure, nature, escape and discovery.
1.5 International product mentoring to increase the range and depth of experiences on offer at international trade shows such as the Australian Tourism Exchange (ATE)	Destination NSW, Destination Network Sydney Surrounds North and Industry	Ongoing	Destination Network Sydney Surrounds North secured 2 booths at ATE 2020 as part of the Destination NSW network, of which several Central Coast products were to be on display. Due to COVID-19, ATE 2020 was cancelled. DSSN continued their work with Lighthouse Tourism and implemented the International Strategy which saw a number of Central Coast operations create 'bookable experiences', sell their products through Online Travel Agents and work towards partnering with Inbound Tour Operators. DSSN has worked with DNSW on a new product showcase in March 2020 where 3 out of the 9 DSSN spots were Central Coast Businesses. These were Distillery Botanica, Sydney Oyster Tours and Hardy's Bay Yacht Charters. DNSW has worked to pivot their NSW Firsts Program into an online platform as they continue to assist the operators in the region during COVID-19 restrictions. These online resources are a great resource for Central Coast tourism operators to use to improve their businesses.

Actions	Partners (Bold to lead)	Timing	Progress
1.6 Introduce a customer experience monitoring and mentoring program, measured through analysis of visitor satisfaction ratings such as TripAdvisor (using programs such as ReviewPro)	CCC, Industry	Ongoing	Ongoing Free access to twelve Tourism Tribe 'Upskill During Lockdown' workshops focused on improving digital capability was provided to 52 tourism operators from April to May 2020, including access to ongoing refresher training through Tourism Tribe membership.

1.2 Strategic Priority 2: Encourage Visitor Dispersal

Priority Project 2: Establish an events strategy program which maintains and grows off-peak, multi-day events.

Visitation to the Central Coast traditionally peaks during the summer months of December and January, with lowest visitation traditionally experienced from June through to August. The Plan recognises that a focus on sustainable tourism that encourages mid-week, off-peak and dispersed visitation can have a positive impact on tourism expenditure and a contribution to the community through employment and building local pride. COVID-19 significantly impacted the Tourism landscape during 2020, however due to the Central Coast's proximity to Sydney, Council's Tourism Team have been able to take actions to ensure the region is prepared to capitalise on tourism as an early driver for economic recovery post COVID-19.

Actions completed in 2020 to encourage visitor dispersal and recovery preparedness included:

- Wayfinding Strategy:** The Wayfinding Strategy and Signage Guidelines are part of the broader Regional Signage Project and were completed in 2020. The strategy delivers and unifies wayfinding elements across the region to improve wayfinding across the Central Coast. The strategy aims to enhance connectivity, walkability and legibility to allow visitors and residents to safely navigate the public spaces. The Central Coast Wayfinding Signage Guidelines also developed, will enhance connectivity and legibility across the local government area to aid navigation between spaces, places and improve overall experience for visitors and locals. The strategy aims to improve residents and visitors experience across the Central Coast region by simplifying the signage system across the region.

This strategy and the accompanying guidelines will be an important resource for Central Coast Council as it rolls out improvements to signage and any new developments. The Regional Signage Project will continue to be delivered over the next few years, in 2020 the upgrade to the gateway signs, installation of new town centre signs, and suburb signs were commenced, along with the progress for a new M1 Billboard sign at Hawkesbury River.

- **Eco and Rural Tourism Opportunities Study:** This project was completed in 2020, and is action 2.3 listed in the Plan, as Strategic Priority 2: *Encourage Visitor Dispersal: 'Create an investment platform for new nature-based tourism projects through an Ecotourism and Rural Tourism Opportunities Study'*. The development of the Ecotourism and Rural Tourism Study provides an investment platform which elevates the natural features and areas of the Central Coast destination to contribute to the visitor economy. The final study highlights the potential of leveraging this sector to contribute to visitor dispersal successfully due to the Central Coast's unique natural positioning. This project further supports Central Coast Council's business goals of enabling tourism business development on the Central Coast by supporting established agricultural sector to transition into the tourism sector, growing the visitor economy of the region as this sector can generate / supplement income for existing agricultural businesses.

The benefit of pursuing Eco and Rural Tourism opportunities assists in developing resilient regional communities, as well as having positive impacts on the local visitor economy by extending length of stay and yield. The internal tourism team are currently seeking grant funding opportunities to support the development of a number of actions contained within this plan. To date, \$30,000 funding has been secured through the EcoTourism Australia and WWF partnership to achieve Eco Destination certification for the Central Coast region. The Central Coast is on track to become a certified Eco Destination by end 2022, with the first stages of this project, including a Regional Site Audit performed by EcoTourism Australia and hosting a local live stream version of the Global Eco Conference Node Event for Central Coast operators.

- **RV Feasibility Study:** This project was completed in 2020 and is a priority action listed in the TOP: *'Conduct feasibility study and begin exploration of how and where the region could benefit from the emerging trend of RV Tourism among the 50+ existing target market.'* The development of the RV Feasibility Study identified RV Tourism on the Central Coast as a potential experience that has not yet been developed to its maximum potential and that it is expected to be one of the strongest and earliest sectors to emerge from COVID-19. Whilst not the highest spending sector it is likely to be a resilient category and can support the Central Coast's visitor economy to bounce back.
- **Events:** Council continues to position the Central Coast as a premier destination for major events to reinforce the Central Coast's ability to grow as a tourism destination. The Plan states its vision is making *'the Central Coast the natural choice for travel within regional related to major events, as well as leisure and business travel'*. The Plan

also lists as a priority project; *'Establish an events strategy program which maintains and grows off-peak, multi-day events that attract out of region visitation'*. Events can play a significant role in visitor dispersal by creating specific reasons to visit, encourage repeat or multi-day visitation and generate visitor expenditure during traditional off-peak times. Events in 2020, and subsequent visitation and dispersal, have been significantly affected due to COVID-19.

Despite these impacts, events in 2020 continued to contribute towards stimulate the local visitor economy. Council supported local events and their sustainability on the Central Coast during 2020 by:

- Proceeding with the Grants and Sponsorship Program, funding from Council aims to support events with broad appeal to visitors, in 2020 this included, Central Coast Surf Pro at Avoca Beach, GIRRAKOOL Blues Festival, Central Coast Business Excellence Awards and Central Coast Economic Breakfast. Unfortunately, due to COVID-19 restrictions a number of sponsored events including Glenworth Valley Horses Birthday Festival, Bouddi Coastal Trail Run, Rollerfit, Gosford Race Meet and Coastal Twist Festival, were either cancelled or rescheduled to 2021.
- Enabling the local MICE industry, Council's Tourism team attended and exhibited at AIME in February 2020 and prepared Tourism Australia Business Events Boost Program grant submission with the in kind support of six key Central Coast operators (Crowne Plaza Terrigal, Glenworth Valley Outdoor Adventures, Australian Reptile Park, Firescreek Winery, Pearls of Australia, TreeTops Australia) totalling \$55,000. Council has received notification that the application has been successful and is currently liaising with Tourism Australia on the funding value.
- The ongoing management of high-quality sports facilities, the Central Coast Regional Sporting and Recreation Complex in Tuggerah (officially opened in March 2019) has attracted close to 100,000 visitors to date, injecting more than \$10M into the local economy. The facility has attracted a raft of Australian and international sporting teams including the Central Coast Mariners (soccer), Melbourne Rebels (rugby union) and New Zealand Warriors (rugby league – who have advised they will return in 2021 if the NRL COVID protocols are still in place). Other sports to have used the facility for major competitions and trials include cricket, AFL, touch football, oz tag, softball and quidditch. Key confirmed events for the remainder of 2020 include an afternoon T20 cricket comp, cricket country championships and finals, U10s softball state championships, U10s / U11s rugby union state championships, junior touch championships and the Christian football association series. The biggest event held at the facility since opening remains the annual NSW Koori Rugby League Knockout that saw 40,000 people through the gates over four days.

- Despite COVID-19 restrictions, Council remained committed to delivering a robust calendar of events (or virtual substitutes) across 2020 in order to support economic outcomes for local businesses and tourism operators during this difficult period. Examples of regionally significant events delivered by Central Coast Council include:
 - Love Lanes Festival (Wyong) was rescheduled due to bushfires from February to March 2020 and attracted over 5,000 attendees, in its scaled back format. Love Lanes continues year on year to build community capacity and become a sustainable event, that drives economic tourism and business development objectives. The event contributes to rejuvenating the town centre into a hub of art, culture and culinary experiences.
 - Harvest Festival, traditionally held across the June long weekend (Calga, Somersby, Peats Ridge, Mangrove Mountain, Kulnura and Yarramalong areas) was moved online this year due to COVID-19. This online event focused on highlighting the local producers and business of the Central Coast hinterland region through a series of videos, to encourage visitation both locally and regionally. The video series achieved over 40,000 views across Facebook and Youtube.
 - ChromeFest is normally delivered at The Entrance in October with over 60,000 visitors to the region across three days. Due to COVID-19 this event was delivered online with over 132,000 views. Participating businesses and stalls were able to create an online portal via the ChromeFest website allowing patrons to still purchase items online and grab take away options from local food businesses as part of the virtual event, stimulating the local economy and promoting the region.
 - With restrictions easing in September and October 2020, Council staff were also able to deliver small school holiday activations in four town centres including Toukley, Gosford, The Entrance and Woy Woy with a total economic impact of \$30,000.

Table 2: Supporting Actions and Opportunities Summary:

Actions	Partners (Bold to lead)	Timing	Progress
2.1 Develop a business case for new mountain bike trails to attract a world-class event to the Central Coast	CCC , NPWS	Ongoing	Partially Complete - Mountain Bike Feasibility Study consultation completed and draft report underway - Completed the development of the Pedestrian Access and Mobility Plan and Bike Plan
2.2 Ensure Council Planning guidelines for beach events are supportive of flexible uses and promote the steps required to run beach-based events	CCC , LGA NSW	2018	Achieved. Procedures completed for processing applications for events on beaches Central Coast Council Officers work within the Special Event Guidelines and seek advice from the appropriate Asset Manager to accommodate special requests for beach events. In addition the Draft Central Coast Major events Strategy is under review
2.3 Create an investment platform for new nature-based tourism projects through an Ecotourism and Rural Tourism Opportunities Study	CCC , State Govt	2019-2021	Eco and Rural Tourism Study Complete. Central Coast Council Tourism team currently exploring funding opportunities to deliver on study actions.
2.4 Map and develop Management Plans for sacred sites to ensure they are not impacted by future outdoor recreation programs	Indigenous Groups, CCC	2021	Year 4 action.

Actions	Partners (Bold to lead)	Timing	Progress
2.5 Utilise the new Central Coast Regional Sporting and Recreation Complex to host, not only sporting events, but also more community and social events through the multipurpose indoor complex.	CCC	2019/20	Ongoing. Central Coast Regional Sporting Complex opened in March 2019, attracting over 100,000 visitors to date. Council is continuing to seek funding for stage two of this project.
2.6 Develop heritage trail in Gosford to complement other cultural attractions	CCC	2019/20	Extensive research report completed by Heritage Officer. Heritage trails, signage and maps in progress - Gosford heritage trail app is under development - The Gosford Heritage Interpretation Plan recommends further development of walking tour - The Wyong Heritage walk was completed in December 2018
2.7 Create interconnected cycleways to encourage exploration across the region	CCC	2019/20	Achieved - Pedestrian Access and Mobility Plan and Bike Plan adopted in 2019. Implementation commenced. - Council continues to invest in expanding on the 737kms of shared pathways across the region

1.3 Strategic Priority 3: Boost Community Support through Tourism Employment

Priority Project 3: Develop entrepreneur, innovation hubs and mentoring programs, specifically targeting youth employment in the tourism sector to lift the overall visitor experience, product development and investment attraction.

The Plan identifies that tourism can be an opportunity to capitalise on and develop the Central Coast's available workforce, and particularly seeks to provide employment pathways

for young people. Initiatives undertaken across 2020 to drive employment in the tourism sector include:

- Tourism operators were provided training and education opportunities to upskill including free access to Tourism Tribe workshops, DNSW virtual education sessions on maximising business listings for tourism product, Short-term holiday letting ownership and responsibility information, access to resources such as Safework mental health information, Tourism Australia COVID-19 business support, the NSW Business Connect toolkit, as well as monthly webinars facilitated by Tourism Central Coast featuring a broad range of informative presenters.
- Council delivered the Love Local campaign from March to May 2020 when COVID-19 restrictions were in place in order to continue driving economic outcomes for local businesses pivoting their offerings, to enable them to continue operating and keep staff employed.
- Council continues to focus on driving local spend amongst residents and business. The Tourism team, Communications and Economic Development teams are currently working together to activate a "Shop Local" campaign as a follow on to the "Love Local" campaign launched during COVID restrictions, to drive local spend amongst residents.
- In addition to the Business-to-Consumer campaign is a Business-to-Business initiative 'Bigger Backyard' funded by Council, aimed at driving Business-to-Business spend amongst Central Coast businesses. Currently 556 Central Coast businesses have signed up and pledged to spend a combined total of \$28.23 million locally across the year. The three-fold economic impact (multiplier effect) is \$84.69 million for the year.
- Council ideated and developed the Youth in Tourism Ambassadors Program which was set to launch in March 2020, but was put on hold due to COVID-19.

The Tourism Team continues to leverage available grant and funding opportunities, with four grants received across 2020 (as at 31 October 2020), totalling \$125,000:

- \$50,000 Austrade Bushfire Relief Funding, secured to build out Destination Brand content across the Destination website.
- \$30,000 Austrade Event Funding, secured to drive visitation to the region and profile local makers and creators (in line with the Destination Brand) via creative activations across the region.
- \$30,000 Eco Destination Certification Funding, secured to achieve Eco Destination certification through the EcoTourism Australia and WWF partnership. This initiative aligns with several strategic actions from the Plan, TOP and recent Eco and Rural Tourism Opportunities Study, and will help to drive economic growth and high yield visitation for our region by offering visitors an easy way of determining where genuine and authentic ecotourism experiences are found.

- \$15,000 Tourism Australia Business Events Boost Program Funding, secured to help position Central Coast as an ideal choice for business events. \$55,000 additional in kind support contributed by industry partners with an established business events experience including Crown Plaza, Australian Reptile Park, Firescreek Winery, Broken Bay Pearls, Treetops Adventure Park and Glenworth Valley Outdoor Adventures.

Table 3: Supporting Actions and Opportunities Summary:

Action	Partners (Bold to Lead)	Timing	Progress
3.1 Further investigate the opportunity for the Central Coast to be recognised as a National Surfing Reserve	CCC, Industry	Long Term	Opportunity is incorporated in the Tourism Opportunity Plan 2019-2024.

2. Measures of Success

The success of the Destination Management Plan is measured through growing the value of the visitor economy above growth forecasts, targeting visitor dispersal and growing community support for the visitor economy.

As at 30 June 2020, \$880m in visitor expenditure was achieved for the Central Coast region across domestic day, domestic overnight and international overnight visitors. *Source: Tourism Research Australia*



Item No: 4.1
Title: Code of Conduct Investigation Report - INV6/2020
Department: Governance

23 November 2020 Ordinary Council Meeting

Reference: F2020/02592 - D14271369
Author: Shane Sullivan, Unit Manager, Governance and Business Services
Executive: Krystie Bryant, Executive Manager, People and Culture

Report Purpose

To finalise Code of Conduct Investigation report INV6/2020 in accordance with advice received by the Office of Local Government.

Executive Summary

At its meeting held 26 October 2020 Council resolved as follows in part:

1071/20 That this matter now be referred to the Office of the Internal Ombudsman for any appropriate action.

In accordance with the above resolution, the Senior Internal Ombudsman contacted the Office of Local Government who advised that Council should consider a further report to note the investigation and further note that Council is no longer able to take any action as the relevant Councillor has resigned from office.

This report is provided for that purpose.

It is recommended that this report be considered in Open Session but that the attachment be confirmed as confidential.

Governance Recommendation

- 1 That Council note that Council is unable to take any action as the subject of the investigation is no longer a Councillor.*
- 2 That Council resolve, pursuant to section 11(3) of the Local Government Act 1993, that Attachment 1 to this report remain confidential in accordance with section 10A(2)(i) of the Local Government Act as it relates to alleged contraventions of the Code of Conduct made under section 440 and because consideration of the matter in open Council would on balance be contrary to the public interest as it contains confidential information and the matter remains undetermined by Council at this time.*

Background

Attached is a confidential Investigation Report INV6/2020.

Council is not able to take any action in relation to this matter as the subject Councillor no longer holds the role of Councillor.

It is now recommended on the advice from the Office of Local Government that Council note the report and note that Council is unable to take any action in relation to this matter.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

- | | | | |
|----------|-----------------------------------------------------------------|-------------------------------|-----------|
| 1 | Confidential Code of Conduct Investigation Report - INV6/2020 - | Provided under separate cover | D14166130 |
|----------|-----------------------------------------------------------------|-------------------------------|-----------|



Item No: 4.2
Title: Councillor Expenses and Facilities Policy - Review of Allocation of funds
Department: Governance

23 November 2020 Ordinary Council Meeting

Trim Reference: F2020/00039 - D14286751

Author: Shane Sullivan, Unit Manager, Governance and Business Services

Executive: Krystie Bryant, Executive Manager, People and Culture

Report Purpose

To adopt the Councillor Expenses and Facilities Policy set out in Attachment 1 to this report, to consider submissions received during the 28 day public exhibition period and to amend the provisions for Councillors given the current financial situation facing Central Coast Council.

Executive Summary

Council had previously (14 September 2020) adopted a revised Expenses and Facilities Policy and placed it on public exhibition for comment. Since then Council's financial position has become of significant focus and concern. As such, it is now recommended that the provisions within the policy be reviewed to reflect a more reasonable level of provision that reflects Council's current position and community expectations.

In proposing revised amounts, consideration has been given to the actual Councillor expenditure under the Policy since September 2017, as well as provisions levels for similar sized Councils.

The recommended changes result in budgeted savings including the following:

General travel expenses - \$105,000 (per annum)
Interstate overseas and long distance travel - \$215,000 (per annum)
Professional development - \$150,000 (per annum)
ICT equipment - \$105,000 (per term)

It is recommended that Council adopt the Policy with reduced limits for the provision of expenses and facilities.

4.2 Councillor Expenses and Facilities Policy - Review of Allocation of funds (contd)

Governance Recommendation

- 1 *That Council adopt the Councillor Expenses and Facilities Policy set out in Attachment 1 to this report pursuant to section 252(1) of the Local Government Act 1993 with the following changed provisions to be updated within the Policy:*

Expense or facility	Maximum amount	Frequency
Corporate Uniform	Name badge per Councillor, 2 neckties/scarves per Councillor on request	Once upon election
General travel expenses	\$5,000 per Councillor	Per year/per Councillor
Interstate, overseas and long-distance intrastate travel expenses	\$10,000 annual budget for all Councillors.	Per year for all Councillors
Accommodation and meals	As per the NSW Crown Employees Reviewed Award clause 6.21	Per night/per Councillor
Provision for Partners	Will meet cost of accompanying person of Councillor for LGNSW Annual Conference official dinner only	Per year/per Councillor
Professional development	\$30,000 annual budget for all Councillors.	Per year for all Councillors
ICT expenses	\$1,500 per Councillor (per year) \$3,500 per Councillor per term (equipment)	Per year Upon election
Carer expenses	\$8,000 per Councillor	Per year/per Councillor
Home office expenses	\$300 per Councillor	Per year/per Councillor
Access to facilities in a Councillor room	Provided to all Councillors	Not relevant

- 2 *That Council note that no submissions were received during the public exhibition period conducted in accordance with section 253 of the Local Government Act but notes that there has been significant public interest in Council's financial position.*

4.2 Councillor Expenses and Facilities Policy - Review of Allocation of funds (contd)

Background

At its meeting held on 14 September 2020 Council resolved as follows:

- 846/20 *That Council resolve, for the purposes of section 253(1) and 252(1) of the Local Government Act 1993, to give public notice of, and to publicly exhibit for not fewer than 28 days, the proposed amendments to the adopted "Councillor Expenses and Facilities Policy" set out in Attachment 1 to this report with a further report to be provided at the conclusion of the exhibition period.*
- 847/20 *That the Council note that the recommended amendments to the "Councillor Expenses and Facilities Policy" as Attached to this report comply with the 'Guidelines for the payment of expenses and the provisions of facilities for Mayors and Councillors in NSW' issued by the Chief Executive of the Office of Local Government pursuant to section 23A of the Local Government Act 1993.*

Accordingly, the amended Policy was placed on public exhibition for 28 days to seek public submissions. The exhibition period closed at 5.00pm on 23 October 2020 and no submissions were received.

Section 252(1) of the Local Government Act 1993 (the Act) requires that:

"...within the first 12 months of each term of a council, the council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor (if there is one) and the other councillors in relation to discharging the functions of civic office."

Council is not able to provide facilities or reimbursement for expenses to the Mayor, Deputy Mayor or Councillors other than in accordance with the adopted Policy.

No submissions were received by Council concerning the amendments to the Policy.

At its meeting held 9 November 2020, Council resolved as follows:

That the Councillor Expenses and Facilities Policy be deferred to allow review of the provisions within the Policy and for a further report to be provided to the next Council Meeting.

As a result, a review was undertaken of the provisions of similar sized Councils and the amounts previously expended by Councillors.

Proposed Changes

Uniform

It is recommended that the provision of uniforms be revised to provide for a name tag and either neck ties or scarves. This is similar to the provisions of Parramatta City and Northern Beaches Council.

This represents a reduction from the previous provision of up to \$1,000 per Councillor in the first year and a subsequent \$500 per year thereafter.

General Travel expenses

The most claimed by any single Councillor in a twelve month period for Central Coast Council was \$5,038.25 and the average per Councillor per year was \$1,116. Parramatta City and Northern Beaches Councils allow up to \$5,000 per annum for general travel.

As a result, a revised provision of up to \$5,000 per Councillor per annum is recommended being a reduction from the previous provision of up to \$12,500 per Councillor.

Interstate, overseas and long distance intrastate travel expenses

In the last 2 and half years \$2,369.65 has been spent on this provision in total for all Councillors.

As a result, a revised provision of an annual budget for all Councillors of \$10,000 is proposed being a reduction from the previous provision of up to \$15,000 per Councillor

Accommodation and meals

The recommendation to align to the NSW Crown Employees Reviewed Award Clause 6.21 brings the Policy in line with the OLG template policy.

In practice this represents a small reduction from a maximum of up to \$500 per Councillor per night.

Below is an example of the provision under the NSW Crown Employees provisions which provides the following being for three star accommodation.:

Area	Per day
Sydney	\$301.85
Wollongong	\$254.85
Canberra	\$286.86

4.2 Councillor Expenses and Facilities Policy - Review of Allocation of funds (contd)

The provision for meals is as follows for capital cities:

- Breakfast \$24.90
- Lunch \$28.00
- Dinner \$47.75
- Maximum total: \$100.65

As such, according to the OLG template the maximum accommodation and meals allowance under the current provision would be \$402.50

Provision for Partners

There have been minimal claims in this regard and they generally relate to the Conference dinners. As a result, it is recommended that provision be made for attendance at the LGNSW Conference.

Canterbury Bankstown, Parramatta and Cumberland Councils have similar provisions.

Professional Development

There has been no instance of a Councillor expending more than \$5,000 in a year. It is noted that the policy provides that the Induction program is provided in addition to the professional development provision.

It is proposed to allow up to \$30,000 for all Councillors in a 12 month period which represents a reduction from a provision of up to \$12,000 per Councillor per year.

ICT

The recommended amount per term is based upon the expenditure in 2017 on equipment being approximately \$3,300 per Councillor.

It is further recommended that there be a reduction from up to \$4,000 per Councillor per year to \$1,500 per Councillor per year.

Carer expenses

The most expended by one Central Coast Councillor in a year was \$4,234.24. Both Cumberland and Canterbury Bankstown Councils provide for up to \$5,000 per Councillor.

To encourage diversity in candidacy it is not recommended that a lower figure than up to \$8,000 per annual be considered. It is not possible to anticipate what carer expenses may be required by Councillors and it is noted that the Policy sets out the circumstances in which this provision may be accessed.

4.2 Councillor Expenses and Facilities Policy - Review of Allocation of funds (contd)

Summary

In summary, the following table sets out the proposed changes with strikethrough to indicate deletions and bold italics to indicate additions:

Expense or facility	Maximum amount	Frequency
Corporate Uniform	\$1,000 per Councillor \$500 per Councillor <i>Name badge per Councillor, 2 neckties/scarves per Councillor on request</i>	Upon election Per full twelve months thereafter <i>Once upon election</i>
General travel expenses	\$12,500 <i>\$5,000</i> per Councillor	Per year/ <i>per Councillor</i>
Interstate, overseas and long-distance intrastate travel expenses	\$15,000 per Councillor <i>\$10,000 annual budget for all Councillors</i>	Per year <i>for all Councillors</i>
Accommodation and meals	\$500 per Councillor <i>As per the NSW Crown Employees Reviewed Award clause 6.21</i>	Per night/ <i>per Councillor</i>
Provision for Partners	\$1000 per Councillor <i>Will meet cost of accompanying person of Councillor for LGNSW Annual Conf and ALGA official dinners only</i>	Per year/ <i>per Councillor</i>
Professional development	\$12,000 per Councillor <i>\$30,000 annual budget for all Councillors.</i>	Per year <i>for all Councillors</i>
ICT expenses	\$4,000 <i>\$1,500</i> per Councillor \$3,000 <i>\$3,500</i> per Councillor (equipment)	Per <i>year/per Councillor</i> Upon election
Carer expenses	\$8,000 per Councillor	Per year
Home office expenses	\$300 per Councillor	Per year
Access to facilities in a Councillor room	Provided to all Councillors	Not relevant

4.2 Councillor Expenses and Facilities Policy - Review of Allocation of funds (contd)

The attached draft Policy sets out both the above recommended changes and those changes previously endorsed by Council which have not yet formally been adopted by Council. It is recommended that the attached Policy be adopted.

The version control information at the end of the Policy will be updated following a determination by Council.

Consultation

The amended Policy was on public exhibition for 28 days. No submissions were received. Despite this, there has been considerable community interest in Council's Financial position. It would be appropriate to review the provisions in light of this community interest.

In reviewing the provisions, a review was undertaken of Councillor expenses since September 2017. In addition, a comparison was undertaken of provisions for Canterbury Bankstown, Parramatta, Georges River, Cumberland and Northern Beaches Councils.

Financial Considerations

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

1036/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.

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

The recommendation in this report will have a positive impact on Council's budgeted position as it will reduce the allocation required for Councillor expenses. The recommendation in this report will not impact Council's cash flow position as the recommended amounts align to previous expenditure by Councillors.

Options

The provisions under the Expenses and Facilities Policy are a matter for Council.

Council may resolve to increase or reduce the provisions in the Policy. In the current financial climate it is recommended that consideration be given to the reduction of the provisions within the Policy.

Link to Community Strategic Plan

Theme 4: Responsible

4.2 Councillor Expenses and Facilities Policy - Review of Allocation of funds (contd)

Goal G: Good governance and great partnerships

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

Attachments

- 1** DRAFT Councillor Expenses and Facilities Policy - November 2020 D14289098



Councillor Expenses and Facilities **Policy**

Date to be updated

Policy No: CCC 0020

Policy owner:	Governance and Business Services, Office of the CEO
Approved by:	Council
Date of approval:	Date to be updated
Policy category:	Statutory
Content Manager No:	D#####
Review date:	1 September 2022

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Policy Summary

1. This policy enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties.
2. It ensures accountability and transparency, and seeks to align Councillor expenses and facilities with community expectations. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.
3. The policy has been prepared in accordance with the Local Government Act 1993 and Local Government (General) Regulation 2005, and complies with the Office of Local Government's Guidelines for the payment of expenses and provision of facilities to Mayors and councillors in NSW.
4. The policy sets out the maximum amounts Council will pay for specific expenses and facilities. Expenses not explicitly addressed in this policy will not be paid or reimbursed. The main expenses and facilities are summarised in the table below. All monetary amounts are exclusive of GST.

Expense or facility	Maximum amount	Frequency
Corporate Uniform	\$1,000 per Councillor \$500 per Councillor Name badge per Councillor, 2 neckties/scarves per Councillor on request	Upon election Per full twelve months thereafter Once upon election
General travel expenses	\$12,500 \$5,000 per Councillor	Per year/ per Councillor
Interstate, overseas and long-distance intrastate travel expenses	\$15,000 per Councillor \$10,000 annual budget for all Councillors	Per year for all Councillors
Accommodation and meals	\$500 per Councillor As per the NSW Crown Employees Reviewed Award clause 6.21	Per night/ per Councillor
Provision for Partners	\$1000 per Councillor Will meet cost of accompanying person of Councillor for LGNSW Annual Conf and ALGA official dinners only	Per year/ per Councillor
Professional development	\$12,000 per Councillor	Per year for all Councillors

	\$30,000 annual budget for all Councillors.	
ICT expenses	\$4,000 \$1,500 per Councillor \$3,000 \$3,500 per Councillor (equipment)	Per year/per Councillor Upon election
Carer expenses	\$8,000 per Councillor	Per year
Home office expenses	\$300 per Councillor	Per year
Access to facilities in a Councillor room	Provided to all Councillors	Not relevant

5. Additional costs incurred by a Councillor in excess of these limits are considered a personal expense that is the responsibility of the Councillor.
6. Councillors must provide claims for reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved.
7. Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.
8. This policy will commence on the declaration of the first election of Councillors to the Central Coast Council.

Part A - Introduction

Introduction

9. The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representatives of Central Coast Council.
10. The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided.
11. The purpose of this policy is to clearly state the facilities and support that are available to Councillors to assist them in fulfilling their civic duties.
12. Expenses and facilities provided by this policy are in addition to fees paid to Councillors. The minimum and maximum fees a council may pay each Councillor are set by the Local Government Remuneration Tribunal as per Section 241 of the Local Government Act 1993 and reviewed annually. Council must adopt its annual fees within this set range.

13. Council staff are empowered to question or refuse a request for payment from a Councillor when it does not accord with this policy.

Policy objectives

14. The objectives of this policy are to:

- (a) enable the reasonable and appropriate reimbursement of expenses incurred by Councillors while undertaking their civic duties;
- (b) enable facilities of a reasonable and appropriate standard to be provided to Councillors to support them in undertaking their civic duties;
- (c) ensure accountability and transparency in reimbursement of expenses and provision of facilities to Councillors;
- (d) ensure facilities and expenses provided to Councillors meet community expectations;
- (e) support a diversity of representation; and
- (f) fulfil Council's statutory responsibilities.

Principles

15. Council commits to the following principles:

- (a) Proper conduct: Councillors and staff acting lawfully and honestly, exercising care and diligence in carrying out their functions;
- (b) Reasonable expenses: Providing for Councillors to be reimbursed for expenses reasonably incurred as part of their role as Councillor;
- (c) Participation and access: Enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as a Councillor;
- (d) Equity: There must be equitable access to expenses and facilities for all Councillors;
- (e) Appropriate use of resources: Providing clear direction on the appropriate use of Council resources in accordance with legal requirements and community expectations; and
- (f) Accountability and transparency: Clearly stating and reporting on the expenses and facilities provided to Councillors.

Private or political benefit

16. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.

17. Private use of Council equipment and facilities by Councillors may occur from time to time. For example, telephoning home to advise that a Council meeting will run later than expected.

18. Such incidental private use does not require a compensatory payment back to Council.

19. Councillors should avoid obtaining any greater private benefit from Council than an incidental benefit. Where there are unavoidable circumstances and more substantial private use of Council facilities does occur, Councillors must reimburse Council.
20. Campaigns for re-election are considered to be a private interest. The following are examples of what is considered to be a private interest during a re-election campaign:
- (a) production of election material;
 - (b) use of Council resources for campaigning;
 - (c) use of official Council letterhead, publications, websites or services for political benefit; and
 - (d) fundraising activities of political parties or individuals, including political fundraising events.

Part B - Expenses

General expenses

21. All expenses provided under this policy will be for a purpose specific to the functions of holding civic office. Allowances for general expenses are not permitted under this policy.
22. Council will cover expenses and/or provide facilities deemed appropriate and necessary by the Chief Executive Officer to assist Councillors in the performance of their civic duties. ***This includes but is not limited to ad hoc events for which there is an associated cost such as corporate events, Council events and events at Council facilities.***
23. Expenses not explicitly addressed in this policy will not be paid or reimbursed

Specific expenses

Corporate Uniform

24. Council will ~~cover the costs up to a limit of \$1,000~~ ***provide a name badge and 2 neckties/scarves upon request*** per Councillor upon the commencement of their term of office ~~to use for the provision of a Council Corporate Uniform as determined by the Chief Executive Officer. This would include the costs of both suitable Council professional attire and Council attire suitable for a site inspection or depot visit.~~
25. ~~Thereafter Council will cover the costs up to a limit of up to \$500 per Councillor per annum.~~
Deleted

General travel arrangements and expenses

26. All travel by Councillors should be undertaken using the most direct route and the most practicable and economical mode of transport.

27. Each Councillor may be reimbursed up to a total of ~~\$12,500~~ **5,000** per year for travel expenses incurred while undertaking official business or professional development or attending approved conferences and seminars within NSW. This includes reimbursement:
- (a) for public transport fares;
 - (b) for the use of a private vehicle or hire car;
 - (c) for parking costs for Council and other meetings;
 - (d) for tolls;
 - (e) for documented ride-share programs, such as Uber; and
 - (f) by Cabcharge or equivalent.
28. Allowances for the use of a private vehicle will be reimbursed at the rate contained in the Local Government (State) Award.
29. Councillors seeking to be reimbursed for use of a private vehicle must keep a log book recording the date, distance and purpose of travel being claimed. Copies of the relevant log book contents must be provided with the claim.

Interstate, overseas and long-distance intrastate travel expenses

30. This part includes reference to long distance intrastate travel. At Central Coast Council long distance intrastate travel is travel that is estimated to take more than four hours from the Councillor's residence.
31. In accordance with Clause 4, Council will scrutinise the value and need for Councillors to undertake overseas travel. Councils should avoid interstate, overseas and long-distance intrastate trips unless direct and tangible benefits can be established for the Council and the local community. This includes travel to sister and friendship cities.
32. Total interstate, overseas and long-distance intrastate travel expenses for **all** Councillors will be capped at a maximum of ~~\$15,000~~ **\$10,000 provided in an annual budget** per Councillor per year. ~~This amount will be set aside in Council's annual budget.~~
33. Councillors seeking approval for any interstate and long-distance intrastate travel must submit a business case to, and obtain the approval of, the Chief Executive Officer prior to travel.
34. Councillors seeking approval for any overseas travel must submit a request to, and obtain the approval of, a full Council meeting prior to travel.
35. The request should include:

- (a) objectives to be achieved in travel, including an explanation of how the travel aligns with current Council priorities and business, the community benefits which will accrue as a result and its relevance to the exercise of the Councillor's civic duties;
 - (b) who is to take part in the travel;
 - (c) duration and itinerary of travel; and
 - (d) a detailed budget including a statement of any amounts expected to be reimbursed by the participant/s.
36. For interstate and long-distance intrastate journeys of less than three hours the class of air travel is to be economy class.
37. For interstate journeys by air of more than three hours, the class of air travel may be premium economy where it is available.
38. For international travel, the class of air travel is to be premium economy if available. Otherwise, the class of travel is to be economy.
39. Bookings for approved air travel are to be made by Council staff on behalf of the Councillor.
40. For travel that is reimbursed as Council business, frequent flyer points will not accrue to Councillors. This is considered a private benefit.

Travel expenses not paid by Council

41. Council will not pay any traffic or parking fines or administrative charges for toll road accounts.

Accommodation and meals

42. Council will reimburse costs for accommodation and meals (when meals are not provided) while Councillors are undertaking prior approved travel or professional development.
43. The daily limits for accommodation and meal expenses within Australia is \$500 **as per the NSW Crown Employees Reviewed Award clause 6.21** per Councillor per night.
44. The daily limits for accommodation and meal expenses outside Australia are to be determined in advance by the Chief Executive Officer.
45. Councillors will not be reimbursed for the purchase of alcoholic beverages.

Refreshments for Council related meetings

46. Appropriate refreshments may be available for Council meetings, Council Committee meetings, Councillor briefings, approved meetings and engagements, and official Council functions as approved by the Chief Executive Officer.

47. As an indicative guide for the standard of refreshments to be provided at Council-related meetings, the Chief Executive Officer must be mindful of Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.

Professional development

48. Council will set aside ~~\$12,000~~ **\$30,000** per Councillor annually in its budget to facilitate professional development of **all** Councillors through programs, training, education courses, conferences, seminars and membership of professional bodies. This is in addition to professional development opportunities identified by the Chief Executive Officer that may be determined appropriate for all Councillors.
49. In the first year of a new Council term, Council will provide a comprehensive induction program for all Councillors which ~~consider~~ **considers** any guidelines issued by the Office of Local Government (OLG). The cost of the induction program will be in addition to the ongoing professional development funding.
50. Annual membership of professional bodies will only be covered where the membership is relevant to the exercise of the Councillor's civic duties, the Councillor actively participates in the body and the cost of membership is likely to be fully offset by savings from attending events as a member.
51. Approval for professional development activities is subject to a prior written request to the Chief Executive Officer outlining the:
- (a) details of the proposed professional development;
 - (b) relevance to Council priorities and business; and
 - (c) relevance to the exercise of the Councillor's civic duties.
52. In assessing a Councillor request for a professional development activity, the Chief Executive Officer must consider the factors set out in Clause 51, as well as the cost of the professional development in relation to the Councillor's remaining budget.

52A Council will provide Councillors with access to the Employee Assistance Program as provided to Council employees.

Conferences and seminars

53. Council is committed to ensuring its Councillors are up to date with contemporary issues facing ~~council~~ **Council** and the community, and local government in NSW.
54. Provision for attendance at conferences and seminars is provided as part of Professional Development.

55. Approval to attend a conference or seminar is subject to a written request to the Chief Executive Officer. In assessing a Councillor request, the Chief Executive Officer must consider factors including the:
- (a) relevance of the topics and presenters to current Council priorities and business and the exercise of the Councillor's civic duties; and
 - (b) cost of the conference or seminar in relation to the total remaining budget.
56. Council will meet the reasonable cost of registration fees, transportation and accommodation associated with attendance at conferences approved by the Chief Executive Officer. Council will also meet the reasonable cost of meals when they are not included in the conference fees. Reimbursement for accommodation and meals not included in the conference fees will be subject to Clauses 42 to 45.
- ~~57. Council will meet the costs of official conference dinners for an accompanying person of a Councillor up to \$1,000 per Councillor per year. **Deleted**~~

Local Government NSW Annual Conference

58. Councillors will ~~also~~ be permitted to attend the Local Government NSW Annual Conference. Council will reimburse the cost of registration fees and where the conference is outside the local government area, the cost of travel, accommodation and meals not covered by the conference registration, subject to the provisions in ~~'Accommodation and meals'~~ **Clauses 42 to 45.**
59. For the Local Government NSW Annual Conference only, Council will meet the costs of the official conference dinner for an accompanying person of a Councillor.

ICT expenses

60. Council will provide, or reimburse Councillors for expenses associated with, appropriate ICT devices and services up to a limit of ~~\$1,500~~ **\$4,000** per annum for each Councillor. This may include mobile phones and tablets, mobile phone and tablet services and data, and home internet costs. Allowances will only be made for tablets, tablet services and data to tablets where a Councillor consents to receiving communications and business papers from Council by electronic means only.
61. Council may provide appropriate ICT equipment up to a limit of ~~\$3,500~~ **\$3,000** per Councillor upon the commencement of their term of office. The determination as to what equipment will be provided will be made by the Chief Executive Officer based upon Council's general ICT program and identified business needs.
62. Reimbursements will be made only for communications devices and services used for Councillors to undertake their civic duties, such as:

- (a) receiving and reading Council business papers;
- (b) relevant phone calls and correspondence; and
- (c) diary and appointment management.

63. Councillors may seek reimbursement for applications on their mobile electronic communication device that are directly related to their duties as a Councillor, within the maximum limit.

64. Council may from time to time provide Councillors with upgraded equipment or new facilities where doing so will result in efficiencies and aligns to Council's general ICT program.

Special requirement and carer expenses

65. Council encourages wide participation and interest in civic office. It will seek to ensure Council premises and associated facilities are accessible, including provision for sight or hearing-impaired Councillors and those with other disabilities.

66. Transportation provisions as outlined in this policy, such as access to Cabcharges, will also assist Councillors who may be unable or unwilling to drive a vehicle.

67. In addition to the provisions above, the Chief Executive Officer may authorise the provision of reasonable additional facilities and expenses in order to allow a Councillor with a disability to perform their civic duties.

68. Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to ~~re-imbursment~~ **reimbursement** of carer's expenses up to a maximum of \$8,000 per annum for attendance at official business, plus reasonable travel from the principal place of residence.

69. Child care expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative.

70. In the event of caring for an adult person, Councillors will need to provide suitable evidence to the Chief Executive Officer that reimbursement is applicable. This may take the form of advice from a medical practitioner.

Home office expenses

71. Each Councillor may be reimbursed up to \$300 per year for costs associated with the maintenance of a home office, such as minor items of consumable stationery and printer ink cartridges.

Insurances

72. In accordance with Section 382 of the Local Government Act 1993, Council is insured against public liability and professional indemnity claims. Councillors are included as a named insured on this Policy.
73. Insurance protection is only provided if a claim arises out of or in connection with the Councillor's performance of his or her civic duties, or exercise of his or her functions as a Councillor. All insurances are subject to any limitations or conditions set out in the policies of insurance.
74. Council shall pay the insurance policy excess in respect of any claim accepted by Council's insurers, whether defended or not.
75. Appropriate travel insurances will be provided for any Councillors ~~traveling~~ **travelling** on approved interstate and overseas travel on Council business.

Legal assistance

76. Council may, if requested, indemnify or reimburse the reasonable legal expenses of:
- (a) a Councillor defending an action arising from the performance in good faith of a function under the Local Government Act 1993;
 - (b) a Councillor defending an action in defamation, provided the statements complained of were made in good faith in the course of exercising a function under the Act; and
 - (c) a Councillor for proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the Local Government Act 1993 and the matter has proceeded past any initial assessment phase to a formal investigation or review and the investigative or review body makes a finding substantially favourable to the Councillor.
77. In the case of a conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the Chief Executive Officer to a conduct reviewer or conduct review panel to make formal enquiries into that matter in accordance with Council's Code of Conduct.
78. Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Local Government Act 1993 are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this clause.
79. Council will not meet the legal costs:
- (a) of legal proceedings initiated by a Councillor under any circumstances;

- (b) of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation; and
- (c) for legal proceedings that do not involve a Councillor performing their role as a Councillor.

80. Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution at a Council meeting prior to costs being incurred.

ASIC or Relevant Searches

81. Council will meet the costs of any ASIC or relevant searches undertaken by Councillors to assist in providing appropriate responses in relation to declarations as Key Management Personnel under the Related Party Disclosures requirements of Council's Financial Statements.

Part C - Facilities

General facilities for all Councillors

Facilities

82. Council will provide the following facilities to Councillors to assist them to effectively discharge their civic duties:

- (a) a Councillor common room appropriately furnished to include telephone, photocopier, printer, desks, computer terminals, pigeon holes and appropriate refreshments (excluding alcohol);
- (b) access to shared car parking spaces while ~~attending Council offices on~~ **undertaking** official business; and
- (c) a name badge which may be worn at official functions, indicating that the wearer holds the office of a Councillor and/or Mayor or Deputy Mayor; and
- (d) appropriate meeting spaces to allow Councillors to meet with community members as determined by the Chief Executive Officer.

83. The provision of facilities will be of a standard deemed by the Chief Executive Officer as appropriate for the purpose.

84. Council may from time to time provide additional facilities for Councillor use such as protective equipment for use during site visits.

Stationery

85. Council will provide the following to Councillors:

- (a) Electronic letterhead template, to be used only for correspondence associated with civic duties; and
- (b) Electronic Christmas or festive message.

86. Council may from time to time provide stationery or branded items for Councillor use.

Administrative support

87. Council will provide administrative support to Councillors to assist them with their civic duties only. Administrative support may be provided by staff in the Mayor's office or by a member of Council's administrative staff as arranged by the Chief Executive Officer or their delegate.

88. Council staff are expected to assist Councillors with civic duties only, and not assist with matters of personal or political interest, including campaigning.

Additional facilities for the Mayor

89. Council will provide to the Mayor a maintained motor vehicle and appropriate, as determined by the Chief Executive Officer, motor vehicle with a fuel card. The vehicle will be supplied for use in attending official business and professional development and attendance at the Mayor's office. The vehicle can also be used for reasonable private benefit.

90. A parking space at Council's offices will be reserved for the Mayor's Council-issued vehicle for use on official business, professional development and attendance at the Mayor's office.

91. Council will provide the Mayor with a furnished office incorporating a computer configured to Council's standard operating environment, telephone and meeting space. ***On the rare occasions where the Mayor is unable to attend the office and use the equipment provided due to an emergency situation, Council will meet the reasonable costs of reimbursement for office equipment up to \$500 per occasion as agreed with the Chief Executive Officer.***

92. In performing his or her civic duties, the Mayor will be assisted by a small number of staff providing appropriate support, as determined by the Chief Executive Officer.

93. The number of exclusive staff provided to support the Mayor and Councillors will not exceed the number of full-time equivalents identified in the adopted organisational structure and as provided in the adopted budget.

94. Council staff in the Mayor's office are expected to work on official business only, and not for matters of personal or political interest, including campaigning.

95. The Mayor will be entitled to travel business class up to an additional annual limit of \$15,000 on any travel undertaken.

96. Council will meet the reasonable costs as determined by the Chief Executive Officer, and up to a \$1,000 annual expenditure limit associated with the attendance of the Mayor's spouse or partner whilst the Mayor is undertaking official business at Conferences, functions, award ~~night~~ **nights** and events.
97. Council will also meet the reasonable cost as determined by the Chief Executive Officer and up to a \$2,000 annual expenditure limit, of travel expenses and additional accommodation expenses (in addition to the expenses incurred by the Mayor) for the Mayor's spouse or partner whilst the Mayor is undertaking official business at Conferences, functions and events.
98. The Mayor will also have access to an additional annual limit of up to \$2,000 for the Mayor and the Mayor's spouse or partner attending dinners, non-council functions, charity and fundraising events, community and corporate or industry events which are relevant to Council's interest and where Council's representation would be expected.
99. The Mayor is entitled to digital subscriptions to two daily newspapers and/or delivery of those same newspapers to the Council office.

Processes

Approval, payment and reimbursement arrangements

100. Expenses should only be incurred by Councillors in accordance with the provisions of this policy.
101. Approval for incurring expenses, or for the reimbursement of such expenses, should be obtained before the expense is incurred.
102. Up to the maximum limits specified in this policy, approval for the following may be sought after the expense is incurred:
- (a) local travel relating to the conduct of official business;
 - (b) carer costs; and
 - (c) ICT expenditure.
103. Final approval for payments made under this policy will be granted by the Chief Executive Officer or their delegate.
104. All requests for reimbursement will be reviewed by two staff members and payment will be authorised by a staff member with the appropriate financial delegation.
105. The Chief Executive Officer will provide a system for the request of reimbursements for Councillors. This will include a form whereby Councillors will be required to specifically identify the clause within this policy to which the request relates.

Direct payment

106. Council may approve and directly pay expenses. Requests for direct payment must be submitted through the appropriate system for assessment against this policy using the prescribed form, with sufficient information and time to allow for the claim to be assessed and processed.

Reimbursement

107. All claims for reimbursement of expenses incurred must be made on the prescribed form, supported by appropriate receipts and/or tax invoices and be submitted through the appropriate system.

Advance payment

108. Council may pay a cash advance for Councillors attending approved conferences, seminars or professional development.

109. The maximum value of a cash advance is \$200 per day of the conference, seminar or professional development to a maximum of \$600

110. Requests for advance payment must be submitted to the Chief Executive Officer for assessment against this policy with sufficient information and time to allow for the claim to be assessed and processed.

111. Councillors must fully reconcile all expenses against the cost of the advance within one month of incurring the cost and/or returning home. This includes providing to Council:

- (a) a full reconciliation against the provisions of this policy of all expenses including appropriate receipts and/or tax invoices; and
- (b) reimbursement of any amount of the advance payment not spent in attending to official business or professional development.

Notification

112. If a claim is approved, Council will make payment directly or reimburse the Councillor through accounts payable.

113. If a claim is refused, Council will inform the Councillor in writing that the claim has been refused and the reason for the refusal.

Reimbursement to Council

114. If Council has incurred an expense on behalf of a Councillor that exceeds a maximum limit, exceeds reasonable incidental private use or is not provided for in this policy:

- (a) council will invoice the Councillor for the expense; and

(b) the Councillor will reimburse Council for that expense within 14 days of the invoice date.

115. If the Councillor cannot reimburse Council within 14 days of the invoice date, they are to submit a written explanation to the Chief Executive Officer. The Chief Executive Officer may elect to deduct the amount out of the Councillor's allowance.

Timeframe for reimbursement

116. Unless otherwise specified in this policy, Councillors must provide all claims for reimbursement ***within three months of an expense being incurred*** ~~by the end of the financial year or within three months of an expense being incurred, whichever comes last.~~ Claims made after this time cannot be approved.

Disputes

117. If the Councillor disputes a determination under this policy, the Councillor should discuss the matter with the Chief Executive Officer.

118. If the Councillor and the Chief Executive Officer cannot resolve the dispute, the Councillor may submit a notice of motion to Council seeking to have the dispute resolved.

Return or retention of facilities

119. All unexpended facilities or equipment supplied under this policy are to be relinquished immediately upon a Councillor or Mayor ceasing to hold office.

Publication

120. This policy will be published on Council's website.

Reporting

121. Council will report on the provision of expenses and facilities to Councillors as required in the Local Government Act 1993 and Local Government (General) Regulation 2005.

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

Auditing/Review

123. The operation of this policy, including claims made under the policy, will be included in Council's audit program and an audit undertaken at least every two years.

Breaches

124. Suspected breaches of this policy are to be reported to the Chief Executive Officer.
125. In accordance with the Code of Conduct this Councillor Expenses and Facilities Policy is a policy of Council and must not be contravened.
126. Alleged breaches of this policy shall be dealt with by the ~~following~~ processes ~~outlined~~ **outlined** for breaches of the Code of Conduct, as detailed in the Code and in the Procedures for the Administration of the Code.
127. Staff must maintain all records relevant to administering this policy in a recognised Council recordkeeping system.

Definitions

128. In this policy:

Accompanying person	Means a spouse, partner or de facto or other person who has a close personal relationship with or provides carer support to a Councillor.
Appropriate refreshments	Means food and beverages, excluding alcohol, provided by Council to support Councillors undertaking official business
Act	Means the Local Government Act 1993 (NSW)
Annual Conference	Means Local Government NSW Annual Conference
Clause	Unless stated otherwise, a reference to a clause is a reference to a clause of this policy
Code of Conduct	Means the Code of Conduct adopted by Council or the Model Code if none is adopted
Councillor	Means a person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the Mayor
Chief Executive Officer	Means the General Manager of Council and includes their delegate or authorised representative
ICT	Means Telecommunications and telecommunications and is an acronym for Information Communications and Technology
Incidental personal use	Means use that is infrequent and brief and use that does not breach this policy or the Code of Conduct
Long distance intrastate travel	Means travel to other parts of NSW of more than three hours duration by private vehicle
Maximum limit	Means the maximum limit for an expense or facility provided in the text and summarised in the table in Clause 4.

NSW	New South Wales
Official business	Means functions that the Mayor or Councillors are required or invited to attend to fulfil their legislated role and responsibilities for Council or result in a direct benefit for Council and/or for the local government area, and includes: <ul style="list-style-type: none">• meetings of Council and committees of the whole;• meetings of committees facilitated by Council;• civic receptions hosted or sponsored by Council; and• meetings, functions, workshops and other events to which attendance by a Councillor has been requested or approved by Council.
Professional development	Means a seminar, conference, training course or other development opportunity relevant to the role of a Councillor or the Mayor
Regulation	Means the Local Government (General) Regulation 2005 (NSW)
Year	Means the financial year, that is the 12-month period commencing on 1 July each year.

Related resources

129. Legislation:

- a. [Local Government Act 1993 \(NSW\)](#) Sections 252 and 253
- b. [Local Government \(General\) Regulation 2005](#), Clauses 217 and 403

130. Associated/Internal documents:

- a. Code of Conduct
- b. Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW, 2009
- c. Local Government Circular 09-36 Guidelines for Payment of Expenses and Facilities
- d. Local Government Circular 05-08 legal assistance for Councillors and Council Employees.
- e. **NSW Crown Employees Reviewed Award**

History of revisions

Amendment history	Details
Original approval authority details	<p>Council</p> <p>D12757794</p> <hr/> <p>26 July 2017 – Minute number 504/17</p> <hr/> <p>Policy adopted pursuant to section 253(2) of the Local Government Act.</p>
Version # 2	<p>23 October 2017 – Minute numbers 669/17 and 700/17 (public exhibition)</p> <p>18 December 2017 - adoption</p> <hr/> <p>D12835914</p>
	<p><i>Amendments:</i></p> <p>Clause 6.2 General travel arrangements and expenses.</p> <p>The current provisions in this clause are insufficient given the size of the Central Coast local government area, and the number of residents in that local government area. Taking into consideration the likely travel that the Mayor, Deputy Mayor and Councillors will need to undertake, it is recommended that this clause be amended to provide for up to a total of \$12,500 per Councillor per year.</p> <p>Reimbursement under this proposed amended clause will require the submission of appropriate documents such as a log book or opal card statement.</p> <p>Clause 6.7 Interstate, overseas and long distance intrastate travel expenses.</p> <p>This clause is recommended to be amended to provide for a maximum of \$15,000 per Councillor per year. It is noted that this is a reasonable maximum for this category of travel given the role of the Mayor, Deputy Mayor and Councillors in pursuing the interests of the local government area.</p>

Expenditure in this category requires a Councillor to provide a business case and have the prior approval of the Chief Executive Officer. Overseas travel requires prior approval by way of a Council resolution.

Clause 6.18 Accommodation and meals

This clause is recommended to reflect a maximum of \$500 per Councillor per night for accommodation and meals.

Providing a specific amount gives greater transparency as to the provision to Councillors for accommodation and meals. The amount reflects the reasonable costs of accommodation and meals, particularly in metropolitan Sydney.

Clause 6.23 Professional development and Clause 6.29 Conferences and Seminars

It is recommended that these two provisions be combined to allow an amount of \$12,000 per Councillor per year.

In practice, attendance at conferences and seminars will almost always be part of a Councillor's professional development and distinguishing the two provisions is arbitrary.

It is noted that s. 232 of the Act provides that Councillors are required to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor. In addition, the Act provides for regulations to be made for induction and other professional development for Mayors and Councillors. The Office of Local Government advised on 22 December 2016 that it has commenced work on development of these regulations and it is appropriate that Council provide adequate funding to facilitate meeting these future regulations.

Clause 6.42 Special requirement and carer expenses.

It is recommended that the provision for carer expenses be \$8,000 per Councillor per year. This is to reflect the current cost of care for children, those with special needs.

It is noted that this clause includes provision for those who may need to care for a dependent over the age of 16 years upon consultation with the Chief Executive Officer.

Part 10: Additional facilities for the Mayor.

To appropriately reflect the size and scale of the role of Mayor of Central Coast Council a number of provisions are recommended in this Part.

This includes travel expenses, provision of an appropriate vehicle for official duties, newspaper subscription and allowances for a small number of spouse/partner attendances at events and the like. These provisions reflect the community expectations of the role of Mayor of Central Coast Council and the likely impact and time demands this important role brings.

Various: Amendment of all references to 'General Manager' to 'Chief Executive Officer', to reflect the current Council corporate structure and nomenclature.

Amendments to the table in the Policy Summary to reflect the proposed changes.

Version # 3

9 April 2020 – Minute Number 268/18

D13186819

State reasons for amendments:

In the table of the new section 4:

Expense or facility	Maximum amount	Frequency
Corporate Uniform	\$1,000 per Councillor	Upon election
	\$500 per Councillor	Per full twelve months there after

In the new section 23 to 24 under Part B – Expenses, Specific Expense:

Corporate Uniform

23. Council will cover the costs up to a limit of \$1,000 per Councillor upon the commencement of their term of office to use for the provision of a Council Corporate Uniform as determination by the Chief Executive Officer. This would include the costs of suitable Council professional attire.

•
24. Thereafter Council will cover the costs up to a limit of up to \$500 per Councillor per annum.

Version # 4

9 July 2020 – Minute Number 649/18

D13186819

State reasons for amendments

New Clause 57 under Part B – Expenses, General Expenses – Conferences and Seminars is proposed as follows:

- 57 Council will meet the costs of official conference dinners for an accompanying person of a Councillor up to \$1,000 per Councillor per year.

The proposed addition of a new Clause 81 under the following heading:

ASIC or Relevant Searches

- 81 Council will meet the costs of any ASIC or relevant searches undertaken by Councillors to assist in providing appropriate responses in relation to declarations as Key Management Personnel under the Related Party Disclosures requirements for Council's Financial Statements

New Clause 22 under Part B – Expenses, General Expenses is proposed as follows:

- 22 Council will cover expenses and/or provide facilities deemed appropriate and necessary by the Chief Executive Officer to assist Councillors in the performance of their civic duties.
- 649/18 That Council adopt the amended Councillor Expenses and Facilities Policy set out in Attachment 1 to this report, with the following amendment to Clause 116;
- To allow Councillors to claim expenses up until the end of the financial year or within three months of the occurrence of the expense, whichever comes last.

Version # 5

27 August 2018 – Minute Number 850/18

D13259207

State reasons for amendments

New Clause 48 under Part B – Expenses, General Expenses Professional Development is proposed as follows:

- 48 Council will set aside \$12,000 per Councillor annually in its budget to facilitate professional development of Councillors through programs, training, education courses, conferences, seminars and membership of professional bodies. ***This is in addition to professional development opportunities identified by the Chief Executive Officer that may be determined appropriate for all Councillors.***

The proposed addition of a new Clause 81 under Part C – Additional Facilities for the Mayor is as follows:

- 92 In performing his or her civic duties, the Mayor will be assisted by a small number of staff providing ***appropriate*** ~~administrative and secretarial~~ support, as determined by the Chief Executive Officer.

Version # 614 September 2020 – Minute Numbers 455/20 and 456/20

D14144762 (Pending adoption)

State reasons for amendments

New Clause 52A in response to Audit Recommendation:

- 52A Council will provide Councillors with access to the Employee Assistance Program as provided to Council employees.

Small amendments to correct typographical errors

Addition to Clause 22 to clarify the provision:

This includes but is not limited to ad hoc events for which there is an associated cost such as corporate events, Council events and events at Council facilities.

Change to Clause 166 and Clause 6 to align to provide three months:

6. Councillors must provide claims for in accordance with Clause 116.
-

116. *Unless otherwise specified in this policy, Councillors must provide all claims for reimbursement for a financial year within three months after the end of that financial year. In the case of the year of an election, Councillors must provide all claims for reimbursement after 30 June of that year by 30 September of that year. Claims made after this time cannot be approved.*

New provision at Clause 91 to provide for emergency provisions:

On the rare occasions where the Mayor is unable to attend the office and use the equipment provided due to an emergency situation, Council will meet the reasonable costs of reimbursement for office equipment up to \$500 per occasion as agreed with the Chief Executive Officer.

Clarification in Clause 82(b) as to parking:

*access to shared car parking spaces while ~~attending Council offices on~~
undertaking official business*

Item No: 5.1
Title: Grant Funding Update as at 30 September 2020
Department: Innovation and Futures



23 November 2020 Ordinary Council Meeting

Reference: F2004/06322 - D13750759
Author: Louise Fisher, Chief External Funding Coordinator
Executive: Ricardo Martello, Executive Manager Innovation and Futures

Report Purpose

To provide a quarterly information report to Council on grant funding opportunities; and successful, unsuccessful and pending funding allocations as at 30 September 2020 and to provide status update on the 2019 election commitments to improved community awareness of Council's externally funded activities.

Executive Summary

For the Q1 2020/21 Central Coast Council has been allocated a total of \$13,773,892 for 5 projects to support the delivery of Council services from funding submissions.

The GrantGuru tool continues to provide a valuable resource for the community.

All Central Coast election commitments from the 2019 State Government election commitments were budgeted in 2019/20 NSW Budget.

Federally funded election commitments are being delivered or completed, except for one project under negotiations.

Innovation and Futures Recommendation

- 1 *That Council receive the information report on Grant Funding Update as at 30 September 2020.*
- 2 *That Council resolve, pursuant to section 11(3) of the Local Government Act 1993, that Attachment 3 to this report remain confidential in accordance with section 10A(2)(d) of the Local Government Act as it contains commercial information of a confidential nature that would, if disclosed would confer a commercial advantage on a competitor of the Council and because consideration of the matter in open Council would on balance be contrary to the public interest as it would affect Councils ability to obtain value for money services for the Central Coast community.*

Report

Central Coast Council is committed to developing and implement strategies to proactively seek all relevant State and Federal grant funding opportunities to support the delivery of Council services.

We are committed to ensuring the establishment of effective working relationships with Government and statutory authority representatives, neighbouring Councils and major interest groups in order to further the community's interests.

The opportunities for State and Federal grant funding opportunities are dynamic and requires ongoing research. A concise list of the major funding opportunities is provided as Attachment 1.

Reports have been prepared to identify all projects applied for; successful grants received and unsuccessful applications (detailing reasons why, if available) and are attached as follows:

- Applications for external funding where the outcome has been finalised – 1 July – 30 September 2020 (Attachment 2).
- Applications for external funding that are under consideration – as at 4 November 2020 (Confidential Attachment 3).

A report has been prepared to provide status updates for projects delivered from 2019 Election Commitments (Attachment 4).

Q1 2020/21 Insights

For the Q1 2020/21 Central Coast Council has been allocated a total of \$13,773,892 for 5 projects to support the delivery of Council services from funding submissions.

The major categories to received funding allocations include:

	Sport and Recreation – Sporting Facilities - \$11.96 million
	Urban Infrastructure – Roads - \$1.81 Million
	Community – Other - \$2,000

Central Coast Council has received grant funding from both the Australian and NSW Governments with more than \$11m allocated from the NSW Government and \$2.77m from the Australian Government.

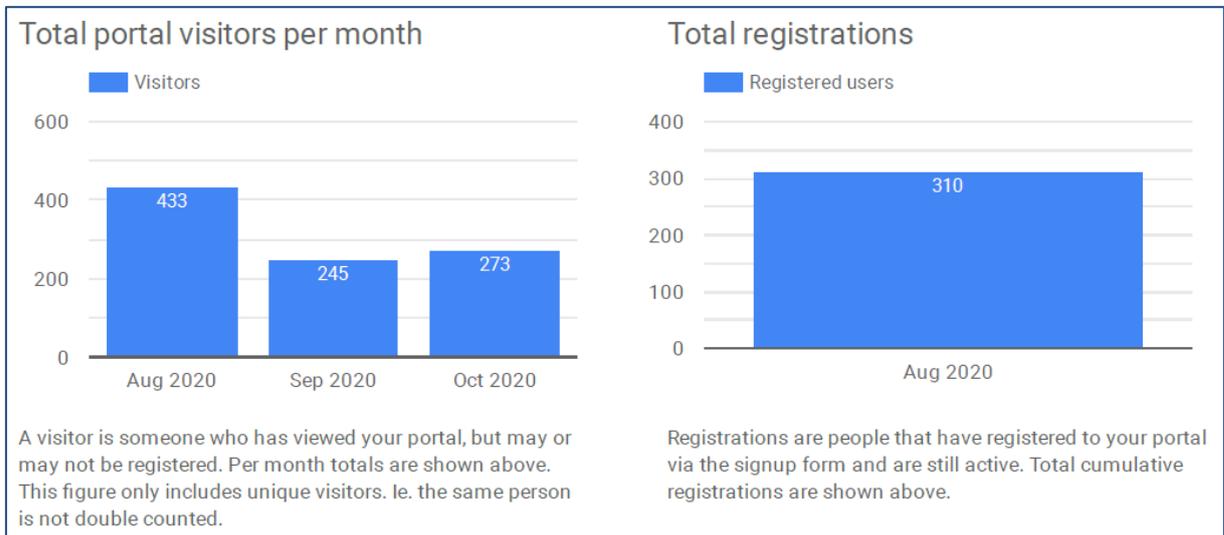
Grant Finder Portal

Council has partnered with GrantGuru to provide two grant portals to assist Council staff to proactively seek all relevant State and Federal grant funding opportunities and to support local businesses and community groups to readily identify and be notified of relevant grant funding opportunities.

5.1 Grant Funding Update as at 30 September 2020 (contd)

The outward facing portal can be accessed online via: <https://centralcoast.grantguru.com.au/>
The [Grant Finder](#) tool has provided a valuable resource to support local businesses and community groups to readily identify and be notified of relevant grant funding opportunities with 270 unique visitors and 310 registered users to the site since the launch.

Figure 1 - Central Coast Grant Finder Total Portal Visitors and Total Registrations



Financial Considerations

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

- 1036/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.*

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

For the Q1 2020/21 Central Coast Council has been allocated a total of \$13,773,892 for 5 projects to support the delivery of Council services from funding submissions.

There continues to be opportunities for external funding to support the delivery of services through the recovery period.

Link to Community Strategic Plan

Theme 2: Smart

Goal C: A growing and competitive region

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

Theme 4: Responsible

Goal H: Delivering essential infrastructure

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

Goal H: Delivering essential infrastructure

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

Theme 1: Belonging

Goal B: Creativity connection and local identity

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

Theme 3: Green

Goal E: Environmental resources for the future

G-E2: Improve water quality for beaches, lakes and waterways by minimising pollutants and preventing litter entering our waterways.

Attachments

1	Funding Opportunities - as at 4 November 2020		D1428645 7
2	External Funding Applications where the outcome has been finalised - Q1 2020		D1428645 8
3	CONFIDENTIAL - External Funding Applications under consideration - as at 4 November -	Provided under separate cover	D1428645 9
4	2019 Election Commitment Status Update - November 2020		D1429044 0

Funding Opportunities

4 November 2020



Council has partnered with GrantGuru to provide two grant portals to assist Council staff to proactively seek all relevant State and Federal grant funding opportunities and to support local businesses and community groups to readily identify and be notified of relevant grant funding opportunities.

The following major funding opportunities are available to Council as at 4 November 2020.

Program Name:	Bushfire Community Recovery and Resilience Fund Phase 2 - Stream 1
Date Close:	3 November 2020
Program Details:	<p>The Bushfire community recovery and resilience fund is offering financial support to communities affected by the 2019-2020 bushfires.</p> <p>Local Government Areas that were disaster-declared during the 2019-20 bushfires can submit a funding application for medium and long-term projects that support community recovery and help build resilience and hope for the future.</p>
Example Projects	<p>Projects eligible for funding could include but are not limited to:</p> <ul style="list-style-type: none"> • Regional social events and digital communication initiatives that support social recovery, commemoration and improve community connectedness; • Programs and initiatives that support community recovery and well-being including support for connectedness, improved identity of place and cultural heritage; • Community education programs to improve regional knowledge and resilience in response and preparedness to future disasters and how to be better prepared for hazards into the future; • Neighbourhood and community strengthening activities that focus specifically on capacity building, and knowledge building and sharing.
Funding Source:	NSW Government
Total Funding Available:	\$25m for Stream 1 & 2
Funding Available:	\$100,000 non-competitive.
Website:	https://www.nsw.gov.au/grants-and-funding/bushfire-community-recovery-and-resilience-fund

Program Name:	Bushfire Community Recovery and Resilience Fund Phase 2 - Stream 2
Date Close:	16 November 2020
Program Details:	Grants for community groups, councils, joint organisations, NGOs, and not-for-profits in the local government areas that were disaster-declared during the 2019-20 bushfires to fund social recovery and preparedness projects.
Example Projects:	Projects eligible for funding could include but are not limited to: <ul style="list-style-type: none"> • Regional social events and digital communication initiatives that support social recovery, commemoration and improve community connectedness; • Programs and initiatives that support community recovery and well-being including support for connectedness, improved identity of place, cultural heritage and environmental restoration; • Community education programs to improve regional knowledge and resilience in response and preparedness to future natural disasters and how to be better prepared for hazards into the future; • Local and Regional community strengthening activities that focus specifically on capacity building, and knowledge building and sharing.
Funding Source:	NSW Government
Total Funding Available:	\$25m for Stream 1 & 2
Funding Available:	Funding is available for approved projects with a value of no less than \$20,000 and no more than \$300,000
Website:	https://www.nsw.gov.au/grants-and-funding/bushfire-community-recovery-and-resilience-fund

Program Name:	Bushfire Local Economic Recovery Fund
Date Close:	11 December 2020
Program Details:	This Bushfire Local Economic Recovery Fund will provide \$250 million of further funding to support the social and economic recovery of communities affected by bushfire in 47 regional NSW Local Government Areas. It will support projects that retain and create new jobs in regional areas, build resilience and increase preparedness for future bushfire seasons.
Funding Source:	NSW Government
Funding Available:	Applicants can apply for between \$200,000 and \$20,000,000 in funding for their project, depending on the project type: <ul style="list-style-type: none"> • Infrastructure projects – Minimum grant request \$400,000 to a maximum of \$20,000,000 • Environmental projects (including rehabilitation) – Minimum grant request \$200,000 to a maximum of \$4,000,000 Programs (including social, business and environmental education) – Minimum grant request \$200,000 to a maximum of \$4,000,000.
Website:	https://www.nsw.gov.au/regional-nsw/bushfire-local-economic-recovery-fund

Program Name:	Bushfire Recovery for Wildlife and Habitat Community Grants Program
Date Close:	27 November 2020
Program Details:	The \$10m Bushfire Recovery for Wildlife and Habitat Community Grants Program supports local community groups to deliver bushfire recovery activities for native flora and fauna supporting broader long-term recovery and resilience.
Funding Source:	Federal Government
Funding Available:	From \$5,000 to \$150,000
Website:	https://www.business.gov.au/grants-and-programs/bushfire-recovery-for-wildlife-and-habitat-community-grants-program

Program Name:	Local Roads and Community Infrastructure (LRCI) Program – Extension
Date Close:	Funding will be available from 1 January 2021
Program Details:	<p>This program supports local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.</p> <p>Councils will be able to access funding under the extension to the LRCI Program Extension from 1 January 2021.</p> <p>Funding allocations for the LRCI Program are determined by formula and take into account road length and population.</p>
Funding Source:	Federal Government
Funding Available:	CCC has been allocated \$10,889,758
Website:	https://investment.infrastructure.gov.au/infrastructure_investment/local-roads-community-infrastructure-program/index.aspx

Program Name:	Fixing Local Roads Program – Round 2
Date Close:	11 December 2020
Program Details:	Fixing Local Roads is a \$500 million NSW Government program, providing funding to councils to assist in reducing the local roads maintenance backlog. Councils can apply for funding to assist in repairing, patching, maintaining or sealing existing priority council roads.
Funding Source:	NSW Government
Funding Available:	There is a maximum funding limit of \$5 million of state contribution per council per application.
Website:	https://www.rms.nsw.gov.au/business-industry/partners-suppliers/lgr/grant-programs/fixing-local-roads.html#FixingLocalRoadsGuidelines2020

Program Name:	Black Spot Program
Date Close:	This program is open on an ongoing basis.
Program Details:	This program aims to support projects that target those road locations where crashes are occurring. By funding measures such as traffic signals and roundabouts at dangerous locations, the program reduces the risk of crashes.
Funding Source:	Federal Government
Funding Available:	A total funding pool of \$1 billion is available from 2013-14 to 2022-23, with an ongoing commitment of \$110 million each year following. As announced in the 2019-20 Budget, the Australian Government has committed an additional \$50 million per year from 2019-20.
Website:	https://investment.infrastructure.gov.au/infrastructure_investment/black_spot/index.aspx

Program Name:	Australia Day 2021 Grants Program
Date Close:	9 November 2020
Program Details:	NADC is providing \$8 million in grants to help councils and not-for-profit organisations deliver COVID safe events that encourage all Australians to reflect, respect and celebrate on Australia Day 2021.
Funding Source:	Federal Government
Funding Available:	\$1,000 Australia Day 2021 branding and collateral grants \$20,000 COVID safe Events Grants
Website:	https://australiaday.org.au/get-involved/local-councils/

External Funding Applications
where the outcome has been finalised
1 July – 30 September 2020



The outcomes for the following projects for external funding have been finalised between 1 July – 30 September 2020.

Total funding allocated this quarter: \$13,773,892

Total Funding allocated – Year to Date: \$13,773,892

Central Coast Inclusive Skate Park Activation Program	
Status: Unsuccessful	
Project Description: A skate, scooter and BMX program, run in partnership with YMCA Action Sports, targeting female, Aboriginal or Torres Strait Islander people and those with physical or mental disabilities and supporting local leaders to deliver recreational activities in a safe, inclusive, non-competitive environment.	
Funding Source: NSW Government	Unit: Open Space and Recreation
Funding Program: Driving Social Inclusion through Sport and Physical Activity	
Type: Application	Total Project Cost: \$84,186
Date: 12/12/2019	Funding Sought: \$84,186

On Demand Small Business Webinar	
Status: Funding Allocated	
Project Description: Due to the Covid19 and the uncertainty around face to face events, CCC is planning an on demand webinar event where businesses can log on and watch and work through individual modules on how to future proof their business in their own time. This will be during the small business month in October 2020.	
Funding Source: NSW Government	Unit: Economic Development and Project Delivery
Funding Program: NSW Small Business Month 2020 Grant	
Type: Application	Total Project Cost: \$2,000
Date: 20/08/2020	Funding Sought: \$2,000

Narara District Skate Park Upgrade
Status: Funding Allocated

External Funding Applications where the outcome has been finalised 1 July – 30 September 2020 1

Project Description: The Narara District Skate Park Upgrade project will include the demolition of the existing skate park and construction of a new custom built-for-purpose district sized skate facility catering for a broad range of active wheel sports from beginner to advanced riders. The project will also include the construction of ancillary infrastructure including shade, seating, park furniture and pathways to increase connectivity across the site and to the adjoining sports facility.	
Funding Source: Federal Government	Unit: Project Management Environment and Planning
Funding Program: Local Road and Community Infrastructure Program	
Type: Application	Total Project Cost: \$960,000
Date: 29/07/2020	Funding Sought: \$960,000

Shared Pathway – Malinya Avenue, Davistown	
Status: Funding Allocated	
Project Description: Stage 1 works will include construction of a shared pathway of approx. 320 metres of Malinya Avenue, Davistown from Coomal Avenue to Henderson Road with kerb and gutter, improvements to the road shoulder, adjustment to property access, improvements to stormwater drainage, utility adjustments, removal of trees where necessary and restoration of the footway area. Council will fund and complete Stage 2 of the works in 2021/22 to complete the link between Davistown and Kincumber.	
Funding Source: Federal Government	Unit: Roads Business Development and Technical Services
Funding Program: Local Road and Community Infrastructure Program	
Type: Application	Total Project Cost: \$911,892
Date: 29/07/2020	Funding Sought: \$911,892

Carters Road, Lake Munmorah - New Carpark	
Status: Funding Allocated	
Project Description: Provision of a new carpark on the existing grassed area at the frontage of Lake Munmorah High School. Improvement works will also be carried out to include widening of the road pavement, stormwater drainage, construction of footpath and required pedestrian facilities.	
Funding Source: Federal Government	Unit: Roads Business Development and Technical Services
Funding Program: Local Road and Community Infrastructure Program	
Type: Application	Total Project Cost: \$900,000
Date: 29/07/2020	Funding Sought: \$900,000
Additional Notes:	

Central Coast Regional Sporting and Recreation Complex – Stage 2	
Status: Funding Allocated	
Project Description: Part of Stage 2 of the Central Coast Regional Sporting and Recreation Complex, Tuggerah to deliver a multi-purpose indoor sporting facility for a range of activities, change rooms, amenities, storage as well as canteen and catering space to complement the existing outdoor sporting fields. This \$11m is part of the \$30m needed to complete this project.	
Funding Source: NSW Government	Unit: Project Management Environment and Planning
Funding Program: Covid-19 Stimulus Funding	
Type: Application	Total Project Cost: \$11,000,000
Date: 1/07/2020	Funding Sought: \$11,000,000
Additional Notes:	

2019 Election Commitment Status Update 4 November 2020



Summary

All Central Coast election commitments from the State Government were budgeted in 2019/20 NSW Budget.

Federally funded projects are being delivered or completed, except for one project under negotiations.

STATE GOVERNMENT 2019 ELECTION COMMITMENTS		
Project	Amount	Stage
Central Coast Highway	\$387m	Early investigations and design work
Wilfred Barrett Drive	\$10.4m	On Track
Tuggerah Station upgrade	\$100m	Planning
Ourimbah Station upgrade	TBC	Construction is progressing
Lisarow Station upgrade	TBC	Site establishment and construction began in September 2020
Niagara Park Station	TBC	Site establishment and construction began in September 2020
Narara Station upgrade	TBC	Site establishment and construction began in September 2020
Point Clare Station upgrade	TBC	Site establishment and construction began in September 2020
Express Bus Routes	TBC	Continuing investigations and refining the routes
Mount Penang Parklands	\$16m	HCCDC has been tasked with delivery
Expert panel for Tuggerah Lakes	\$200,000	Working group established
Solar for Low Income Households	\$500,000	Delivered
Terrigal Beach Water Quality	\$500,000	Stage 1 complete - Stage 2 underway
Libraries	\$60m	Delivered
Surf Life Savings Club NSW	\$16m	Delivered

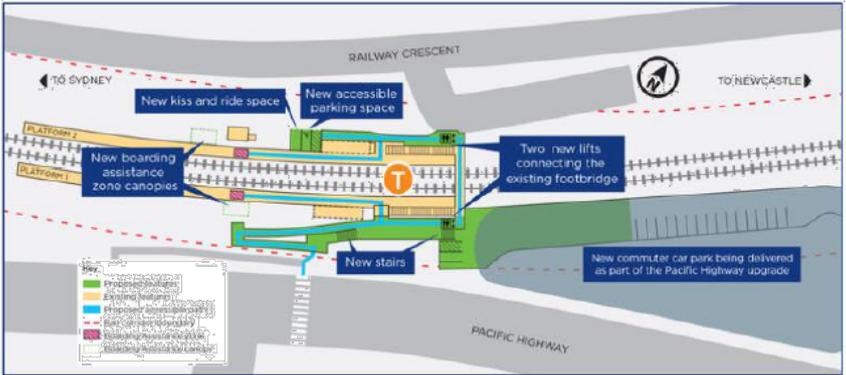
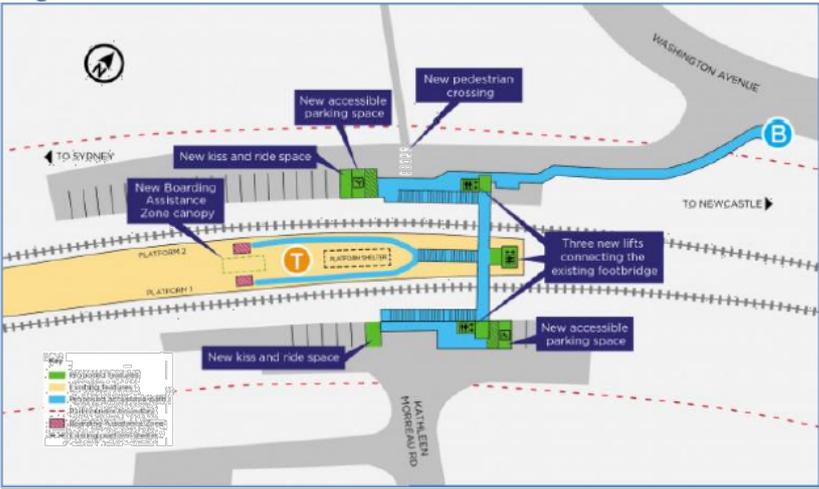
FEDERAL GOVERNMENT 2019 ELECTION COMMITMENTS		
Project	Amount	Stage
Central Coast Roads Package	\$70m	<ul style="list-style-type: none"> - 10 projects delivered - 14 projects planned for delivery in this financial year - 5 projects planned for delivery in subsequent years

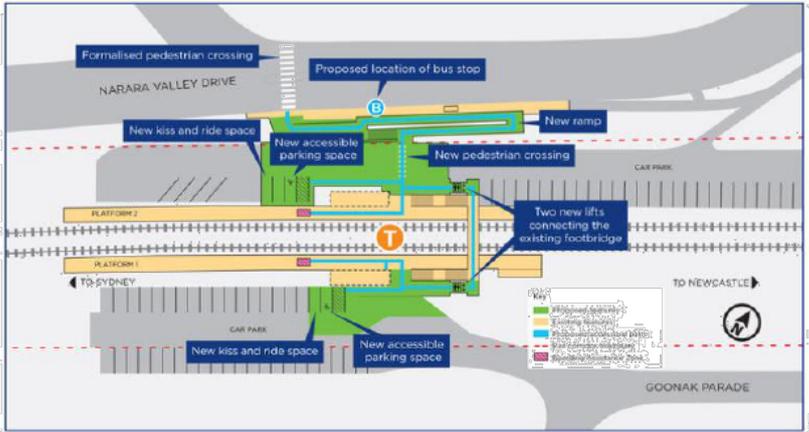
North Avoca Roads and Footpaths	\$4.3m	<ul style="list-style-type: none"> - Funding deed of agreement negotiation is nearing finalisation - Public consultation on the concept design is anticipated will be undertaken in the coming weeks
Commuter Car Parking	\$35m	The Federal Funding will not progress until there is a Council resolution determining a preferred site option
Central Coast Industry Training Hub and VET Scholarships	\$50.6m	Planning
Tuggerah Lakes	\$4.7m	Delivery On track
Avoca Lagoon	\$300,000	Delivery On track
Clean4Shore	\$300,000	Delivery On track
Lemon Grove Netball Court	\$1.45m	Stakeholder consultation
Chantelle the bench seat	\$3,000	Planning
Woy Woy Oval Scoreboard	\$80,000	Completed
Rogers Park Amenities	\$800,000	Detailed design complete
Pinyari Park	\$90,000	Completed
Peninsula Recreation Active Lifestyle Precinct	\$8.25m	Council Officers are finalising negotiations with the Australian Government

State Government 2019 Election Commitments Status Updates

Transport for NSW has provided the following progress updates for transport related projects:

Project	Progress Update provide by Transport for NSW – October 2020
Central Coast Highway \$387 million	<ul style="list-style-type: none"> - Early investigations and design work is being carried out for the Central Coast Highway upgrade between Wamberal and Bateau Bay. - Transport for NSW invited community feedback on the initial designs between 3 June and 10 July 2020. - We are now in the process of reviewing the feedback. - All feedback along with Transport for NSW responses will be published in a Consultation Summary report in late 2020 <p>Additional information can be found here.</p> <p><i>Figure 1 - Ventral Coast Highway upgrade Wamberal to Bateau Bay Map</i></p> 

Project	Progress Update provide by Transport for NSW – October 2020
<p>Lisarow Station upgrade</p>	<ul style="list-style-type: none"> - Site establishment and construction began in September 2020. - Early work includes geotechnical investigations, service relocation and vegetation removal. - The project is expected to be completed in 2023. <p>Additional information can be found here.</p> <p><i>Figure 3 - Proposed key features of the Lisarow Station Upgrade, subject to detailed design</i></p> 
<p>Niagara Park Station</p>	<ul style="list-style-type: none"> - Site establishment and construction began in September 2020. - Work in October 2020 includes installation of foundation piles for the new lifts, excavation and construction of lift pits, construction of under track connections for power, telecommunications and stormwater services and surveying the station precinct. - The project is expected to be completed in 2022. <p>Additional information can be found here.</p> <p><i>Figure 4 - Key features of Niagara Park Station Upgrade, subject to change during detailed design</i></p> 

Project	Progress Update provide by Transport for NSW – October 2020
<p>Narara Station upgrade</p>	<ul style="list-style-type: none"> - Site establishment and construction began in September 2020. - Work in October 2020 includes installation of foundation piles for the new lifts, excavation and construction of lift pits, construction of under track connections for power, telecommunications and stormwater services and surveying the station precinct. - The project is expected to be completed in 2022. <p>Additional information can be found here.</p>  <p>The diagram shows a plan view of the Narara Station precinct. It features two platforms, Platform 1 and Platform 2, with tracks running between them. Key features include: <ul style="list-style-type: none"> Formalised pedestrian crossing at Narara Valley Drive. Proposed location of bus stop (marked with a 'B') near Narara Valley Drive. New kiss and ride space and New accessible parking space on both sides of the tracks. New ramp and New pedestrian crossing connecting the platforms. Two new lifts connecting the existing footbridge between platforms. Car parks located on either side of the tracks. Goonak Parade and To Newcastle directions are indicated at the bottom right. </p>
<p>Point Clare Station upgrade</p>	<ul style="list-style-type: none"> - Site establishment and construction began in September 2020. - Work in October 2020 includes installation of foundation piles for the new lifts, excavation and construction of lift pits, construction of under track connections for power, telecommunications and stormwater services and surveying the station precinct. - The project is expected to be completed in 2022. <p>Additional information can be found here.</p>
<p>Express Bus Routes for the Central Coast</p>	<ul style="list-style-type: none"> - Continuing investigations and refining the routes

Progress updates for other NSW Government Election Commitments:

Project	Progress Update as at 10 February 2020
<p>Mount Penang Parklands \$16 million</p>	<p>The works include road upgrades, sewer and water infrastructure, commuter and event parking and stormwater management.</p> <ul style="list-style-type: none"> - Project was included in 2019 NSW Budget; - Hunter Central Coast Development Corporation (HCCDC) has been tasked with delivery of this project. <p>Additional information can be found here.</p>

Project	Progress Update as at 10 February 2020
Expert panel for Tuggerah Lakes \$200,000	<ul style="list-style-type: none"> - NSW Government funded and managed initiative - About the Panel: The Tuggerah Lakes Expert Panel is an independent advisory panel that will provide guidance to the government and Tuggerah Lakes community to formulate strategies and actions for improved water quality. - Panel members – 8 industry experts including Chair Assoc. Prof Will Glamore - Extensive community consultation undertaken August-September 2020 - Key issues – water quality, ecology, entrance, catchment impacts, community values - Report due December 2020 - Findings to be integrated into Tuggerah Lakes Coastal Management Program
Terrigal Beach Water Quality \$500,000	<p>Detailed, scientific audit and analysis of the pollution sources in the catchment to find solutions to improve the water quality.</p> <ul style="list-style-type: none"> - Budgeted in 2019/20 NSW Budget; - Stage 1 complete and Stage 2 of the research project now underway.
Libraries \$60 million	<p>Additional funding for state libraries.</p> <ul style="list-style-type: none"> - On 28 June 2019 NSW State Librarian John Vallance welcomed a significant increase announced as part of the NSW State Budget in 2019, which will see a total of \$60 million in additional Government funding going directly to public libraries over four years.
Surf Life Savings Club NSW \$16 million	<p>Funding will go towards more jet skis, rescue boats, emergency beacons, smartphone technologies and staff.</p> <ul style="list-style-type: none"> - Funding over four years has been announced to fund Branch support operations, inclusive of response vehicles and jet skis, rescue technology, emergency response beacons and Branch services.

Federal Government 2019 Election Commitments Status Updates

Project	Progress Update – October 2020
<p>Central Coast Roads Package \$ 70 million</p>	<p>Expenditure to early October is over \$5.8 million. It is anticipated total over \$16.5 million to be invested by the end of this financial year.</p> <p>Projects delivered to date are:</p> <ul style="list-style-type: none"> • Mutu Street Upgrade, Woy Woy • Crethaven Avenue Renewal, Bateau Bay • Bayview Avenue Renewal, The Entrance • Kerry Crescent Renewal, Berkeley Vale • Maidens Brush Road Renewal, Wyoming • Shirley Street Renewal, Ourimbah • Sturt Street Renewal, Killarney Vale • Springfield Road Renewal, Springfield • Fravent Street Renewal, Toukley • Richardson Road Renewal, San Remo <p>Projects planned for delivering this financial year:</p> <ul style="list-style-type: none"> • Del Monte Place Upgrade, Copacabana (will continue into subsequent years) • Ridgway Road Upgrade, Avoca Beach (will continue into subsequent years) • Glenrock Parade Upgrade, Tascott • St Huberts Island Bridge Upgrade • Everglades Catchment Drainage Upgrade, Umina Beach (will continue into subsequent years) • Gem Road Upgrade, Pearl Beach • Racecourse Road Renewal, West Gosford • Tuggerawong Road Renewal, Tuggerawong • Woodbury Park Drive Renewal, Mardi • Craigie Avenue Renewal, Kanwal • Oleander Street Renewal, Noraville • Hibbard Street Renewal, Canton Beach • Albert Warner Drive Renewal, Warnervale • The Corso Renewal, Gorokan <p><u>Projects planned for delivery in subsequent years:</u></p> <ul style="list-style-type: none"> • Springwood Street Upgrade, Blackwall • Ocean Beach Road and Rawson Road Intersection Upgrade, Woy Woy • Steyne Road Upgrade, Saratoga • Lushington Road Upgrade, East Gosford • Shelly Beach Road Upgrade, Empire Bay <p>The latest status on the Central Coast Roads Package can be found here.</p>

Project	Progress Update – October 2020
<p>North Avoca Roads and Footpaths \$4.3 million</p>	<ul style="list-style-type: none"> - This project will see Tramway Road, View Street and Elgatta Avenue fully reconstructed, including kerb and guttering and footpaths. - Through a collaborative effort between Central Coast Council and Department of Infrastructure, Transport, Regional Development and Communications (DoITRDC) the funding deed of agreement negotiation is nearing finalisation. The Letter of Offer package (incl. Funding Agreement) once approved by a representative from DoITRDC anticipated in the coming weeks will be forwarded to Council for signing. - The design is underway, public consultation on the concept design is anticipated will be undertaken in the coming weeks.
<p>Commuter Car Parking \$35 million</p>	<p>Commuter carparking for Gosford and Woy Woy.</p> <p><u>Status</u></p> <p>Since our February 2020 update, a Council report advocating that the Central Coast Stadium proceed as the preferred car park site was adjourned in June 2020 until a community car park study was completed and presented to Council.</p> <p>The car park study and independent survey will be before Council on 26/10/20. This report will demonstrate that the Central Coast Stadium carpark is the communities preferred carparking option in the Gosford CBD.</p> <p>The deferred Central Coast Stadium report is scheduled to go to Council in November 2020. It is expected, based on a positive Council resolution that the opening of this carpark will occur in Q1 of 2024.</p> <p><u>Federal Funding</u></p> <p>There have been no further movements with the Federal funding. The Federal Funding will not progress until there is a Council resolution determining that the Central Coast Stadium is the preferred option.</p> <p><u>Woy Woy</u></p> <p>In relation to Woy Woy's \$5M funding, the Federal Government would deal directly with the State Government. This is due to the State Government's ownership of the land and the State's reluctance to respond to Council.</p>

Project	Progress Update – October 2020
<p>Central Coast Industry Training Hub and VET Scholarships \$50.6 million</p>	<p>The Central Coast will be one of 10 locations across Australia where an Industry Training Hub will be established.</p> <ul style="list-style-type: none"> - The Department of Employment, Skills, Small and Family Business website states Industry Training Hubs aim to improve opportunities for young people in regions with high youth unemployment, targeting Year 11 and Year 12 students. Each Training Hub will be managed by a full-time Career Facilitator, providing an on the ground presence while delivering Training Hub services; - Training Hubs will be in Grafton, Gosford, Shepperton, Maryborough, Townsville, Wanneroo, Armadale (WA), Port Pirie, Burnie and Alice Springs; - The first two Training Hubs will be in Burnie (Tasmania) and Townsville (Queensland), commencing January 2020, with the remaining eight starting January 2021; - The learnings from the first two Training Hubs will inform the development of the remaining eight Training Hubs to be set up from January 2021.
<p>Tuggerah Lakes \$4.7 million</p>	<ul style="list-style-type: none"> - \$4,700,000 was provided for Tuggerah Lakes, The Tuggerah Lakes Estuary and Catchment Ecological Health Project. - As specified in the grant guidelines, “the project will undertake the restoration of bushland, saltmarshes, stream-banks and foreshores across the Tuggerah Lakes estuary.” - The project is on track with minor delays to the Streambank and Catchment - South Tacoma and the Foreshore - Raised Boardwalk Tacoma. - The project is expected to be complete by June 2022.
<p>Avoca Lagoon \$ 300,000</p>	<ul style="list-style-type: none"> - The project will improve water quality through catchment management and investigate options to provide additional breeding habitats for Green and Golden Bell frogs adjacent to Avoca Lagoon. - Avoca Lagoon ERF project is tracking in accordance with projected program. The University of Newcastle have commenced systematic surveys for Green and Golden Bell Frog which has included community volunteers.

Project	Progress Update – October 2020
Clean4Shore \$ 300,000	<p>The project will continue Central Coast litter removal from waterways, foreshores, mangroves and estuaries.</p> <ul style="list-style-type: none"> - The project has experienced some minor disruptions due to COVID because school and community groups could not participate. Notwithstanding, cleanup activities did continue with clean4shore personnel. School groups coming online now, and the program is booked out until Christmas. This is a well-established program which tends to exceed expectations.
Lemon Grove Netball Court & Amenities Upgrade \$1.45 million	<ul style="list-style-type: none"> - Council Officers are currently consulting with Woy Woy Peninsula Netball Association to develop a concept design with detailed designs to follow. Construction due to commence late 2021 so as not to impact the winter 2021 netball season.
Chantelle the bench seat \$3,000	<ul style="list-style-type: none"> - Works scheduled to be undertaken in July 2021 to allow investigation and consideration of any known cultural heritage impacts.
Woy Woy Oval Scoreboard \$ 80,000	<p>Project complete.</p> 
Rogers Park Amenities Building Construction \$800,000	<ul style="list-style-type: none"> - Detailed designs have been received with a request for tender anticipated for release in January 2021.

Project	Progress Update – October 2020
<p>Pinyari Park \$90,000</p>	<ul style="list-style-type: none"> - Playspace open and complete, additional pathway and boundary works scheduled. 
<p>Peninsula Recreation Active Lifestyle Precinct \$8.25 million</p>	<p>Upgrade of Skatepark, BMX Track and basketball area, access way and beach area, football (soccer) amenities building and community facility (including league, cricket and tennis building) and separate men's shed.</p> <ul style="list-style-type: none"> - Council Officers are finalising negotiations with the Australian Government around the draft funding agreement for this project. Consultation has been undertaken, and is ongoing, with key stakeholder groups in anticipation of an executed funding agreement being received prior to the end of 2020.



Item No: 5.2
Title: Response to Notice of Motion - Gosford Waterfront Marina
Department: Innovation and Futures

23 November 2020 Ordinary Council Meeting

Reference: F2020/00039 - D13979407
Author: Ben Brown, Property Development Manager
Jared Phillips, Section Manager, City Planning and Design
Manager: Shari Driver, Unit Manager, Strategic Planning
Executive: Ricardo Martello, Executive Manager Innovation and Futures

Report Purpose

The purpose of this report is to provide a response in reply to a Notice of Motion pertaining to the Gosford Waterfront Marina, resolved at the Ordinary Meeting held on 27 April 2020.

Executive Summary

This report provides information in response to a Council resolution and proposes a way forward to develop the Gosford Waterfront Precinct.

Attachment 1 sets out information regarding previously proposal and strategies related to Gosford City Centre and Gosford Waterfront Precinct, including review of previous Masterplan, and fast ferry terminal opportunities, reasons for these plans being rejected, traffic management issues in relation to Dane Drive, flooding and contaminated land issues in this area.

It is recommended that progress reports be provided to the Gosford CBD and Waterfront Committee and that Council work with the Greater Sydney Commission who will co-ordinate the development and delivery of an economic strategy for the Central Coast.

Innovation and Futures Recommendation

- 1 *That Council receives the report on Response to Notice of Motion, 27 April 2020 – Gosford Waterfront Marina.*
- 2 *That Council, in relation to Council's resolution of 27 April 2020 (353/20), resolve that the Chief Executive Officer undertake the following:*
 - a *provide progress reports to the Gosford CBD and Waterfront Committee regarding the adopted Interim Local Strategic Planning Statement and Somersby to Erina Corridor Strategy as they relate to the Gosford City Centre and Gosford Waterfront Precinct; and*

- b work with the Greater Sydney Commission to explore opportunities for the Gosford Waterfront Precinct.*

Background

At the Ordinary Council meeting held on 27 April 2020, Council resolved the following:

- 351/20 That Council receive the report of Deferred Item – Notice of Motion – Gosford Waterfront Marina.*
- 352/20 That Council recognises Gosford is the first major Waterfront city north of Sydney Harbour.*
- 353/20 That Councillors via the Chief Executive Officer, receive a report on the opportunities available to activate the Gosford Waterfront Precinct, including review of previous Masterplan, and fast ferry terminal opportunities, reasons for these plans being rejected, traffic management issues in relation to Dane Drive, flooding and contaminated land issues in this area. It may be appropriate for Council to start to review what employment initiatives we can instigate, under current economic circumstances.*

The information requested by Council in 353/20 is provided in Attachment 1.

Report

Over the last 30 years many proposals and strategies have been developed to revitalise the Gosford Waterfront Precinct. These are detailed in Attachment 1.

Current Status

Current projects undertaken by the NSW State Government and Council in the City South Precinct support the NSW Government Architect's Urban Design Framework (UDF). They seek to implement the priorities and actions identified in the adopted *Interim Local Strategic Planning Statement (LSPS) and Somersby to Erina Corridor Strategy*.

However, the UDF does not apply to the Gosford Waterfront area. For further detail refer to Attachment 1.

Economic Development Strategy

On 9 June 2020, Council adopted the Economic Development Strategy (2020- 2040) and the Economic Recovery and Resilience Framework. Also, Council established an Economic Taskforce to implement the strategy with key internal and external stakeholders. Projects for

cultural, leisure, entertainment and commercial opportunities that are identified through this process would occur only after thorough community consultation.

A Way Forward

Proposals to activate the Gosford Waterfront have suffered a number of setbacks and difficulties over the years. The barriers are complex, multi-layered and have inter-related infrastructure and context issues. Yet, there are opportunities that can be explored as the waterfront is important to the city, the region, the people and the place. It has the capacity to be a significant regional attractor.

Greater Sydney Commission

On 22 October 2020 the NSW Government announced that the Greater Sydney Commission (GSC) would co-ordinate the development and delivery of an economic strategy for the Central Coast and this provides an opportunity to explore new options.

Consultation

Previous consultation is detailed in Attachment 1.

In 2021, Council will undertake consultation regarding the draft Public Domain Guideline and Technical Specification.

Financial Considerations

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

1036/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.

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

For 2020/21, the identified priorities in the adopted strategies will be implemented using existing staff resources and in the following years this will be matched to project budgets.

Risk Management

Attachment 1 lists the potential natural and built environment risks from past opportunities considered by Council and the NSW Government.

Options

Past project options are detailed in Attachment 1.

This report recommends that a progress report be provided to the Gosford CBD and Waterfront Committee and that Council work with the GSC to explore opportunities. No risks have been identified with this option and it can be undertaken within current resources.

Timeframe

Council will prepare a Discussion Paper in early 2021 and a draft Public Domain Guideline and Technical Specification for Gosford Waterfront by the end of 2021.

Link to Community Strategic Plan

Theme 1: Belonging

Goal B: Creativity connection and local identity

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

Theme 2: Smart

Goal C: A growing and competitive region

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

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

Attachments

- 1 Background information for Response NOM Gosford Waterfront Marina D14291574

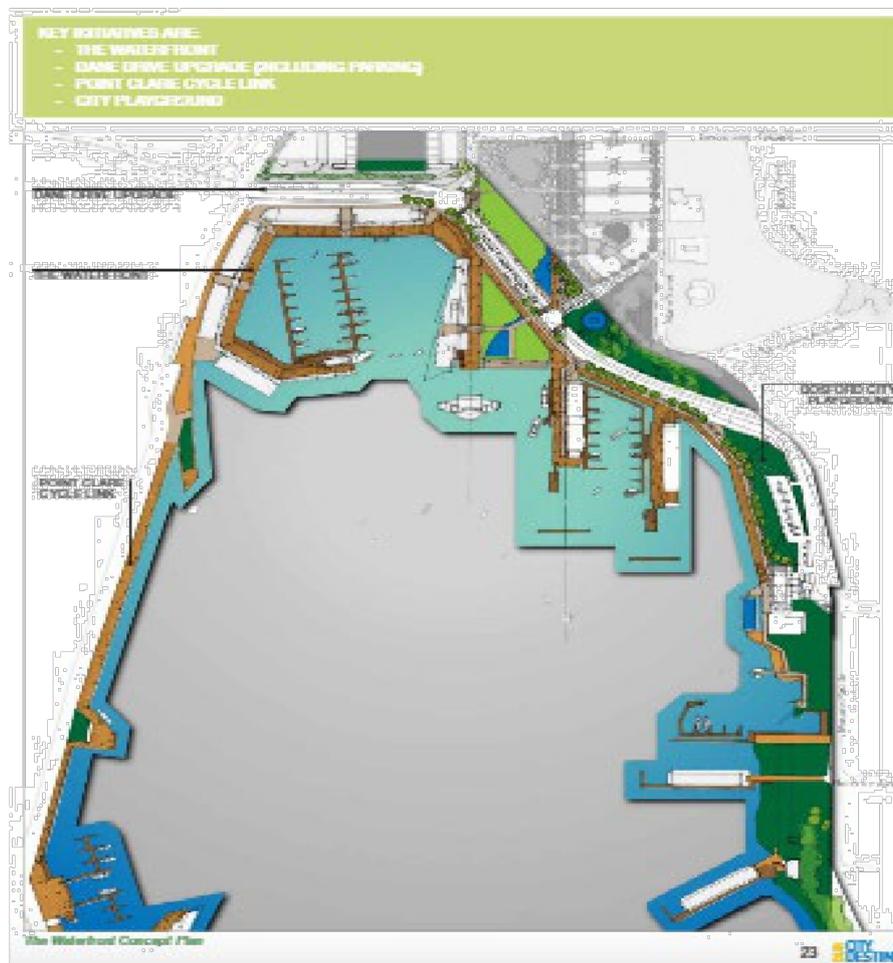
Attachment A

Previous Proposals and Strategies – Gosford City Centre and Gosford Waterfront Precinct Summary

Our City Our Destiny

The 2010 Our City, Our Destiny Masterplan (also known as The Gosford Challenge) remains the most current Masterplan prepared by Council undertaken for the CBD and waterfront.

The principles under this Masterplan allowed for continuous public access to the waterfront. It was intended that the waterfront house retail, entertainment, offices and waterfront apartments to create a vibrant and safe environment for the Gosford community. Buildings would be scattered to minimise loss of views from the City. Direct access would be provided by controlled locations.



2010 Our City, Our Destiny 'Waterfront Precinct Plan'



2010 Our City, Our Destiny 'Perspective'

Modifications were proposed to Dane Drive to allow possible parking on both sides of the road with traffic signals and grade crossing to deliver pedestrians to the new waterfront.

A Point Claire pedestrian and cycle connection would be developed on the edge of the railway line.

A recreation/play area was also considered as part of this development opportunity.

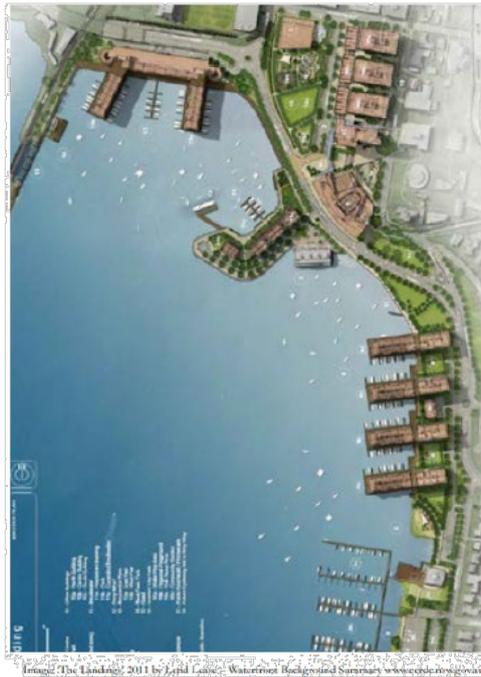
The Landing, 2011 by Lend Lease

Work on the development of the Gosford Challenge project recommendations led to the Gosford Waterfront being declared a State Significant Site and the then Central Coast Regional Development Corporation (CCRDC - now Hunter Central Coast Development Corporation) partnered with Lend Lease to prepare an application to the Minister for Planning for the site.

The 2011 Lend Lease proposal 'The Landing at Gosford' linked the waterfront to a performing arts precinct, hotel, residential piers, three major office buildings as well as boutiques, cafes and restaurants.

At the time, the proposed was a 10-year plan, which was due to begin in early 2014, and predicted to create four-thousand jobs and 700 new homes.

The first stage was to feature a one thousand seat Performing Arts Centre and nearby commercial buildings.



The Landing, 2011 by Lend Lease

In response to community concerns CCRDC significantly reduced the area covered by the original proposal and amended the proposed development controls. The amended development controls were incorporated into State Environmental Planning Policy which was adopted by the Minister for Planning, and in force for 1 day and then incorporated into Gosford Local Environmental Plan 2014/Gosford Development Control Plan 2013 on instruction by the Minister.

Lend Lease subsequently withdrew their support for the proposal.

Gosford Waterfront Strategy, 2007

The Gosford Waterfront Strategy, 2007 proposed the waterfront to be considered as a staged developed of nodes along a cycle and pedestrian route. Development sites such as medium sized marina and tourism uses such as galleries restaurants, swimming pool on reclaimed land along the railway line were proposed, however most of the focus was on community driven recreation spaces and a journey that links them along the water.

This Strategy also suggested land reclamation or realignment of Dane Drive to allow a 50 – 60 metre width from road to water or the development of a boardwalk over the water to widen the footpath area along Dane Drive. This plan also included the Point Claire pedestrian and cycle connection to be developed on the edge of the railway line.



This Strategy was adopted by Council on 5 June 2007 however was not implemented due to the commencement of the Gosford Challenge/Our City Our Destiny process.

Gosford City Centre Urban Design Framework

The most up to date, comprehensive review of the Our City, Our Destiny 2010 Masterplan is found in the Gosford City Centre Urban Design Framework (UDF). Prepared by the NSW Government Architect (NSW GA) the UDF is now the current "Masterplan" for the city centre

The UDF acknowledges the key structure and urban strategies of the 2010 Masterplan remain largely relevant and the UDF's function was to provide small updates where time has altered a requirement or overall thinking. The UDF's focus is how to effectively implement the Masterplan with meaningful actions and measurable results.

The 2010 Masterplan remains the basis of the UDF's placemaking analysis. Notwithstanding, the UDF correctly highlights that 'little of the Masterplan moved to implementation and most remains at a Strategic High Level, with little detail'.

Conversely, the UDF mentions that the waterfront is an opportunity without specifically mentioning what could potentially be developed.

Fast Ferry Terminal Proposals

Between 1986 and 1996 a number of studies were undertaken by both Council and the NSW Public Works Department (PWD) regarding the demand and feasibility of a marina facility in the Gosford Boat Harbour area, including:

- Brisbane Water Recreational Boating Study (1986/7 PWD)
- Gosford Boat Harbour Development Options Study (1987 PWD)
- Gosford Marina and Tourist Development – Invitation to Tender (1989 PWD)
- Gosford Boat Harbour Marina and Tourist Development - Call for Detailed Proposals (GCC 1998)

Records indicate that various Expressions of Interest for Marinas/Tourist Developments/Fast Ferry were called for in the period 1998 – 2003. A fast ferry connection was envisioned from Gosford Boat harbour to Circular Quay.

Trader's Finance Holdings Pty Ltd was endorsed as the favoured proponent.

The proponent was required to develop their proposal to satisfactorily address such matters as car parking, foreshore and marine operating requirements and to submit the necessary applications with support documents.

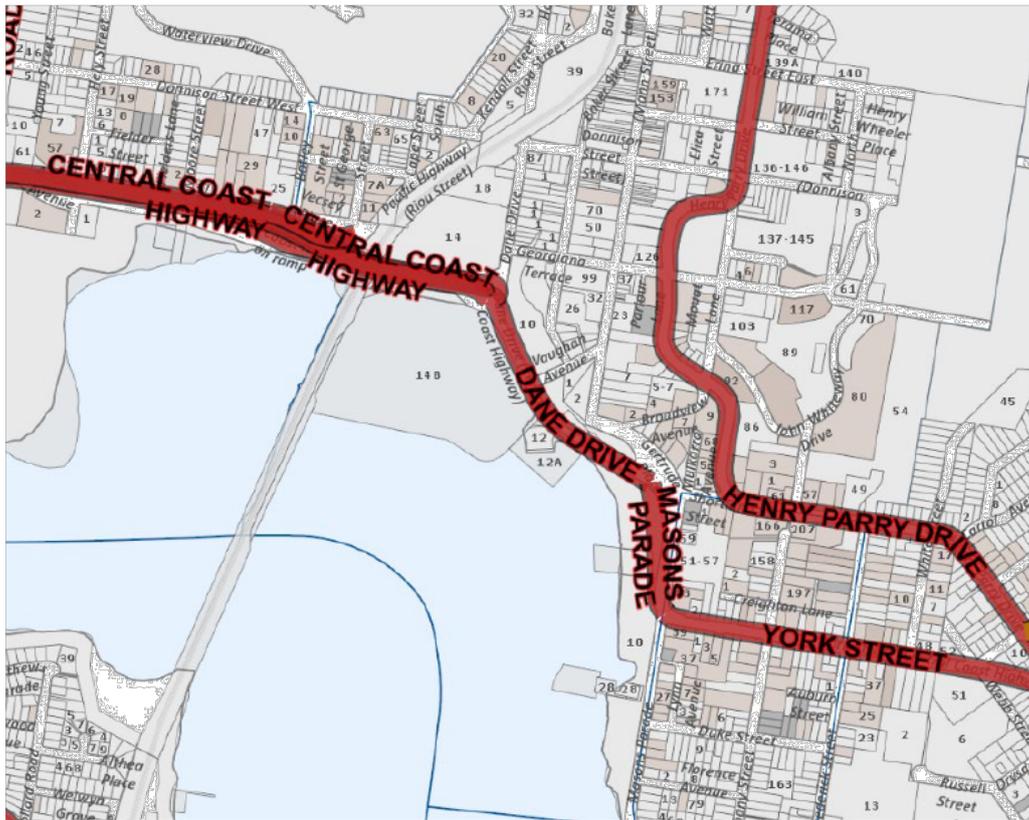
Subsequently in 2010, following a period of inaction, Council issued a media statement noting:

“Although Council granted consent the Ferry/Wharf will not be proceeding due to the applicant not obtaining a vessel and finance. Council has cancelled the lease; therefore, the proposal cannot proceed.”

There are no other records following the above Council media statement.

Traffic Management – Dane Drive

Dane Drive is categorized as a State and Regional road and is managed by Transport for NSW (TfNSW). Currently TfNSW, Department of Planning, Industry and Environment (DPIE) and Council are undertaking a traffic study for the Gosford City Centre area, which includes Dane Drive.



RMS State and Regional Road – Dane Drive

Council has analysed TfNSW crash data for a five-year period between January 2014 and December 2018. Of the total 303 crashes occurring in the Gosford City Centre, 45 per cent occurred on either Henry Parry Drive or Central Coast Highway.

Council is aware of six crashes during this period specifically related to the intersection of Central Coast Highway and Dane Drive.

Dane Drive is a major four lane road which takes traffic from west of the city to the coast. It effectively divides the waterfront from the rest of the city. Various city masterplans and waterfront plans have grappled with how to improve the connection to the waterfront and minimize the impact of the road from an amenity perspective. Over the years a number of options have been explored such as:

- major or minor road relocations,
- moving the road back against the hillside with a land bridge over the road
- tunneling the road,
- diverting most of the traffic around the city via a scheme referred to as the east-west by-pass.
- widening the footpath at the narrowest point via a boardwalk over the water to increase separation from the road, etc

The majority of these are high cost projects and while TfNSW have accommodated minor intersection relocations at the Dane Drive/Manns Street intersection and an additional pedestrian

crossing near Poppy Park they have been reluctant to plan for any major relocation of the road. However, traffic and amenity issues associated with Dane Drive and connections over the road to the waterfront from the city are issues that will need to be resolved in any future revitalization of the waterfront.

Flooding Issues

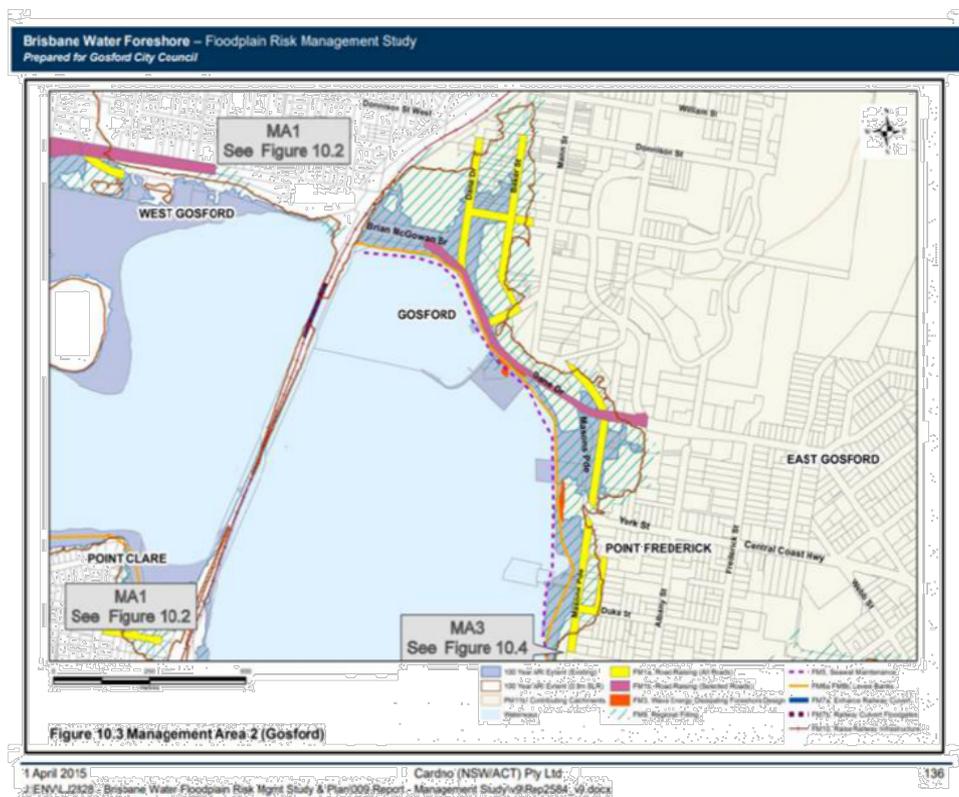
Over the years, several flood assessments have been undertaken in this area. These reports have concluded that the current issue of flood inundation resides with the following:

- Inadequate seawall running along Mason Parade and Dane Drive
- Catchment flooding from the CBD
- Mainstream flooding from Narara Creek Storm Surge and Sea Level Rises

All the above issues cause the following:

- Overtopping by waves
- Collapse and/or scouring behind the seawall
- Foreshore inundation

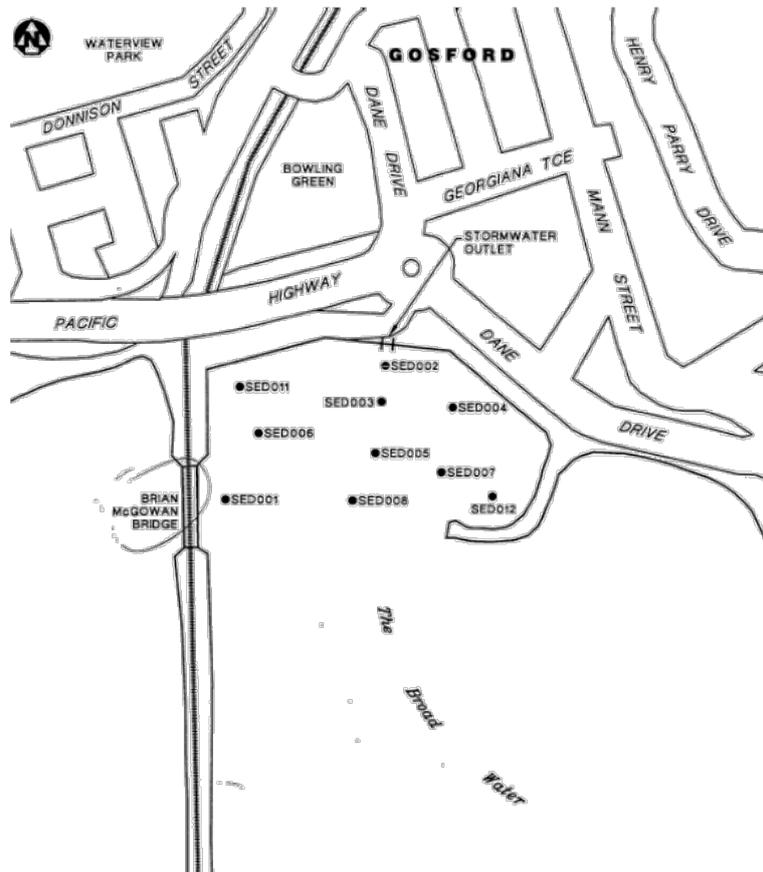
Part of the solution is upgrading (either in part or in full) the seawall. This should be undertaken in line with any planned re-development of this area. The investigation should also consider ways in which to incorporate environmentally friendly design features, and to incorporate provide public access or improve amenity.



Floodplain Risk Management Study

Contaminated Land

AGC Woodward- Clyde Pty Ltd was engaged by NSW PWD in 1998 to undertake an investigation of the sediments in the Gosford Boat Harbour. These investigations were relating to options for disposal of the sediments following potential dredging of the harbour.



The Broadwater – Sediment Core Holes

The conclusions from the sampling and analysis program indicated the following:

- 1 The sediments should be classed as inert waste for offsite disposal, if agreement can be reached with the EPA with respect to the Chemical Control Order for organotin wastes;
- 2 The sediments should be suitable for use as clean fill in land reclamation provided that the EPA agrees that the material would not be classed as Scheduled Waste under the Chemical Control Order for organotin wastes;
- 3 The sediments would be of a suitable quality for offshore disposal. This would require consent from Environmental Australia;
- 4 The environmental impact associated with dredging and the necessity to undertake an EIS will be dependent on the nature of the project.

Attachment B**Interim Local Strategic Planning Statement – Gosford City Centre and Gosford Waterfront Precinct progress update.**

Council's commitment to implementing the actions identified in the Interim Local Strategic Planning Statement (LSPS), adopted by Council on the 29th of June 2020 are evidenced in the table below;

Planning Priorities		Actions	CSP Theme	Timeframe (Yrs)
2	Prioritise sustainable development in our Regional City Centre and existing centres	Work with State Government in implementing the Urban Design Framework for Gosford City Centre, as appropriate (CCRP Direction 1,2)	Smart	Ongoing
		Status	Council collaborated with DPIE and NSW Government on the preparation of the State Environmental Planning Policy (Gosford City Centre) 2018 and Gosford City Centre Development Control Plan 2018 and continues to work with DPIE and the City of Gosford Design Advisory Panel (CoGDAP) in the assessment of City Centre Development Applications.	
		Review and update the Gosford Streetscape Masterplan. (CCRP Direction 1,2)	Liveable	Short (0-3)
		Status	Council has commenced work on an LGA wide Public Domain Guidelines and Technical Specification to ensure quality streets and public spaces across the LGA. The Gosford Streetscape Masterplan which was prepared by Oculus in 2011 will be reviewed as part of this process to ensure consistency with the NSW Government Architects Urban Design Framework.	

		Adopt and implement the Heritage Interpretation Strategy for Gosford City Centre	Belonging	Short (0-3)
		Status	<p>Council adopted the Heritage Interpretation Strategy on 9th of December 2019.</p> <p>Concepts from the strategy relating to Kibble Park have been incorporated into the draft Kibble Park Place Plan and will be included in the more detailed Landscape Concept plan.</p> <p>Additional projects from the strategy will be incorporated into future Operation Plans/Capital works budgets and opportunities are being sought for external grant funding.</p>	
6	Prioritise sustainable development in our Regional City Centre and existing centres	Work with the State Government to deliver the new regional recreational facility at the Gosford Waterfront with improved connections to the Gosford City	Lifestyle	Short (0-3)
		Status	<p>Council worked in conjunction with HCCDC and other State Government Departments to finalise the design and assist with the provision of information etc for Leagues Club Field Park. Further assistance will be provided as required.</p>	

Attachment C**Somersby to Erina Corridor Strategy – Gosford City Centre and Gosford Waterfront Precinct progress update**

Council's commitment to implementing the actions identified in the adopted Somersby to Erina Corridor Strategy are evidenced in the table below;

Action	Item	Description
Action 12	Public Domain Master Plan	Council will work with DPIE and HCCDC to develop a Public Domain and Streetscape Master Plan for Gosford City Centre to improve the public amenity and streetscape experience. The Master Plan should seek to promote outdoor dining, active streets, visual links to surrounding landscape features and improved connections to the waterfront
	Status	Council has commenced work on an LGA wide Public Domain Guidelines and Technical Specification to ensure quality streets and public spaces across the LGA. Gosford City Centre has been identified as a priority area and review of the Gosford Streetscape Masterplan which was prepared by Oculus in 2011, will be one of the first project undertaken as part of the preparation of the Public Domain guidelines.
Action 13.3	Connection to the waterfront	Gosford City Centre's location overlooking Brisbane Water contributes much to its character and sense of connection with landscape and recreational opportunities. The ability of the city to capitalise on such a stunning natural asset will depend on the quality of its connections. An improved public domain along key pedestrian links including Mann Street and Baker Street will provide a more comfortable and attractive walk from the City whilst new and improved crossings of the Central Coast Highway will provide convenient access to the waterfront. Council will progress discussions with RMS and HCCDC for improved/ additional crossings of the Central Coast Highway and alternative solutions/ route options to Dane Drive.
	Status	Council has commenced work on an LGA wide Public Domain Guidelines and Technical Specification to ensure quality streets and public spaces across the LGA. Gosford City Centre has been identified as a priority area and review of the Gosford Streetscape Masterplan which was prepared by Oculus in 2011, will be one of the first project undertaken as part of the preparation of the Public Domain guidelines.

Action 14.2	Gosford Boardwalk and Waterfront Strategy	Council will conduct a detailed review of the public domain along the waterfront that will identify opportunities to create a highly improved pedestrian and cycle friendly boardwalk that becomes a major recreational attraction. Improvements may include the width of the walk, new materials, lighting, street furniture, public art and planting together with improved opportunities to get into and onto the water. Additional opportunities to provide destination attractions such as improved children's play, picnic and BBQ facilities, food and beverage outlets, improved swimming facilities, cycle and kayak hire will also be investigated. Designs will be costed and implementable with key funding sources identified.
	Status	The Gosford to Point Clare Railway Shared Path has been identified as a project in the Central Coast Bike Plan 2019 – 2029 and opportunities for grant or other funding will be explored.



Item No: 6.1
Title: Meeting Record of the Pedestrian Access and Mobility Advisory Committee Meeting held on 2 September 2020
Department: Roads Transport Drainage and Waste

23 November 2020 Ordinary Council Meeting

Reference: F2018/00788 - D14203905
Manager: Jeanette Williams, Unit Manager, Roads Business Development and Technical Services
Executive: Boris Bolgoff, Director Roads Transport Drainage and Waste

Report purpose

To receive the Meeting Record of the Pedestrian Access and Mobility Advisory Committee Meeting held on 2 September 2020

Executive Summary

The Pedestrian Access and Mobility Advisory Committee held a meeting on 2 September. The Meeting Record of that meeting is attached for the information of Council.

There is one recommendation for consideration by Council in relation to reduction of the speed limit on the Pacific Highway/Riou Street.

Roads Transport Drainage and Waste Recommendation

- 1 *That Council note the Meeting Record of the Pedestrian Access and Mobility Advisory Committee Meeting held 2 September that is Attachment 1 to this report.*
- 2 *That Council write to Minister for Transport and Parliamentary Secretary for the Central Coast requesting a reduction of speed limit on the Pacific Highway/Riou Street on the approach to the Central Coast Highway at Brian McGowan Bridge.*

Background

The Pedestrian Access and Mobility Advisory Committee held a meeting on 2 September. The Meeting Record of that meeting is Attachment 1 to this report.

At that meeting, the Advisory Committee considered the agenda items and have made a recommendation to Council. Staff comments on this recommendation have also been included for Council's information.

6.1 Meeting Record of the Pedestrian Access and Mobility Advisory Committee Meeting held on 2 September 2020 (contd)

Advisory Committee Recommendation

At its meeting held 2 September 2020 the Pedestrian Access and Mobility Advisory Committee noted a recent accident at the intersection of Brian McGowan Bridge exit and Central Coast Highway and as a result made the following recommendation:

The Committee recommends that Council write to Minister for Transport and Parliamentary Secretary for the Central Coast requesting a reduction of speed limit on the Pacific Highway/Riou Street on the approach to the Central Coast Highway at Brian McGowan Bridge.

Staff Comments:

Staff support the Advisory Committee's recommendation.

Financial Considerations

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

1036/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.

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

There is no financial implication associated with the meeting record and recommended action.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

1 PAMP Committee Meeting Record - 2 September 2020 D14203851

Pedestrian Access and Mobility Advisory
Committee Meeting Record
2 September 2020



Location:	Zoom Meeting	
Date:	2 September 2020	
Time	Started at: 3.03pm	Closed at: 5.08pm
Chair	Councillor Jane Smith	
File Ref	F2018/00788	

Present:

Councillor Jillian Hogan, Councillor Jane Smith, Councillor Doug Vincent (arrived 3.34pm), John Anderson, Wendy Baylis, Helen Beazley (arrived 3.29pm), Rachael Thelwell

Council Staff present:

Glenn Cannard – Unit Manager Community Partnerships, Jay Spare – Unit Manager Roads Assets Planning and Design, Jeanette Williams – Unit Manager Roads Business Development and Technical Services, Rebecca Cardy – Heritage Officer (left 3.39pm), Chris McLean – Principal Strategic Planner (left 4.51pm), Kelly Drover – Advisory Group Support Officer

Item 1 Welcome, Apologies and Acknowledgement of Country

Apologies received: Councillor Rebecca Gale

Councillor Jane Smith declared the meeting open and completed an Acknowledgement of Country and Connection to Land statement.

Item 2 Disclosures of Interest

The Chairperson called for any Disclosures of Interest.

During Item 5, Councillor Vincent declared a less than significant non-pecuniary interest as he has four children who attend schools in the community and his family also participate in Parkrun.

Item 3 Confirmation of Previous Meeting Record

The Committee confirmed the Meeting Record of 28 April 2020.

The Committee reviewed the Action Log.

Pedestrian Access and Mobility Advisory Committee Meeting Record
2 September 2020



Item 4 Heritage Interpretation and Footpaths

Rebecca Cardy (Heritage Officer) provided the Advisory Group with a presentation on potential methods that can be used to convey different aspects of traditional indigenous culture including symbols, maps and plaques in footpaths, emotive words/names and storytelling.

Item 5 Opportunities to Promote Shared Pathways over the next 12 months

Glenn Cannard (Unit Manager Community Partnerships) discussed potential ideas the Advisory Group may have on opportunities to promote shared pathways.

Events/opportunities that have proved successful include:

- Chalk the Walk at The Entrance
- Totems and designs that community members identify with to be used as bin wraps or signage in town centres
- Stencils in town centres
- Norah Head lighthouse as part of a placemaking project in Toukley which included stencils on footpaths in those areas
- Recent approval from police to have lowkey busking and street theatre events in key urban areas, to be rolled out over the next 6 months

The Advisory Group discussed the following:

- A calendar of events (e.g. ride to work, walk to school, bike week, heritage week events) that could be used to promote increased usage of our shared pathways
- If a new section of shared pathway / cycleway is completed, especially around schools, it would be good to see some more promotion around this. Counters before and after the project to see if there is increased usage
- Involving other groups (e.g. bicycle user groups, walking groups, Parkrun) to help coordinate and facilitate events. Collaborating with these groups and giving them the opportunity to advertise on Council's website
- Involvement of schools in community events
- Key signage on pathways including history and recognising local indigenous groups
- Linking areas which makes them more marketable and good for not only locals but tourism as well

Action: Glenn Cannard to review these ideas and provide feedback to Councillor Smith in the next few weeks and an update to be provided to the Advisory Group at the next meeting.

Action: Staff to confirm whether there are any plans for heritage information to be included on the wharf reconstruction at Woy Woy.

Action: Director Connected Communities and Unit Manager Community Partnerships to advise whether there is capacity for a staff member to regularly attend the Pedestrian Access and Mobility Advisory Group meetings.

Pedestrian Access and Mobility Advisory Committee Meeting Record
2 September 2020



Item 6 Feedback on Schools Meeting

Jeanette Williams (Unit Manager Roads Business Development and Technical Services) provided the Advisory Group with an update on the recent Department of Education and Central Coast Council meeting which included school specific updates and current Council projects.

Item 7 Priorities and Focus for next 12 months

The initial purpose of the Pedestrian Access and Mobility Advisory Committee was to provide advice and feedback to Council and staff on the strategic documents relating to active transport such as the Pedestrian Access and Mobility Plan and the Bike Plan. Now that this body of work has been completed, the Advisory Group discussed some of the following focus points / priorities over the next 12 months:

- Key events in terms of promotion of our shared pathways / cycleways
- Regular schools update
- What was in the initial operational plan and what was taken out in terms of shared pathways
- Promotion of the health and wellbeing benefits of having access to these outdoor areas, including the mental health benefits
- Looping of the Lakes
- Disability Inclusion and access to be considered in regard to all shared pathways
- Safety concerns in regard to shared pathways (Brian McGowan Bridge and the Pacific Hwy at Charmhaven were discussed)

In regard to the Looping of the Lakes, staff advised that a document is being developed that will show all bike paths and lake loops, what has been built, any gaps and what is required to complete these loops including costs. This will be able to be used to apply for funding.

Action: Staff to provide further information at the next meeting on Looping of the Lakes.

In regard to the comment on safety, the Advisory Group noted the recent accident at the intersection of Brian McGowan Bridge exit and Central Coast Highway.

Recommendation: The Committee recommends that Council write to Minister for Transport and Parliamentary Secretary for the Central Coast requesting a reduction of speed limit on the Pacific Highway/Riou Street on the approach to the Central Coast Highway at Brian McGowan Bridge.

In regard to projects that have been taken out of this year's operational plan, Jay Spare confirmed that any projects that were removed from 20/21 haven't been missed, they are just deferred to next year. Staff and councillors needed to consider the financial impact of COVID on the business. The Operational Plan was advertised earlier this year and at the same time staff and consultants were modelling what the financial impact might be. Councillors then adopted a budget where a number of projects were deferred to reduce expenditure. A review of the budget will be completed each quarter and some of those projects may be brought back in.

Action: A standing agenda item to be included for each meeting on what projects are in the current budget and being progressed, what projects are still deferred and a progress report on major projects.

Pedestrian Access and Mobility Advisory Committee Meeting Record
2 September 2020



Action: Wendy Baylis' comments regarding the State Government and Council's plans for the development of the Peninsula to be included on the agenda for the first meeting of 2021.

Jay Spare (Unit Manager Roads Assets Planning and Design) provided the Advisory Group with a presentation on Shared Path and Footpath Capital Works, highlighting progress on the current financial years adopted program and the final adopted Capital Works Pathway Program for 2020/21.

Item 8 General Business and Close

Action: Chris McLean – Principal Strategic Planner to be invited to attend the next meeting to present on greening our suburbs and pathways.

The meeting closed at 5.08pm

Next Meeting: Tuesday 8 December 2020
3pm – 5pm
Zoom Meeting (TBC)



Item No: 7.1
Title: Transition from Level 1 Water Restrictions to Water Wise Rules
Department: Water and Sewer

23 November 2020 Ordinary Council Meeting

Reference: F2018/01495 - D14256522
Author: Luke Drury, Section Manager Water Services and Design
Manager: Daniel Kemp, Unit Manager, Planning and Delivery
Executive: Jamie Loader, Director Water and Sewer

Report purpose

To determine whether to transition to Water Wise Rules or remain on Level 1 Water Restrictions.

Executive Summary

Storage levels within Mangrove Creek Dam (MCD) have continued to rise above the current trigger level (55%) to cease Level 1 Water Restrictions and transition to Water Wise Rules.

The key issues and risks that resulted in a previous deferral of this transition have since been resolved. As a result it is recommended to transition to Water Wise Rules effective from 7 December 2020.

Water and Sewer Recommendation

- 1 *That Council note the contents of this report.*
- 2 *That Council endorse the Acting Chief Executive Officer to transition to Water Wise Rules, effective from 7 December 2020.*

Background

At its meeting of 13 July 2020, Council resolved:

- 625/20 *That Council endorse the Chief Executive Officer (CEO) to not transition to Water Wise Rules once Mangrove Creek Dam (MCD) reaches 55%, noting that a reassessment of the decision would occur at a suitable Council meeting in November 2020.*

7.1 Transition from Level 1 Water Restrictions to Water Wise Rules (contd)

- 626/20 *That Council endorse the CEO to enact future increases in Water Restriction Levels (ie. Progressing from Water Wise Rules through to Level 5 Water Restrictions) in-line with the established triggers without a resolution from Council, noting a report to Council would be required if a trigger level were reached and the CEO did not enact the associated increase in Water Restriction Level.*
- 627/20 *That Council require that any decision to decrease Water Restriction Levels (ie. Progressing from Level 5 Water Restrictions through to Water Wise Rules) or remain on the current Water Restriction Level is to be made by way of a Council Resolution within one month of the relevant Water Restriction Level being reached.*
- 628/20 *That Council notes that future transitions between Water Wise Rules and Water Restriction Levels (up or down) will consider the storage-based trigger levels as a guide and decision point, and that staff will consider a broad range of factors influencing the security of the water supply and may make recommendations that differ from the storage-based triggers from time to time.*

Current Status

The decision to remain on Level 1 Water Restrictions at the July 2020 meeting was made in consideration of the below key factors:

- It was not then apparent if the rainfall received in February 2020 was just a short-wet period within a longer drought sequence, or the start of a resumption of average rainfall patterns.
- System recovery following heavy rainfall in February 2020 had been limited due to a blue green algae event in Mardi Dam. The current algae management techniques for the dam were still being refined.
- It is understood that the community is generally supportive of restrictions and that many people within the Central Coast already believed they were on water restrictions towards the end of 2019 due to the messaging within neighbouring regions where a large portion of the Central Coast residents work.
- It would have been difficult to achieve effective cut-through for new messaging on water restrictions during the current COVID 19 pandemic
- The impact of Level 1 restrictions, compared to water wise rules as the community head into winter, were minor.

7.1 Transition from Level 1 Water Restrictions to Water Wise Rules (contd)

- Remaining on restrictions aligned with the positions of Hunter Water and Sydney Water who were remaining on water restrictions despite significant recovery of their total storage levels.

Since the preparation of the Council Report of 13 July 2020, the storage level in Mangrove Creek Dam has risen from 54.5% to over 60.5%. Increased nutrient monitoring in Mardi Dam, Wyong River and Ourimbah Creek is guiding more optimised water extraction to improve water quality and minimise risks of future algae events impacting extraction yields.

Mangrove Creek Dam is the region's benchmark for Water Security with its storage level trend shown in Figure 1.

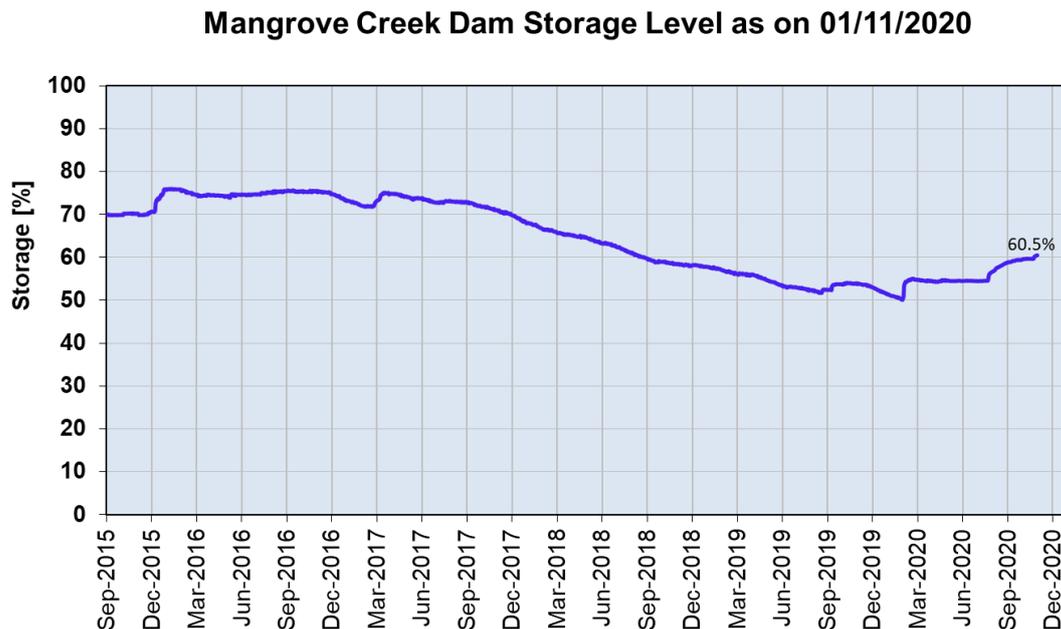


Figure 1 Mangrove Creek Dam Storage Level

A number of Global climate drivers interact to influence rainfall in Eastern Australia. These include the El Nino-Southern Oscillation (ENSO) and Indian Ocean Dipole (IOD) which are now providing favourable rainfall conditions for Eastern Australia. The Bureau of Meteorology (BOM) announced that La Nina conditions (ENSO indicator) commenced in the tropical Pacific Ocean on 13 October 2020. La Nina conditions typically increase the chance of above average rainfall across much of Australia during Spring, with above average summer rainfall also typical across eastern Australia. This climate sequence is likely to persist until at least early 2021 which will assist the recovery of the Central Coast's water storages.

The current La Nina conditions contrast to conditions experienced throughout late 2018 to mid-2019 when an El Nino Alert had been issued. El Nino conditions typically bring drier than average conditions for eastern Australia during winter-spring in addition to warmer day time temperatures across southern Australia. The current and previous ENSO outlook status is shown in Figure 2.

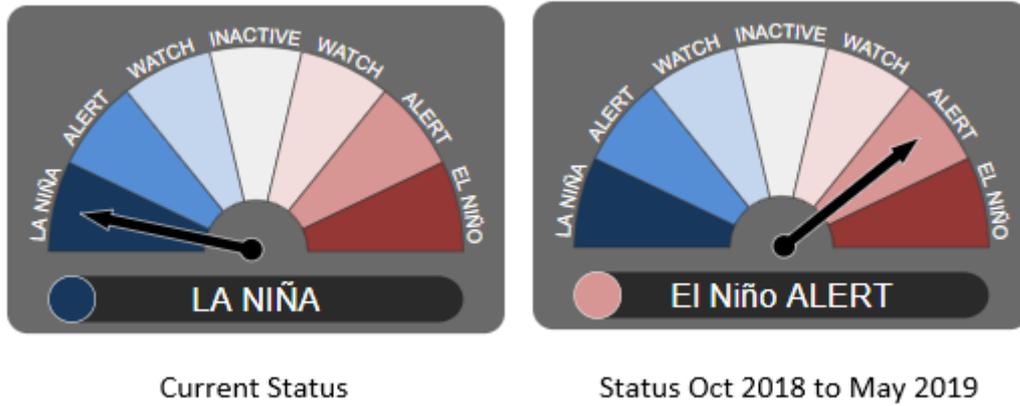


Figure 2 BOM ENSO Outlook Status

Another indicator of current conditions relating to water security is the New South Wales Combined Drought Indicator. These maps are produced by the Department of Primary Industries and consider factors such as rainfall, soil moisture, crop growth factors and a drought direction index. Current conditions show significant improvement across NSW when compared to the start of 2020 as shown in Figures 3 and 4.

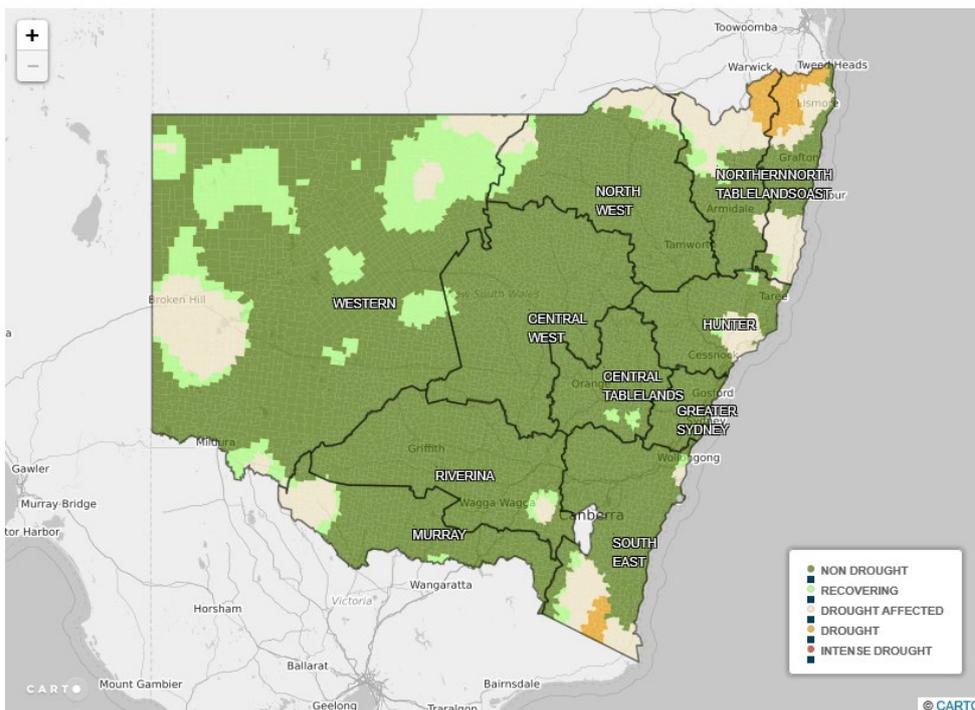


Figure 3 Current NSW Drought Indicator Map
 CDI = Combined Drought Indicator. RI = Rainfall Index. SWI = Soil Water Index. PGI = Pasture Growth Index. DDI = Drought Direction Index
 Data current to 30/10/2020 (AEDT)

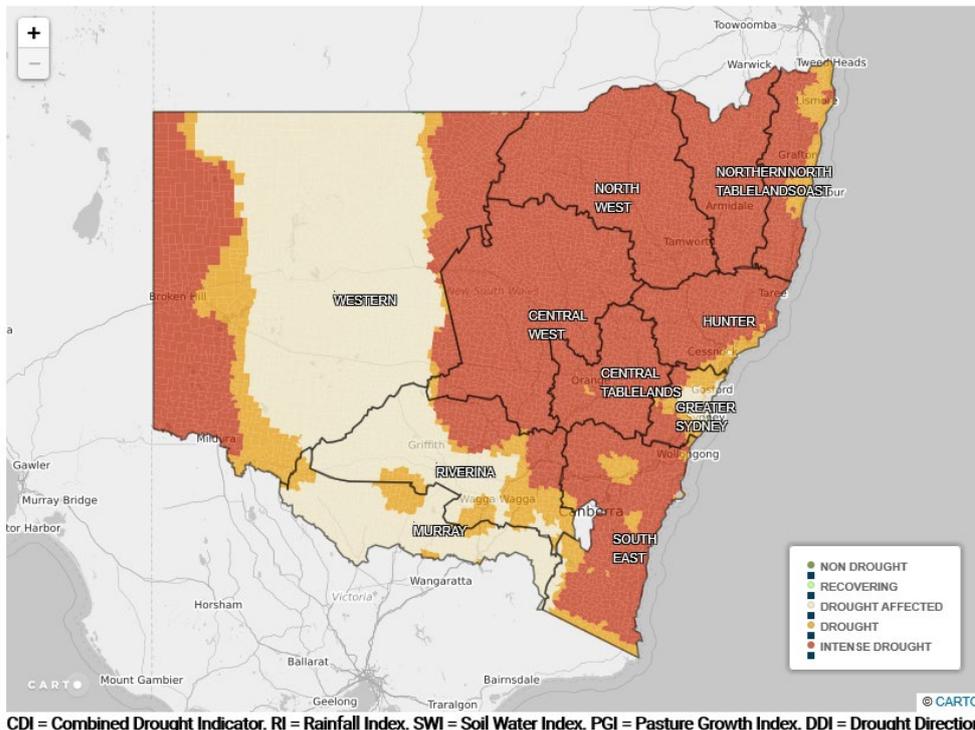


Figure 4 January 2020 NSW Drought Indicator Map

Urban Water Supply Security

Restriction-free urban water supplies at all times are generally neither affordable nor cost-effective, utilities generally need to allow for some level of water restrictions in dry periods in their water supply planning.

Secure yield is defined as the highest annual water demand that can be supplied from a water supply headworks system whilst meeting the 5/10/10 design rule. The current length of recorded data for running water system simulation for Central Coast is 130 years.

Under this design rule (5/10/10), the total time spent in drought restrictions should be no more than 5% of the time. All restriction levels should not be applied more than 10% of recorded history, and when restrictions are applied, the average water supply system demand reduction of 10% is targeted.

Report

The Central Coast Water Supply scheme has entered a period of recovery following the previous storage decline from April 2017 to February 2020 associated with the recent drought. Climatic conditions are now favourable for that recovery to continue through spring and into the next summer period. Increased storage levels across both the Central Coast and the Lower Hunter regions indicate there would be a very low risk of returning to Level 1 restrictions before mid-2021.

7.1 Transition from Level 1 Water Restrictions to Water Wise Rules (contd)

Hunter Water transitioned from Level 1 Restrictions to 'Smart Water Choices' on 1 October 2020 following recovery of their storages. Hunter Water are however maintaining strong messaging around water conservation in an attempt to maintain reductions their customers achieved in water consumption over the last drought. Residential usage in the Lower Hunter dropped from approximately 200L/p/day at the start of the drought to 175L/p/day currently. In comparison Central Coast average residential consumption is currently approximately 170L/p/day. Sydney Water remains on Level 1 Restrictions with no published date for restrictions to be removed.

Considering the above information, it is now appropriate to transition from Level 1 Water Restrictions to Water Wise Rules in accordance with Council's water restriction trigger levels which are provided in Table 1. These trigger levels are used for long term reliability/security of supply assessment as well as guiding drought response.

Table 1 *Current Water Restriction Trigger Levels*

Restriction Level	Initiate Restriction Level when Mangrove Creek Dam reduces to	Remove Restriction Level when Mangrove Creek Dam rises to
Level 1	50%	55%
Level 2	40%	42%
Level 3	35%	37%
Level 4	30%	32%
Level 5	25%	27%

Consultation

Council has developed its 'Love Water: Use it Wisely' campaign to promote water conservation across the Central Coast community. It is important to continue this engagement despite the transition to Water Wise Rules.

Changes to water restrictions will be communicated to the community using a range of methods, including:

- Media release
- Council's publication channels and newsletters
- Social media
- Street and venue signage.

The change will be incorporated into a comprehensive plan to promote wise use of water during the summer months. This resilience and conservation messaging will also be reflected in other water-focused campaigns scheduled for the summer months, including:

- Integrated Water Resource Plan – consulting the community about long-term options for water security
- Integrated Pricing and Regulatory Tribunal – consulting the community to inform price determinations for water charges

7.1 Transition from Level 1 Water Restrictions to Water Wise Rules (contd)

- Desalination Plant consultation, so a plant can be built and activated during a prolonged drought.

Financial Considerations

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

1036/20 That any motions put before Council for the remainder of this term of Council that have financial implications require the Chief Executive Officer to provide a report on how those additional costs will be met.

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

Based on current available data, Level 1 Water Restrictions are not having a material impact on water sales, and therefore there is no evidence of financial implications on the Water and Sewer budget.

Link to Community Strategic Plan

Theme 4: Responsible

Goal H: Delivering essential infrastructure

R-H4: Plan for adequate and sustainable infrastructure to meet future demand for transport, energy, telecommunications and a secure supply of drinking water.

Options

Option 1 No change and remain on Level 1 Water Restrictions. Reconsider the situation in March 2021 after the upcoming summer period.

Option 2 Transition to Water Wise Rules on 7 December 2020 **(Preferred)**

The factors described in the 13 July 2020 Council report that resulted in a continuation of Level 1 Water Restrictions have since been resolved. While ongoing water conservation is an important part of long-term water security and keeping downward pressure on water bills, Council has obligations to provide periods of unrestricted supply to its customers. Considering this any transition to Water Wise Rules will be accompanied with continued community engagement through Council's 'Love Water: Use it Wisely' and 'Live to 150L' campaigns.

Critical Dates

It is recommended that Water Wise Rules will replace Level 1 Water Restrictions from 7 December 2020.

Attachments

- 1** Water Restriction Rules D02968729

Current Water Restriction Rules						
	Anticipated Water Wise Rules	Level 1	Level 2	Level 3	Level 4	Level 5
Target saving	4 %	8%	16%	24%	27%	30%
Lawns & Garden	<ul style="list-style-type: none"> Watering including with sprinklers and irrigation systems is permitted any day before 10am and after 4 pm to avoid heat of the day All hand held hoses to have a trigger nozzle 	<ul style="list-style-type: none"> No fixed hoses or sprinklers (<i>including micro spray</i>) Hand-held hoses (with a trigger nozzle) and drip irrigation systems can be used any day before 10am and after 4 pm to avoid heat of the day Watering cans may be used to water at any time on any day. 	<ul style="list-style-type: none"> No fixed hoses or sprinklers (<i>including micro spray</i>) Hand-held hoses (with a trigger nozzle) and drip irrigation systems can be used for 1 hour a day on three days of the week, between the hours of 6.00 am - 9.00 am and 4.00 pm - 7.00 pm (Odd numbered homes Mon, Wed & Sat, Even numbered homes Tues, Thur & Sun) Watering cans may be used to water at any time on any day. 	<ul style="list-style-type: none"> No fixed hoses or sprinklers (<i>including micro spray</i>) Hand-held hoses (with a trigger nozzle) and drip irrigation systems can be used for 1 hour a day on two days of the week, between the hours of 6.00 am - 9.00 am and 4.00 pm - 7.00 pm (Odd numbered homes Wed & Sat, Even numbered homes Thur & Sun) Watering cans may be used to water at any time on any day. 	<ul style="list-style-type: none"> No hoses or sprinklers (<i>including micro spray</i>) Watering cans may be used to water at any time on any day. 	<ul style="list-style-type: none"> All external use of town water banned
Vehicle / Boat Washing**	<ul style="list-style-type: none"> All road vehicles (including cars, trucks, caravans and cars in car yards) and boats and their trailers may be washed with a bucket or a hose provided a trigger nozzle or pressure cleaner is used Hose to flush boat engines is permitted 	<ul style="list-style-type: none"> All road vehicles (including cars, trucks, caravans and cars in car yards) and boats and their trailers may be washed with a bucket or a hose provided a trigger nozzle or pressure cleaner is used Hose to flush boat engines is permitted 	<ul style="list-style-type: none"> All road vehicles (including cars, trucks, caravans and cars in car yards) and boats and their trailers may be washed with a bucket or a hose provided a trigger nozzle or pressure cleaner is used Hose to flush boat engines is permitted 	<ul style="list-style-type: none"> All road vehicles (including cars, trucks, caravans and cars in car yards) and boats and their trailers may be washed with a bucket or a hose provided a trigger nozzle or pressure cleaner is used Hose to flush boat engines is permitted 	<ul style="list-style-type: none"> All road vehicles (including cars, trucks, caravans and cars in car yards) and boats may be washed with a bucket Boats trailers may be washed with a bucket or a hose provided a trigger nozzle or pressure cleaner is used (max 5 mins). Hose to flush boat engines (max 5 mins) 	<ul style="list-style-type: none"> All external use of town water banned. Vehicles windows can be cleaned using a bucket.
Hard Surfaces	<ul style="list-style-type: none"> No hosing of paths and driveways. 	<ul style="list-style-type: none"> No hosing of paths and driveways. 	<ul style="list-style-type: none"> No hosing of paths and driveways. 	<ul style="list-style-type: none"> No washing or wetting of any external surface is permitted, including paths, driveways, building surface, outside furniture or structures. 	<ul style="list-style-type: none"> No washing or wetting of any external surface is permitted, including paths, driveways, building surface, outside furniture or structures. 	<ul style="list-style-type: none"> All external use of town water banned
Private Pools	<ul style="list-style-type: none"> Topping up of existing pools using a hose from the town water supply is permitted, 	<ul style="list-style-type: none"> Topping up of existing pools using a hose from the town water supply is permitted, 	<ul style="list-style-type: none"> Emptying and refilling of existing pools using a hose from the town water supply is not permitted, Topping up of existing pools using a hose from the town water supply is permitted, Filling of new pools from the town water supply is permitted. 	<ul style="list-style-type: none"> Topping or refilling of existing pools using a hose from the town water supply is not permitted. A bucket may be used or supply other than the drinking water supply system, Filling of new pools from the town water supply is permitted. 	<ul style="list-style-type: none"> Topping or refilling of existing pools using a hose from the town water supply is not permitted. A bucket may be used or supply other than the drinking water supply system, Filling of new pools from the town water supply is not permitted. 	<ul style="list-style-type: none"> All external use of town water banned
Bowling Greens, Golf greens & Cricket Pitches	<ul style="list-style-type: none"> Watering including with sprinklers and irrigation systems is permitted any day before 10am and after 4 pm to avoid heat of the day All hand held hoses to have a trigger nozzle 	<ul style="list-style-type: none"> Fixed watering system up to 2hr per day 6.00 -8.00 am 6.00 -10.00 pm 	<ul style="list-style-type: none"> Fixed watering system up to 2hr per day 6.00 -8.00 am 6.00 -10.00 pm 	<ul style="list-style-type: none"> Watering systems for a total of 1 hour per day on Monday, Wednesday and Friday between the hours of 6.00 am - 8.00 am and 6.00 pm - 8.00 pm are permitted. 	<ul style="list-style-type: none"> Watering systems for a total of 1 hour per day on Monday, Wednesday and Friday between the hours of 6.00 am - 8.00 am and 6.00 pm - 8.00 pm are permitted. 	<ul style="list-style-type: none"> All external use of town water banned
Nurseries & Commercial Gardens	<ul style="list-style-type: none"> Watering including with sprinklers and irrigation systems is permitted any day before 10am and after 4 pm to avoid heat of the day All hand held hoses to have a trigger nozzle 	<ul style="list-style-type: none"> Fixed watering system up to 4hr per day – 6.00 -8.00 am 6.00 -8.00 pm 	<ul style="list-style-type: none"> Fixed watering system up to 2hr per day 6.00 -8.00 am 6.00 -8.00 pm 	<ul style="list-style-type: none"> Watering systems for a total of 1 hour per day between the hours of 6.00 am - 8.00 am and 6.00 pm - 8.00 pm are permitted. 	<ul style="list-style-type: none"> Watering systems for a total of 1 hour per day between the hours of 6.00 am - 8.00 am and 6.00 pm - 8.00 pm are permitted. 	<ul style="list-style-type: none"> All external use of town water banned
Sporting Fields, School Ovals and Grassed Areas	<ul style="list-style-type: none"> Watering including with sprinklers and irrigation systems is permitted any day before 10am and after 4 pm to avoid heat of the day All hand held hoses to have a trigger nozzle 	<ul style="list-style-type: none"> Fixed water systems three times a week between 6.00 -10.00 pm 	<ul style="list-style-type: none"> Fixed water systems two times a week between 6.00 -10.00 pm 	<ul style="list-style-type: none"> All external use of town water banned. 	<ul style="list-style-type: none"> All external use of town water banned. 	<ul style="list-style-type: none"> All external use of town water banned.
Water Cartage from Town Water Supply	<ul style="list-style-type: none"> Permitted 	<ul style="list-style-type: none"> Permitted for domestic internal Use Only 	<ul style="list-style-type: none"> Permitted for domestic internal Use Only 	<ul style="list-style-type: none"> Permitted for domestic internal Use Only 	<ul style="list-style-type: none"> Permitted for domestic internal Use Only 	<ul style="list-style-type: none"> Permitted for domestic internal Use Only
Auto Flush urinals	<ul style="list-style-type: none"> Timer controlled operation is not permitted. 	<ul style="list-style-type: none"> Timer controlled operation is not permitted. 	<ul style="list-style-type: none"> Timer controlled operation is not permitted. 	<ul style="list-style-type: none"> Timer controlled operation is not permitted. 	<ul style="list-style-type: none"> Timer controlled operation is not permitted. 	<ul style="list-style-type: none"> Timer controlled operation is not permitted.
Public Beach showers, fish tables and boat ramp taps.	<ul style="list-style-type: none"> Permitted. 	<ul style="list-style-type: none"> Permitted. 	<ul style="list-style-type: none"> Permitted. 	<ul style="list-style-type: none"> Permitted. 	<ul style="list-style-type: none"> Not permitted. 	<ul style="list-style-type: none"> Not permitted.

Current Water Restriction Rules						
	Anticipated Water Wise Rules	Level 1	Level 2	Level 3	Level 4	Level 5
Target saving	4 %	8%	16%	24%	27%	30%
Customers with an annual demand greater than 3,500KL and hotels, motels, resorts, caravan parks and public pools	<ul style="list-style-type: none"> Preparation and implementation of a Water Management Plan 	<ul style="list-style-type: none"> Preparation and implementation of an approved Water Management Plan 	<ul style="list-style-type: none"> Preparation and implementation of an approved Water Management Plan 	<ul style="list-style-type: none"> Preparation and implementation of a Water Management Plan is required to achieve a minimum of 24 % reduction on pre restriction (2001) water usage. 	<ul style="list-style-type: none"> Preparation and implementation of a Water Management Plan is required to achieve a minimum of 24 % reduction on pre restriction (2001) water usage. 	<ul style="list-style-type: none"> Preparation and implementation of a Water Management Plan is required to achieve a minimum of 24 % reduction on pre restriction (2001) water usage.
Voluntary residential target	<ul style="list-style-type: none"> 150 Litres per person per day. 	<ul style="list-style-type: none"> 150 Litres per person per day. 	<ul style="list-style-type: none"> 150 Litres per person per day. 	<ul style="list-style-type: none"> 150 Litres per person per day. 	<ul style="list-style-type: none"> 150 Litres per person per day. 	<ul style="list-style-type: none"> 140 Litres per person per day.